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

August 27, 1998

4:00 p.m. - REGULAR MEETING
Room A-211

Administration Building
Santa Barbara City College

Approx. 5:15 p.m. - STUDY SESSION
Catering Room/Coffee Shop

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The meeting was called to order by President Luria at 4:03 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs (arrived at 4:09 p.m.)
Ms. Joan Livingston
Mr. Eli Luria, President
Mr. Desmond O'Neill
Mrs. Joyce Powell
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. Liz Auchincloss, President, CSEA
Ms. Jane Craven, Assistant Dean, Admissions and Records
Mrs. Lynda Fairly, Vice President, Student Affairs
Dr. Jack Friedlander, Vice President, Academic Affairs
Ms. Ann Fryslie, Director, Student & Alumni Activities
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Karolyn Hanna, President, Academic Senate
Dr. Charles Hanson, Vice President, Business Services
Ms. Patricia Kistler, Public Information Officer
Mr. Keith McLellan, Dean, Student Services
Mr. Dan Oroz, Vice President, Human Resources
Mr. Alex Pittmon, Director, Facilities & Operations
Ms. Kati Smith, Annual Fund Director, Foundation for SBCC
Ms. Pat Snyder, Executive Director, Foundation for SBCC
Dr. Jack Ulloom, President, Instructors' Association
1.3 WELCOME

Mr. Luria extended a cordial welcome to all present.

1.4 CLOSED SESSION (ITEM 7.4 OF STUDY SESSION WAS TAKEN OUT OF ORDER)

a. ADJOURN TO CLOSED SESSION

The Board convened to Closed Session at 7:05 p.m. to discuss:

1) Conference with Labor Negotiators (Employee Organizations: IA/CSEA)
   Government Code Section 54957.6

b. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session format at 8:00 p.m. Mr. Luria announced that the Board gave direction to the Superintendent/President regarding negotiations.

1.5 MINUTES OF REGULAR MEETING OF JULY 23, 1998

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the Minutes of the Regular Meeting of July 23, 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 reported that Flex Week was very productive and beneficial. Results of the surveys are being tabulated, and a more detailed report will be forthcoming. The Academic Senate will hold its first meeting of the academic year this coming week and noted she looks forward to a positive and productive year.

b. REPORT BY CLASSIFIED COUNCIL - Ms. Donna Holloway – No report

c. REPORT BY ASSOCIATED STUDENTS - Mr. David Wilkinson

   Mr. Wilkinson welcomed the new ASB advisor, Ms. Ann Fryslie, stating she has “hit the ground running.” He noted the Student Senate held its first meeting of the year with four members at this time. A number of interested students were in attendance at the meeting and approximately six new members will be added to the Senate roster. A priority will be to appoint a student trustee.

   Mr. Wilkinson announced that the SBCC cheerleaders won two trophies at camp this summer; the first football game of the year will be held on Saturday, September 12; and a number of clubs are activating this year. The statewide Consultation Council will be visiting campuses looking at shared governance. This group is also working on the Ed.
Code rewrite, and Mr. Wilkinson is a member of that Task Force. Mr. David Viar, Executive Director of the Community College League of California (CCLC) will be offered a sabbatical as part of his compensation package this year. This would allow him to locate at a community college for a month or more. Mr. Wilkinson encouraged Board Members to invite him to our campus.

A discussion ensued regarding campus clubs and the student housing situation.

d. REPORT ON CURRENT EVENTS
- Ms. Patricia Kistler

Ms. Kistler announced the Faculty Art Reception to be held on August 28, the upcoming Ceramics Traditions presentation coordinated by Mr. Chris Bates, the 100 Japanese students who will be visiting the campus and will be in need of housing this fall, and stated that her calendar is posted on the WEB.

e. REPORT ON CURRENT ISSUES
- Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Thanked Mr. Wilkinson for his announcements and the information on Mr. Viar.

2. Acknowledged Ms. Laura Welby, chair of the Faculty Enrichment Committee, and Dr. Karolyn Hanna for their efforts in developing and carrying out the Flex week activities, and the work of the Vice Presidents and their staffs who worked to successfully commence the 1998-99 college year.

3. Announced that included in Board Members’ packets today is the Fall 1998 Continuing Education Schedule of Classes and thanked Vice President Romo and his staff for their work to maintain the level of quality for which the program is noted.

4. Noted that the College’s Fall 1998 enrollment is at approximately the Fall 1997 level.

5. Housing for students remains a tremendous challenge and solutions are being sought but will not easily be solved.

6. The College Budget (on today’s Agenda for approval) does not include the Partnership for Excellence funds since the State budget was just signed. The Budget revisions will be brought back to the Board for approval. Dr. MacDougall noted that the Budget is in balance.

7. Acknowledged the work of District staff on the District-operated cosmetology program, and especially that of Dr. Hanson and Mr. Steve Lewis who have seen to each change in the lease agreement as a result of the review with legal counsel. The changes are all positive for the District, and with additional work to improve the facility, a District-run cosmetology program should be in place by mid-September.

1.8 GOVERNING BOARD

Mr. Luria noted his attendance at the Faculty Inservice and how impressed he had been at the organization of it by Ms. Laura Welby and the speeches by Dr. MacDougall, Dr. Hanna, and Dr. Friedlander.
Mr. Luria announced the upcoming B&I luncheon to be held on September 28 which will feature Mr. Robert Emmons, CEO of Smart and Final.

Ms. Livingston stated that she felt Flex Week activities were superb, and at the new faculty orientation, instructors were positive in their comments in regard to the material presented to them and impressed with the Faculty Resource Center.

2. HUMAN RESOURCES - Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Mr. Oroz announced that Mr. Brent Collins, Graphics, temporary contract, should be added under Certificated Resignations.

Mr. Oroz announced the following Classified Appointments:

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<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Dept</th>
<th>Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Katherine Smith</td>
<td>Financial Aid Prog. Supervisor</td>
<td>37C (M/S/C)</td>
<td>9/14/98</td>
<td>RE: A. Fryslie FT/12 Mo.</td>
</tr>
<tr>
<td>Rebecca Miller</td>
<td>Account Clk., Sr.</td>
<td>27B</td>
<td>9/8/98</td>
<td>New Position FT/12 Mo.</td>
</tr>
<tr>
<td>Constance Hayes</td>
<td>Secretary</td>
<td>24C</td>
<td>9/8/98</td>
<td>RE: T. Subira FT/12 Mo.</td>
</tr>
<tr>
<td></td>
<td>Student Act.</td>
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Deleted under Classified Appointments was the STEP Program Assistant position.

Upon motion by Mrs. Powell, seconded by Mr. O’Neill, the Board unanimously approved the Human Resources Consent Items as contained in the Agenda and the Attachments.

2.2 HUMAN RESOURCES ACTION ITEMS

a. AFFIRMATIVE ACTION REPORT

Mr. Oroz presented the twenty-second annual summary report of actions taken by the District in 1997/98 to meet its Affirmative Action and Equal Opportunity requirements as set forth in Executive Order 11246, Section 51010 of Title 5 of the California Code of Regulations and the District’s Affirmative Action Program Plan. Mr. Oroz highlighted new hires, population snapshot of management, regular faculty, classified, new requirements under Title V which were incorporated into the HR Policies and Practices section, the expansion of the HR Website, and noted that no formal DFEH discrimination complaints were filed against the District last year.

Mrs. Fairly was unable to report on the Student section of the report due to laryngitis. Mr. Oroz announced that the minority student population in the community is at 34 percent and at Santa Barbara City College it is at 36 percent.
Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved acceptance of the Affirmative Action Program Plan as contained in the Agenda and the Enclosure.

b. RECOMMEND APPROVAL OF WORKING SCHEDULES FOR CERTIFICATED PERSONNEL OF THE COSMETOLOGY PROGRAM FOR THE 1998-99 SCHOOL YEAR.

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the working schedules for certificated cosmetology personnel for 1998/99 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 Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved conferring upon each of the 85 candidates for the Associate in Arts degree and the 13 candidates for the Associate in Science degree the appropriate degrees subject to completion of the State and local requirements.

3.2 SUBMISSION OF “ATTENDANCE ALLOWANCE REQUEST” BECAUSE OF EMERGENCY CONDITIONS

Upon motion by Mr. O'Neill, seconded by Mr. Villegas, the Board unanimously approved submission of the "Attendance Allowance Request" to the Chancellor's Office as contained in the Agenda and the Attachment.

4. ACADEMIC AFFAIRS - Dr. Jack Friedlander/Mr. John Romo - No Items

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the following Business Consent Items:

a. RATIFICATION OF PURCHASE ORDERS, Enclosure 2 (Limited distribution—copies available in the Office of the Vice President for Business Services.)

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

c. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS ITEMS: 36 PCs and 8 Mac IIs (Information Resources); 5 broken air compressors (Facilities & Operations—Maintenance)

d. SCHOTT CENTER ROOF: APPROVAL OF SUBCONTRACTOR SUBSTITUTION OF NB SHEET METAL FOR REYMOUR SHEET METAL; BIRD ROOFING, GENERAL CONTRACTOR
e. INTERDISCIPLINARY CENTER H.V.A.C. ADDITION: APPROVAL OF ANDERSON SYSTEMS PROPOSAL FOR ENGINEERING SERVICES, $15,710

f. APPROVAL OF 1998-99 AGREEMENT WITH CALIFORNIA DEPT. OF EDUCATION FOR CHILD CARE FOOD PROGRAM, Attachment 5.1-f

g. APPROVAL OF 1998-99 STUDENT ACCIDENT INSURANCE, BLUE CROSS PLAN B, $11,000

h. ACKNOWLEDGMENT OF 1998-99 BOARD FINANCIAL ASSISTANCE PROGRAM, FINANCIAL AID ADMINISTRATIVE ALLOWANCE PRELIMINARY ALLOCATION, $77,278

i. APPROVAL OF AGREEMENT AND ACCEPTANCE OF 1998-99 FUNDING FOR CALIFORNIA STUDENT OPPORTUNITY AND ACCESS PROGRAM (CAL-SOAP), $219,262

j. RETROACTIVE APPROVAL OF CONTRACTED INSTRUCTED AGREEMENTS, Attachment 5.1-j:
   1) Pacific Pride Company: Computer Training—Pagemaker, August 1
   2) Raytheon Systems, Computer Training—Windows, August 15-22

k. APPROVAL OF 1998-99 AGREEMENT WITH WESTERN WEB PRINTING INC. TO PRINT THE CHANNELS, Attachment 5.1-k

l. RETROACTIVE APPROVAL OF SERVICE CONTRACT WITH S. B. COUNTY DEPARTMENT OF SOCIAL SERVICES TO PROVIDE FOSTER PARENT TRAINING AND RECRUITMENT, Attachment 5.1-l

m. APPROVAL OF AGREEMENT WITH MS ACQUISITION CORP., SBCC TO BE AUTHORIZED TEST CENTER FOR MOUS (MICROSOFT OFFICE SOFTWARE USER SPECIALIST), 1998-99, Attachment 5.1-m

n. APPROVAL OF ADMINISTRATIVE SERVICES AGREEMENT WITH AMERICAN FIDELITY ASSURANCE COMPANY FOR I.R.S. SECTION 125 FLEXIBLE BENEFITS PLAN

o. AUTHORIZATION TO FILE NOTICE OF COMPLETION: PHYSICAL SCIENCE HVAC, PHASE II


q. APPROVAL OF 1998-99 INSTITUTIONAL MEMBERSHIP LIST, Attachment 5.1-q

5.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING AND ADOPTION OF 1998-99 BUDGET

Dr. Hanson highlighted the 1998-99 Adoption Budget for Board Members.
Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved convening as a Committee-of-the-Whole for the purpose of hearing comments regarding adoption of the 1998-99 Budget.

No citizens expressed a wish to address comments on the 1998-99 Adoption Budget.

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, the Board unanimously approved the closing of the public hearing.

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved adoption of the budget and authorization of its transmittal to the Santa Barbara County Education Office.

b. ADOPTION OF RESOLUTION NO. 3 (1998-99) AMENDING T.S.A. PARTICIPATION ELIGIBILITY TO INCLUDE PART-TIME EMPLOYEES

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 3 (1998-99) amending tax sheltered annuity participation eligibility to include part-time employees regularly working 20 hours or more per week. The vote follows:

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

Noes: None

Absent: None

c. APPROVAL OF ADMINISTRATION BUILDING, TECHNOLOGIES REMODEL - CHANGE ORDERS NO. 11-12

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved Change Orders No. 11-12, Administration Building, Technologies Remodel, in the amount of $21,181, revised contract price $2,112,040, no additional days.

d. APPROVAL OF SCHOTT CENTER ROOF - CHANGE ORDER NO. 1

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved Change Order No. 1, Schott Center Roof, in the amount of $11,013.34, revised contract price $143,513.34, 7 additional days.

e. APPROVAL OF 3-YEAR LEASE OF MAGNOLIA SHOPPING CENTER PROPERTY FOR COSMETOLOGY PROGRAM (Limited distribution—copies available in the Office of the Vice President for Business Services.)

Upon motion by Mr. Villegas, seconded by Mrs. Powell, the Board unanimously approved the three-year lease of the Magnolia Shopping Center building to house SBCC's Cosmetology program as contained in the Agenda and the Enclosure.
6. INFORMATION RESOURCES - Mr. William Hamre

6.1 DISTRICT TELECOMMUNICATIONS INFRASTRUCTURE UPGRADE

Mr. Hamre presented an overview on the directions for the District's telecommunications infrastructure backbone stating that it centers around the many different ways of using technology to deliver instruction on campus including internet access in classrooms, increasing the numbers of multimedia classrooms, and WEB-based course delivery.

During the 1998-99 academic year, the District will make significant steps forward in its telecommunications and network infrastructure in the following areas: 1) upgrade of the network bandwidth capacity; 2) move to network switching technology; 3) replace central district router; 4) install District firewall and security software; and 5) move to dynamic network addressing for campus computers. These initiatives were planned and developed in conjunction with GTE engineers in order to support SBCC directions for high tech instructional classrooms and labs, universal student access for E-mail and Internet services, and the development of an SBCC Intranet to support the business of the institution. This telecommunications infrastructure upgrade was supported by the District Technology Committee and the College Planning Council.

7. STUDY SESSION

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved convening to a Committee-of-the-Whole in Study Session format to informally discuss directions and goals at 5:13 p.m. The following items were discussed:

7.1 SBCC Facilities Plan
7.2 Sculpture Plan
7.3 Advisory Committees
7.4 Closed Session (See Item 1.4)
7.5 Miscellaneous
    a. Common Ground 2000 Participation
    b. California Virtual University
    c. District's Software Packages

8. ADJOURNMENT

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved adjournment at 8:05 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, September 24, 1998, at 4:00 p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON September 24, 1998

[Signatures]
President, Board of Trustees
Superintendent/President
Secretary/Clerk of the Board