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

August 26, 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 4:02 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs
Ms. Joan Livingston, Vice President
Mr. Desmond O’Neill
Mrs. Joyce Powell
Mr. Luis Villegas, President
Ms. Curry Smith, Student Trustee

Member absent:

Mr. Eli Luria

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. Sharon Coffield, Fiscal Manager, Accounting
Mr. William Cordero, Associate Vice President, Student Affairs
Mrs. Lynda Fairly, Vice President, Continuing Education
Mr. Brian Fahnestock, Vice President, Business Services
Dr. Jack Friedlander, Vice President, Academic Affairs
Ms. Ann Fryslie, Director, Student and Alumni Activities
Mr. William Hamre, Associate Vice President, Information Resources
Dr. Charles Hanson, Vice President, Business Services
Ms. Patricia Kistler, Public Information Officer
Mr. Keith McLellan, Associate Vice President, Student Affairs
Mr. Dan Oroz, Vice President, Human Resources
Mr. Alex Pittmon, Director, Facilities and Operations
Mr. Mario Poncato, Photographer, The Channels
Mr. Donald Matthew Riley, President, Associated Students
Ms. Lana Rose, President, Academic Senate
Ms. Patricia Snyder, Executive Director, Foundation for SBCC
Dr. Jack Ullom, President, Instructors' Association
Dr. Ann Wilkinson, Professor, English Department

1.3 WELCOME

Mr. Villegas extended a cordial welcome to all present.

1.4 CLOSED SESSION – None

1.5 MINUTES OF REGULAR MEETING OF JULY 15, 1999

Upon motion by Ms. Livingston, seconded by Dr. Alexander, the Board unanimously approved the Minutes of the Regular Meeting of July 15, 1999.

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 – Ms. Lana Rose

Ms. Rose reported that Flex Week was very productive and beneficial to faculty both socially and pedagogically. Though survey results have not been finalized, initial tabulations indicate that 99 percent of the feedback has been positive. As part of Flex Week, the Academic Senate held a Retreat at which they discussed their role (in terms of responsibility to faculty) and the Academic Senate structure, function and committee roles. Ms. Rose mentioned the International Studies, Education Abroad Department which recently received an Honorable Mention in the State Exemplary Program Award commending them for their accomplishments.

b. REPORT BY CLASSIFIED COUNCIL – Ms. Liz Auchincloss

Ms. Auchincloss reported that the Professional Growth Manual continues to be a priority for the Classified Council at this time. Also mentioned was the fact that the HRC remained open during the entire break between the summer and fall semesters. The staff responded favorably to this procedural change.

c. REPORT BY ASSOCIATED STUDENTS - Mr. Donald “Matt” Riley – No Report

d. REPORT ON CURRENT EVENTS - Ms. Patricia Kistler – No Report
REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

1) Reinforced the comments of Ms. Lana Rose and acknowledged the collaborative work of the respective vice presidents, deans, faculty and staff as well as the spirit of cooperation that concluded in a positive week for the opening of the 1999-2000 year.

2.) Enrollment figures are both surprising and encouraging. Though a WSCH enrollment analysis has not yet been completed, the student headcount is up by 606 or 5.2 percent (WSCH enrollment projections could reflect an increase as high as 6.0 percent) and applications by 1709 or 24 percent.

3.) Recognized the individual efforts of key faculty members (Marilynn Spaventa and Lana Rose) working with Dr. Friedlander and Mr. Buckelew, and the responsibility they assumed in coordinating the Flex Week activities.

4) Acknowledged the construction projects completed during the summer: PS 101, the two fields, the Women's Locker Room, and the Administration Building remodel. Noted the Dedication of the Digital Arts Center scheduled for August 27, 1999 and made reference to the wonderful job of the staff, particularly IT, MAT and CNEE in their efforts to be prepared on opening day.

5.) Noted the excellent work of Admissions' staff in responding effectively and efficiently to the demands created by this year's increase in both the student population and student applications.

6.) Reported on current events of the Bond Campaign, led by Theresa Duggan, Bond Campaign Manager, and Barry Barnes, Bond Consultant. Campaign Headquarters have been secured and Mr. Barnes has developed a well focused, comprehensive plan. Expressed confidence in the quality of work being accomplished by these individuals. Additionally, noted the excellent internal response and the individual efforts of Dr. John Kay and Dr. Karolyn Hanna, faculty representatives to the Bond Campaign Steering Committee; Ms. Lana Rose, for her inservice presentation in which she highlighted the investment faculty have made throughout the planning process; Mr. Matt Riley, representing the Student Senate, working towards developing a broad-based student involvement; and finally, the Foundation for its success in raising the funds required to support successful passage of Measure T.

7) Mentioned the current status of SB 54 and the high probability that the Governor will sign the Bill. The Department of Finance has changed its position from one of 'not opposing' to that of 'positive support'. If approved by the Senate and Assembly, SB 54 should be presented to the Governor for approval within thirty days.

8) Acknowledged the collaborative efforts of Early Childhood Education staff, the Office of Academic Affairs, Dr. Gayle Baker, Ms. Pat Snyder of the Foundation for SBCC, and the Business Services office staff in coming together and creating a reality with the opening of the Infant Toddler Center. The facility will provide not only a laboratory for the ECE instructional program but vital childcare for the infant children of our students. The Center will be named the Kinko's Infant-Toddler Center in recognition of the generous gift received by Kinko's and Paul Orfalea. Noted that the college received the first payment on the Kinko Corporation pledge of $60,000 per year for ten years and a commitment by the Chairman, Paul Orfalea, for one million dollars at the end of that period for the Center.
9.) Reported on the development of an 'Employee University' and the MOU that will form a partnership with the County to provide educational programs and the opportunity and encouragement for County employees to pursue not only valuable job-related training but a full Associate Degree. Dr. Friedlander responded to the Board's questions about enrollments in the 'Employee University' program.

10.) Mentioned that two new grants have been awarded for this year, one of which is in the amount of $200,000 and is intended to provide an analysis that may guide the development of online courses for the California Community College system.

1.8 GOVERNING BOARD

Dr. Dobbs presented a question concerning the status of SB 54 and a discussion followed in which Dr. MacDougall explained the structure and urgency of the bill.

Dr. Alexander expressed her appreciation and thanked Liz Auchincloss, Classified Council Representative and the Classified Staff for their role in planning and organizing the June retirement party for Alma Ledbetter.

a. OATH OF OFFICE FOR NON-VOTING STUDENT MEMBER OF THE BOARD

The Oath of Office was administered to Ms. Curry Smith by Dr. MacDougall, Secretary/Clerk. Ms. Smith has been appointed by the Student Senate as the non-voting Student Trustee for the 1999-2000 academic year.

(At this time, item 4.1 was taken out of order)

2. HUMAN RESOURCES – Mr. Dan Oroz

2.1 HUMAN RESOURCES CONSENT ITEMS

a. Mr. Oroz announced the following classified staff appointments:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>WILLIAMS, Susan</td>
<td>Division Aide</td>
<td>30B</td>
<td>08/30/99</td>
<td>RE: M. Fulton</td>
</tr>
<tr>
<td>Biological Sciences</td>
<td></td>
<td></td>
<td></td>
<td>FT/10 Mo.</td>
</tr>
<tr>
<td>SOHEYLA, Jabanbakht</td>
<td>Lab. Teach. Ass't.</td>
<td>37A</td>
<td>08/30/99</td>
<td>RE: J. Jenkins</td>
</tr>
<tr>
<td>Computer Science</td>
<td></td>
<td></td>
<td></td>
<td>FT/12 Mo.</td>
</tr>
</tbody>
</table>

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

a. ANNUAL AFFIRMATIVE ACTION/DIVERSITY PROGRAM ACTIVITY REPORT 1998-99

This report is the twenty-third annual summary report (1998-1999) of actions taken by the District to meet its Affirmative Action and Equal Opportunity requirements as set forth in Executive Order 11246, Section 51010 of Title V of the California Code of Regulations and the District's Affirmative Action Program Plan. Mr. Oroz summarized the Annual Report, highlighting new hires, minority populations in Administration, faculty and staff employee groups, and web-site expansion and noted that three formal DFEH discrimination complaints were filed against the District last year. Mr. Oroz announced that the minority student population in the community is at 34 percent and at Santa Barbara City College it is 36 percent. A $20,000 augmentation to the advertising budget will supplement continued advertising efforts in this regard.

Mr. Keith McLellan, reporting to the Board on the Student Affirmative Action efforts, noted the changing demographics in student populations (particularly the Hispanic population), the increasing number of students choosing not to identify their ethnicity and the significant gap which exists between the number of Hispanic high school graduates and those attending college. Mr. McLellan highlighted the activities of Student Affairs staff in their efforts to narrow this gap: campus tours, high school visits, new letters to parents, the development of a bi-lingual ESL enrollment planning guide, updated Spanish version career profiles and finally, increased bi-lingual support from DSPS, Financial Aid, Student Activities, Admissions, and the Bookstore.

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved acceptance of the Affirmative Action Plan as contained in the Agenda and the Enclosure.

3. STUDENT AFFAIRS – Mr. William Cordero/Mr. Keith McLellan

3.1 RECOMMEND APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE AND ASSOCIATE IN SCIENCE DEGREE

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved conferring upon each of the 100 candidates for the Associate in Arts degree and the 37 candidates for the Associate in Science degree the appropriate degrees subject to completion of the State and local requirements for Summer 1999.

4. ACADEMIC AFFAIRS – Dr. Jack Friedlander/Mrs. Lynda Fairly

4.1 SABBATIONAL LEAVE REPORT (item taken out of order, after item 1.8a)

Dr. Ann Wilkinson, English Professor, reported on her sabbatical leave activities during the 1997-98 academic year, which entailed the development of an English 111 curricula based upon the literary aspects of American Nature Writers, including the collection of a library of visual supplements that can be linked to other courses such as Art History, Earth Science, or Ethnic Studies. Dr. Wilkinson's project included enlarging the genre of American Native Writers to better represent the wide diversity of Americans, developing curricula to meet the requirements of research, Critical Thinking, and the study of Literature, as well as the development of an Internet process and materials.
Dr. Wilkinson thanked the Board and Dr. MacDougall for the opportunity afforded her by her sabbatical and expressed the opinion that she not only achieved, but exceeded the expectation of this enriching and worthwhile experience.

4.2 RECOMMENDED APPROVAL TO CHARGE A $25 FACILITIES FEE FOR PHYSICAL EDUCATION GOLF 103A&B, BEGINNING AND INTERMEDIATE GOLF, Education Code sec. 76395

Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved the charge of a $25 facilities fee for students enrolled in beginning and intermediate golf.

4.3 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION – FALL 1999

Mrs. Lynda Fairly presented the Fall 1999 Schedule of Classes for the Continuing Education Division to the Board, pointing out the addition of Santa Barbara City College to the header along with the college logo and highlighting a number of classes: Adult Basic Skills, Adult High School, GED Preparation, Computers, Parenting, Cooking, Landscape, Design, Self Esteem and Custodial Maintenance. Mrs. Fairly also noted the emphasis that is being placed on programs such as Family Literacy, ESL, and Citizenship classes.

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved the new courses and title changes for the Continuing Education Division, effective Fall 1999, as delineated in the Attachment.

4.4 RECOMMEND CURRICULUM ADVISORY COMMITTEE (CAC) APPROVALS FOR 1998-99

Dr. Friedlander presented the CAC actions for the 1998-99 academic year and a lengthy discussion followed concerning online classes and the demographics; for example, how many students would not be participating in SBCC class offerings if not for online classes. Dr. MacDougall reported that the first online international student has registered in the Health Information Technology Program.

Upon motion by Ms. Livingston, seconded by Mrs. Powell, the Board unanimously approved the Curriculum Advisory Committee recommendations for 1998-99.

5. BUSINESS SERVICES – Mr. Brian Fahnestock

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

b. RATIFICATION OF PAYMENTS AS SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office, A-130)

<table>
<thead>
<tr>
<th>Description</th>
<th>Check Range</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cafeteria Account</td>
<td>322998-323031</td>
<td>$41,222.70</td>
</tr>
<tr>
<td>SBBT Revolving Fund</td>
<td>5841-5847</td>
<td>1,069.75</td>
</tr>
<tr>
<td>SBCC All Funds</td>
<td>226505-227636</td>
<td>$2,221,159.43</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$2,263,451.88</strong></td>
</tr>
</tbody>
</table>
c. ACKNOWLEDGMENT OF GIFTS TO THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE

d. 1999-2000 MONTHLY MILEAGE LIST - ADD:
1) Brian Fahnestock, Vice President, Business Services, $66/month, 12 months, effective 8/9/99
2) Maria Lopez-Manzo, Continuing Education, $50/month, 11 months, effective 9/1/99
3) Martha Lizardo, Continuing Education, $50/month, 11 months, effective 9/1/99

e. DENIAL OF CLAIM (5/18/99): ABDUL-MUIZZA OYEKAN

f. APPROVAL TO DECLARE AND AUTHORIZATION TO DISPOSE OF SURPLUS EQUIPMENT: 2 screening printers and 2 portable dryers (Graphic Arts Department); Steinway piano (Music Department)

g. CERTIFICATION OF 1999-2000 SCHEDULED MAINTENANCE PROGRAM

h. RETROACTIVE APPROVAL OF SERVICE CONTRACT WITH COUNTY OF SANTA BARBARA, SBCC TO PROVIDE REMEDIAL EDUCATION SERVICES FOR G.A.I.N.

i. APPROVAL TO EXTEND AGREEMENT WITH COMMUNITY COLLEGE FOUNDATION FOR REFEREE AND LANE TECHNICIAN TRAINING PROGRAM, EFFECTIVE 5/1/99 - 9/30/00

j. ACCEPTANCE OF 1999-2000 FEDERAL FUNDING:
1) $190,251 - Supplemental Educational Opportunity Grant Program (SEOG)
2) $388,682 - Work/Study Program

k. ACCEPTANCE OF 1999-2000 CAL-SOAP (CALIFORNIA STUDENT OPPORTUNITY AND ACCESS PROGRAM) FUNDING, $319,262

l. ACKNOWLEDGMENT OF 1999-2000 BOARD FINANCIAL ASSISTANCE PROGRAM FINANCIAL ADMINISTRATIVE ALLOWANCE PRELIMINARY ALLOCATION, $68,555

m. ACCEPTANCE OF 1999-2000 GRANTS AND APPROVAL OF AGREEMENTS WITH CHANCELLOR'S OFFICE
1) $376,018 #99-C01-054 Vocational/Technical Education Act (VTEA)
2) $ 49,782 #99-230-024 Economic Development – Cosmetology
4) $ 66,516 #99-228-054 Economic Development – Microsoft Office User Specialist
5) $ 33,329 #98-0644 Fund for Student Success
6) $199,773 #98-0665-002 TMAPP, "Comprehensive Statewide Community Distance Education Delivery Models Feasibility Study" 
7) $69,900 #99-TP-54 VTEA Tech Prep

n. APPROVAL OF CENTRAL COAST PERSONNEL COUNCIL JOINT POWERS AGREEMENT WITH LIEBERT, CASSIDY & FRIERSON
o. APPROVAL OF 1999-2000 INTERCOLLEGIATE ATHLETIC INSURANCE COVERAGE THROUGH STUDENT INSURANCE: BLUE CROSS - PLAN B, $40,176; SOCCER $5,215; AND CIGNA CATASTROPHIC COVERAGE, $2,130

p. RETROACTIVE APPROVAL OF 1999-2000 STUDENT ACCIDENT INSURANCE, BLUE CROSS – PLAN B, $11,000

q. APPROVAL OF 1999-2000 INSTITUTIONAL MEMBERSHIP LIST

5.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING AND ADOPTION OF THE 1999-2000 BUDGET

Mr. Fahnestock highlighted the 1998-99 Adoption Budget for Board Members.

Upon motion by Dr. Dobbs, 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 1999-00 Budget.

No citizens expressed a wish to address comments on the 1999-00 Adoption Budget.

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the closing of the public hearing.

Upon motion by Dr. Alexander, seconded by Mrs. Powell, 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. 6 (1999-2000) AUTHORIZING NEW SIGNATORY LIST

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved Resolution No. 6 (1999-2000) delegating the ability for signature authority to transfer cash funds and to make budget revisions subject to the stated restrictions. The vote follows:

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

Noes: None

Absent: Mr. Luria

Concur: Ms. Smith

c. ADOPTION OF RESOLUTION NO. 7 (1999-2000) AUTHORIZING INTERFUND TRANSFER TO THE CHILDREN'S CENTER FUND

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 7 (1999-2000) authorizing an interfund transfer from the General Fund to the Children's Center Fund. The vote follows:
Ayes: Dr. Alexander, Dr. Dobbs, Ms. Livingston, Mr. O'Neill, Mrs. Powell and Mr. Villegas

Nees: None

Absent: Mr. Luria

Concur: Ms. Smith

d. RECOMMEND APPROVAL OF PHYSICAL SCIENCE 101 SEISMIC UPGRADE - CHANGE ORDERS NO. 1 AND 2

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved Change Orders No. 1 and 2 in the amount of $16,910, PS 101 seismic upgrades, revised contract price $198,217, with 7 additional days.

e. RECOMMEND APPROVAL OF ADMINISTRATION BUILDING, TECHNOLOGIES REMODEL - CHANGE ORDERS NO. 20R AND 21R

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved Change Orders No. 20R and 21R in the amount of $450,680, Technologies, Administration Building, revised contract price $2,440,641, with no additional days.

f. RECOMMEND APPROVAL OF INTERDISCIPLINARY CENTER AIR CONDITIONING - CHANGE ORDER NO. 3

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved Change Order No. 3 in the amount of $2,470, air conditioning, IDC, revised contract price $63,617, with 6 additional days.

g. RECOMMEND APPROVAL OF WOMEN'S TEAM LOCKER ROOM REMODEL - CHANGE ORDERS NO. 1 AND 2

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved Change Orders No. 1 and 2, Womens' Team Locker Room remodel in the amount of $7,982.27, revised contract price $135,741.27, with 6 additional days.

6. INFORMATION RESOURCES – Mr. William Hamre – No Report

7. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board approved adjournment at 5:58 p.m., setting a Special Meeting of the Board of Trustees to be followed by a Study Session on Thursday, September 16, 1999, at 4:00 p.m. in Room A-211. The next Regular Meeting of the Board of Trustees will be held on Thursday, September 23, 1999, at 4:00 p.m., in Room A-211.
APPROVED BY THE BOARD OF TRUSTEES ON September 23, 1999

President, Board of Trustees
Luis Villegas

Superintendent/President
Secretary/Clerk of the Board
Peter R. MacDougall