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

December 18, 1997
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 Powell at 3:57 p.m.

1.2 ROLL CALL

Board Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs
Ms. Joan Livingston
Mr. Eli Luria, Vice President
Mr. Desmond O’Neill
Mrs. Joyce Powell, President
Mr. Luis Villegas
Mr. Michael Warnken, Student Trustee

Others present for all or a portion of the meeting:

Dr. Peter R. MacDougall, Supt./President and Secretary/Clerk to the Board of Trustees
Ms. Liz Auchincloss, President, CSEA
Ms. Pat Canning, Chair, Classified Council
Mr. Nathan Davis, Representative, Gold Coast Air Conditioning
Ms. Shelley Dorn, Coordinator, Student Activities
Mrs. Lynda Fairley, Vice President, Student Affairs
Mr. Tom Garey, Professor, Theater Arts
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Karolyn Hanna, President, Academic Senate
Dr. Charles Hanson, Vice President, Business Services
Ms. Donna Holloway, Chair Elect, Classified Council
Ms. Patricia Kistler, Public Information Officer
Mr. Gran Knox, Director, Facilities & Operations
Mr. Craig McBride, Representative, Goodrich/Baas & Associates
Ms. Rachel Moye, Supervisor, EOPS
Mr. Martin O’Brien, Representative, Gold Coast Air Conditioning
Ms. Kathy O’Connor, Immediate Past President, Academic Senate
Mr. Alex Pittmon, Construction Administrator
Ms. Marsha Roberson, Instructor/Director, Health Occupations
Ms. Renee Robinson, Coordinator I, Continuing Education
Dr. Susan Sargent, Dean, Academic Affairs
Dr. Janet Shapiro, Director, DSPS
Ms. Pat Snyder, Executive Director, Foundation for SBCC
Mr. David Wilkinson, President, ASB
Mr. Eric Wise, Assistant Professor, Biological Sciences
Ms. Marsha Wright, Coordinator II, EOPS & Financial Aid

1.3 WELCOME

Mrs. Powell extended a cordial welcome to all present. She announced that Board Members had just toured the new welding facility in Marine Tech and the Field House.

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF REGULAR MEETING OF NOVEMBER 13, 1997

Upon motion by Mr. O’Neill, seconded by Mr. Villegas, the Board unanimously approved the Minutes of the Regular Meeting of November 13, 1997.

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 - Dr. Karolyn Hanna (Taken out of order)

Dr. Hanna announced that the Academic Senate has worked on a number of policies and procedures which are in the process of coming forward to the Board (two are on today’s Agenda—the Affirmative Action Plan and the Personal Necessity Leave Policy).

b. REPORT BY CLASSIFIED COUNCIL - Ms. Pat Canning (Taken out of order)

Ms. Canning announced that two members of Classified Council completed their terms this month (Ms. Canning and Ms. Cindy Salazar); elections are underway to elect two new members to the Council; officers for the 1998 year are: Donna Holloway (chair), Shelley Cull (secretary), and Jetton Grunt (coordinator of the Newsletter). Ms. Canning thanked the Board and Dr. MacDougall for their support of her two-year tenure. She then introduced Ms. Holloway to Board Members. Ms. Holloway stated she welcomes the challenge of being the new chairperson. Board Members thanked Ms. Canning for her service on the Council these past two years.

c. REPORT BY ASSOCIATED STUDENTS - Mr. David Wilkinson

Mr. Wilkinson announced that the Associated Students just finished a very successful semester and thanked everyone for their support of the fundraiser for the Council of Christmas Cheer. Two issues of great concern to the students are priority registration for DSPS and EOPS students and the flex calendar. Both issues are supported by the
ASB. Mr. Wilkinson thanked Dr. MacDougall and the Board for their continuing support and encouragement and wished everyone a happy holiday.

d. REPORT ON CURRENT EVENTS - Ms. Patricia Kistler

Ms. Kistler congratulated Dr. Jack Ullom and the Music Department for an absolutely stunning beginning of the holiday season with the choral and musical programs they performed. She thanked the SBCC Marketing Committee which has been instrumental in finalizing the latest marketing campaign to be heard on the radio and seen in print and on television.

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Thanked Ms. Canning for the wonderful job she did as chair of Classified Council and welcomed Ms. Holloway to that position.

2. Commented on the selection of the Board President and Vice President which will take place on this Agenda and acknowledged how fortunate the SBCCD is to have the quality of leadership of our Board. He noted his appreciation for the amount of time and work Board Members put in on the three subcommittees prior to the Board meetings.

3. In regard to Project Redesign, the College is working very hard at being able to work with Oracle, GTE, and HP in order to get a return on its investment—at a minimum, to try to recover its costs. At this time, the College is working closely with consultant George Tamas and his company, Governet, to develop a product worthy of incorporation in other schools.

4. Noted that in terms of instructional redesign, he continues to be appreciative of our faculty’s efforts. Representatives from U.S. WEB met with Dr. Friedlander and faculty members in the Faculty Resource Center to ensure that any instruction that is delivered online is effective.

5. Announced that out of four technology grants for which the College applied, we were successful in only one of them—Statewide Online Instructional and Curriculum Library Grant. The College will be working with George Tamas and his company and hopefully with GTE on this grant. A discussion was held as to possibilities of why the College was not successful on the other three grants.

6. Acknowledged the work of the ASB in its effort for Christmas Unity, the faculty and staff for their contributions in supporting the United Way effort (surpassed our goal), and Phi Theta Kappa’s efforts on behalf of fundraising to help the situation in Bosnia.

7. Acknowledged the work of Dr. Hanson, Mr. Knox, and Mr. Pittmon in preparing the College for the remodel of the Administration Building during the spring semester.

8. Noted was a campus-wide meeting scheduled at the request of the Planning and Resources Committee of the Academic Senate at which Dr. Hanson had all the architects for the four potential projects present to review the projects and answer questions.
9. Stated that the two recently completed projects were viewed by Board Members just prior to today's Board meeting. The Storage Building replaced the biggest eyesore on campus with a highly functional building. It will be an important facility for both the Grounds crew of Facilities and Operations and the Physical Education/Athletics for their storage. The Welding addition to the Marine Diving Technology Building provides MDT with the best instructional support of any such program anywhere.

10. Expressed appreciation to Ms. Pat Snyder and the Foundation staff for their work in supporting the President's Holiday Reception.

Dr. MacDougall at this time asked Ms. Snyder to the microphone to share some end-of-year news from the Foundation.

Ms. Snyder stated she appreciated the opportunity to share some of the Foundation year-end excitement. She announced the following donations to the Foundation: $40,000 from the Tuohy Foundation; $100,000 from Cottage Hospital; $20,000 from the J.W. Long Foundation for the Computers in our Future Project; $40,000 from an anonymous donor; $150,000 from Mr. Jim Bower; and the most exciting news—a $1 million donation from Harold and Diana Frank (announced at the meeting as a charitable remainder trust—subsequently changed to a cash donation).

1.8 GOVERNING BOARD

Dr. Dobbs spoke to the Oaks Parent/Child Workshop's 50th anniversary celebration held on November 8 at Fess Parker's Doubletree and stated that Elinor Brelsford has written a history in the period of time she served as head of the Workshop (1947-1982). Dr. Dobbs noted that parents of children who now attend the Workshop once attended the Workshop themselves.

Dr. Alexander reported from the Fiscal Committee about the report given by Ms. Marsha Wright on plans being made for Santa Barbara City College's CARE Program and the CalWORKs Program. Dr. Alexander suggested placing this report on a subsequent Board Agenda for all Board members to hear.

Ms. Livingston noted the excellence of the Band Concert she attended at the College and recommended it to others.

a. ELECTION OF PRESIDENT AND VICE PRESIDENT

Upon motion by Dr. Dobbs, seconded by Mr. Villegas, the Board unanimously elected Mr. Luria as President of the Board of Trustees for 1998.

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously elected Mr. Villegas as Vice President of the Board of Trustees for 1998.

Mrs. Powell, in turning over the gavel, stated that this being the third time she had been President of the Board, she has only gained in admiration for Dr. MacDougall's abilities and that the College has moved forward this past year in a way in which it can be proud.

Mr. Luria stated the Board's appreciation for the work of Mrs. Powell this past year and thanked Board Members for the privilege of serving as President this year.
b. ESTABLISHMENT OF MEETING DATES, TIME AND PLACE

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved the regular meetings of the Board of Trustees being held on the second and fourth Thursdays of each month. Further, that the regular meetings will begin at 4:00 p.m., and will be held in Room A-211 of the Administration Building.

c. SUBCOMMITTEES FOR THE BOARD OF TRUSTEES FOR 1998

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved the proposed memberships for the subcommittees for the coming year as follows:

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<thead>
<tr>
<th>Educational Policies</th>
<th>Fiscal</th>
<th>Facilities</th>
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<tbody>
<tr>
<td>Joan Livingston, Chair</td>
<td>Luis Villegas, Chair</td>
<td>Eli Luria, Chair</td>
</tr>
<tr>
<td>Kathryn Alexander</td>
<td>Joe Dobbs</td>
<td>Joyce Powell</td>
</tr>
<tr>
<td>Desmond O'Neill</td>
<td>Desmond O'Neill</td>
<td>Luis Villegas</td>
</tr>
<tr>
<td>Joyce Powell (Alt.)</td>
<td>Joan Livingston (1st Alt.)</td>
<td>Joan Livingston (1st Alt.)</td>
</tr>
<tr>
<td></td>
<td>Kathryn Alexander (2nd Alt.)</td>
<td>Joe Dobbs (2nd Alt.)</td>
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2. HUMAN RESOURCES - Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Mr. Oroz highlighted the retirement of Ms. Jan Martin, Administrative Secretary, Academic Affairs, with 19-1/2 years of service to the District. Also noted under Classified Promotions were four promotions of Classified staff members.

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved the Human Resources Consent Items as contained in the Agenda and the Attachments.

2.2 HUMAN RESOURCES ACTION ITEMS

a. RECOMMENDED APPROVAL OF AFFIRMATIVE ACTION PROGRAM PLAN REVISION

Changes have been made to the District’s Affirmative Action Program Plan. The changes are minor in nature and incorporate Affirmative Action requirements in Title 5, approved by the Board of Governors on May 9, 1996.

The Affirmative Action Plan’s sexual harassment policy was also updated to include specific examples of what constitutes sexual harassment. The examples are taken from the California Fair Employment and Housing Commission (DFEH) regulations and were refined by the Academic Senate.

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved the Affirmative Action Program Plan Revisions as contained in the Agenda and the Enclosure.
b. RECOMMENDED APPROVAL OF REVISIONS TO PERSONAL NECESSITY LEAVE POLICY

Changes have been made to the District’s Certificated Personal Necessity Leave Policy. The recommended changes are intended to clarify the process to be followed when obtaining such leave and the reasons for which such leave may be taken.

Upon motion by Mrs. Powell, seconded by Mr. O’Neill, the Board unanimously approved the revisions to the Personal Necessity Leave Policy as contained in the Agenda and the Attachment.

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 Ms. Livingston, the Board unanimously approved conferring upon each of the 168 candidates for the Associate in Arts degree and the 70 candidates for the Associate in Science degree the appropriate degrees subject to completion of the State and local requirements.

3.2 RECOMMEND APPROVAL AND RETROACTIVE SUBMITTAL OF EOPS/CARE 1997-98 PROJECT PLAN AND BUDGET

Upon motion by Dr. Alexander, seconded by Mr. O’Neill, the Board unanimously approved the submittal of the EOPS/CARE 1997-98 Project Plan and Budget to the Chancellor’s Office as contained in the Agenda and the Attachment.

3.3 RECOMMEND APPROVAL OF THE 1997-98 HEALTH SERVICES PROGRAM BUDGET

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved the 1997-98 Health Services Program budget as contained in the Agenda and the Attachment.

3.4 RECOMMEND APPROVAL OF THE PRIORITY REGISTRATION POLICIES

Upon motion by Dr. Alexander, seconded by Mr. O’Neill, the Board unanimously approved tabling this item until the end of today’s meeting.

Upon motion by Dr. Alexander, seconded by Mr. O’Neill, the Board unanimously approved taking Item 3.4 at 6:05 p.m.

Dr. Alexander stated that there were three major issues which needed to be addressed on the Priority Registration Policy. 1) A review is needed on the entire process; 2) whether or not the Board is going to grant privileged access to impacted classes and programs by EOPS students; and 3) what is meant by reasonable accommodation in regard to DSPS students.

Dr. Alexander noted that a review of this issue was initiated at the request from the Chancellor’s Office asking each College to examine its policy to see if it guaranteed equality of access to its classes and programs. She further noted that this issue has been discussed at three Educational Policies Committee meetings and at a Board Study Session. (Amended addition by Dr. Alexander: “Dr. Alexander stated that if we are going to support shared governance on this campus, we have to understand our processes. I think that is one of the most important things we have to know as a Board.”)
Dr. Alexander further stated that the policy in its present form is unfair, denies equality of access, and makes a statement about reasonable accommodation that as a Board it should not be making. A discussion ensued as to the principle of providing privileged access to classes and reasonable accommodation.

(Amended addition by Dr. Alexander: "Mr. O'Neill said if we need to revisit it, we can. Mr. Luria stated we can come back to it at a Study Session."

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board approved the Priority Registration Policy as contained in the Agenda and the Attachment. A hand vote was taken:

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

Noes: Dr. Alexander

Abstain: Ms. Livingston

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

4.1 SABBATICAL LEAVE REPORT

This item was deleted from the Agenda.

4.2 ECONOMIC COMMUNITY PROJECT PRESENTATION

Vice President John Romo reported on the status of the Santa Barbara Region Economic Community Project to Board Members. The Economic Community Project was formed 2-1/2 years ago and has been funded totally with private sector funding. It consists of more than 100 community leaders who represent many dimensions of the community, including business, education, and government. The goal of the Project is the retention and expansion of high technology focusing on three core cluster industries: software and multimedia; telecommunications; and medical device manufacturing. Several project initiatives have been created: Education and skills development; facilities for cluster companies; new enterprise support; capital connection; community awareness and marketing; and indicators for measuring progress.

Santa Barbara City College has been well represented by participation of staff and faculty and many of the College's programs (credit and noncredit) are focusing on providing more worksite opportunities. Through Continuing Education’s Institute for Business Assistance, we provide help to small businesses to work through their business planning and provide workshops and courses in order to establish and maintain a successful business. The Institute for Business Assistance has also provided research and community surveying support for the ECP. Mr. Romo concluded his report by stating that there will be many more opportunities for us in the future in contributing significantly in this important project.

4.3 RECOMMENDED APPROVAL OF CONTINUING EDUCATION DIVISION RETAIL PHARMACY TECHNICIAN TRAINING PROGRAM - MARCH 1998

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously approved the Retail Pharmacy Technician Training Program to be offered by the Continuing Education Division in March 1998 as contained in the Agenda and the Attachment.
4.4 RECOMMEND APPROVAL OF SABBATICAL LEAVES 1998-99

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved the following faculty sabbatical leaves during the 1998-99 academic year:

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Sabbatical Leave</th>
</tr>
</thead>
<tbody>
<tr>
<td>Don Barthelmess</td>
<td>1998-99</td>
</tr>
<tr>
<td>John Eggler</td>
<td>1998-99</td>
</tr>
<tr>
<td>Mohammad El-Soussi</td>
<td>1998-99</td>
</tr>
<tr>
<td>George Federman</td>
<td>1998-99</td>
</tr>
<tr>
<td>Peter Georgakis</td>
<td>Spring 1999</td>
</tr>
<tr>
<td>Elida Moreno</td>
<td>1998-99</td>
</tr>
<tr>
<td>Patricia Chavez-Nunez</td>
<td>Spring 1999</td>
</tr>
<tr>
<td>Terri Ouwehand</td>
<td>Fall 1998</td>
</tr>
<tr>
<td>Patricia Stark</td>
<td>1998-99</td>
</tr>
</tbody>
</table>

4.5 RECOMMEND APPROVAL OF PART-TIME FACULTY TEACHING SPRING 1998

Upon motion by Dr. Alexander, seconded by Mr. O’Neill, the Board unanimously approved the part-time faculty teaching during the Spring 1998 semester as contained in the Agenda and the Attachment.

4.6 RECOMMEND RATIFICATION OF NEW COURSES AND PROGRAMS APPROVED, FALL 1997

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the new courses and programs approved by the Curriculum Advisory Committee during the Fall 1997 semester as contained in the Agenda and the Attachment.

4.7 DISCUSSION TOPIC ON THE COLLEGE CALENDAR—ACADEMIC SENATE RECOMMENDATION TO DECREASE BY FOUR THE NUMBER OF MANDATORY DAYS OF INSTRUCTION AND ADD FOUR MANDATORY VERSUS OPTIONAL INSERVICE DAYS AND ONE OPTIONAL DAY FOR FACULTY DEVELOPMENT ACTIVITIES

Dr. Karolynn Hanna, President of the Academic Senate, and Dr. Jack Friedlander, Vice President for Academic Affairs, presented a recommendation to Board Members on a College Calendar with six mandatory professional development days and one optional day for faculty development on a two-year trial basis. This recommendation complies with flexible calendar options allowed by state regulations and is consistent with the normative practices in the California Community Colleges.

The recommendation is based upon a strong need for concentrated or focused time for College faculty to be involved in program planning, curriculum development, and achievement of college-wide goals and would provide time to practice, internalize, and develop materials as well as to receive information. It would provide a cost-effective means to involve part-time faculty in staff development, an opportunity for collaboration between the faculty and staff, and the opportunity for the Santa Barbara City College workforce to meet some of the challenges of the 21st century. Since the College has made a tremendous investment in technology, faculty need time to learn and to apply what they are learning. The proposal is favored by a majority of the faculty, and there was a good turnout in terms of the number of faculty indicating their preference. It is a compromise from the original proposal forwarded from the Academic Senate.
A discussion ensued with Board Members and concerns were noted. Mrs. Powell asked that it be noted for the record of her concern in regard to collective bargaining on this issue. Dr. Ullom responded that the College Calendar is handled by the Academic Senate and is excluded in the Instructors' Association contract.

It was concluded that Board Members were supportive of the Flexible Calendar option on a two-year trial basis.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved the Business Consent Items as contained in the Agenda, the Attachments, and the Enclosure.

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 8 (1997-98) AUTHORIZING DISTRICT STAFF MEMBER AS SIGNATORY FOR THE 1997-98 FISCAL YEAR

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved adoption of Resolution No. 8 (1997-98) authorizing Sharon Kie as additional signatory for 1997-98. The vote follows:

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

b. ADOPTION OF RESOLUTION NO. 9 (1997-98) AUTHORIZING INTERNAL AND INTERFUND TRANSFER

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 9 (1997-98) authorizing transfer to the Replacement of Equipment and Scheduled Maintenance Funds as delineated in the Attachment. The vote follows:

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

c. MARINE DIVING (WELDING ADDITION) - CHANGE ORDER NO. 2

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Change Order No. 2, Marine Diving (Welding Addition), in the amount of $4,534, no additional days, as contained in the Agenda and the Attachment.
d. **HUMANITIES BUILDING, H.V.A.C. RENOVATION - CHANGE ORDER NO. 3**

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Change Order No. 3, H.V.A.C. Renovation, in the amount of $17,838.64, no additional days, as contained in the Agenda and the Attachment.

e. **ACCEPTANCE OF BIDS/AUTHORIZATION TO AWARD CONTRACT - ADMINISTRATION REMODEL - TECHNOLOGIES**

On December 16, seven bids were received. The low bidder is Goodrich-Baas and Associates of Santa Barbara/Fort Collins, Colorado, submitting a bid in the amount of $1,989,961.32 (base bid and add alternate).

A protest letter was received from the second low bidder which the District and the architect has investigated. Following our normal due diligence, staff feels the concerns in the letter have been adequately addressed.

Upon motion by Dr. Dobbs, seconded by Dr. Alexander (abstained—Mr. O’Neill), the Board approved acceptance of the bids and award of the contract to Goodrich-Baas and Associates in the amount of $1,989,961.32 following Chancellor’s Office approval to award the contract.

(At this time, the Board returned to Item 3.4.)

6. **INFORMATION RESOURCES - Mr. William Hamre - No Items**

7. **ADJOURNMENT**

Upon motion by Mr. O’Neill, seconded by Mrs. Powell, the Board unanimously approved adjournment at 6:50 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, January 22, 1998, at 4:00 p.m., in Room A-211. A Board Study Session will be held in the Catering Room/Coffeeshop following the Board Meeting.

APPROVED BY THE BOARD OF TRUSTEES ON January 22, 1998

[Signature]
President, Board of Trustees

[Signature]
Superintendent/President
Secretary/Clerk of the Board