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

October 26, 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 4:03 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander
Dr. Joe Dobbs
Ms. Joan Livingston, Vice President
Mr. Eli Luria
Mr. Desmond O’Neill
Mrs. Joyce Powell
Mr. Luis Villegas, President
Mr. Matt Riley, Student President

Members absent: None

Others present for all or a portion of the meeting:

Ms. Liz Auchincloss, CSEA President
Mr. Edward Blaschke, Construction Administrator
Ms. Kay Bruce, Public Information Officer
Mr. Pablo Buckelew, Dean Educational Programs
Mr. Bill Cordero, Dean Educational Programs
Ms. Lillian Cuellar, Special Program Advisor, EOPS
Mr. John Dunn, Retired-HRC
Ms. Sue Erhlich, Vice President, Human Resources and Legal Affairs
Mr. Richard Erskine, Lab Teacher Assistant, HRC
Mr. Brian Fahnestock, Vice President, Human Resources & Legal Affairs
Ms. Lynda Fairly, Vice President, Continuing Education
Dr. Jack Friedlander, Executive Vice President, Educational Programs
Mr. Bill Hamre, Vice President, Information Resources
Ms. Amy Henry, Financial Aid Assistant, Financial Aid
Ms. Rochelle Hoggarth, Special Program Advisor, Financial Aid
Ms. Ana Jimenez, Special Program Advisor, Financial Aid
Mr. Steve Lewis, Administrative Services Manager
Mr. Filiberto Lomeli, Supply Floor Coordinator, Bookstore
Mr. John Lorelli, Bookstore Manager
Ms. Marie Maschal, Administrative Secretary, Continuing Education
Mr. Tom Medel, Special Program Advisor, EOPS
Ms. Elida Moreno, Professor, ES & ESL
Mr. Timo Piitulainen, Associated Student Body President
Mr. Alex Pittmon, Director, Facilities & Operations
Ms. Andreea Serban, Director, Institutional Research and Planning
Ms. Pat Snyder, Executive Director, Foundation for SBCC
Ms. Arlene Stagat, Vice Chair, Classified Council
Mr. Jack Ullom, Dean Educational Programs
Mr. Andrew Wiedmann, Ed Tech Specialist, Media Services

1.3 WELCOME

President Villegas extended a cordial welcome to all present.

1.4 CLOSED SESSION – NONE

1.5 MINUTES OF the REGULAR MEETING OF September 28, 2000

Upon motion by Mr. O’Neill, seconded by Dr. Dobbs, the Board unanimously approved the Minutes of the Regular Meeting of September 28, 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 – None

b. REPORT BY ASSOCIATED STUDENTS – Mr. Timo Piitulainen

Five Student Senate members attended the CCSAA Fall Conference in Costa Mesa. The conference was very interesting and members got a chance to exchange ideas, information, and learned new leadership skills along with other members of community colleges in California. The first issue of the Student Senate Newsletter, The Senate Eagle, has been published, our Public Relations officer, Michael Piela did a great job on it and next issue will be published in early November. October 11 the Student Senate sponsored a “Club Day”, where clubs were able to promote themselves, inform students regarding their activities and to recruit students. The issue of plus/minus grading has been presented to the Student Senate and students will be polled on October 31st and their decision will be presented to the Academic Senate. Also on that day there has been an “Ice Cream” day scheduled which will include noontime entertainment, and treats for the students. This event will be used to promote Student Senate and inform
students about student governance. Also, on this day the Career Center will promote their new computerized resume system. The all-new Student Senate web page will soon be launched on the Web.

c. REPORT BY CLASSIFIED COUNCIL --None

d. REPORT ON CURRENT EVENTS -- Ms. Kay Bruce

The United Way campaign closed out on October 25th; it was a very successful campaign. There will be a Thank You event, which will take place on October 31st for all donated or pledged to donate money. The College had a goal of $18,000 and came very close with $17,500, which is $2,000 more than last year. Gross Indecency, The Three Trials of Oscar Wilde will run only until Saturday, October 28th. Ms. Bruce suggested eating at the Gourmet Dining Room for dinner before attending any of the plays. October 29th the Faculty Chamber Artists will be performing in the FeBlond Forum and on November 5th the Symphony will be in the Garvin Theater. Day of the Dead exhibits will continue to show through November 2nd, then the Continuing Education art exhibit will begin at the Faulkner Gallery. Ms. Bruce also mentioned that the Job Drive RV will be on campus on November 2nd to sign up students for the new job placement service that is provided on-line. Student Senate will be sponsoring an Arts and Crafts Fair which will take place on West Campus from November 6th through the 9th.

e. REPORT ON CURRENT ISSUES -- Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1) Announced that Ms. Lana Rose was not in attendance because she was attending a Statewide Academic Senate meeting.

2) Thanked Mr. Piitulainen for not only his excellent report but also for his enthusiastic leadership.

3) Apologized for having missed the last Board meeting, it was the first board meeting ever missed at SBCC, hopefully it is the last. Reported that it was very gratifying to be at the Statewide Conference and to see Cynthia Inda and Jack O'Connell recognized.

4) Commented on the Life Science/Geology building. Word has been received from Sacramento that the Dept. of Finance is supporting the augmentation which will be a little over a million dollars, about $1.03 million. However, because this is more than ten percent beyond the money that was allocated, this will need to be acted upon at the Public Works Board meeting, which meets on November 10th. This will require the item to be withdrawn for action today and presented at the next board meeting, which will be two weeks from today.

5) Noted that even though it is not official, all indications point to a very positive conclusion on the proposal that is being considered by Cottage Health System to significantly expand the Associate Degree Nursing program by having substantial support being received from local hospitals. Cottage Health System Board will meet tomorrow and hopefully their Board will approve it.

6) Acknowledged that unfortunately the minutes from the Fiscal Committee had not been completed. There were a number of items on the agenda and thanked the Board for taking the extra time for these meetings.
7) Announced that there will be Educational Policies meeting on November 14. One of the issues to be discussed will be the Health Information Technology Registry Program along with 17 other items.

8) Reported that the Academic Senate will begin the faculty rankings of positions next week. There are few activities more important than this entire process of deciding where new positions will be placed and then the recruitment and hiring of new faculty.

9) Acknowledge that Mr. Matt Riley will be completing his term of office at the end of this semester. Mr. Riley will be transferring to the University of California at Santa Cruz. SBCC has been very fortunate to have Mr. Riley as Student Trustee and particularly to have him with his experience as ASB President. Congratulated Mr. Riley for both the great job he has done for the college and also for his acceptance at Santa Cruz.

10) Announced the Dedication of the Luria/Towbes Sculpture Fountain on November 19 at 1:00 p.m. Also, the Winslow Maxwell Overlook Dedication will take place on December 18 at 3:30 p.m.

11) Acknowledged three items on the agenda, one being the recognition of the college’s employees. The college greatly appreciates the level and longevity of services that the college has received from them. Second, is the Website Hosting item, it represents a new direction in providing for fundamental services to students. Finally, Dr. Serban will be giving a report on Institutional Effectiveness. Looked at will be indicators, which collectively represent a picture of how well, we are doing our job, as a District. Looking and learning from that, we can do it better as a result of knowing how we are performing and looking at where we need to improve on that performance.

1.8 GOVERNING BOARD

Ms. Livingston asked about the bottle of water, which was given to each Board member. Dr. MacDougall explained that this was an idea that Dean Cordero came up with to promote the college. There is a bottler who makes them up and the college can purchase them at so much per case and they can be distributed when high school students visit or for other occasions.

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

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

2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

Ms. Ehrlich announced the following Classified Appointments:

CLASSIFIED APPOINTMENTS

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<td>GILLETTE, Robyn</td>
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<td>GILES, Mark G.</td>
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CLASSIFIED LONGEVITY CAREER INCREMENTS (taken out of order)

Mr. Bill Cordero, Dean, Educational Programs, spoke to the 15 years of service to the College of Lillian Cuellar. Mr. Cordero noted that Ms. Cuellar is a graduate of Dos Pueblos High School and also a graduate of SBCC. Ms. Cuellar was hired as a Financial Aid Federal Work-Study Placement Clerk, where she served until she became a Special Advisor in the Financial Aid office. Ms. Cuellar then became the Supervisor of the Financial Aid office and has now been appointed as the CARE Coordinator for the Single Parent Program in EOPS and all of this has taken place in a 15 year span. Ms. Cuellar is a student oriented person, she is constantly looking from that perspective and not from a workload issue. Ms. Cuellar thanked Mr. Cordero and the staff she has worked with for all of their support and inspiration. Dr. MacDougall presented Ms. Cuellar with a Certificate of Appreciation in honor of her 15 years of service.

Mr. Allan Sherwin, Director, Hotel Restaurant Culinary, thought it appropriate to have the individual who mentored Mr. Erskine, John Dunn, to come up and speak on the 20 years of service to the College of Richard Erskine. Mr. Dunn noted that Mr. Erskine has performed every job there is as an LTA except purchasing. Mr. Erskine has been a wonderful and loyal employee and is also student-oriented. Mr. Dunn thanked Mr. Erskine for being such a good employee and a dear friend. Mr. Dunn noted that he was very proud to have been able to speak on Mr. Erskine’s behalf. Mr. Erskine thanked Mr. Dunn and noted that he has enjoyed being able to work in HRC. Dr. MacDougall presented Mr. Erskine with a Certificate of Recognition in honor of his 20 years of service.

Mr. John Lorelli, Bookstore Manager, spoke to the 25 years of service to the College of Filiiberto Lomeli. Mr. Lomeli started as a student here at SBCC in 1972 and has been at the Bookstore ever since. Mr. Lorelli wanted to thank Mr. Lomeli for his constancy and work ethic that is absolutely without peer. Mr. Lomeli has been Mr. Lorelli’s right hand man, very dependable and always gives good advice. Mr. Lorelli stated that he was grateful to have Mr. Lomeli as a colleague. Mr. Lomeli thanked Mr. Lorelli and stated that it has been a pleasure and a privilege to be a part of the campus and proud to be part of the staff. Dr. MacDougall presented Mr. Lomeli with a plaque and a gift certificate from a local restaurant in honor of his 25 years of service.

Ms. Lynda Fairly, Vice President, Continuing Education, spoke to the 15 years of service to the College of Marie Maschal. Ms. Fairly noted that Ms. Maschal is conscientious, diplomatic and thoughtful. Ms. Maschal handles people with respect, but firmness. Ms. Maschal listening skills are exceptional and her decisions are very well thought out. The staff really likes that Ms. Maschal thinks in the attitude of “What can I do to help you?” and not how to avoid anything. Ms. Maschal wears many hats, she coordinates all of the registrars, and serves as their Human Relations Department, she is a wonder. Ms. Maschal is wise quiet and modest and makes our Continuing Education family wonderful. Mrs. Maschal thanked her supervisors and the staff she works and worked with, not only on the main campus but also at Adult Education. Dr. MacDougall presented Ms. Maschal with a Certificate of Appreciation in honor of her 15 years of service.

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

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved the Human Resources Consent items as contained in the Agenda and Attachments.
3. EDUCATIONAL PROGRAMS – Mr. Pablo Buckelew

3.1 SABBATICAL LEAVE REPORT

Dr. Elida Moreno, Professor in English Skills, reported on her sabbatical leave activities during the 1998-1999 academic year. Dr. Moreno’s project was to investigate ways of better serving the students who need support beyond the classroom. Or who may need additional time to gain the knowledge and/or master the skills taught in developmental classes, primarily English 70 and 80 at SBCC. Dr. Moreno noted that in order to implement what she has learned she will need to become more computer literate. She will be working on taking a look at the courses that she teaches and how she can make them even better through computers. Dr. Moreno expressed her thanks to the Board for the opportunity afforded her through her sabbatical leave.

3.2. RECOMMEND APPROVAL OF THE INTELLECTUAL PROPERTY POLICY FOR ONLINE COURSES

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved the Intellectual Property Policy for Online Courses as contained in the Agenda and Attachments.

4. CONTINUING EDUCATION – Mrs. Lynda Fairly

4.1 RECOMMEND RATIFICATION OF SUBMISSION OF GRANT PROPOSAL TO THE UNITED STATES DEPARTMENT OF EDUCATION FOR ENGLISH LITERACY CIVICS EDUCATION REQUESTING $94,321

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved submission of grant proposal to the United States Department of Education for English Literacy Civics as contained in the Agenda and Attachments.

5. BUSINESS SERVICES – Mr. Brian Fahnestock

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Mr. O'Neill, 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.)

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<td>SBBT Revolving Fund</td>
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<tr>
<td>SBCC All Funds</td>
<td>1,181,483.17</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$1,317,103.77</strong></td>
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c. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS EQUIPMENT:

Geology: 1980 Dodge 4X4 crew cab
Wake Center: Wooden bookcase
IRD: 35 computers, 20 monitors, 3 printers
Audio/Visual: 2 slide-sync machines, 6 VCR's, 3 transparency projectors, 1 film strip projector case, 5 televisions
Dimmer rack, lighting fixtures, bulbs – Theatre Dept.

d. AUTHORIZATION OF DISTRICT PERSONNEL TO ACT AS DISTRICT AGENTS/RECEIVE WARRANTS, Attachment 5.1-d

e. RETROACTIVE APPROVAL OF AGREEMENT WITH CAMINO REAL PARK FOUNDATION FOR USE OF GIRSH PARK BY THE P. E. DEPT., Attachment 5.1-e

f. REJECTION OF CLAIM: BARBARA HOFFACKER et al, DATE OF LOSS: 12/09/99

g. APPROVAL OF 2000-01 AGREEMENT WITH YOSEMITE COMMUNITY COLLEGE DISTRICT, CHILD DEVELOPMENT TRAINING CONSORTIUM, Attachment 5.1-g

h. RETROACTIVE APPROVAL OF 2000-01 AGREEMENT WITH CHABOT-LAS POSITAS CCD FOR CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM, Attachment 5.1-h

i. ACCEPTANCE OF 2000 F.I.P.S.E. GRANT, $169,884, “Developing and Disseminating Tools and Strategies for Effective Online Instruction,” Attachment 5.1-l

j. ACCEPTANCE OF 2000-01 FUND FOR STUDENT SUCCESS GRANT, “Campus-wide Mobilization for Work-Based Learning,” $200,000, Attachment 5.1-j

k. APPROVAL OF THE REVISED DISTRICT TAX-SHELTERED ANNUITY PLAN [IRC 402(b)], Attachment 5.1-k (Copies of the plan attachments are available upon request.)

5.2 BUSINESS ACTION ITEMS

a. ADOPTION FOR RESOLUTION NO. 13 (2000-01) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved the adoption of Resolution No. 13 (2000-01) authorizing routine internal budget transfers as contained in the Agenda and the Attachments. 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. Riley

b. ADOPTION OF RESOLUTION NO. 14 (2000-01) PROVIDING FOR 2000-01 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. 14 (2000-01) providing for 2000-01 budget revisions due to receipt of unbudgeted revenue as contained in the Agenda and the Attachments. 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. Riley
c. ADOPTION OF RESOLUTION NO. 15 (2000-01) AUTHORIZING REFRESHMENTS AND MEAL REIMBURSEMENTS TO BE PAID FROM DISTRICT FUNDS

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved the adoption of Resolution No. 15 (2000-01) authorizing refreshments and meal reimbursements to be paid from district funds as contained in the Agenda and the Attachments. 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. Riley
d. ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT FOR THE LIFE SCIENCE / GEOLOGY REMODEL PROJECT (BID #532)

This item was pulled from the agenda.

e. PORTABLE OFFICE BUILDINGS – SITE WORK: CHANGE ORDER NO. 1

f. AUTHORIZATION TO FILE NOTICE OF COMPLETION: PORTABLE OFFICE BUILDINGS

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously approved items e; Portable Office Buildings-Site Work: Change Order No. 1 and f; Authorization to file Notice of Completion: Portable Office Buildings as contained in the Agenda and the Attachments.

g. AUTHORIZATION TO FILE NOTICE OF COMPLETION: ADMINISTRATION BLDG – TECHNOLOGIES REMODEL

Upon motion by Dr. Alexander, seconded by Mr. Luria, the board unanimously approved authorization to file the Notice of Completion for the Administration Bldg—Technologies Remodel as contained in the Agenda and the Attachments.

h. ACCEPTANCE OF PROPOSALS AND AWARD OF CONTRACT FOR WEBSITE MANAGED HOSTING, RFP #536

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board Unanimously approved acceptance of proposals and award of contract for Website Managed Hosting as contained in the Agenda and the Attachments.

i. ACCEPTANCE OF PROPOSALS AND AWARD OF CONTRACT FOR PROPOSAL FOR UPGRADE OF EXISTING MITEL SX2000 TELEPHONE SWITCH, TELEMANGEMENT, E-911 SYSTEM, AND OPTIONAL ACD & VOICE RECOGNITION SYSTEM, RFP #537

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved acceptance of proposals and award of contract for proposal for Upgrade of existing Mitel SX2000 Telephone Switch, Telemanagement, E-911 System and optional ACD & Voice Recognition System as contained in the Agenda and the Attachments.
6. INFORMATION RESOURCES – None

7. GENERAL

7.1 INSTITUTIONAL EFFECTIVENESS ANNUAL REPORT, 1999-2000

Dr. Andreea Serban, Director of Institutional Assessment, Research and Planning, presented an overview of the College's annual assessment of its effectiveness.

Dr. Serban explained that the measures of effectiveness were determined in early 1990 and that they have been augmented to include the outcome measures for the Partnership for Excellence Program. Dr. Serban also explained the objective of the annual assessment was to determine current performance and from those results define actions that will further enhance the College's progress, particularly in regard to student academic achievement.

8. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved adjournment of this Board Meeting in memory of Dr. Robert C. Rockwell, former Superintendent/President of the Santa Barbara Community College District at 5:47 p.m., setting the next Regular Meeting of the Board of Trustees, Thursday, November 9, 2000, at 4:00 p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON November 9, 2000

[Signatures]

President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board