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

March 26, 1998
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 Luria at 4:04 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs
Ms. Joan Livingston
Mr. Eli Luria, President
Mr. Desmond O'Neill
Mrs. Joyce Powell
Mr. Luis Villegas, Vice President
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
Dr. Gregory Cain, Professor, Physics
Ms. Pat Canning, Coordinator, School Relations
Ms. Andrea Coert, Specialist, Human Resources
Mr. Bill Cordero, Dean, Student Services
Ms. Shelley Dorn, Coordinator, Student Activities
Mrs. Trish Dupart, Supervisor, Learning Assistance Center
Mr. J. P. Dupart, Groundskeeper, Facilities and Operations
Mrs. Lynda Fairly, Vice President, Student Affairs
Dr. Jack Friedlander, Vice President, Academic Affairs
Ms. Frances Gusman, Project Coordinator, Cal-SOAP
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Karolyn Hanna, President, Academic Senate
Ms. Donna Holloway, Chair, Classified Council
Ms. Patricia Kistler, Public Information Officer
Dr. Barbra Louis, Dean, Continuing Education
Ms. Ella Markham, Tutor Advisor, Tutorial Center
Mr. Dan Oh, Student Aid Director, Santa Barbara Foundation
Mr. Dan Oroz, Vice President, Human Resources
Mr. David Pickering, Controller, Business Services
Dr. Gerald Pike, Acting Director, Learning Support Services
Ms. Kati Smith, Annual Fund Director, Foundation for SBCC
Ms. Patty Tierney, Tutor Coordinator, Instruction Support
Dr. Jack Ullom, President, Instructors' Association
Mr. David Wilkinson, President, ASB
Ms. Marsha Wright, Coordinator II, EOPS & Financial Aid
Mr. Tom Zeiher, Educational Technology Specialist, Media Services

1.3 WELCOME

Mr. Luria extended a cordial welcome to all present

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF REGULAR MEETING OF FEBRUARY 26, 1998 AND SPECIAL MEETING OF MARCH 16, 1998

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the Minutes of the Regular Meeting of February 26, 1998.

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the Minutes of the Special Meeting of March 16, 1998.

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

Dr. Hanna thanked Mr. Luria for his attendance at the President’s Honor Roll Reception held on March 25; asked for approval on today’s Agenda Item 4.5 (Procedure for Adding and Discontinuing Instructional Programs); reported that the Academic Senate will be developing a process for obtaining faculty input in the planning of facilities, streamlining the process for Program Reviews, and hopes to have the Faculty Evaluation Procedure finalized by the end of the spring term.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Donna Holloway

Ms. Holloway reported that a survey had been sent to all classified employees asking for input on the program for the Classified Inservice. Michelle Jackman, internationally known motivational speaker, will be the keynote speaker, and breakout sessions are being finalized. Ms. Holloway also noted that a spring newsletter has been distributed, April 1 is the submittal deadline for Professional Growth Increments, nomination ballots to select the Classified Employee of the Year have been sent out, and ballots will be sent out to fill a vacancy on the Council.
c. REPORT BY ASSOCIATED STUDENTS - Mr. David Wilkinson

Mr. Wilkinson announced that the Transportation Fee vote passed 478 to 127; the ASB and Project HOPE had planned a "Safe Spring Break" Fair, but unfortunately it was rained out; congratulated SBCC's Polo Team who will be competing in the Intercollegiate Nationals for the U.S. Polo Association; and the ASB will be hosting a workshop by the consulting firm of Lewis and Corcoran on the topic of shared governance on April 7 at 3:00 p.m.

d. REPORT ON CURRENT EVENTS - Ms. Patricia Kistler

Ms. Kistler noted changes and additions to the printed April Calendar and highlighted the Annual Library Book Sale on April 20, Preview Nite on April 22, 7:00 p.m., and the Santa Barbara Channel City Chorus Annual Barbershop Spring Show on April 24 in the Garvin Theatre.

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Acknowledged the presentations by Dr. Hanna, Ms. Holloway, and Mr. Wilkinson stating they were substantive and makes clear the important activities taking place by all segments of the College.

2. Expressed appreciation to the students of the College for the affirmative vote on the Transportation Fee noting its value to the College.

3. Noted the two receptions held on campus on March 18 and March 25 for the Multimedia Program and Allied Health-Radiologic Technology Program respectively. Each event was well attended by community members and provided an opportunity for the College to express its appreciation for the collaboration between the community and the College over the past two years. He also expressed his appreciation to staff and faculty of the College who have worked to generate support for both of the programs from individual donations and grants (over $4 million has been raised for the Multimedia Program and $3 million in support of the Health Program).

4. Acknowledged the work of the Athletic Department, Mr. Dinaberg, and Mr. Cordero for the golf tournament held to raise funds for the Athletic Department. He also expressed appreciation to Mr. Villegas for serving on the committee and Dr. Dobbs and Mr. Luria for their participation in the event.

5. Acknowledged Ms. Marsha Wright and the staff members in EOPS on their recent Program Review. The College is awaiting the report from Sacramento, but all indications are that it will be a very favorable review.

6. Announced that Dr. Friedlander, Dr. Hanna, and he are in the process of attending annual Division meetings. Recent meetings have been held with the Mathematics, Instructional Support and ESL/Foreign Language Divisions. He noted that these meetings are a valuable investment of time allowing the opportunity to communicate personally with the faculty to find out the hopes and aspirations they have along with any problems they may have.
7. Commented on the selection of two SBCC students who were selected for the First Academic Team for California Community Colleges (24 students were selected statewide), and one of these students was selected to the Second Team All American USA Academic Team. Dr. MacDougall acknowledged the work of Dr. Manou Eskandari with the Phi Theta Kappa Honor Society and noted that he was pleased to see recognition for academic achievement at the College.

8. Noted the number of grant submittals on today’s Agenda totaling $1.4 million (some are renewals) and the work of Dr. Friedlander, the Deans, and faculty members for their efforts involved in putting the grants together along with their ongoing responsibilities.

9. Recognized Ms. Frances Gusman for her 14 years of exceptional leadership as the Project Coordinator for the Cal-SOAP Program noting that this is a program supported by a number of institutions in our area and for which SBCC hosts the funding for the position. Cal-SOAP intervenes in the lives of students at the junior high level who might not be considering college and works for their academic success that will lead to participation in higher education. Ms. Gusman was thanked for her good work. She has accepted the position of EOPS/CARE Director at Fullerton College.

1.8 GOVERNING BOARD

Dr. Dobbs detailed the recently held, successful golf tournament fundraiser thanking staff, students, and community members for their participation. He also recognized Mr. Harry Powell who helped obtain the location (La Cumbre Country Club) and helped organize the event.

Dr. Alexander and Mrs. Powell spoke to their attendance at the ESL/Foreign Language multimedia classroom demonstration the previous week and emphasized the following: the students were doing the presentations, the students' enthusiasm, the greater participation since the computers were installed, the sophistication of the software, and noted that this was the result of a Redesign team effort.

a. BALLOTTING FOR 1998 ELECTION OF CANDIDATES FOR CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved the following ballot for the CCCT Board of Directors for 1998.

Lewis S. Braxton, Jr., Merced CCD
Rudy Cardenas, Jr., Imperial CCD
Carole Currey, Santa Monica CCD
Brenda Knight, Peralta CCD
David Lopez-Lee, Los Angeles CCD
William G. McGinnis, Butte-Glenn CCD
Maxine Moore, Victor Valley CCD
Carl E., Robinson, Sr., Compton CCD
Pete E. Tafoya, Ventura County CCD
Richard K. Tanaka, San Jose-Evergreen CCD
Frederick Wenck, Jr., Lake Tahoe CCD
b. RECOMMENDED APPROVAL FOR COMPENSATION (BOOK SCHOLARSHIP) FOR SANTA BARBARA COMMUNITY COLLEGE DISTRICT STUDENT TRUSTEE

Upon motion by Ms. Livingston, seconded by Mrs. Powell, the Board unanimously approved District compensation for the Student Trustee in the form of a book scholarship with a maximum of $250 per semester by providing credit for book purchases in the Santa Barbara City College Campus Bookstore. The Student Trustee elected to serve will be eligible for this award.

(At this time, Items 2.1 (Recognition for Mrs. Trish Dupart) and 4.2 were taken out of order)

2. HUMAN RESOURCES - Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Mr. Jerry Pike acknowledged Mrs. Trish Dupart, Supervisor, Learning Assistance Center, for her 25 years of service to the District.

Dr. MacDougall presented Mrs. Dupart with a plaque on behalf of Board Members thanking her for her contributions and congratulating her on 25 years of service to Santa Barbara City College.

Mrs. Dupart thanked Dr. Pike for his support, her staff, and students who have helped her create an excellent Learning Support Services Center.

Mr. Oroz announced the following Classified Appointments:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Office</th>
<th>Date</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Margie Fineman</td>
<td>Center Coord.</td>
<td>28A</td>
<td>4/6/98</td>
<td>New position</td>
</tr>
<tr>
<td>Kara Ramirez</td>
<td>Typ. Clk., Int.</td>
<td>21A</td>
<td>03/30/98</td>
<td>RE: J. Anderson</td>
</tr>
</tbody>
</table>

Removed from the Agenda was the Typist Clerk, Senior, Purchasing.

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved the Human Resources Consent Items as contained in the Agenda and the Attachments.

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 RECOMMEND APPROVAL OF THE USE OF OPEN SPACE POLICY

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved the "Open Space" Policy as contained in the Agenda.

3.2 RECOMMEND APPROVAL OF THE MODIFICATION OF THE ENROLLMENT AND TUITION REFUND POLICY

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the modification of the Enrollment and Tuition Refund Policy as contained in the Attachment.
3.3 RECOMMEND RETROACTIVE APPROVAL FOR SUBMITTAL OF A NEW HORIZONS GRANT

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved submittal of the New Horizons Grant through the Chancellor's Office through VATEA Title II Gender Equity programs to provide educational support services to single parents, displaced homemakers and single pregnant women seeking to move into the world of work and to plan and prepare for vocational/technical careers that lead to self-sufficiency in the amount of $60,000.

3.4 RECOMMEND RETROACTIVE APPROVAL FOR SUBMITTAL OF A LINKS GRANT

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved submittal of the Links Grant through the Chancellor's Office through VATEA Title II Gender Equity programs to provide educational support services that engender interest and enable success of women in math, science, or technology-based careers in the amount of $35,000.

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

4.1 RECOMMEND APPROVAL FOR ACCEPTANCE OF AUGMENTATION FOR 1997-98 VATEA GRANT

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved acceptance of the VATEA augmentation in the amount of $38,835. With this augmentation, the total funds awarded to the College to support its 1997-98 Title IIIC VATEA activities are $346,915.

4.2 SABBATICAL LEAVE REPORT - JANE METIU

Ms. Jane Metiu, Associate Degree Nursing instructor, reported on her sabbatical leave activities. Ms. Metiu noted that she had worked for the past five to six years on obtaining donations and grants for equipment in the Nursing Learning Laboratory (computer equipment, computer projectors for the classroom, interactive computers and the software to accompany all of this). In order to more fully integrate technology into classroom teaching, her sabbatical consisted of six projects whereby she developed computer software programs and a Faculty Resource Guide for 34 ADN modules; restructured the Endocrine Disorder module which allows students to review and complete the assignments and pass a quiz before being admitted to the course; developed a study for the administration of medications course which students do independently on the computer; developed test banks of 250-450 questions and students take the tests on the computer (in response to a National League for Nursing's recommendation that all nursing programs do their testing on the computer); and learned to do PowerPoint presentations and incorporated them into classroom presentations. Ms. Metiu thanked Board Members for the opportunity the sabbatical leave provided.

4.3 SABBATICAL LEAVE REPORT - JODI SIMPSON (Postponed to the April 23 Board Meeting)

4.4 RECOMMEND APPROVAL OF SUBMITTAL OF GRANT APPLICATION FOR SUPPORT OF THE COLLEGE'S TECH PREP PROGRAM

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved submittal of the Tech Prep grant application in the amount of $99,930. This grant will support full implementation of the South Coast Tech Prep Consortium whose activities will include expansion of Tech Prep curricula reflecting workplace needs, professional development, support services and involvement with local schools and employers.
4.5 RECOMMEND APPROVAL OF NEW PROCEDURE FOR ADDING AND DISCONTINUING INSTRUCTIONAL PROGRAMS

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the new procedure for adding and discontinuing instructional programs as contained in the Agenda and Attachment.

4.6 BOARD ENDORSEMENT OF GRANT SUBMITTALS

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved submittal of proposals for the following grants:

a. Chancellor's Office Economic Development Funds to Support the Marine Diving Technology ROV Training Program, $250,000


c. Chancellor's Office Economic Development Funds for Microsoft Certification, $250,000. This is a collaborative grant with Irvine Valley College.

d. Renewal of Regional Health Occupations Resource Center Grant, $178,875

e. Renewal of South Coast Regional Multimedia Education Center Grant, $178,875


g. Second-Year Application for Instructional Development and Delivery Model Grant (Chancellor's Office Fund for Instructional Improvement), $50,000

h. Second-Year Application for Innovative Student Development Curriculum Development Model Grant (Chancellor's Office Fund for Matriculation Set Aside), $27,500

4.7 RECOMMENDED APPROVAL OF CHANGE IN CONTINUING EDUCATION DIVISION 1997-98 CALENDAR

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved an increase in the length of the Spring 1998 Continuing Education Division term from 7 weeks to 8 weeks, from April 13 through June 6, 1998.

4.8 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION, SPRING TERM 1998

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved the new courses and title changes for the Continuing Education Division's 1998 spring term as contained in the Agenda and Attachment.

(Dr. Alexander asked that Board Members receive the schedule material for approval before it goes to print in the newspaper, that the material handed out at the Continuing Education Advisory Committee detailing more fully upcoming classes be included in Board packets, and that Saturday and Sunday classes be highlighted.)
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 following Business Consent Items as contained in the Agenda and Attachments:

a. RATIFICATION OF PURCHASE ORDERS, Attachment 5.1-a

b. AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS AS LISTED ON THE ATTACHMENT AND SUCH OTHER CLAIMS AS MAY ARISE PRIOR TO THE MEETING, Attachment 5.1-b

c. ACKNOWLEDGMENT OF GIFTS TO THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, Attachment 5.1-c

d. APPROVAL TO ESTABLISH NEW TRUST ACCOUNTS, Attachment 5.1-d

e. ACKNOWLEDGE RECEIPT OF PARKING FEES PROGRAM AUDIT FOR FISCAL YEAR ENDING 6/30/97, Attachment 5.1-e

f. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS EQUIPMENT: Miscellaneous (Geology Department), Attachment 5.1-f

g. RETROACTIVE APPROVAL OF AGREEMENT WITH S.B. JAYCEES TO CONDUCT ANNUAL EASTER RELAYS, Attachment 5.1-g

h. APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH SANTA BARBARA BEAUTY COLLEGE, Attachment 5.1-h

i. AUTHORIZATION OF DISTRICT PERSONNEL TO ACT AS DISTRICT AGENTS REGARDING COMMERCIAL AND PAYROLL TRANSACTIONS AND CONTRACTS, Attachment 5.1-i

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 15 (1997-98) PROVIDING FOR 1997-98 BUDGET REVISIONS AND TRANSFERS

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved adoption of Resolution No. 15 (1997-98) authorizing budget revisions and transfers as contained 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

Consent: Mr. Warnken
b. PHYSICAL SCIENCE H.V.A.C. CONTROLS - CHANGE ORDER NO. 1

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved Change Order No. 1 for the Physical Science H.V.A.C. Controls as described in the Attachment, with the understanding that the contract will be made with the contractor with an attempt to reduce the cost of $2,067. The result will be reported back to the Board.

c. AUTHORIZATION TO FILE NOTICES OF COMPLETION FOR H.V.A.C. PROJECTS

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved authorization to file Notices of Completion for the Physical Science and Humanities Buildings H.V.A.C. projects.

d. ADMINISTRATION BLDG (TECHNOLOGY REMODEL) - CHANGE ORDERS NO. 1-3

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved Change Orders No. 1-3 in the amount of $34,041 (revised contract price $2,024,002) for the Administration Building (Technology Remodel) as described in the Agenda and the Attachment.

6. INFORMATION RESOURCES - Mr. William Hamre - No items

7. ADJOURNMENT

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved adjournment at 5:22 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, April 23, 1998, at 4:00 p.m., in Room A-211. A Board Study Session is scheduled for Thursday, April 30, 1998, and will focus on campus facility development.

APPROVED BY THE BOARD OF TRUSTEES ON April 23, 1998

Acting President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board