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

April 22, 1999

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 Villegas at 4:03 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Ms. Joan Livingston, Vice President
Mr. Eli Luria
Mr. Desmond O'Neill
Mrs. Joyce Powell
Mr. Luis Villegas, President
Mr. Joey Ferguson, Student Trustee

Member absent:

Dr. Joe Dobbs

Others present for all or a portion of the meeting:

Dr. Peter R. MacDougall, Supt./President and Secretary/Clerk to the Board of Trustees
Mr. Mark Taylor, Representative, Direct Connect
Ms. Jan Anderson, Professor, Health Technologies
Ms. Liz Auchincloss, President, CSEA
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. Bob Grant, Editor-in-Chief, The Channels
Dr. Karolyn Hanna, President, Academic Senate
Dr. Charles Hanson, Vice President, Business Services
Mr. David Kiley, Assistant Dean, Academic Affairs
Ms. Patricia Kistler, Public Information Officer
Mr. Steve Lewis, Administrative Services Manager, Business Services
Mr. Alex Pittmon, Director, Facilities & Operations
Mr. Kent Richards, Technical Services Specialist, Information Resources
Ms. Jeannie Sledge, Staff Writer, The Channels
Dr. Jack Ullom, President, Instructors' Association
Mr. Michael Warnken, Student
Ms. Pamela Zwehl-Burke, Associate Professor, Art Department
1.3 WELCOME

Mr. Villegas extended a cordial welcome to all present.

1.4 CLOSED SESSION (Was taken after 5.2-h)

a. ADJOURN TO CLOSED SESSION

Upon motion by Mr. O’Neill, seconded by Dr. Alexander, the Board convened to Closed Session at 5:50 p.m. to:

1) Conference with Legal Counsel — Anticipated Litigation — One Case (Government Code Section 54956.9)

b. RECONVENE TO OPEN SESSION

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board reconvened to Open Session at 6:29 p.m. Mr. Villegas announced that the Board had met in Closed Session and has been advised by legal counsel on how to proceed.

1.5 MINUTES OF REGULAR MEETING OF MARCH 25, 1999

Upon motion by Mr. O’Neill, seconded by Dr. Alexander, the Board unanimously approved the Minutes of the Regular Meeting of March 25, 1999.

1.6 HEARING OF CITIZENS

Ms. Jeannie Sledge introduced herself to Board Members stating she is the staff reporter from The Channels assigned to Board meetings. She apologized for being late to the Board meetings of February 25 and March 25 and asked that the Minutes reflect her being late, not absent from the meetings. Ms. Sledge requested Board Members accept her formal request for a grievance hearing.

Mr. Michael Warnken addressed the issue of the parking fee and his opposition to the raising of this fee to fund a proposed parking structure.

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 on the State Academic Senate meeting held last week and attended by the present, immediate-past and president-elect Presidents of the College’s Academic Senate. Dr. Hanna detailed a few of the breakout sessions and major sessions and stated that she is putting together a written report on the conference and will share that upon completion. Dr. Hanna noted a number of issues on today’s Agenda for Board approval and urged support for them.

b. REPORT BY CLASSIFIED COUNCIL — Ms. Liz Auchincloss

Ms. Auchincloss reported that Professional Growth Increments for employees were being processed at the last Classified Council meeting; the Professional Growth Manual will be
updated to include the fifth increment; a vice chairperson position is being considered for Classified Council; and plans for Classified Employees Week and the May 21 Classified Inservice were detailed.

c. REPORT BY ASSOCIATED STUDENTS — Mr. David Wilkinson

Mr. Wilkinson was attending Cal-SACC’s Spring Legislative Conference in San Francisco and Mr. Donald (Matt) Riley presented the report for the Associated Students. At this time, the Associated Students are in the process of electing executive officers for 1999-2000; balloting will be held May 10-13; an International Day was held on campus earlier this month; thanked Dean Cordero for his commitment to diversity in arranging for California’s Lt. Governor, Cruz Bustamante, to present the Leonardo Dorantes Lecture; the Student Senate has spent much time researching the proposed bond issue and parking fee increase and urged Board members to consider all other options before considering an additional fee for students; thanked Dr. Hanson for the time spent with the Student Senate educating them on a proposed bond issue; and the majority of the Student Senate will be traveling to San Francisco to attend the CalSACC Spring Legislative Conference this weekend.

d. REPORT ON CURRENT EVENTS — Ms. Patricia Kistler

Ms. Kistler announced the following upcoming events: Earth Day activities on April 24; B&I luncheon on April 26 featuring Michael Towbes as the keynote speaker; the Annual Career Faire to be held on April 28; and a farewell retirement reception honoring Jacque Huth on April 30.

e. REPORT ON CURRENT ISSUES — Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1) Project Redesign:
   ♦ The Conversion Project on the Student Package is moving along quite well and there is a continued sense of optimism as the College gets deeper into the process.
   ♦ Acknowledged the work of Vice President Friedlander, Dean Buckelew, and other staff members in regard to instructional design development and delivery. The College is no longer looking at entering into a contract with Real Education for services and other options are being investigated. Dr. MacDougall noted the thoroughness of the review process and critical analysis that is taking place before any recommendation is brought to the Board.

2) Noted that on today’s Agenda is a resolution acknowledging Classified Employee Week which will take place in May and commended classified staff for the important work they do and their commitment to their work.

3) Acknowledged the work of staff and students for their efforts in conjunction with the successful International Day held on campus.

4) Applauded the efforts of Armando Segura and members of the Student Affairs staff on the TAP Conference held on campus April 10.
5) Recognized the work of Ms. Pat Canning, counselors, and faculty for a highly successful College Preview Night held April 21.

6) Noted that this year's Leonardo Dorantes Lecture was a high point in the history of this lecture from the standpoint of the speaker and from the representatives of the community who were present for the event. Mr. Cordero was thanked for his effectiveness in putting together this year's event.

7) Announced that at the recent American Association of Community Colleges Conference a former Santa Barbara City College ASB President, Mr. Roberts Jones, was recognized with the Harry S. Truman Award, one of the most prestigious awards presented by this organization. In addition, Ms. Rosalie Meijer was one of 20 students selected for the First-Team All-American Award and recognized at this conference.

8) Reported that the South Coast Regional Multimedia Education Center has been selected as the Outstanding Partnership in the Multimedia Initiative for the year by the California Community Colleges Economic Development practitioners and noted this was a tribute to Dr. Friedlander, Dr. Bruce Smith, and Mr. Guy Smith who have supported this program.

9) Announced an upcoming conference to be held on campus, The Business Technology and Central Coast Community Strategies for the Future, and cited the work of Mr. Elye Pitts in involving the community in positive ways with the College.

10) Stated that on today's Agenda there are three items that collectively make very clear the degree of commitment the College is making to the area of Digital Arts and Technology—computer purchases, equipment for the new Center, and wiring and cabling total approximately $675,000. The amount is in line with what had been anticipated for the Center.

11) Noted that the College continues to work with the City of Santa Barbara to acquire space to develop an Infant/Toddler Center. This would enable the College to provide students in the Early Childhood Educational Program with direct experience in dealing with the infant/toddler population.

12) Announced that Mr. Luria would be interviewed on the Travel Channel on Monday speaking on his book depicting his travels throughout the Middle East.

1.8 GOVERNING BOARD

Dr. Alexander stated that she concurred with Dr. MacDougall's comment as to the quality of Lt. Governor Bustamante's Dorantes Lecture.

Mr. O'Neill noted that he had spent six days with the Geology Field Trip in Death Valley and commended the Geology Department for the great educational experience and the HRC Department for their invaluable food service.

(At this time, Items 4.1, 4.2, and 4.3 were taken out of order.)

2. HUMAN RESOURCES – Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Mr. Oroz announced the following Certificated Faculty Appointment:
SBCCD Board of Trustees
Minutes
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Name | Assignment | Rate | Date | Comments
--- | --- | --- | --- | ---
Allan Sherwin | Dir. of Campus Food Svcs. & HRC Dept. Chair | TBD | 8/16/99 | Tenure-Track 100%
 |  |  |  | Re: John Dunn

Removed from this Agenda under Certificated Faculty Appointments were the Counselor, EOPS; and the Instructor, Vocational Nursing Program.

Mr. Oroz announced the following Classified Appointments:

Name | Assignment | Rate | Date | Comments
--- | --- | --- | --- | ---
Marianne Mashek Multi Media | Center Coordinator | 28C | 05/03/99 | RE: M. Fineman FT/12 Mo.
Adam Hatch School Relations Advisor | School Relations | 35A | 05/10/99 | New position Partnership for Excellence
Lisa Woods HRC Food Service Asst. 25A | Food Service Asst. | 04/23/99 | RE: I. Carrillo FT/10 Mo.

Mr. Oroz recognized the Certificated Faculty Retirement of Mr. Chris Pagliaro, Professor, Counseling, with 24 years of service to the District and the Classified Retirements of Ms. Doreen Davis, Admissions and Records Clerk (11 years); Dr. Charles Hanson, Vice President, Business Services (20 years); and Ms. Alma Ledbetter, Secretary to the S/P-Bd. of Trustees (15 years).

Certificates of Appreciation were presented by Dr. MacDougall on behalf of Board Members to Ms. Alma Ledbetter, Secretary to the S/P-Board of Trustees, and Ms. Judy Powell, Computer Support/Public Information Assistant (Continuing Education) for 15 years of service to the District.

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

2.2 PERSONNEL ACTION ITEMS


Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 24 (1998-99) declaring May 16-22, 1999, Classified School Employees Week. The vote follows:

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

Noes: None

Absent: Dr. Dobbs

Concur: Mr. Ferguson

3. STUDENT AFFAIRS – Mrs. Lynda Fairly - NONE
4. ACADEMIC AFFAIRS – Dr. Jack Friedlander/Mr. John Romo

4.1 PRESENTATION OF FACULTY LECTURER HONORARIUM (Taken out of order)

Dr. MacDougall, on behalf of Board Members, presented Dr. Manoutchehr M. Eskandari-Qajar, Professor of Political Science, with a $500 honorarium and a Certificate of Recognition for his selection as the 1998-99 Faculty Lecturer. Dr. Eskandari presented his lecture entitled, *In Defense of Monarchy in an Age of Democracy,* to the College community on March 25, 1999.

4.2 SABBATICAL LEAVE REPORT – MS. PAMELA ZWEHL-BURKE (Taken out of order)

Ms. Pamela Zwehl-Burke, Art Professor, reported on her sabbatical leave activities during the 1995-96 academic year. Ms. Zwehl-Burke noted she completed a three-part sabbatical—consisting of projects for a computer-modified version of an art department class (stating this was already ancient history), a collection of images generated by artists working with computers, and an exhibition of her own traditional and computer-influenced artwork consisting of 92 paintings, drawings and prints, eight computer-generated artists’ books and broadsides, as well as a sketchbook of computer-based ideas and works-in-progress (entitled *Still Life and Restless* which was showcased in the Atkinson Gallery November 15-December 13, 1996).

4.3 SABBATICAL LEAVE REPORT – MS. JAN ANDERSON (Taken out of order)

Ms. Jan Anderson, Nursing Instructor, reported on her sabbatical leave activities during the 1996-97 academic year. Ms. Anderson’s sabbatical focused on women’s health care noting that until 1990 women were not included in any research data. She noted that she reviewed 26 texts and newsletters which covered the areas of obstetrics and gynecology, women’s health care, and multiculturalism and women’s care. Seventeen interactive and multimedia programs were reviewed and several were adopted or purchased for use in the Nursing Learning Laboratory. Twenty-five community colleges’ ADN Programs were surveyed to ascertain specific curricular content. Two courses were developed (Nursing Care of Women and Maternal-Newborn Care). Alternate clinical sites were investigated in order to provide interesting and challenging community, non-acute clinical experiences to students. She assisted with the preparation for approval from the SBCC Curriculum Committee and the Board of Registered Nursing for the new course module. Ms. Anderson stated her appreciation to Board Members and Dr. MacDougall for allowing her the opportunity the sabbatical leave provided.

4.4 RECOMMEND APPROVAL OF THE FINAL SABBATICAL LEAVE REPORTS FOR FALL 1997 AND SPRING 1998

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the final Sabbatical Leave Reports for Fall 1997 and Spring 1998 for the following faculty members:

Dina Castillo  Yolanda Medina-Garcia  Ann Wilkinson
Georgia Durán  Christopher Mooney
Peter Haslund  Michele Peterson

4.5 RECOMMEND APPROVAL OF ECONOMIC DEVELOPMENT Grant Proposal FOR REGIONAL HEALTH OCCUPATIONS RESOURCE CENTER AT SBCC

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the Economic Development grant proposal for the Regional Health Occupations Resource Center (RHORC) at Santa Barbara City College in the amount of $178,875 as contained in the Agenda and the Attachment. These funds would allow for a continuation of the original grant project
(1998-99) and would be used to support the RHORC in their role as the facilitator and coordinator of multiple performance based training projects for health care professionals throughout the region.

4.6 RECOMMEND RATIFICATION OF SUBMITTAL OF GRANT APPLICATION

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved the submittal of a grant application to the Chancellor's Office for $178,875 to continue the activities supported by the previous grant to develop a New Media/Multimedia Entertainment Center at Santa Barbara City College. Economic Development Funds were used to respond to regional business and industry needs for a trained workforce in the various fields of multimedia and computer-based entertainment. Other participating colleges in this grant proposal are Allan Hancock, Ventura, Oxnard, Moorpark, Antelope Valley and College of the Canyons. Fourteen months after the South Coast Regional Multimedia Education Center began its work, the original grant proposal continues to be an accurate reflection of the Center's goals.

4.7 RECOMMEND APPROVAL OF THE SANTA BARBARA CITY COLLEGE FACULTY ENRICHMENT COMMITTEE GRANT PROPOSAL FOR 1999-2000

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the following faculty members' Faculty Enrichment Grant Proposals for the 1999-2000 school year in the amount of $17,902.19:

Jan Anderson
Patricia Chavez-Nunez
Evan McCabe
Jane Metiu
Margaret Prothero
Ed Russell
Sheri Shields
Curtis Solberg
Jack Ulom
Charles Wood
Michael Young

4.8 RECOMMEND APPROVAL OF DISTRICT POLICY NO. 4310, COLLECTION DEVELOPMENT POLICY

Upon motion by Ms. Livingston, seconded by Dr. Alexander, the Board unanimously approved the proposed changes to District Policy 4310, titled "Collection Development Policy" as contained in the Agenda and the Attachment.

5. BUSINESS SERVICES – Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved the following Business Consent Items as contained in the Agenda and the Attachments:

a. RATIFICATION OF PURCHASE ORDERS, Attachment 5.1-a

b. RATIFICATION OF PAYMENTS AS SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office.)

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<td>SBCC All Funds</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>$1,331,779.91</strong></td>
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c. AUTHORIZATION TO ORDER SUPPLIES AND EQUIPMENT FOR 1999-2000

Due to delivery schedules, it is necessary to order in advance of the 1999-2000 budget approval certain supply and equipment items required for the fall semester. Such orders will not exceed 20 percent of the amount budgeted for supply items for the next academic year.

d. ACCEPTANCE OF ADDITIONAL 1998-99 ADULT BASIC EDUCATION 321 FUNDS, $13,130, Attachment 5.1-d

e. APPROVAL OF AGREEMENT WITH GIRVIN ASSOCIATES FOR THE WAKE CENTER LANDSCAPE MASTER PLAN, $10,500, Attachment 5.1-e

f. APPROVAL OF PROPOSAL FROM STEPHEN METSCH, PHILLIPS METSCH SWEENEY MOORE ARCHITECTS FOR DESIGN SERVICES, INTERDISCIPLINARY CENTER, $27,100, Attachment 5.1-f

g. APPROVAL OF AGREEMENT WITH ANDREW ACH & ASSOC., FOR FINANCIAL ADVISORY SERVICES RELATED TO POSSIBLE FUTURE ISSUANCE OF GENERAL OBLIGATION BONDS, Attachment 5.1-g

h. APPROVAL OF AGREEMENT WITH STRADLING YOCCA CARLSON & RAUTH (DAVID CASNOCHA) FOR BOND COUNSEL SERVICES RELATED TO POSSIBLE FUTURE GENERAL OBLIGATION BONDS, Attachment 5.1-h

5.2 BUSINESS ACTION ITEMS


Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 25 (1998-99) authorizing the 1998-99 budget revisions and transfers as contained in the Attachment. The vote follows:

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

Noes: None

Absent: Dr. Dobbs

Concur: Mr. Ferguson

b. RECOMMEND ADOPTION OF RESOLUTION NO. 26 (1998-99) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 26 (1998-99) authorizing routine internal transfers as contained in the Attachment. The vote follows:

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

Noes: None
c. RECOMMEND ADOPTION OF RESOLUTION NO. 27 (1998-99) AUTHORIZING INTERFUND TRANSFER

Upon motion by Mr. O'Neill seconded by Ms. Livingston, the Board unanimously approved adoption of Resolution No. 27 (1998-99) authorizing the transfer from the General Fund to the Replacement of Equipment Fund and Construction Rehabilitation Fund, as delineated in the Attachment. The vote follows:

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

Noes: None

Absent: Dr. Dobbs

Concur: Mr. Ferguson

d. RECOMMEND APPROVAL OF ADMIN. COMPUTER AND PHONE CABLING (BID #504) - ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT

On April 12, five bids were received for the referenced project. Information Resources Department and Administrative Services staff performed a thorough review and analysis of all bids. Their recommendation, based on five different weighted criteria, is to award the contract to Overall Distribution, Inc., whose proposal was complete and organized, addressing all areas of the Request for Proposal. Award of the contract to the second lowest bidder is permitted for community colleges, by Education Code §81645.

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved acceptance of the bids and award of the contract to Overall Distribution, Inc., of Santa Barbara in the amount of $49,819.42.

e. RECOMMEND APPROVAL OF DIGITAL ARTS WORK STATIONS (BID #505) - ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT

On April 16, eight bids were received for the computer work stations for the new Digital Arts Center (DAC) in the remodeled wing of the Administration Building. The staff analysis addressed the standards specified in the Request for Proposal (RFP) for a two-phased analysis by the IRD. Based on the analysis, four bids met the standards of the two phases of the IRD review and the analysis of the capacity for the proposed work stations to support the software stipulated in the RFP.

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved acceptance of the bids and award of the contract to Edgemark Systems in the amount of $656,905.

f. RECOMMEND APPROVAL OF INTEGRATED P.C. VIDEO-BASED DATA COLLECTION AND MANAGEMENT SYSTEM FOR R.O.V. OPERATIONS TRAINING (BID #507) - ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT

On April 16, one bid was received for the referenced project.
Upon motion by Ms. Livingston, seconded by Mrs. Powell, the Board unanimously approved acceptance of the bid and award of the contract to C-Map Systems, Inc., of Park City, Utah, in the amount of $52,180.

g. RECOMMEND APPROVAL OF TECHNOLOGIES COMPUTER FURNITURE (BID #506) - ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT

On April 19, six bids were received for Technologies Compute Furniture. Only one bid was complete and responsive to all items in the specifications.

Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved acceptance of the bids and award of the contract to BKM Office Mart in the amount of $167,851.89.

h. RECOMMEND APPROVAL OF ADMINISTRATION BLDG, TECHNOLOGIES REMODEL - CHANGE ORDERS #15R AND 16R

Upon motion by Mr. Luria, seconded by Dr. Alexander, the Board unanimously approved Change Orders No. 15R and 16R in the amount of $153,012, revised contract price $2,304,092, for the Administration Building Technologies Remodel.

6. INFORMATION RESOURCES – Mr. William Hamre – None

7. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved adjournment at 6:30 p.m. A Special Meeting of the Board of Trustees will be held on Monday, April 26, 1999, at the Schott Center, 310 West Pueblo Street, Room #19, at 3:00 p.m. The next Regular Meeting of the Board of Trustees will be held on Thursday, May 20, 1999, at 4:00 p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON May 20, 1999

President, Board of Trustees

Superintendent/President Secretary/Clerk of the Board