MINUTES

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

May 14, 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 4:09 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs (arrived at 4:15 p.m.)
Ms. Joan Livingston
Mr. Eli Luria, President
Mr. Desmond O'Neill
Mrs. Joyce Powell
Mr. Michael Warnken, Student Trustee

Member absent:

Mr. Luis Villegas, Vice President

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. Barbara Armstrong, Administrative Secretary, Business Services
Ms. Liz Auchincloss, President, CSEA
Mr. Blake Barron, Instructor, Biology Department
Mr. Bill Benjamin, Staff Development Coordinator, Human Resources
Ms. Barbara Bermudes-Ault, Supervisor, Auxiliary Accounts
Ms. Anita Bradford, Information Systems Analyst II, Information Resources
Ms. Shirley Brown, Intermediate Typist Clerk, Human Resources
Ms. Leilani Browne, Confidential Sr. Secretary, Human Resources
Ms. Pat Canning, Coordinator, School Relations
Ms. Stella Castellanos, Classified Clerk, Human Resources
Ms. Andrea Coert, Human Resources Specialist
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. John Getz, Storekeeper, Purchasing Department
Dr. Bob Gray, Professor, Geology
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, Classified Council  
Ms. Barbara Johnston, Senior Account Clerk, Business & Accounting  
Ms. Barbara Kindron, Intermediate Account Clerk, Business & Accounting  
Ms. Patricia Kistler, Public Information Officer  
Mr. Sonny Levenbach, Sales Manager, Eberhard Roofing  
Mr. Richard Macario, Accounting Technician, Business & Accounting  
Ms. Rachel McKeone, Typist Clerk, Senior, Business Services  
Mr. Chris Miller, Senior Duplicating Technician, Business Services  
Ms. Margaret Okinaka, Accounting Technician, Business & Accounting  
Mr. Alex Pittman, Construction Administrator  
Ms. Dru Preston, Intermediate Account Clerk, Business & Accounting  
Ms. Pat Snyder, Executive Director, Foundation for SBCC  
Dr. Jack Ullom, President, Instructors’ Association  
Mr. David Wilkinson, President, ASB

1.3 WELCOME

Mr. Luria extended a cordial welcome to all present.

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF REGULAR MEETING OF APRIL 23, 1998

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved the Minutes of the Regular Meeting of April 23, 1998.

1.6 HEARING OF CITIZENS

Mr. Sonny Levenbach, Sales Manager, Eberhard Roofing, spoke under Item 5.2-b (see Item).

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 will be sending a summary of highlights of the State Academic Senate conference she attended in San Francisco. She reported that action was taken by the Academic Senate on clarifying the procedure on reporting of faculty absences; a procedure for identifying faculty participation in facilities planning is in progress (the AS did go on record endorsing the footprints that were proposed for the buildings which are to be included with the master plan revisions); endorsed the revisions to the matriculation process; revised, in conjunction with the Office of Academic Affairs, the program review process; revisions were made to the Sabbatical Leave Handbook, and announced the selection of Ms. Lana Rose as the Academic Senate President-elect. Ms. Rose will take office in June 1999.
b. REPORT BY CLASSIFIED COUNCIL - Ms. Donna Holloway

Ms. Holloway announced that at the last Classified Council meeting plans were finalized for Classified Employee Week, and the Outstanding Classified Employee of the Year and Honorable Mentions were selected. These employees will be announced during today's Board meeting.

c. REPORT BY ASSOCIATED STUDENTS - Mr. David Wilkinson

Mr. Wilkinson announced that the Associated Students are conducting the election for new officers at this time, with only one office being contested. Ballots will be counted late this evening, and winners will be announced on Friday. Mr. Wilkinson is running uncontested for a second term as ASB President. Noted were the Scholarship Reception and the Awards Banquet both taking place on campus on Friday, May 15, and stated he hoped to see Board Members at these events.

d. REPORT ON CURRENT EVENTS - Ms. Patricia Kistler

Ms. Kistler announced the Legislative Breakfast featuring State Senator Jack O'Connell and Assemblyman Brooks Firestone which will be held tomorrow morning in the GDR; the tree-planting to be held this Saturday will be postponed; the Canine Guide Seminar sponsored by the Disabled Students Programs and Services to be held on May 20; Dr. Curtis Solberg's lecture on May 21 entitled, "Discovering History In Your Own Backyard"; the Student Art Exhibit which ends May 22; and upcoming musical concerts. Ms. Kistler commended the Foundation staff for their work on the Santa Barbara News-Press insert and noted it will be included in the May 21 edition of the paper.

e. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Project Redesign:

   a. Serious discussion is taking place on the Student Information System Software Package, and if matters materialize, it will be advantageous to SBCC.

   b. Recognized the instructional efforts to redesign the delivery of our educational programs and Dr. Friedlander's continuing work with the faculty. This summer 16-20 faculty members will be involved in learning about and practicing the development of materials for courses to be offered on the World Wide Web.

   c. Announced that Dr. Friedlander and Mr. George Tamas have submitted a grant to FIPSE which has a high probability of being funded and will enable the College to be involved in developing materials that could make production of courses much simpler than is presently possible.
2. Stated that the May Revise will be announced tomorrow by the State Department of Finance, and from all indications, it looks extremely positive for the state and for education. Revenues are coming in at a much higher level than anticipated when the Governor provided his budget in January. Dr. MacDougall noted that community colleges will receive additional money in the range of $70 million, but the proportional allocations to UC and CSU continue to be much greater. It is hoped that at tomorrow's Legislative Breakfast with Senator O'Connell and Assemblyman Firestone this issue will be discussed.

3. Acknowledged the positive visit of Chancellor Tom Nussbaum to the College on May 6 as the keynote speaker at the Leonardo Dorantes Lecture. Dr. MacDougall noted that the Chancellor took a unique and extremely personal approach in addressing a very sensitive and complex issue—that of racism in our society. Chancellor Nussbaum also met with SBCC staff members after the Lecture to engage in a dialogue on issues of importance to the College community.

4. Congratulated Vice President Romo on his selection to participate in a forum at the Center for Policy Alternatives in San Antonio, Texas. This is sponsored by the Kellogg Foundation and involves 20 Hispanic State Legislators from throughout the nation and 10 community activists.

5. Acknowledged the 14th Annual Lancaster Speech Tournament held on May 11 and stated that the five finalists delivered excellent speeches to a full Garvin Theatre. He noted that this would be the last tournament directed by Mrs. Janice Peterson and that she has had responsibility for 11 of the 14 tournaments. The first and second place winners of the Tournament will address the Channel City Club at their meeting to be held on May 20.

6. Congratulated Dr. Chuck Wood as the Santa Barbara City College Jazz Band once again placed first at the Reno International Jazz Festival.

7. Informed Board Members that the Employee Assistance Wellness Program at SBCC was awarded second place in the large company category by the Cottage Health System for employer wellness programs. Dr. MacDougall thanked the following Committee members who contributed to the development of the program: Bill Benjamin, Susan Broderick, Madeline Burrage, Jetton Grunt, Don Ion, Steve Lewis, Ellen O'Conn, and Dr. Richard Wotrub.

8. Acknowledged the work of the Foundation for SBCC and its Executive Director, Ms. Patricia Snyder, on the excellence of the Santa Barbara News-Press publication highlighting the achievements over the past year notably the $5.5 million in donations. Noted also was the successful luncheon held on May 12 for Scroll Society members and the Scholarship Reception to be held on Friday, May 15.

9. Recognized staff members who have worked to make the Awards Banquet a success and Ms. Holloway for her work with the Classified Council in planning the Classified Employee Week and the Inservice Program.
1.8 GOVERNING BOARD

Dr. Dobbs updated Board Members on the B&I Associates noting that the group is now meeting at the Business Education Center on campus. He further noted that at its last meeting, Mr. Guy Smith gave an excellent presentation in the Multimedia Center, and future meetings will feature other faculty members. Dr. Dobbs also expressed his enthusiasm for bringing B&I Board Members to the campus.

Mrs. Powell asked about the disciplines of faculty members who would be participating in the summer projects and suggested scheduling methods that might be used to bring a higher attendance rate to the Dorantes Lecture.

Ms. Livingston discussed the Scroll Society Luncheon noting that community members in attendance expressed their appreciation to the College for its work. She explained that to become a member of the Scroll Society one must simply place a bequest in his/her estate plans which will eventually benefit the College. At this time, Scroll Society Members have bequested $20 million in gifts to the Foundation.

At this time, Items 4.1, 2.1-a (Classified Longevity Career Increment), and 2.2-b were taken out of order respectively.

Mr. Warnken, Student Trustee, spoke to the issue of shared governance and that students need to be able to have a voice heard on issues of importance to the College.

Board members thanked Mr. Warnken for his candor, his contributions to discussions, and his conscientiousness in attending the many meetings for which he is responsible.

2. HUMAN RESOURCES - Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Taken out of order (Classified Longevity Career Increment):

Ms. Barbara Ault, Auxiliary Accounts Supervisor, congratulated Ms. Barbara Johnston, Account Clerk, Sr., Student Finance, on her 20 years of service to the Santa Barbara Community College District. Ms. Ault thanked Ms. Johnston for her dedication, loyalty, professional work ethics, patience and understanding on behalf of the College.

Dr. MacDougall, on behalf of Board Members, presented Ms. Johnston with a Certificate of Recognition thanking her for her service to the District.

Mr. Oroz announced the following Classified Appointment:

Sue Watkins
Health Tech.  Health Projects 39A  5/15/98 New Position
Cat. Funding

Mr. Oroz announced the upcoming retirement of Mr. Granville Knox, Director of Facilities and Operations effective 8/31/98 noting that Mr. Knox will be missed.

Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved the Human Resources Items as contained in the Agenda and the Attachments.
2.2 HUMAN RESOURCES ACTION ITEMS


Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adoption of Resolution No. 18 (1997-98) declaring May 17-23, 1998, Classified School Employees Week. The vote follows:

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

Noes: None

Absent: Mr. Villegas

Concur: Mr. Warnken

b. RECOGNITION OF 1997-98 OUTSTANDING CLASSIFIED EMPLOYEE

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved awarding a special Certificate of Recognition and an honorarium of $300 to Ms. Anita Bradford, Information Systems Analyst II, 1997-98 Outstanding Classified Employee, and the plaque bearing the names of each year’s honoree be engraved with her name.

Upon motion by Dr. Alexander, seconded by Mrs. Powell, 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. Leilani Browne - Secretary Senior, Confidential, Human Resources
Mr. Jack Johnston - Production Office Supervisor
Mr. Chris Miller - Offset Duplicating Machine Operator, Senior
Ms. Dru Preston - Account Clerk, Int., Business and Accounting

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 Ms. Livingston, seconded by Dr. Dobbs, the Board unanimously approved conferring upon each of the 320 candidates for the Associate in Arts degree and the 133 candidates for the Associate in Science degree the appropriate degree subject to completion of the State and local requirements.

3.2 RECOMMEND RETROACTIVE APPROVAL FOR SUBMITTAL OF THE RENEWAL OF THE MATRICULATION SET ASIDE GRANT PROPOSAL FOR AN INNOVATIVE STUDENT DEVELOPMENT CURRICULUM MODEL

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved ratification of the submittal of the Matriculation Set Aside Grant Proposal as contained in the Agenda and the Attachment.
3.3 RECOMMEND RETROACTIVE APPROVAL FOR SUBMITTAL OF FSS GRANT PROPOSAL FOR STUDENT SUCCESS FACTORS IN THE CLASSROOM: A COLLABORATIVE MODEL

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved ratification of the submittal of the grant proposal in the amount of $49,993 from the Chancellor’s Office Fund for Student Success (FSS) to integrate student success factors into academic/vocational curricula to improve student learning and social development.

3.4 RECOMMEND RETROACTIVE APPROVAL FOR SUBMITTAL OF FSS GRANT PROPOSAL FOR ALTERNATIVE DELIVERY OF SERVICES: STUDENT DEVELOPMENT MODULES

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved ratification of the submittal of the grant proposal in the amount of $49,941 from the Chancellor’s Office Fund for Student Success (FSS) to develop new modular Student Development curriculum designed to increase student success.

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

4.1 RECOGNITION OF DR. ROBERT GRAY FOR THE DISTINGUISHED EDUCATOR AWARD (Taken out of order)

Dr. Robert Gray was acknowledged for his selection by the Pacific Section of the American Association of Petroleum Geologists for their Distinguished Educator Award for 1998 in recognition of distinguished and outstanding contributions to geological education. His contributions in the area of teaching and counseling of students as well as education to the public and management of the geology program at Santa Barbara City College have been recognized as outstanding and have earned him this award. Dr. Gray received this award at the Association’s Annual Convention held on April 30, 1998.

Dr. Gray thanked Board Members for their recognition of his award. He stated that the Geology program at the College is a rigorous one and 60 percent of the students in the program go on to receive Bachelor’s degrees. He noted that the award by the Pacific Section of the American Association of Petroleum Geologists recognizes the strong program in place at SBCC.

4.2 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION - SUMMER SESSION 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 Summer Session 1998 as contained in the Attachment.

4.3 RECOMMENDED APPROVAL OF THE 1998-99 CONTINUING EDUCATION DIVISION CALENDAR

Upon motion by Mr. O’Neill, seconded by Mrs. Powell, the Board unanimously approved the Continuing Education Division Calendar for the 1998-99 academic year with an 11-week fall term, an 11-week winter term, and an 8-week spring term as contained in the Attachment.
4.4 RECOMMEND APPROVAL OF SIX-WEEK CHILDREN'S CENTER SUMMER SCHOOL PROGRAM

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved the six-week Children's Center Summer Child Care Program which will operate Monday through Friday, from June 15 through July 24, 1998, at a cost of $18.75 per child per day. Enrollment will be offered to 24 children funded by the CARE/EOPS programs.

4.5 RECOMMEND APPROVAL OF THE 1998 SUMMER SESSION INSTRUCTORS

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved the Summer Session 1998 instructors as contained in the Attachment.

4.6 RECOMMEND APPROVAL OF THE 1998 SUMMER INTERSESSION SCHEDULE OF CLASSES

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the 1998 Summer Intersession Schedule of Classes as contained in the Enclosure.

4.7 RECOMMEND RATIFICATION OF SUBMITTAL OF THE FII GRANT APPLICATION

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the submittal of the grant application (The Business Skills Program: Preparing Students for Workplace Success) requesting $31,699 from the Chancellor's Office Fund for Instructional Improvement Program as contained in the Agenda and the Attachment.

4.8 RECOMMEND RATIFICATION OF SUBMITTAL OF THE FSS GRANT APPLICATION

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the submittal of the grant proposal (Using Web-Based Tutorials to Increase Student Success in Biology) requesting $61,455 from the Chancellor's Office Fund for Student Success Program as outlined in the Agenda and the Attachment.

4.9 RECOMMEND RATIFICATION OF SUBMITTAL OF THE FII GRANT APPLICATION

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the submittal of the grant proposal (An Innovative and Cost Effective Approach to Instructional Delivery in ESL) requesting $41,244 from the Chancellor's Office Fund for Instructional Improvement Program as outlined in the Agenda and the Attachment.

4.10 RECOMMEND RATIFICATION OF SUBMITTAL OF THE ECONOMIC DEVELOPMENT FUND GRANT APPLICATION

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the submittal of the grant proposal (Job Development Incentive Training Fund) from the Chancellor's Office Economic Development Fund in the amount of $288,277 as outlined in the Agenda and the Attachment.
5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved the following Business Consent Items:

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. AUTHORIZATION TO ESTABLISH TRUST ACCOUNTS, Attachment 5.1-d

e. ACCEPTANCE OF 1998-99 FUNDING:

1) $190,047 - FEDERAL SUPPLEMENTAL EDUCATIONAL GRANT (S.E.O.G.)
2) $382,516 - FEDERAL WORK-STUDY PROGRAM

f. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS EQUIPMENT: 3 broken floor jacks, Auto Shop; broken TTY device (teletypewriter for hearing impaired), Disabled Student Programs and Services

g. APPROVAL OF AGREEMENT WITH BHC ASSOCIATES, CONSULTANT, TO UPDATE SPACE INVENTORY, $3,364, Attachment 5.1-g

h. APPROVAL OF 1998-2000 USE OF CLINICAL FACILITIES AGREEMENTS (HEALTH TECHNOLOGIES)

Beverly Health & Rehabilitation
Beverly LaCumbre Hospital
Breast Enhancement Center of SB
Central Coast Congregate Care
Community Home Health
Comm. Mem. Hosp. of San Buenaventura
Cornerstone House
Cottage Hospital/Cottage Care
Goleta Valley Hospital
Help Unlimited Home Care
Jessica Hopkims Hinchee Foundation
Lompoc District Hospital
Rehabilitation Institute of SB
Richard Ripple, M.D.
St. Francis Medical Center
Sansum Medical Center
SB County Health Care Services
SB County Mental Health Services
SB Medical Foundation Clinic
SB Supportive Services
SB Visiting Nurses’ Association
Vista Del Monte

i. 1997-98 INSTITUTIONAL MEMBERSHIP: ADD AMERICAN ALLIANCE FOR HEALTH, PHYSICAL EDUCATION, RECREATION AND DANCE, $150 (PE Dept.)

j. AUTHORIZATION FOR STUDENT HEALTH SERVICES AND PROJECT H.O.P.E. TO CO-SPONSOR THEATER EVENT ON H.I.V. AND SEXUALITY WITH PLANNED PARENTHOOD, MAY 15
k. APPROVAL OF CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT INTER-AGENCY AGREEMENT WITH SANTA BARBARA CITY COLLEGE, EFFECTIVE 6/15 - 9/15/98, $2,500 [Ref: SB 645 "...training report card program to assess the accomplishments of California's work force preparation system." Attachment 5.1-k

l. APPROVAL OF AGREEMENT WITH CLASSICAL JOURNEYS, CONTINUING EDUCATION TRIP, "UNIQUE TREASURES OF IRELAND," 6/25 - 7/7/98, Attachment 5.1-l

5.2 BUSINESS ACTION ITEMS

a. APPROVAL OF ADMINISTRATION BLDG (TECHNOLOGY REMODEL), CHANGE ORDERS NO. 6 - 7

Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved Change Orders No. 6 - 7 in the amount of $16,598 for the Administration Building (Technology Remodel) as described in the Agenda and the Attachment.

b. ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT FOR SCHOTT CENTER ROOF REPLACEMENT, Bid #492

On May 7, four bids were received on the Schott Center roof replacement. The low bidder, Eberhard Roofing, failed to sign their bid; therefore, the bid is non-responsive. The second low bidder, Craig Roof Co., Inc., was proper and signed.

Mr. Sonny Levenbach, Sales Manager, Everhard Roofing, addressed Board Members in regard to the bid on the Schott Center Roof Replacement and the fact that his company was disqualified as the low bidder due to a signature that was missed in one of the three required places. Mr. Levenbach stated that the omission of the signature on the bid bond was an oversight, and the page with the missing signature did have the company seal on it. He asked Board Members to accept the Everhard Roofing bid.

Board Members, Dr MacDougall, and Dr. Hanson discussed the issue at length.

A motion was made by Dr. Alexander, seconded by Mr. O'Neill, to accept the bid and award the contract to the second low bidder, Craig Roofing Company (3-3 [Alexander/Livingston/O'Neill - Dobbs/Powell/Luria]).

Upon further discussion, a motion was made by Dr. Dobbs, seconded by Dr. Alexander, to reject all bids and have the project rebid (5-1 [Livingston]).

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

7. ADJOURNMENT

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved adjournment at 5:54 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, May 28, 1998, at 4:00 p.m., in Room A-211. A Board of Trustees Study Session will be held on Thursday, June 18, at 4:00 p.m., in the Gourmet Dining Room.