MINUTES

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

June 24, 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
Dr. Joe Dobbs (arrived at 4:04 p.m.)
Ms. Joan Livingston, Vice President
Mr. Eli Luria
Mr. Desmond O'Neill
Mrs. Joyce Powell
Mr. Luis Villegas, President
Mr. Joey Ferguson, 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, Chair, Classified Council, President, CSEA
Ms. Kate Bennett, Director of Grants, Foundation for SBCC
Ms. Barbara Bermudes-Ault, Auxiliary Accounts Manager
Ms. Sharon Coffield, Fiscal Manager
Mr. Patrick DeRueda, Guest, Chamber of Commerce
Mrs. Lynda Fairly, Vice President, Student Affairs
Ms. Ann Fryslie, Director, Student and Alumni Activities
Ms. Francia Gaunt, Development Assistant, Foundation for SBCC
Mr. Bill Hamre, Associate Vice President, Information Resources
Dr. Karolyn Hanna, Immediate Past-President, Academic Senate
Dr. Charles Hanson, Vice President, Business Services
Ms. Connie Hayes, Secretary, Student Activities
Ms. Barbara Johnston, Account Clerk, Senior
Mr. David Kiley, Librarian
Ms. Patricia Kistler, Public Information Officer
Ms. Carla Long, Assoc. Exec. Director, Foundation for SBCC
Ms. Margaret Okinaka, Accounting Technician
Mr. Dan Oroz, Vice President, Human Resources
Mr. David Pickering, Controller
Mrs. Dottie Pickering, Guest  
Mr. Alex Pittmon, Director, Facilities and Operations  
Ms. Carol Purdie, Director, STEP Program  
Ms. Jean Rowe, Account Clerk, Senior  
Ms. Cindy Salazar, Secretary Senior, EOPS  
Ms. Amy Shertzer, Guest  
Mr. Sandy Shertzer, Guest  
Ms. Patricia Snyder, Executive Director, Foundation for SBCC  
Ms. Arlene Stagat, Computer Technician, Project ASSIST  
Dr. Jack Ullom, President, Instructors' Association  
Mr. David Wilkinson, President, Associated Students  
Ms. Marsha Wright, Coordinator II, Student Affairs

1.3 WELCOME

Mr. Villegas extended a cordial welcome to all present.

1.4 CLOSED SESSION – NONE

1.5 MINUTES OF REGULAR MEETING OF MAY 20, 1999

Upon motion by Mr. Luria, seconded by Dr. Alexander (Mr. O'Neill – abstained), the Board approved the Minutes of the Regular Meeting of May 20, 1999.

1.6 HEARING OF CITIZENS (Taken out of order)

Dr. Karolyn Hanna (President, Academic Senate), Mr. Patrick DeRueda (President-Elect, SB Chamber of Commerce), Mr. David Wilkinson (President, Associated Students), and Mr. Matt Riley (President-Elect, Associated Students) spoke to the issue of the SBCC bond measure (Item 1.8-a) each urging Board Members' favorable support on today's Agenda item.

Dr. MacDougall acknowledged a number of representatives from the community who have voiced their support for an upcoming SBCCD Bond Measure: notably, Congresswoman Lois Capps, Assemblywoman Hannah-Beth Jackson, Board of Supervisors Gail Marshall and Naomi Schwartz, and the entire City Council of Carpinteria.

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 passed out copies of her final report of the 1998-99 Academic Senate which included her summary report as well as the major Academic Senate Committee reports. Dr. Hanna noted that Senate representatives have taken their role in shared governance as a serious responsibility as evidenced by the nearly 100 percent attendance at Senate meetings this year; the Senate's effectiveness is enhanced by the work of the entire faculty along with classified staff, students, and administrators through the College's committee system; and the Senate President maintains an open relationship and works together with representatives of these segments of the College community. Major accomplishments of the Senate this year were: the first Flex Week; substantial modifications in the Faculty Evaluation Procedures; involvement in the development of the comprehensive vision of the proposed facilities needs of the College and that document served as the basis for the proposed bond measure; and maintained an active
role in the College Plan development on today's Agenda for approval. In order to ensure
currency of offerings and to enhance access and promote student success, 98 new
courses and 78 course modifications were approved during the year; five new programs
and/or certificates were added and 49 program modifications were made; and in the area
of distance education, 26 new courses and 31 course modifications were approved.
Dr. Hanna reiterated that the role of the Academic Senate President is one of being a
bridge-builder and a pathfinder and that her job has been made easier because of the
cooperation and collegiality which exists on campus. She thanked Board Members,
Dr. MacDougall, and the College campus for their support and encouragement these past
two years.

b. REPORT BY CLASSIFIED COUNCIL – Ms. Liz Auchincloss

Ms. Auchincloss reported on the success of the Classified Inservice held last month and
thanked members of Classified Council who helped with the organization of the day and
the day's activities and the work of the Wake Center staff who provided the set-up for the
day. The exercises provided by Teamworks provided staff with an opportunity to work
and communicate as teams, and participants' evaluations rated the day a 4.5 on a scale
of 0-5.

Ms. Auchincloss, as Chair of Classified Council and President of CSEA, stated that the
Classified staff of SBCC is in favor of the College's upcoming bond measure noting that
the facilities' projects on the bond list are needed.

c. REPORT BY ASSOCIATED STUDENTS – Mr. David Wilkinson

Mr. Wilkinson thanked Board Members for their leadership and commitment to the shared
governance system on campus noting that this same commitment is not seen in many
community college districts in California. Mr. Wilkinson stated that four members of the
1999-2000 Student Senate attended the Student Leadership Institute in Monterey. He
thanked Board Members and Dr. MacDougall for the opportunity he has been provided
these past two years as President of the Associated Students and stated that he has
enjoyed working with the College community. Mr. Wilkinson then introduced Mr. Matt
Riley, President-elect of the Associated Students and together they presented
Resolutions to Dr. Charles Hanson, Vice President, Business Services, and Mrs. Alma
Ledbetter, Secretary to the Superintendent/President, Board of Trustees, upon the
occasion of their retirements. Mr. Riley thanked Mr. Wilkinson for his dedication and
commitment to the students of the College and as President of the Statewide Cal-SACC.
Mr. Riley and Dr. MacDougall presented Mr. Wilkinson with a Certificate of Recognition
from the California State Senate signed by State Senator Jack O'Connell in honor of
Mr. Wilkinson's dedication and service as President of the SBCC Associated Students,

d. REPORT ON CURRENT EVENTS – Ms. Patricia Kistler

Ms. Kistler did not give a report. Her July calendar of events was distributed in Board
Members' packets.

e. REPORT ON CURRENT ISSUES – Dr. Peter MacDougall

1) Recognized Dr. Hanna for her exceptional performance as President of the
2) Expressed appreciation to Mr. Wilkinson for his dedication and work on behalf of the students at SBCC as President of the Associated Students 1997-1999 and at the State level.

3) Noted that the State Budget overall is a positive one for the California Community Colleges but contains a disappointing 1.4 percent COLA; growth is supported for the system (3.5 percent on a base of 1.5 million students); and Partnership for Excellence will be provided at approximately $45 million.

4) Project Redesign:
   a. Acknowledged the 19 faculty members who have gone through COHORT three training to provide a broader base of faculty equipped to place classes online. Noted was the significant investment, much of which has been provided through grant funds obtained by Dr. Friedlander.

5) Commented on two editorials which have appeared in the Santa Barbara News-Press this past week. The first editorial described a class conducted by our Continuing Education Division in cooperation with the Santa Barbara County Sheriff’s Department that allows incarcerated individuals to complete their high school education and receive their GED. At this year’s Adult High School graduation held on June 17, three individuals graduated having begun this program while in the County Jail. The second editorial focused on the Computers for Families Program, a K-12 program designed to ensure all children in K-12 have a computer in their home with Internet access. Computers are donated to the program and SBCC offers a certification program in Electronics to fix and upgrade these computers before they are given to families.

6) Summer Session began this past Monday and enrollment is stable as compared to last year’s figures. Fall applications look strong at this point and the College is encouraged by these figures.

7) Acknowledged the work of Dr. Gayle Baker and the Early Childhood Education staff in bringing to fruition the rental of facilities at the Westside Community Center for a new Infant/Toddler Center to be run by the College’s ECE Program. This item is on today’s Agenda for approval. Also acknowledged was the work of Ms. Pat Snyder of the Foundation for SBCC for her work on a donation to the College (still confidential at this time) which will allow this program to be funded over the next ten years.

8) Noted that the Appropriation Limit is also on today’s Business Consent Agenda to be approved and stated that it is important to recognize the gap in the level of funding we could have to operate the College.

9) Stated that a Microsoft Testing Center agreement is on today’s Board for approval and will allow SBCC to be one of the few testing sites in any community college. Students who pass this certification have a higher probability rate for employment.

10) Acknowledged that on today’s Agenda, the College will be recognizing Mr. David Pickering for his 30 years of service to the College.

11) Recognized Mr. Dan Oroz, Vice President, Human Resources, whose retirement will be approved on today’s Agenda effective March 11, 2000 with 25 years of service.
12) Invited Board Members and College staff to Alma Ledbetter's retirement brunch on June 29.

(Taken out of order)

13) Acknowledged Mr. Joey Ferguson’s work this past year as the Student Trustee, thanked him for his willingness to assume the position, and noted his reliability and effectiveness in carrying out his responsibilities in this position.

14) Discussed the issue of a sculpture project for a fountain on the West Campus. A donation of $150,000 will be needed to acquire this sculpture and Mr. Luria has very generously offered to consider support of the project. Dr. MacDougall was asked to draft a policy by which the College could accept sculpture for placement in outdoor locations that have been identified, accept sculpture permanently, retain the option to keep the sculpture as long as we want it and to remove it if we wish to remove it, and place sculpture on a rotating basis on sites designated for sculpture placement. A policy will be brought back to Board Members for their approval.

(At this time, Item 1.6 was taken out of order.)

1.8 GOVERNING BOARD

a. RECOMMEND ADOPTION OF RESOLUTION NO. 34 (1998-99) TO PLACE A BOND ISSUE ON THE BALLOT FOR THE VOTERS OF THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 34 (1998-99) which will enable the voters of the District to decide whether the facilities will be developed in order to achieve the objectives of access, program development, and repairs and renovations. The vote follows:

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

Noes: None

Absent: None

Consent: Mr. Ferguson

b. RECOMMEND APPROVAL OF THE COLLEGE PLAN 1999-2002

Upon motion by Mrs. Powell, seconded by Mr. O’Neill, the Board unanimously approved the College Plan for 1999-2002.

2. HUMAN RESOURCES – Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

Mr. Oroz announced that the resignation of Dr. Bruce Smith has been deferred until an effective resignation date has been established.

Mr. Oroz announced the following Classified Appointments:
Removed from the Agenda under Classified Appointments was the Administrative Secretary, Academic Affairs, position.

A correction under Professional Consultants/Speakers - Continuing Education Division was noted for the spelling of Mr. Benjamin Eichert.

Ms. Sharon Coffield spoke to the 15-year longevity career increment of Ms. Margaret Okinaka (Accounting Technician, Business Services) stating that Ms. Okinaka provides excellent service and superb support to the College. Ms. Okinaka now works exclusively in the Categorical Programs and does an exceptional job in the tracking of the grants and in interfacing with the directors of the grants. Dr. MacDougall presented Ms. Okinaka with a Certificate of Appreciation on behalf of Board Members for her 15 years of service to the District.

Dr. Charles Hanson spoke to the 30 years of service of Mr. David Pickering, Controller, noting that Mr. Pickering is customer-oriented, will always find a solution for you, sticks with his commitments, shows strong leadership in embracing change, his integrity and fairness are above reproach, he is consistent in interpretation of policies and rules, cares deeply about SBCC and is intensely loyal to his staff and his job. On behalf of Board Members, Dr. MacDougall presented Mr. Pickering with a plaque recognizing him for 30 years of service to Santa Barbara City College.

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

2.2 PERSONNEL ACTION ITEMS

a. SUPERINTENDENT/PRESIDENT’S CONTRACT

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved the following adjustments to the Superintendent/President’s contract:

1. Extended the existing contract through June 2003.

2. An increment increase to the base salary of five percent.

Dr. Alexander commented that the Board is extremely aware of the tremendously strong leadership provided by Dr. MacDougall to this College and is happy that he will continue his tenure with the College.

Dr. Dobbs asked for a round of applause for Dr. MacDougall for his excellent leadership of the District and College.

3. STUDENT AFFAIRS – Mrs. Lynda Fairly – No Items
4. ACADEMIC AFFAIRS – Dr. Jack Friedlander/Mr. John Romo

4.1 RECOMMEND APPROVAL OF CHANGE TO SABBATICAL LEAVE PROJECT – MS. PATRICIA STARK

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved the proposed changes to Ms. Patricia Stark’s sabbatical leave project as contained in the Agenda and the Attachment.

4.2 RECOMMEND APPROVAL OF THE 1999 SUMMER SESSION INSTRUCTORS

Upon motion by Ms. Livingston, seconded by Mr. Luria, the Board unanimously approved the 1999 summer session instructors as contained in the Agenda and the Attachment.

4.3 RECOMMEND RATIFICATION OF SUBMITTAL OF TMAPP DISTANCE LEARNING POLICY GRANT APPLICATION

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the TMAPP Distance Learning Policy Grant Application as contained in the Agenda and the Attachment.

4.4 RECOMMEND APPROVAL OF SIX-WEEK CHILDRENS’ CENTER SUMMER SCHOOL PROGRAM

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the six-week Children’s Center Summer School Program as contained in the Agenda and the Attachment.

4.5 REVISION TO FACULTY EVALUATION PROCEDURES

Upon motion by Ms. Livingston, seconded by Mr. O’Neill, the Board unanimously approved the revisions to the Procedures for Faculty Evaluation Policy as contained in the Agenda and the Attachment.

4.6 RECOMMENDED APPROVAL OF 1999-2000 CONTINUING EDUCATION DIVISION CALENDAR

Upon motion by Mr. O’Neill, seconded by Dr. Alexander, the Board unanimously approved the 1999-2000 Continuing Education Division Calendar with an 11-week fall term, an 11-week winter term and an 8-week spring term as contained in the Agenda and the Attachment.

5. BUSINESS SERVICES – Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. O’Neill, seconded by Mr. Luria, the Board unanimously approved the following Business Consent Items:

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, A-130.)

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c. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS PROPERTY: 1989 Dodge van, Facilities & Operations

d. APPROVAL OF 1999-00 MONTHLY MILEAGE LIST, Attachment 5.1-d

e. ACKNOWLEDGMENT OF RECEIPT OF PARKING FEES PROGRAM AUDIT FOR FISCAL YEAR ENDING 6/30/98, Attachment 5.1-e

f. AUTHORIZATION TO RENEW SUPPLEMENTAL AGREEMENT WITH CITY OF SANTA BARBARA FOR PARKING AT LEADBETTER BEACH, Attachment 5.1-f

g. APPROVAL OF AGREEMENT WITH PENFIELD & SMITH, ENGINEERING SERVICES FOR INSTALLATION OF T BUILDINGS (LSG PROJECT), $10,700, Attachment 5.1-g

h. APPROVAL OF LEASE AGREEMENT WITH THE CITY OF SANTA BARBARA FOR USE OF WESTSIDE COMMUNITY CENTER FOR CHILDCARE SERVICES—NOT TO EXCEED THE COSTS AS STIPULATED IN THE ATTACHMENT, Attachment 5.1-h

i. ACCEPTANCE OF 1998-99 ARCHITECTURAL BARRIER REMOVAL GRANT AND APPROVAL OF AGREEMENT WITH THE CHANCELLOR'S OFFICE, $244,687, Attachment 5.1-i

j. APPROVAL OF AGREEMENT WITH GIRVIN AND ASSOCIATES FOR UPDATE OF CONCEPTUAL MASTER PLAN, $8,400, Attachment 5.1-j

k. APPROVAL OF DARIN GERARD, SBCC, TO CO-SPONSOR A COMMUNICATION WORKSHOP WITH THE TOASTMASTERS' INTERNATIONAL CLUB

l. APPROVAL OF LICENSE AGREEMENT WITH MIAMI UNIVERSITY, OHIO, FOR DEGREE AUDIT PROGRAM, $21,932, Attachment 5.1-l

m. APPROVAL OF 1999-00 USE OF FACILITIES AGREEMENTS (HEALTH TECH): Sierra Vista Hospital, Inc., Attachment 5.1-m

n. APPROVAL OF AGREEMENT WITH ACCENT FOR STUDY-ABROAD PROGRAM: FLORENCE, ITALY, SPRING 2000, Attachment 5.1-n

o. APPROVAL OF 1999-00 AGREEMENT WITH NIVO INTERNATIONAL CORP., SBCC TO BE AUTHORIZED TEST CENTER FOR MOUS (MICROSOFT OFFICE SOFTWARE USER SPECIALIST), Attachment 5.1-o
5.2 BUSINESS ACTION ITEMS

a. 1999-00 TENTATIVE BUDGET

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved the 1999-2000 Tentative Budget as contained in the Agenda and the Enclosure and its submission to the County Office of Education by July 1.

b. ADOPTION OF RESOLUTION NO. 35 (1998-99) ESTABLISHING THE 1999-00 APPROPRIATION LIMIT

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved Resolution No. 35 (1998-99) establishing an appropriation limit for the 1999-2000 fiscal year as contained in the Agenda and the Attachment. The vote follows:

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

c. APPROVAL OF 1999-00 EMPLOYEE BENEFITS PROGRAM

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved the 1999-2000 Employee Benefits Program as contained in the Agenda and the Attachment. It was noted that the College is looking at another retirees’ program to offer.

d. ADOPTION OF RESOLUTION NO. 36 (1998-99) PROVIDING FOR 1998-99 BUDGET REVISIONS AND TRANSFERS FOR UNBUDGETED REVENUE

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved Resolution No. 36 (1998-99) authorizing the 1998-99 budget revisions and transfers as contained in the Agenda and the Attachment. The vote follows:

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

e. ADOPTION OF RESOLUTION NO. 37 (1998-99) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved Resolution No. 37 (1998-99) authorizing routine internal transfers as contained in the Agenda and the Attachment. The vote follows:

Ayes: Dr. Alexander, Dr. Dobbs, Ms. Livingston, Mr. Luria, Mr. O'Neill, Mrs. Powell, Mr. Villegas
Noes: None
Absent: None
Consent: Mr. Ferguson
f. ADOPTION OF RESOLUTION NO. 38 (1998-99) AUTHORIZING INTERFUND TRANSFERS

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved Resolution No. 38 (1998-99) authorizing transfers from the General Fund to the Rehabilitation/Construction Fund for classroom improvement, parking structure, and Life Science/Geology facility needs as contained in the Agenda and the Attachment. The vote follows:

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

Noes: None

Absent: None

Consent: Mr. Ferguson

g. ADMINISTRATION BLDG, TECHNOLOGIES REMODEL - CHANGE ORDER NO. 19R

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously approved Change Order No. 19R in the amount of $19,469 for the Administration Building, Technologies Remodel, as contained in the Agenda and the Attachment.

h. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR INTEGRATED LIBRARY SYSTEM, BID #510

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved acceptance of the one bid received June 14, 1999, and award of the contract to Ameritech for the purchase of the Integrated Library System in the amount of $92,609 as contained in the Agenda and the Attachment.

i. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR ENROLLMENT MANAGEMENT PROJECT, BID #511

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved acceptance of the bids and award of the contract to Davies Communication, Inc., of Santa Barbara in the amount of $51,460, as contained in the Agenda and the Attachment.

6. INFORMATION RESOURCES – Mr. William Hamre – None

7. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved adjournment at 6:00 p.m. setting the next Regular Meeting of the Board of Trustees on Thursday, July 15, 1999, at 4:00 p.m. in Room A-211.
APPROVED BY THE BOARD OF TRUSTEES ON \textit{the fifteenth day of July}, 1999

President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board