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

September 28, 2000
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 4:06 p.m.

1.2 ROLL CALL

Members present:

   Dr. Kathryn Alexander  
   Dr. Joe Dobbs (excused at 5:59 p.m.)  
   Ms. Joan Livingston, Vice President  
   Mr. Eli Luria  
   Mr. Desmond O'Neill (excused at 5:59 p.m.)  
   Mrs. Joyce Powell  
   Mr. Luis Villegas, President  
   Mr. Matt Riley, Student Trustee

Member absent:

   Dr. Peter MacDougall, Supt./President and Secretary/Clerk to the Board of Trustees

Others present for all or a portion of the meeting:

   Dr. Jack Friedlander, Executive Vice President, Educational Programs, Chair  
   Ms. Liz Auchincloss, CSEA President  
   Mr. Ed Blaschke, Construction Administrator, Business Services  
   Ms. Kay Bruce, Public Information Officer  
   Ms. Pat Canning, Chair, Classified Council  
   Ms. Andrea Coert, Human Resources Specialist, Human Resources and Legal Affairs  
   Ms. Barbara DeBoer, LTA, Hotel Restaurant Culinary  
   Ms. Sue Erhlich Vice President, Human Resources and Legal Affairs  
   Mr. Brian Fahnstock, Vice President, Business Services  
   Ms. Lynda Fairly, Vice President, Continuing Education  
   Ms. Ann Frysie, Director, Student Activities  
   Mr. Michael Gallegos, Dean, Educational Technology
Mr. John Getz, Storekeeper, Purchasing  
Mr. Bill Hamre, Vice President, Information Resources Division  
Mr. Bill Harz, Lab Technician Supervisor, Geology  
Ms. Everette Kerr, Int. Clerk Typist, Schott Center  
Mr. Kelly Lake, Assistant Professor, Early Childhood Education  
Mr. Keith McLellan, Dean, Educational Programs  
Mr. Alex Pittmon, Director, Facilities & Operations  
Mr. Timo Pitulainen, Associated Student Body President  
Ms. Lana Rose, Academic Senate President  
Ms. Jan Schultz, Associate Professor, Earth Science  
Mr. Allan Sherwin, Director, Hotel Restaurant Culinary  
Mr. Guy Smith, Associate Professor/Director, Multimedia Technologies  
Ms. Julie Smith, Instructor, Early Childhood Education  
Ms. Arleen Stagat, Vice Chair, Classified Council  
Ms. Jan Schultz, Associate Professor, Geology  
Mr. Andrew Wiedmann, Ed. Tech Specialist, Media Services

1.3 WELCOME

Mr. Villegas extended a cordial welcome to all present.

1.4 CLOSED SESSION – NONE

1.5 MINUTES OF THE REGULAR MEETING OF AUGUST 17, 2000

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the Minutes of the Regular Meeting of August 17, 2000.

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 the proposed Senate Committee redesign is being taken to consultation. Ms. Rose noted that many questions are coming up about the overall reorganization, and the administrative reorganization. Ms Rose reported that their goals would be presented to the Senate this week for adoption. Ms. Rose also reported that the Senate will have another ambitious year ahead, some of the issues which will be explored are the plus minus grading and whether or not a department can set its own minimum GPA. Ms. Rose also reported that the Instructors' Association will be hosting its Annual Back to School celebration.
b. REPORT BY ASSOCIATED STUDENTS  
   — Mr. Timo Piitulainen

Mr. Timo Piitulainen presented his first report for the Associated Students. Mr. Piitulainen reported that the Senate had its first meeting on August 28. Mr. Piitulainen stated that the Senate is working on an internet homepage. This page will be located at www.studentsenate.net and is separate from the Student Senate homepage on the sbcc.net server. Mr. Piitulainen reported that this homepage will contain Student Senate information, current events and the latest agenda from their meeting. Future goals will be to have information on upcoming events and also to have contests for students. Mr. Piitulainen reported the success of two events which took place on campus, one was Helping Hands day which took place on September 20, and the other was an Ice Cream Hello Party which took place September 27. Mr. Piitulainen is hoping to continue with more events in the future. Mr. Piitulainen also reported that the Student Senate is working on a campus wide newsletter to be written and distributed by the Student Senate. Mr. Piitulainen stated that the Student Senate would be leaving for Costa Mesa tomorrow to attend the California Community College Student Affairs Association. Mr. Villegas thanked Mr. Piitulainen for his report and welcomed him.

c. REPORT BY CLASSIFIED COUNCIL  
   — Ms. Pat Canning

Ms. Pat Canning reported that the Classified In Service was very successful and productive, 40% of permanent Classified staff attended. It was a team event production and Ms. Canning especially thanked Arleen Stagget, Vice Chair, Dr. MacDougall, and also the Board. Ms. Canning acknowledged Jetton Grunt with regards to putting out the SBCC Classified Staff Newsletter in such a timely manner. Ms. Canning stated that their next task would be in October to evaluate Professional Growth Increments.

d. REPORT ON CURRENT EVENTS  
   — Ms. Kay Bruce

Ms Kay Bruce stated that Santa Barbara City College is never a dull place, there are lots of event taking place and all are varied. These events are: The College Fair 2000, Tuesday, October 17 @ Sports Pavilion, over 90 universities and colleges represented, in addition to specialty schools, military recruiters and there will be two Financial Aid workshops. Transfer Day on West Campus will take place on Wednesday, October 18, the focus will be on requirements for students to make their transfers. A week from Saturday, October 7, Project Hope is sponsoring a team that will walk in the AIDS Walk. First production of the year is scheduled for Friday, October 13, "Gross Indecency, the Three Trials of Oscar Wilde", which will run through October 28. The Atkinson Art Gallery currently has an exhibit running, Small Images, No. 15. Ms. Bruce noted that there are quite a few athletic events taking place such as football, men and women's soccer, women's volleyball, women's golf and cross country and encourages everyone to attend. Ms. Bruce concluded her report by saying that there has been a lot of construction going on and hopes to be able to announce dates for dedications by the next Board meeting.

e. REPORT ON CURRENT ISSUES  
   — Dr. Jack Friedlander

Dr. Friedlander highlighted the following:

1) Acknowledged the hard work of Pat Canning, HR staff and Arlene Stagat on the success of the Classified In-service Day. Appreciate all the hard work.
2) Reported that Mr. Henry Bagish, submitted his letter of retirement after 50 years of teaching. Mr. Bagshi will not be acknowledged today, however, something special will be done in the spring.

3) Congratulated and acknowledged the number of staff for their long term service to SBCC.

4) Acknowledged Ms. Kay Bruce on the great job she is doing. There have been some great articles in the newspaper, especially one with regards to the Pre-Education Program.

5) Reported that Dos Pueblos High School has approached the College to work with them to develop an Engineering Academy.

6) Reported that San Marcos High School has approached the College to work with them on a Health Careers Academy which would prepare students who are interested in going into a wide range of careers to give them a running start. The relationships with the high schools is being developed in an excellent way.

1.8 GOVERNING BOARD – None

2. HUMAN RESOURCES & LEGAL AFFAIRS – Ms. Susan Ehrlich

2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

Classified Longevity Career Increments (taken out of order at this time)

Ms. Ehrlich announced the following Classified Appointments:

CLASSIFIED APPOINTMENTS

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATHIOT, JOELLE</td>
<td>On-Line Student Support Specialist</td>
<td>41E</td>
<td>11-1-00</td>
<td>Classified Promotional Attachment 2.1-d</td>
</tr>
<tr>
<td>GALVIN, ANTHONY</td>
<td>Network Administrator</td>
<td>45B</td>
<td>10-16-00</td>
<td>New position FT/12 Mo</td>
</tr>
</tbody>
</table>

CLASSIFIED LONGEVITY CAREER INCREMENTS (Taken out of order)

Mr. Allan Sherwin, Director, Hotel Restaurant Culinary, spoke to the 20 years of service to the College of “Chef” Barbara DeBoer. Mr. Sherwin noted his pleasure to be able to embellish someone in his department. Ms. DeBoer is an absolutely wonderful chef, her experience both professionally and educationally is to strive to pass on her information to the students. Ms. DeBoer provides this college with excellent culinary expertise, which is present in the GDR every lunch hour. Ms. DeBoer has worked in every position possible in the department over the past 20 years. Ms. DeBoer is an absolutely wonderful professional and a wonderful person. Ms. Barbara DeBoer stated that it has been a pleasure to serve everyone here at SBCC. Ms. DeBoer enjoys teaching and is proud of the fact that there have many students who have gone through this department who have been highly successful in their chosen career, this is the greatest
reward for her. Dr. Friedlander presented Ms. DeBoer with a Certificate of Appreciation in honor of her 20 years.

Mr. William Harz, Lab Technician, Supervisor, Geology was recognized and congratulated for 25 years of service to the College by Ms. Jan Schultz, Associate Professor, Earth Science. Ms. Schultz expressed her honor and pleasure to talk about Mr. Bill Harz. Mr. Harz does an awesome job putting together the field trips. Mr. Harz regularly sponsors K-12 outreach programs, through the department for students to get excited not only about science, but about the College. Mr. Harz’s lobbies and gets scholarship funds for the department. Mr. Harz’s 25 years of service have been an inspiration for Ms. Schultz on a daily basis. Mr. Harz’s enthusiasm for the college has never changed, he comes in every day as though it is a new opportunity to make a difference. Mr. Bill Harz thanked Ms. Schultz for her kind words and also thanked the Board for their efforts they have put forth for the College. Dr. Friedlander presented Mr. Harz with plaque and a gift certificate from a local restaurant.

Ms. Everette Kerr, Continuing Education, Intermediate Typist Clerk was recognized for 15 years of service by Vice President, Continuing Education, Lynda Fairly. Ms. Fairly read from the presentation put together by Ms. Kerr’s supervisor, Ms. Kris Power. Ms. Kerr is a caring, helpful, competent, kind, gentle, talented, thoughtful and loving. Ms. Kerr is a magician in the office, she understands the machines in the office, she calms irate customers, she listens patiently to all who need to talk and works persistently when she has tight deadlines. Ms. Kerr has the talent of making people feel cared for, respected, and valued as individuals. This is a rare gift that Ms. Kerr exhibits everyday and we are very fortunate to have her. Ms. Kerr thought that she could get away without saying anything, however she did say that she has enjoyed working for SBCC, at the Schott Center. Dr. Friedlander presented Ms. Kerr with a Certificate of Appreciation.

President Luis Villegas congratulated and thanked the employees for their great work at SBCC.

3.1 PROGRAM REVIEW REPORT – EARLY CHILDHOOD EDUCATION (taken out of order at this time)

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

2.2 HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEMS

a. ANNUAL AFFIRMATIVE ACTION/DIVERSITY PROGRAM ACTIVITY REPORT 1999/2000

Upon motion by Ms. Livingston, seconded by Mr. Luria, the Board unanimously approved the Annual Affirmative Action/Diversity Program Activity Report as contained in the Agenda and Attachments.

b. RECOMMEND APPROVAL OF THE CONTINUED INFORMATION RESOURCES DIVISION RESTRUCTURING AND THE AUTHORITY TO SELECT THE CANDIDATE TO FILL THE POSITION

Upon motion by Dr. Alexander, seconded by Mr. Luria the Board unanimously approved the Superintendent/President to appoint the candidate as contained in the Agenda and Attachments.
3. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

3.1 PROGRAM REVIEW REPORT – EARLY CHILDHOOD EDUCATION (Taken out of order)

Mr. Kelly Lake, Assistant Professor, Early Childhood Education and Ms. Julie Smith, Instructor, Early Childhood Education presented the major findings and recommendation identified in their program review.

Mr. Lake reported that when they began their program review they found out two things, one that it affirmed what they are doing for the students and for the community and second was that they were able to talk about where the program should be going, and how does the center get there.

Ms. Julie Smith reported that the program has a diverse group, about 10-20% are male the rest are female. Students range in age from 18 yr. to late 60’s, International students take program, because it’s not provided in their countries. The program provides enrichment and academic courses for people wanting to work in the area of Therapist, or Child Psychologist.

Mr. Lake reported that they are very well connected to the Early Childhood Education community here in Santa Barbara and they are called upon by local organization for presentations. Mr. Lake stated that they are very mobile and very visible in terms of not only what is important for the kids but also in representing SBCC, because at some point these kids will be students at SBCC.

Mr. Lake stated that when the grant was funded nine years ago they were at the $7,000 level this year they are at the $94,000 level and an augmentation is in place this year which will bring it up to $111,000.

Mr. Lake reported that one of their first goals will be to get one of their courses online for next semester which is ECE102, which will consist of 4 sections each semester.

One of the major needs is for space, as the Children’s Center, is currently having growing pains and there have been talks taking place for creative ways to solve this problem.

President Luis Villegas thanked Mr. Lake and Ms. Smith for an excellent program.

3.2 RECOMMEND APPROVAL OF THE 1999-2002 TRANSFER EFFECTIVENESS PLAN

Upon motion by Dr. Dobbs, seconded by Mr. O’Neill, the Board unanimously approved the 1999-2002 Transfer Effectiveness Plan.

3.3 RECOMMEND APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE AND ASSOCIATE IN SCIENCE DEGREE, SUMMER 2000

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved the Candidates for the Associate in Arts Degree and Associate in Science Degree, Summer 2000.

4. CONTINUING EDUCATION – Mrs. Lynda Fairly – None

6. INFORMATION RESOURCES (Taken out of order at this time)

5. BUSINESS SERVICES – Mr. Brian Fahnestock

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the following 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, A-130)

<table>
<thead>
<tr>
<th>Account</th>
<th>Check Ranges</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cafeteria Account</td>
<td>323551-323581</td>
<td>$68,703.80</td>
</tr>
<tr>
<td>SSBT Revolving Fund</td>
<td>5942-5943</td>
<td>1,568.77</td>
</tr>
<tr>
<td>SBCC All Funds</td>
<td>239935-240737</td>
<td>1,275,082.35</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$1,345,354.92</strong></td>
</tr>
</tbody>
</table>

c. AUTHORIZATION TO DECLARE / DISPOSE OF SURPLUS EQUIPMENT:

Auto Parts Washer – Auto Shop
2 Typewriters – Business Services
Van #4, 1994 Dodge 15 passenger – Transportation Dept.
Designated Casework from the LSG Building
PA system, pitching machines, heating machine, fitness machine – PE
d. APPROVAL OF 2000-01 PARTNERSHIP FOR EXCELLENCE ALLOCATION, Attachment 5.1-d
e. APPROVAL OF PROPOSAL BY SIMPLER SYSTEMS, CONSULTANT, TO DEVELOP A REVENUE, EXPENDITURE AND POSITION CONTROL BUDGETING SYSTEM AND APPROVAL OF AGREEMENT WITH SANTA BARBARA COUNTY EDUCATION OFFICE TO PARTICIPATE IN FUNDING THE SYSTEM, $75,000 (SBCC TO PAY $12,500), Attachment 5.1-e
f. AUTHORIZATION TO SHARE IN THE PURCHASE OF VISIMAGE THROUGH THE SANTA BARBARA COUNTY EDUCATION OFFICE FOR $17,000 (SBCC’S SHARE $2,500 WITH ANNUAL MAINTENANCE FEE OF $350), Attachment 5.1-f
g. APPROVAL OF AMENDMENT TO THE FLEXIBLE BENEFIT PLAN WITH AMERICAN FIDELITY ASSURANCE COMPANY, Attachment 5.1-g
h. ACCEPTANCE OF BID AND RETROACTIVE APPROVAL OF CONTRACT TO LVH ENTERTAINMENT IN THE AMOUNT OF $100,187 FOR STUDIO THEATRE STAGE LIGHTING SYSTEM REPLACEMENT (BID #534), Attachment 5.1-h (Ref: 8/17/00 Board of Trustees’ Agenda)
i. ACCEPTANCE OF TWO BIDS AND RETROACTIVE APPROVAL OF CONTRACT TO SCIENTIFIC INSTRUMENTS IN THE AMOUNT OF $92,554.50 (BID #535), Attachment 5.1-i (Ref: 8/17/00 Board of Trustees’ Agenda)
j. RETROACTIVE APPROVAL OF AGREEMENT WITH WESTERN WEB FOR THE CHANNELS PRINTING, EFFECTIVE 2000-01, Attachment 5.1-j
k. RETROACTIVE APPROVAL OF VIDEO GAMES AGREEMENT WITH JOHN BARON, EFFECTIVE 7/1/00 – 6/30/01, Attachment 5.1-k
l. RETROACTIVE APPROVAL OF SERVICE CONTRACT WITH THE COUNTY OF SANTA BARBARA, SBCC TO PROVIDE AIDS EDUCATION AND PREVENTION PROGRAM, EFFECTIVE 7/1/00 – 6/30/01, Attachment 5.1-l
m. RETROACTIVE APPROVAL OF AGREEMENTS TO PROVIDE EMERGENCY SERVICES TO SBCC STUDENTS, Attachment 5.1-m

1) Santa Barbara Cottage Hospital / Goleta Valley Cottage Hospital
2) South Coast Emergency Medical Group, Inc.

n. APPROVAL OF AGREEMENT WITH CENTERS FOR ACADEMIC PROGRAMS ABROAD, SEMESTER ABROAD: CAMBRIDGE, SPRING 2001, Attachment 5.1-n

o. ACKNOWLEDGEMENT OF QUARTERLY FINANCIAL REPORT ENDING JUNE 30, 2000, Enclosure 2

p. APPROVAL TO EXTEND AGREEMENT WITH THE COMMUNITY COLLEGE FOUNDATION, REFEREE/LANE TECHNICIAN TRAINING PROGRAM, EFFECTIVE 5/1/00 – 9/30/01, Attachment 5.1-p

q. AUTHORIZATION TO PARTICIPATE IN THE 2001 CHANCELLOR’S OFFICE TAX OFFSET PROGRAM (COTOP), Attachment 5.1-q

r. APPROVAL OF AGREEMENTS WITH CAMPUS PIPELINE TO PROVIDE SOFTWARE AND CONSULTING SERVICES, Attachment 5.1-r

5.2 BUSINESS ACTION ITEMS

a. ADOPTION FOR RESOLUTION NO. 10 (2000-01) AUTHORIZING ROUTINE INTERNAL TRANSFERS (1999-00)

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved the adoption of Resolution No. 10 (2000-01) authorizing routine internal transfers as contained in the Agenda and the Attachment. The vote follows:

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

Noes: None

Absent: Mr. Dobbs & Mr. O’Neill

Consent: Mr. Riley

b. ADOPTION OF RESOLUTION NO. 11 (2000-01) PROVIDING FOR 1999-00 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved the adoption of Resolution No. 11 (2000-01) providing for 1999-00 budget revisions due to receipt of unbudgeted revenue as contained in the Agenda and the Attachment. The vote follows:

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

Noes: None

Absent: Mr. Dobbs & Mr. O’Neill
Consent:  Mr. Riley

c. ADOPTION OF ADOPTION OF RESOLUTION NO. 12 (2000-01) AUTHORIZING INTER-FUND TRANSFER TO THE CONSTRUCTION FUND

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved the adoption of Resolution No. 12 (2000-01) authorizing inter-fund transfer to the construction fund as contained in the Agenda and the Attachment. The vote follows:

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

Noes:  None

Absent:  Mr. Dobbs & Mr. O'Neill

Consent:  Mr. Riley

d. ADMINISTRATION BLDG – TECHNOLOGIES REMODEL - CHANGE ORDER 24R

Upon motion by Mrs. Livingston, seconded by Dr. Alexander, the Board unanimously approved the Change Order No. 24R decreasing the amount of the contract by $25,281 for the referenced project as contained in the Agenda and the Attachment.

e. LIFE SCIENCE/GEOLGY REMODEL, BID #532

This item was pulled from the agenda and will be brought back on the October agenda.

6. INFORMATION RESOURCES (Taken out of order)

6.1 STUDENT PORTAL PROJECT – CAMPUS PIPELINE IMPLEMENTATION

The project was presented by Mr. Bill Hamre, Mr. Michael Gallegos and Mr. Guy Smith. Mr. Guy Smith explained the educational uses and the reasons the College is undertaking the Campus Portal Project. Mr. Michael Gallegos explained the alternatives being evaluated in terms of the hosting of the portal project. Mr. Bill Hamre discussed the timelines and the budget.

7. ADJOURNMENT

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved adjournment at 6:13 p.m., setting the next Regular Meeting of the Board of Trustees Thursday, October 26, 2000, at 4:00 p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON October 26, 2000

[Signatures]

President, Board of Trustees
Superintendent/President
Secretary/Clerk of the Board