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

May 22, 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 4:06 p.m.

1.2 ROLL CALL

Board Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs
Mr. Eli Luria, Vice President
Mr. Desmond O'Neill
Mrs. Joyce Powell, President
Mr. Luis Villegas
Ms. Marina Gonzalez, Student Trustee

Board Member absent:

Ms. Joan Livingston

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Supt/President and Secretary/Clerk to the Board of Trustees
Mr. John Aspra, Acting Coordinator, Student Activities
Ms. Liz Auchincloss, President, CSEA
Ms. Nancy Baird, Certified Personnel Technician, Human Resources
Mr. Paul Becker, Member, SBCC Men's Golf Team
Ms. Leilani Browne, Secretary, Senior, Human Resources
Ms. Pat Canning, Chair, Classified Council
Ms. Stella Castellanos, Classified Personnel Clerk
Ms. Janice Chase, Principal Clerk, Learning Assistance Center
Ms. Jane Craven, Assistant Dean, Admissions and Records
Mr. Bob Dinaberg, Professor/Director, Physical Education/Recreation
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. Ira Flood, Member, SBCC Men's Golf Team
Dr. Jack Friedlander, Vice President, Academic Affairs
Dr. Larry Friesen, Professor, Biological Science
Mr. John Getz, Storekeeper, Purchasing Department
Ms. Olga Gonzalez, User Support Specialist I, Information Resources
Ms. Deanna Gregg, Secretary, English/Essential Skills/Journalism
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Charles Hanson, Vice President, Business Services
Ms. Donna Holloway, Special Program Advisor, Financial Aid
Ms. Patricia Kistler, Public Information Officer
Mr. Jason Kollack, Member, SBCC Men's Golf Team
Ms. Barbara Lee, Student, Santa Barbara City College
Mr. Steve Lewis, Administrative Services Manager, Business Services
Ms. Ann McGarty, Personnel Specialist, Human Resources
Ms. Rachel McKeone, Typist Clerk, Senior, Business Services
Mr. Chris Miller, Offset Duplicating Machine Operator, Senior
Ms. Kathy O'Connor, President, Academic Senate
Mr. Tad Omi, Member, SBCC Men's Golf Team
Mr. Dan Oroz, Vice President, Human Resources
Mr. Alex Pittmon, Construction Administrator
Ms. Lucy Prieto, Secretary, Academic Affairs
Mr. Bill Regis, Library Technician
Mr. Jim Rice, Coach, SBCC Men's Golf Team
Mr. John Romo, Vice President, Continuing Education
Dr. Susan Sargent, Dean, Academic Affairs
Ms. Hanne Sonquist, Director, Starr-King Parent/Child Workshop
Mr. Carl Sundbeck, Associate Professor, Geology/Asst. Coach, Men's Golf
Dr. Lupita Tannatt, ACE Fellow
Ms. Katherine Udd, ASB President
Dr. Jack Ullom, President, Instructors' Association
Ms. Marsha Wright, Financial Aid Specialist
Mr. Jens Zacho, Member, SBCC Men's Golf Team

1.3 WELCOME

Mrs. Powell extended a cordial welcome to all present.

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF REGULAR MEETING OF APRIL 24, 1997, AND THE SPECIAL MEETING OF MAY 8, 1997

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the Minutes of the Regular Meeting of April 24, 1997.

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved the Minutes of the Special Meeting of May 8, 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 - Ms. Kathy O'Connor

Ms. O'Connor congratulated members of the SBCC Men's Golf Team on their state championship. In regard to the modification to the Withdrawal Policy on today's Agenda, the Academic Senate will be working with VP Lynda Fairly and the Matriculation Committee to enlist faculty in communicating to students on methods of keeping students in classes. She noted the high quality of the Faculty Enrichment Grants on today's Agenda and stated that the Senate has also reviewed the Multiple Degree Policy on today's Agenda. The Tenure-Track Faculty Evaluation Policy is now going through the consultation process and discussions will be held with the administration and Educational Policies Committee. The Visual Communications Redesign Project commences June 2 and the Physics Redesign Project will begin on June 9. The English 100 project will start part of their research component this summer and continue the project next winter. Ms. O'Connor thanked Board Members for their attendance and staff for their efforts on the Student Awards Banquet and the Faculty Service Award Dinner. Ms. O'Connor invited Board Members to attend the Faculty/Staff Luncheon on June 3, and announced that the summer Academic Senate meeting is scheduled for July 2. Ms. O'Connor will be attending the State Senate Technology Task Force meeting and asked Board Members' approval to bring her end-of-year report to the June 26 Board meeting.

Board Members thanked Ms. O'Connor for her leadership of the faculty over the past two years.

At this time, Item 1.8-a was taken out of order.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Pat Canning

Ms. Canning reported on Classified Employee Week, thanking Dr. MacDougall for the kickoff breakfast and noted that the Financial Aid team won the Second Annual Eraser on the Ruler Race. The Inservice will be held tomorrow at the Wake Center.

At this time, Item 2.2-b was taken out of order.

c. REPORT BY ASSOCIATED STUDENTS - Ms. Katherine Udd

Ms. Udd reported on the accomplishments of the Associated Students for the 1996-97 year noting that the goal of all who participated on the Student Senate was to make the students, faculty, and staff members aware of issues, events, and needs at Santa Barbara City College.

d. REPORT ON CURRENT EVENTS - Ms. Patricia Kistler

Ms. Kistler announced that Commencement would be held on Thursday, June 5, at 5:00 p.m.

(At this time, Item 1.8-b was taken out of order)

At this time, Ms. Hanne Sonquist, Director of the Starr-King Parent/Child Workshop, addressed Board Members upon the occasion of her retirement. Ms. Sonquist thanked Board Members for the 25 years she has been associated with the College noting that the Parent/Child Workshop is a model program in parent education, a hope for families, and urged Board Members to consider expanding the program.
e. REPORT ON CURRENT ISSUES  

- Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Congratulated Mr. Dinaberg upon his induction into the Santa Barbara Athletic Roundtable Hall of Fame for his distinguished coaching record at Santa Barbara City College and for his work as Athletic Director.

2. Noted that the May Revise for the State budget is looking positive in funding that is available to support education and that the revise has added $108 million to the community college budget (almost all of it to one-time expenditures). Funding will also be available for instructional equipment, library material technology, maintenance, and staff development.

3. Expressed appreciation to Ms. Canning for her leadership as President of the Classified Council and the work that she and members of the Council have done to make Classified Employee Week as special as it has been. Also thanked was Ms. Auchincloss and members of CSEA for their involvement and support of the activities this past week.

4. Thanked Ms. Udd for her conscientious report on the activities of the student government over the past year and stated she has represented the students effectively as the ASB President.

5. Commended staff members for their work involved in the planning of the Honors Banquet, Scholarship Reception, the ESL Certificate Program.

6. Noted that there will be a number of technology grants available at the State level, and the College will be seeking these as they will be integral in supporting the work of the College in Project Redesign.

7. Acknowledged Mr. Romo for his selection as the chair of the Santa Barbara Waterfront Visionary Group. He stated that this is a very important community activity and it is wonderful to have Santa Barbara City College represented in such a prominent manner.

1.8 GOVERNING BOARD

Mrs. Powell stated that Board Members in attendance at the CCCT Conference would be given time at the upcoming Study Session to discuss key items from the Conference.

Mrs. Powell thanked Mr. Romo and Dr. Hanson for their attendance at the Carpinteria Visionary Committee meetings.

a. APPROVAL OF RESOLUTION NO. 18 (1996-97) HONORING MS. KATHY O’CONNOR’S SERVICE AS PRESIDENT OF THE SANTA BARBARA CITY COLLEGE ACADEMIC SENATE, MAY 1995 TO MAY 1997 (Taken out of order)

Dr. MacDougall presented Ms. O’Connor with the Resolution in recognition of two years of excellent service as President of the SBCC Academic Senate, May 1995 to May 1997.

Upon motion by Mr. O’Neill, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 18 (1996-97). The vote follows:
Ayes: Dr. Alexander, Dr. Dobbs, Mr. Luria, Mr. O'Neill, Mr. Villegas, Mrs. Powell
Noes: None
Absent: Ms. Livingston
Concur: Ms. Gonzalez


Dr. MacDougall, on behalf of Board Members, congratulated Mr. Jim Rice (Coach), Mr. Carl Sundbeck (Assistant Coach), and members of the 1997 SBCC Men's Golf Team and presented each of them with a copy of the Resolution. Members of the team include: Paul Becker, Ira Flood, Kyle Folks, Jeff Fortson, Cory Karpin, Jason Kollark, Tad Omi, Greg Patchett, and Jens Zacho.

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 19 (1996-97) honoring the 1997 Men's California Community College State Golf Champions and the 1997 Coach of the Year, Mr. Jim Rice.

2. HUMAN RESOURCES - Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Mr. Oroz announced the following Certificated Faculty Appointments:

BINDER, Alyssa  
Teacher, Children's Center  
TBD  
8/11/97  
62.5% Temp. Contract  
Re: H. Cooper

BATES, Christopher  
Instr., Art  
Clay Arts/3-D Design  
TBD  
8/15/97  
FT Tenure-Track Probationary 1  
Re: O. Bucher

PONCE, Mona Eliza  
Teacher, Children's Center  
TBD  
8/11/97  
FT Temp. Contract  
Re: Y. Garcia  
Sabbatical Leave

SOLTYSIK-WEBB, Anne-Marie  
Teacher, Children's Center  
TBD  
8/11/97  
FT Tenure-Track Probationary 1  
Re: J. Osterhage

Mr. Oroz announced the following Classified Appointment:

SOTO, Reyes  
Custodian  
21A  
5/23/97  
Re: H. Nguyen

Fac. & Oper.

Mr. Oroz noted the Administrative Sabbatical Leave of Mr. David Kiley, deleted the User Support Specialist I from the Classified Appointments, and deleted Sue Watkins from the Professional Consultants/Speakers list.
Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved the Human Resources Consent Items as contained in the Agenda and the Attachment.

2.2 HUMAN RESOURCES ACTION ITEMS

a. RECOMMENDED APPROVAL OF WORKING SCHEDULES FOR CERTIFICATED PERSONNEL FOR THE 1997-98 COLLEGE YEAR

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the working schedules for certificated personnel for the 1997/98 college year as contained in the Agenda and the Attachment.

b. RECOGNITION OF 1996-97 OUTSTANDING CLASSIFIED EMPLOYEE (Taken out of order)

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved awarding a special Certificate of Recognition and an honorarium of $300 to Ms. Stella Castellanos, Classified Personnel Clerk, Outstanding Classified Employee 1996-97, and the plaque bearing the names of each year’s honoree be engraved with her name.

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved awarding a special Certificate of Recognition and an honorarium of $50.00 each to the following Honorable Mention Classified Employees:

- Ms. Janice Chase - Principal Clerk, Learning Assistance Center
- Mr. John Getz - Storekeeper, Purchasing
- Ms. Deanna Gregg - Secretary, English/Essential Skills/Journalism
- Mr. Chris Miller - Offset Duplicating Machine Operator, Senior

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 Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved conferring upon each of the 352 candidates for the Associate in Arts degree and the 161 candidates for the Associate in Science degree the appropriate degrees subject to completion of the State and local requirements.

3.2 RECOMMEND ADOPTION OF REVISED MULTIPLE DEGREES POLICY

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the revision to the Multiple Degrees Policy as contained in the Agenda. The proposed policy states:

"3141.5 A student may earn one AA and/or one AS degree for which all local and state requirements have been met. All majors in which degree requirements have been met will be noted on both the transcript and the diploma."
3.3 RECOMMEND APPROVAL OF MODIFICATION OF THE APPLICATION DEADLINE POLICY

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved the modifications to the existing Application Deadline Policy as contained in the Agenda and the Attachment.

3.4 RECOMMEND APPROVAL OF MODIFICATION OF THE POLICY REGARDING CLASS WITHDRAWALS

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved the modifications to the Class Withdrawal Policy as contained in the Agenda and the Attachment.

3.5 RECOMMEND RETROACTIVE APPROVAL OF SUBMITTAL OF GRANT PROPOSAL FOR ELECTRONIC TRANSCRIPT EXCHANGE

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved the submittal of the grant proposal for electronic transcript exchange as contained in the Agenda and the Attachment.

3.6 RECOMMEND APPROVAL OF GRANT PROPOSAL: INNOVATIVE STUDENT DEVELOPMENT CURRICULUM MODEL

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved the submittal of the grant proposal entitled, "Innovative Student Development Curriculum Model" as contained in the Agenda and the Attachment.

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

4.1 RECOMMEND APPROVAL OF THE 1997 SUMMER SESSION INSTRUCTORS

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the Summer Session 1997 instructors as contained in the Agenda and the Attachment.

4.2 RECOMMEND CONFIRMATION OF THE 1997 SUMMER INTERSESSION SCHEDULE OF CLASSES

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved the 1997 Summer Intersession Schedule of Classes as contained in the Agenda and the Enclosure.

4.3 RECOMMENDED CONFIRMATION OF COURSES APPROVED IN FALL 1996 AND SPRING 1997

Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved the courses and programs approved by the Curriculum Advisory Committee during the fall 1996 and spring 1997 semesters as contained in the Agenda and the Attachment.

4.4 RECOMMEND APPROVAL OF THE SANTA BARBARA CITY COLLEGE FACULTY ENRICHMENT COMMITTEE GRANT RECOMMENDATIONS FOR 1997/98

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved the Faculty Enrichment Grants for 1997-98 in the amount of $16,752.98 as contained in the Agenda and the Attachment.
4.5 **RECOMMEND APPROVAL OF THE SABBATICAL LEAVE FINAL REPORTS FOR FALL 1995 AND SPRING 1996**

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the Sabbatical Leave Final Reports for fall 1995 and spring 1996 as contained in the Agenda and the Attachment.

4.6 **RECOMMENDED APPROVAL OF SIX-WEEK CONTINUING EDUCATION SUMMER SESSION 1997**

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved the six-week Continuing Education Division Summer Session 1997 beginning May 27 and ending July 3. Exceptions to the standard summer calendar are as follows: Adult and Evening High School classes begin June 16 and end July 24; and Omega Program classes begin June 23 and end August 2. The majority of summer classes are selected from the most popular ones offered during the regular school year.

4.7 **RECOMMENDED APPROVAL OF ADDITIONAL NEW COURSES, CONTINUING EDUCATION DIVISION - SUMMER SESSION 1997**

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the following new courses and title change for the Continuing Education Division, effective Summer Session 1997:

**COMPUTERS**
Windows 95 Intensive Workshop*

**LANGUAGE**
Spanish for You and Your Child*
TITLE CHANGE:
FR: Intensive Spanish: Intermediate/Advanced*
TO: Intensive Spanish: High Beginning to Advanced*

*NOT funded by state monies

4.8 **RECOMMENDED APPROVAL OF CONTINUING EDUCATION DIVISION CALENDAR 1997-98**

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved the Continuing Education Division calendar as contained in the Agenda and the Attachment for the 1997-98 academic year with an 11-week fall term, an 11-week winter term and a 7-week spring term.

4.9 **RECOMMEND APPROVAL OF ECONOMIC DEVELOPMENT GRANT APPLICATION**

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the submittal of an Economic Development Grant to the California Community Colleges Chancellor's Office for the establishment of an Industry Driven Regional Network of Service Providers (Consortia) - Health Care Delivery in the amount of $50,000 as contained in the Agenda and the Attachment.
5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Mr. O’Neill, 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. 20 (1996-97) PROVIDING FOR 1996-97 BUDGET REVISIONS AND TRANSFERS

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved Resolution No. 20 (1996-97) authorizing 1996-97 budget revisions and transfers as contained in the Attachment. The vote follows:

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

Noes: None

Absent: Ms. Livingston

Concur: Ms. Gonzalez

b. ADOPTION OF RESOLUTION NO. 21 (1996-97) AUTHORIZING ROUTINE INTERNAL TRANSFERS, B97-100 THROUGH B97-147

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved Resolution No. 21 (1996-97) authorizing routine internal transfers as contained in the Attachment. The vote follows:

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

Noes: None

Absent: Ms. Livingston

Concur: Ms. Gonzalez

c. APPROVAL OF PHYSICAL EDUCATION - AEROBIC FLOOR, Bid #476

Upon motion by Dr. Dobbs, seconded by Mr. O’Neill, the Board unanimously approved the low bid and award of the contract for the Physical Education - Aerobic Floor, Bid #476 to J. W. Bailey Construction in the amount of $38,542 as contained in the Agenda and the Attachment.

d. APPROVAL OF ADMINISTRATION BUILDING REMODEL, INFORMATION RESOURCES - CHANGE ORDER NO. 6

Upon motion by Mr. O’Neill, seconded by Dr. Alexander, the Board unanimously approved Change Order No. 6, Administration Building Remodel, Information Resources, as follows:
CO # | Amount | Add'l Days
---|---|---
6 | $3,374.44 | 0

Change Orders Total: $3,374.44
Revised Contract Price: $351,267

**e. APPROVAL OF VOLUNTARY SUPPLEMENTAL LIFE INSURANCE PLAN - TRANS-AMERICA COMPANY**

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the Voluntary Supplemental Life Insurance Plan of Transamerica Assurance Company as contained in the Agenda and the Attachment. The program is a voluntary deduction; therefore, there will be no cost to the District.

**f. APPROVAL OF MODIFICATION OF THE DISTRICT MANDATORY CROWN LIFE PLAN**

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the modification of the District mandatory life insurance plan (Crown Life Insurance Policy) updating the program with new levels and premiums, as contained in the Attachment, effective October 1, 1997.

**6. INFORMATION RESOURCES - Mr. William Hamre**

**6.1 RETROACTIVE APPROVAL OF COMMUNICATIONS GRANT APPLICATION**

Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved submittal of the Communications Grant Application to the State Chancellor's Office in the amount of $25,000. If approved by the Chancellor's Office, SBCC will work in collaboration with its technology strategic partners: Oracle Corporation, Hewlett-Packard (HP), and General Telephone and Electric (GTE) to develop a comprehensive telecommunications infrastructure plan.

**6.2 UPDATE ON DATABASE SYSTEMS CONVERSION FEASIBILITY STUDY**

Mr. Hamre presented an update on the feasibility study evaluation activities conducted regarding the Exeter Student Systems and Oracle Finance and Human Resources applications. The feasibility study activities included: a) documentation of application requirements; b) assessment of product documentation; c) validation of product functionality; and d) determination of resource requirements. In addition, Mr. Hamre will discuss implementation issues and timelines.

**7. ADJOURNMENT**

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved adjournment at 6:21 p.m. A Board Study Session will be held on Tuesday, May 27, 1997, at 4:00 p.m., in the Catering Room/Gourmet Dining Room. The Regular Meeting of June 12, 1997, will be canceled. The next Regular Meeting of the Board of Trustees will be held on Thursday, June 26, 1997, at 4:00 p.m., in Room A-211.