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

June 26, 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 4:07 p.m.

1.2 ROLL CALL

Board Members present:

Dr. Kathryn Alexander
Ms. Joan Livingston
Mr. Eli Luria, Vice President
Mr. Desmond O'Neill (left at 6:20 p.m.)
Mrs. Joyce Powell, President

Board Members absent:

Dr. Joe Dobbs
Mr. Luis Villegas

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. Jane Craven, Assistant Dean, Admissions and Records
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. Michael Ghens, Vice President, CSEA
Mr. Bill Hamre, Associate Vice President, Information Resources
Ms. Karolyn Hanna, President, Academic Senate
Dr. Charles Hanson, Vice President, Business Services
Mr. Bill Kelly, Representative, CIO Solutions
Ms. Patricia Kistler, Public Information Officer
Mr. Gran Knox, Director, Facilities & Operations
Mr. Dan Oroz, Vice President, Human Resources
Ms. Kathy O'Connor, Past President, Academic Senate
Mr. David Pickering, Controller, Business Services
Mr. Alex Pittmon, Construction Administrator
Dr. Susan Sargent, Dean, Academic Affairs
Ms. Pat Snyder, Executive Director, Foundation for SBCC
Dr. Jack Ullom, President, Instructors' Association
Mr. Michael Warnken, Student Trustee-Elect, ASB
Mr. David Wilkinson, President, ASB
Ms. Marsha Wright, Specialist, Financial Aid

1.3 WELCOME

Mrs. Powell extended a cordial welcome to all present.

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF REGULAR MEETING OF MAY 22, 1997

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved the Minutes of the Regular Meeting of May 22, 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. Karolyn Hanna

Ms. Kathy O'Connor, Immediate Past President of the Academic Senate, presented copies of the End-of-Year Report to Board Members; announced the July 4 Alumni Association Barbecue to be held on campus and the musical, *Jane Eyre*, opening July 9. New Academic Senate members are Collette Barr, Bonnie Chavez, Robin Goodnough, Kathy Molloy, and Jim Kruidenier; announced her appointment to the Chancellor's Office District Education Technical Advisory Committee and the Academic Senate’s Distance Education Technical Committee; and reviewed the accomplishments of the Academic Senate over the past year.

Ms. Livingston and Mrs. Powell thanked Ms. O'Connor for her work as Academic Senate President during the past two years and noted that the College has been served well.

Ms. Hanna thanked Ms. O'Connor on behalf of the faculty for her tenure as Academic Senate President and stated she is looking forward to the opportunity to again work with Board Members and Dr. MacDougall.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Pat Canning - None

c. REPORT BY ASSOCIATED STUDENTS - Mr. David Wilkinson

Mr. Wilkinson, newly elected ASB President for 1997-98, introduced himself to Board Members and Dr. MacDougall. He stated that this past election had the largest turnout of students voting in several years and noted that the ASB plans to use this success as a springboard for future student involvement. The biggest thrust of this year’s ASB will be the development of a Scholarship Fund which would reward students for volunteer involvement and setting up a comprehensive recycling program. Mr. Wilkinson stated
he looked forward to working with Board Members and Dr. MacDougall to effect as many advancements as possible for SBCC and the Associated Student Body.

d. REPORT ON CURRENT EVENTS  - Ms. Patricia Kistler

Ms. Kistler announced that many SBCC programs will be appearing in the local Santa Barbara News-Press in the upcoming month and noted our Marine Diving Technologies Program was featured in a Los Angeles Times article on June 23.

e. REPORT ON CURRENT ISSUES  - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. The past year and the many special events held on campus (Accreditation visit, visits by the President and First Lady of the United States) and expressed his appreciation to administrators, faculty, and classified staff for the tremendous amount of positive work on behalf of the College.

2. Acknowledged Ms. O’Connor for the professionalism and dedication she has shown as Academic Senate President for the past two years.

3. Expressed his appreciation to: Mr. Hamre and his staff for their demanding work this past year on the conversion process; Dr. Hanson and his staff for their work on the College’s deferred maintenance grants; Vice Presidents Fairly, Friedlander, and Romo and their staffs for their continued work in developing our academic program, Student Services program, and Continuing Education program; Vice President Oroz and the Human Resources staff for their work in the hiring process of 19 new faculty members this past year; and the Board of Trustees for its level of dedication and respect for one another in carrying out its work.

4. Noted that the State budget has not been finalized as yet, but there is promise for a very solid budget for the community colleges.

5. Recommends the reorganization on today’s Agenda in Financial Aid/EOPS and the appointment of Ms. Marsha Wright who will provide the leadership for this area. He stated that the College will face challenges in regard to welfare reform.

1.8 GOVERNING BOARD

Mrs. Powell expressed her appreciation to staff of the College in regard to its accomplishments over the past 12 months.

2. HUMAN RESOURCES - Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Mr. Oroz noted the 20 years of service to the District of Ms. Nancy Baird, Certificated Personnel Technician, and Ms. Barbara Kindron, Account Clerk, Intermediate.

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved the Human Resources Consent Items as contained in the Agenda and the Attachments.
2.2 HUMAN RESOURCES ACTION ITEMS

a. STUDENT SERVICES RE-ORGANIZATION

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved the reorganization, the job classifications, and reclassification of Marsha Wright, Financial Aid Specialist (M/S/C 44), to Coordinator II, Step 2, effective July 1, 1997, as contained in the Agenda and the Attachment.

b. SUPERINTENDENT/PRESIDENT’S CONTRACT

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the following actions regarding adjustment to the contract for the Superintendent/President:

1. Extend the existing contract through June 2001.
2. The salary increase will be determined in July.

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 RECOMMEND APPROVAL OF MODIFICATION OF THE CAMPUS SAFETY OFFICE POLICY DEALING WITH CITIZEN TEAR GAS

Upon motion by Mr. Luria, seconded by Mr. O’Neill, the Board unanimously approved the modification of the campus safety office citizen tear gas policy as contained in the Agenda and the Attachment.

3.2 RECOMMEND APPROVAL OF MODIFICATIONS TO THE 1997-98 COLLEGE CALENDAR

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the modifications to the 1997-98 college calendar to better reflect college policy:

- There is no late start summer session.
- The last day to obtain an enrollment fee refund is June 20 as opposed to June 27.
- The last day to add classes or drop classes and receive an enrollment or tuition refund for Fall semester is Friday, August 29, as opposed to Saturday, August 30.
- The last day to add classes for Spring semester is Tuesday, February 3, as opposed to Saturday, January 31.
- The late application deadline for Fall semester is changed to August 29 from August 25 and for Spring semester, February 3 from January 28.

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

4.1 PRESENTATION BY DR. SUSAN SARGENT ON TECHNOLOGY MEDIATED INSTRUCTION (TMI) AND COLLEGE GRANTS

Dr. Susan Sargent, Dean of Academic Affairs, presented an overview of the technology mediated instruction-related grants the College has received and how these grants will impact the College’s development of a distance learning program. Dr. Sargent delineated the five specific components that are being recommended as the design of the technology mediated instructional program: the technology infrastructure (will sustain the management system model), course delivery (design, development and deliver), student support services (tutoring, advisement, library support, DSPS support, registration, admissions, financial aid, and
Bookstore—how they can order materials online), faculty training, and evaluation and research. Dr. Sargent then explained how each of the grants integrates into the model the College is proposing and that the College’s work has just begun.

4.2 RECOMMENDED APPROVAL OF MARINE DIVING TECHNOLOGY MATERIAL FEES

Upon motion by Mr. Luria, seconded by Mr. O’Neill, the Board unanimously approved the Marine Diving Technology Material Fees as contained in the Agenda.

4.3 RECOMMENDED CONCEPTUAL APPROVAL OF THE “CENTER FOR PHILOSOPHICAL EDUCATION”

Upon motion by Dr. Alexander, seconded by Mr. O’Neill, the Board unanimously approved the concept for development of a “Center for Philosophical Education” and expects that the Center will comply fully with the intent of the College’s overall commitment to diversity.

4.4 RECOMMENDED APPROVAL OF APPLICATION FOR TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) FUNDING FOR 1997-98 (FORMERLY ADDITIONAL GAIN FTES FUNDING)

Upon motion by Dr. Alexander, seconded by Mr. O’Neill, the Board unanimously approved the submittal of the TANF Grant to the California Community College Chancellor’s Office for continued funding of broadened programs for AFDC recipients under Welfare Reform provisions.

4.5 RECOMMEND ADOPTION OF RESOLUTION NO. 22 (1996-97) AUTHORIZING ALLAN HANCOCK COMMUNITY COLLEGE DISTRICT TO OFFER A FIRE SCIENCE PROGRAM

Upon motion by Mr. O’Neill, seconded by Dr. Alexander, the Board unanimously approved adoption of Resolution No. 22 (1996-97) authorizing the Allan Hancock Community College District to offer Fire Science courses to students in the Santa Barbara Community College District Service Area for the 1997-98 academic year as contained in the Agenda and the Attachment. The vote follows:

Ayes: Dr. Alexander, Ms. Livingston, Mr. Luria, Mr. O’Neill, Mrs. Powell

Noes: None

Absent: Dr. Dobbs, Mr. Villegas

4.6 RECOMMEND APPROVAL OF CHANGES IN SABBATICAL LEAVES FOR 1997-98

Upon motion by Mr. Luria, seconded by Mr. O’Neill, the Board unanimously approved the requests by Ms. Laura Welby to withdraw her sabbatical leave request for 1997-98 and Dr. Elida Moreno to postpone her sabbatical leave from 1997-98 to 1998-99. Funds to support Dr. Moreno’s sabbatical leave will be carried over to 1998-99.

4.7 RECOMMEND APPROVAL TO OFFER A 1997 SUMMER SESSION CHILD CARE PROGRAM

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the Santa Barbara City College Children’s Center’s request to offer a six-week summer session child care program with tuition at $68.50 per child per week.
5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Alexander, seconded by Mr. O’Neill, the Board unanimously approved the Business Consent Items as contained in the Agenda and the Attachments.

5.2 BUSINESS ACTION ITEMS

a. 1997-98 TENTATIVE BUDGET

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved the 1997-98 Tentative Budget and submission to the County Office of Education by July 1.

b. ADOPTION OF RESOLUTION NO. 23 (1996-97) ESTABLISHING THE 1997-98 APPROPRIATION LIMIT

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 23 (1996-97) establishing an appropriation limit for the 1997-98 fiscal year as contained in the Agenda and the Attachment. The vote follows:

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

c. ADOPTION OF RESOLUTION NO. 24 (1996-97) PROVIDING FOR 1996-97 BUDGET REVISIONS AND TRANSFERS

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved Resolution No. 24 (1996-97) authorizing 1996-97 budget revisions and transfers as contained in the Attachment. The vote follows:

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

d. ADOPTION OF RESOLUTION NO. 25 (1996-97) AUTHORIZING ROUTINE INTERNAL TRANSFERS, B97-150 THROUGH B97-217

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved Resolution No. 25 (1996-97) authorizing routine internal transfers as contained in the Attachment. The vote follows:

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

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e. ADOPTION OF RESOLUTION NO. 26 (1996-97) AUTHORIZING TRANSFER OF FUNDS FOR THE REDesign DATA BASE CONVERSION

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved Resolution No. 26 (1996-97) authorizing transfer to the Replacement of Equipment Fund, as delineated in the Attachment. The vote follows:

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

f. ADOPTION OF RESOLUTION NO. 27 (1996-97) AUTHORIZING DISTRICT STAFF MEMBERS TO ACQUIRE FEDERAL SURPLUS PROPERTY

Upon motion by Ms. Livingston, seconded by Mr. Luria, the Board unanimously approved Resolution No. 27 (1996-97) authorizing District staff members to acquire Federal surplus property from the California State Agency for Surplus Property. The vote follows:

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

g. ADMINISTRATION BUILDING REMODEL, INFORMATION RESOURCES - CHANGE ORDERS NO. 7-8

Upon motion by Mr. Luria, seconded by Ms. Livingston, the Board unanimously approved Change Orders No. 7-8, as described in the Attachment.

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Change Orders Total: $35,547.39
Revised Contract Price: $358,279.39

h. ADMINISTRATION BUILDING REMODEL - INFORMATION RESOURCES: AUTHORIZATION TO FILE NOTICE OF COMPLETION

Upon motion by Mr. Luria, seconded by Ms. Livingston, the Board unanimously approved authorization to file Notice of Completion for the Administration Building Remodel - Information Resources.

i. APPROVAL OF 1997-98 EMPLOYEE BENEFITS PROGRAMS

Upon motion by Mr. O’Neill, seconded by Dr. Alexander, the Board unanimously approved the 1997-98 Employee Benefits Programs as presented in the Attachment.
j. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR CAMPUS MICROCOMPUTERS, Bid #481

On June 16, 1997, the District received thirteen bids for microcomputer purchases. A six-person evaluation team reviewed all bid proposals. Based on the evaluation scoring criteria set forth in the Request for Proposal (RFP), CIO Solutions' response with Hewlett Packard microcomputers was ranked as the highest scored response.

Mr. Hamre summarized the results of the bid proposals since the assessment was complex in the technical evaluation and stated that the process looked at a structured renewal of our desktop infrastructure throughout the system on a regular basis. Along with hardware acquisition, the vendor also provided support for installation of software into the machines before they are brought to campus, and alternatives for repair, maintenance, and support of these devices on an ongoing basis. The RFP called for alternatives for 3- and 5-year on-site support. Specified in the bid were four different PC configurations, and Mr. Hamre detailed the evaluation criteria used in the assessment. He noted that the evaluation team spent collectively over 80 hours in terms of analysis and review of the bids.

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved acceptance of the bids and the contract be awarded to CIO Solutions of Goleta with Hewlett Packard equipment.

k. COMPUTER CABLING - HUMANITIES REMODEL ACCEPTANCE OF BIDS AND AWARD OF CONTRACT, Bid #482

On June 17, 1997, five bids were received on the computer cabling for the Humanities Remodel. The low bid of $11,888.16 was submitted by Overall Distribution (ODI).

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved acceptance of bids and awarding of the contract to Overall Distribution (ODI) of Santa Barbara in the amount of $11,888.16.

l. MARINE DIVING - WELDING ADDITION: ACCEPTANCE OF BIDS AND AWARD OF CONTRACT, Bid #483

On June 24, 1997, the District received two bids for the Welding addition. The low bid was from J.W. Bailey Construction in the amount of $221,650 as shown in the Attachment.

Upon motion by Mr. Luria, seconded by Dr. Alexander, the Board unanimously approved acceptance of the bids and the contract be awarded to J.W. Bailey Construction of Santa Barbara in the amount of $221,650.

m. TRANSITION STEPS/PATHWAY - ACCEPTANCE OF BIDS AND AWARD OF CONTRACT, Bid #484

On June 24, 1997, the District received two bids for the Transition Steps/Pathway. The District is recommending only Area A (steps from Physical Education) be completed at this time. The low bid for Area A was Tierra Contracting with a price of $87,050.

Upon motion by Mr. Luria, seconded by Dr. Alexander, the Board unanimously approved acceptance of bids and award of the contract to Tierra Contracting of Santa Barbara in the amount of $87,050 for Area A of the Transition Steps/Pathway.
6. INFORMATION RESOURCES - Mr. William Hamre

6.1 CONTRACTS WITH ORACLE CORPORATION AND DELTA COLLEGE (Information Item)

Due to time constraints, Board Members were asked to direct any questions to Mr. Hamre. Dr. Alexander stated she realized the amount of work on the part of a large number of people involved in these agreements.

7. ADJOURNMENT

Upon motion by Ms. Livingston, seconded by Dr. Alexander, the Board unanimously approved adjournment at 6:34 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, July 24, 1997, at 4:00 p.m., in Room A-211. A Board Study Session will follow the Board Meeting in the Catering Room/Gourmet Dining Room.

APPROVED BY THE BOARD OF TRUSTEES ON __________________________, 1997

[Signatures]

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