MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
March 23, 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 4:08 p.m.

1.2 ROLL CALL

Members present:

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

Members absent:

Dr. Kathryn Alexander
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. Elizabeth Auchincloss, President, CSEA
Ms. Sue Ehrlich, Interim Vice President, Human Resources
Mr. Brian Fahnstock, Vice President, Business Services
Ms. Lynda Fairly, Vice President, Continuing Education
Dr. Jack Friedlander, Vice President, Academic Affairs
Ms. Ann Fryslie, Director, Student Activities
Mr. William Hamre, Associate Vice President, Information Resources
Ms. Carrie Huroutuman, Guest
Ms. Carla Long, Associate Executive Director, Foundation
Ms. Michele Peterson, Associate Professor, English Skills
Mr. Alex Pittmon, Director, Facilities and Operations
Mr. Donald Matthew Riley, President, Associated Student Body
Ms. Lana Rose, Academic Senate President
Dr. Andreea Serban, Director, Institutional Research & Assessment
Mr. Andrew W. Wiedmann, Media Services
1.3 WELCOME

Mr. Villegas extended a cordial welcome to all present.

1.4 CLOSED SESSION – None

1.5 MINUTES OF REGULAR MEETING OF FEBRUARY 24, 2000

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved the Minutes of the Regular Meeting of February 24, 2000.

1.6 HEARING OF CITIZENS

In the absence of a Classified Council Chair, Ms. Liz Auchincloss requested the opportunity to address the Board to report on the results of a Special Meeting regarding the Chancellor’s 2000-2001 Augmentation Proposal for the budget which the Classified Council Members unanimously agreed to support.

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE – Ms. Lana Rose

Ms. Lana Rose reported on the inspiring 21st Annual Faculty Lecture presented by Dr. Jeannette Webber on “Myth, Magic and Metamorphosis”, commending those involved for their attention to detail. Ms. Rose also commented on the Faculty Evaluation Procedures, noting that a request for procedural changes would be presented to the Board within two months and finally, shared her perceptions of the Reorganization Plan with the Board, explaining the process and level of support, noting that this was, in her view, “one of the best examples of shared governance” exhibited to date at SBCC.

b. REPORT BY ASSOCIATED STUDENTS – Mr. Matt Riley

Mr. Riley reported on a number of upcoming events with which the Student Body is involved: Earth Day, April 22, 2000; MTV Village, April 29, 2000; International Day, April 29, 2000; Cinco de Mayo; MTD Transportation Pass Elections, March 27 through March 30, 2000; Student Senate Elections, April 17 through 20, 2000. Reported that the Associated Student Senate reviewed and took action to support the proposed 2000-2001 California Community College State Budget. In closing, Mr. Riley thanked Brian Fahnstock and Steve Lewis for their cooperation and support in scheduling the array of events being sponsored by the Student Senate.

c. REPORT BY CLASSIFIED COUNCIL – None

d. REPORT ON CURRENT EVENTS – None

e. REPORT ON CURRENT ISSUES – Dr. Peter MacDougall

1. Thanked Ms. Auchincloss, Mr. Riley and Ms. Rose for their support of the Board of Governors 2000-2001 budget as well as Ms. Rose and Dr. Friedlander for their contributions throughout the Reorganization Plan. Noted that Dr. Friedlander had been very helpful in generating an understanding of the process which enabled achieving an outcome that is agreeable from the standpoint of both the College Administration and the Senate.
2. Acknowledged the Lecture of Dr. Jeannette Webber and the sense of pride in the event which was generated, in part, through the new procedure instituted by Ms. Rose who introduced the previous Lecturers and asked each of them to stand.

3. Commented on the Board of Governors endorsement of the $300+ million augmentation, adding that the Legislative Breakfast scheduled for March 24, 2000 would be an opportunity to reinforce the college's most critical concerns with regard to the budget.

4. Highlighted the Partnership for Excellence process currently underway on campus. Noted that discussions are centered around distribution of funds with respect to credit versus non-credit and an understanding gained as to why the allocations will need to be handled as they are. Funds will be organized in increments of $200,000 to $250,000 and will go up to one million dollars. A final proposal will be presented to the Board by the end of the year.

5. Expressed support for the Reorganization Plan presented on the current Agenda adding that the primary intent is to first, focus on the students and assure that the college's organizational structure will serve students more effectively, and second, to reinforce a mode of operating in which collaboration and coordination is central.

6. Paid tribute to Guy Smith for his involvement in the Multimedia Arts and Technology initiative hosted at SBCC. The South Coast Multimedia Education Center was recently selected as the Multimedia Initiative Outstanding Partnership Project by the Community College Economic Development Practitioners.

7. Recognized two students, Payam (Pat) Aghili and Emmett Mavy, for their first and second place awards, respectively, by the All-California Academic Team for Phi Theta Kappa.

8. Commended Rebecca Lane, an SBCC graduate, for her distinction as the Outstanding Scholar Athlete of the Year for the California Community College Athletic System.

9. Reminded Board Members of the Dedication of the Kinko's Early Learning Center on Tuesday, March 28, 2000, honoring both Paul Orfalea and Kinko's for their support of SBCC.

10. Invited Board Members to the SBCC Philosophy Conference scheduled for April 7 and April 8, 2000, commending Jim Chesher and Joe White for their role in bringing philosophers of world notoriety to campus.

11. Mentioned the Bus Pass Program that the student government is presenting for a student vote during the week of March 27, 2000, relating its importance to the SBCC Long-Range Development Plan.

12. Apprised Board Members of the Annual Division Meetings currently underway with Dr. Jack Friedlander.

13. Recognized Pat Kistler who is leaving SBCC to accept a position in the Ventura Community College District as the Director of Governmental Relations and Public Information.
14. Informed the Board that the college flag was flown at half-staff in honor of the late Dorothy Meigs and her service to the college, proposing that the current Board Meeting be adjourned in her honor. Ms. Meigs served two terms on the Board of Trustees for SBCC during the 1960's when the District was formed.

1.8 GOVERNING BOARD {Item 4.1 taken out of order, after item 1.8}

Mrs. Powell commented on the Announcement of the spring 2000 Continuing Education classes, with particular reference to the classes offered in Carpinteria, and the outstanding support of the Carpinteria School District in terms of providing locations. Dr. MacDougall added that he would send a letter of appreciation to Superintendent Van Riley, thanking the Carpinteria District for their support.

a. BALLOTING FOR 2000 ELECTION OF CANDIDATES FOR CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved the following ballot for the CCCT Board of Directors for 2000:

Walt Rosebrock (Allan Hancock Joint)
Carolyn Batiste (Mira Costa)
Maxine Moore (Victor Valley)
William McGinnis (Butte-Glenn)
Rebecca J. Garcia (Cabrillo)
Frederick Wenck (Lake Tahoe)
Lewis S. Braxton (Merced)
Richard K. Tanaka (San Jose-Evergreen)
Pete E. Tafoya (Ventura County)
Carole Currey (Santa Monica)

2. HUMAN RESOURCES – Ms. Susan Ehrlich

2.1 HUMAN RESOURCES CONSENT ITEMS

Ms. Ehrlich announced the following appointments:

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CLASSIFIED APPOINTMENTS

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2.2 HUMAN RESOURCES ACTION ITEMS

a. RECOMMENDED APPROVAL OF THE ADMINISTRATIVE RESTRUCTURING

Since the beginning of spring 1999 to the present, discussions have taken place regarding the colleges administrative structure and the consequent administrative
leadership roles. As work progressed, the primary area of change involved the Student and Academic Affairs Divisions, specifically, the melding of the two distinct areas into an area entitled ‘Educational Programs’ led by an Executive Vice President.

In addition, the review included an analysis of other administrative areas. Recommendations were made for the administrative structure needed to meet the growing demand on the Information Resources Division. Because of the departure of three Vice Presidents, modifications in the Continuing Education, Business Services and Human Resources areas have been minimal.

Work will continue to define the points of substantive interaction among all administrative units. This will be followed by identification of the joint tasks to be carried out, and responsibility for initiating and completing tasks. The restructuring provides an important beginning point for achieving greater effectiveness and overall efficiency in college operations. The specifics are as follows:

Academic and Student Affairs consolidated into the Educational Programs Division. After an extensive review by members of the college community, the reorganization of Academic Affairs and Student Affairs was endorsed by the Academic Senate and the College Planning Council. The Academic Senate endorsement included an agreement with the college administration to ensure meaningful and timely involvement of the Academic Senate President in discussions of emerging Education Programs Division policies and practices. The organizational chart for the New Educational Programs Division of the college is provided in Attachment 2.2-a(1). An example of how the cross functional teams will work is provided by the flow chart on Attachment 2.2-a(2) for one of the five teams.

Information Resources Division restructuring to meet expanding requirements. The restructuring of the Information Resources Department results from suggestions provided by extensive work with the consulting firm, Colleage, and the necessity of meeting the four needs outlined in Attachment 2.2-a(3). Ten action steps are outlined. There is a financial capacity to proceed with five of them now. Others will be implemented as resources are available.

Continuing Education assumes supervisory responsibilities for the CalWORKs Program. Continuing Education will assume all of the responsibilities for the supervision of the CalWORKs Program. It will move from the Student Affairs credit program to the new Continuing Education Program of “Student Services.” The STEP Director (10-month position) will be modified into a 12-month Coordinator II position – “Student Services Coordinator.” The new coordinator will supervise/coordinate STEP and CalWORKs and all other student service programs. The CalWORKs case manager position will become a “CalWORKs Division Counselor” position. The current hourly counselors and temporary full-time counselor will not be continued. A new Special Program Advisor for CalWORKs will be created. The new SPA/CalWORKs will do the case management work along with the other SPAs from the noncredit matriculation staff. The two staffs will be merged and cross-train.

Business Resources and Human Resources. No significant changes are planned at this time; however, within Business Services, the Controller position duties and the required skill sets were redefined and an upgraded position is now being filled.
For Human Resources, and in the other areas, work is proceeding to identify the primary points of interaction among the divisions. These areas of coordination require collaboration to achieve the desired outcomes. Specifics regarding the tasks and responsibility for initiating them needs to be defined for all areas. Attachment 2.2-a(4) outlines how this will be affected by the Continuing Education Division’s interaction with other administrative units of the college. Similar products will be developed by the Business Services, Human Resources and the Information Resources Divisions.

Dr. MacDougall highlighted the role of the college community and the critical focus of the Administrative Restructuring which is to ensure the collaboration and cooperation that is central to student success. On behalf of the Board, President Villegas thanked those involved in the Reorganization Plan for their collaboration and effort in making sure that the Plan is a model for success.

Upon motion by Mrs. Powell, seconded by Mr. O’Neill, the Board unanimously approved the Administrative Restructuring.

3. STUDENT AFFAIRS – Mr. William Cordero/Mr. Keith McLellan – No Items

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

4.1 SABBATICAL LEAVE PRESENTATION {Taken out of order, after item 1.8}

Ms. Michele M. Peterson, Associate Professor in English Skills, reported on her sabbatical leave activities during the 1998-1999 academic year.

The primary goal of Ms. Peterson’s sabbatical was to create a package to supplement English 70, a remedial development class, through “Hypergasp”, a computer tool developed to translate “HyperCard” thus enabling the development of computer modules designed to support student learning. Ms. Peterson discussed the challenges she overcame to accomplish this goal, the subsequent revamping of English 70 and through a PowerPoint presentation, demonstrated the tools that were developed to enhance the curriculum.

4.2 PRESENTATION: EVALUATION OF ONLINE CLASSES

Mr. Pablo Buckelew reported on the Online College, providing background information and discussing the results of the fall 1999 semester evaluation of online classes. Survey highlights included:

- Fifty percent of 904 online surveys were returned
- A 3,000 percent increase in enrollments between fall 1998 and spring 2000
- Thirty three percent of students enrolled only in an online course
- Ten percent of students enrolled in only one additional campus course
- Forty percent of students (560) would not have taken the course if not offered online
- Fifty five percent of students would have taken the class on campus only if it had been offered at a more convenient time
- Primary reason for selecting online courses was cited as work schedules and family responsibilities
- Sixty two percent of online students work more than twenty hours per week
- Forty six percent of students work more than thirty one hours per week
- Eighty eight percent of students said they strongly agreed that they were better able to juggle coursework with their work and/or home responsibilities than would be possible in a traditional format

6
More women (56 percent) than men are enrolling in online courses
Online students are slightly older than those on campus
Ethnic representation mirrors the on campus population
Twenty five percent of students are Latino
Seventy five percent of students live within twenty miles of the campus
Online students have slightly higher GPAs
Fifty eight percent of students said they liked online classes equally; thirty five percent liked them better; thirteen percent said they liked on campus better
Seventy two percent said the online course was equally or more demanding than on campus; seventeen percent said it was less demanding
Seventy three percent said they would take an online course again; seven percent said they would not
Eighteen percent of totally online students withdrew by the first census and twenty four percent by the second compared with twenty four percent of those on campus by the first census and sixteen percent by the second census
Of those who dropped the online class, only five percent said it was because they lacked computer skills
Ninety four percent of online students thought they would achieve passing grades, yet only fifty two percent did so, compared to seventy one percent on campus

In closing, Mr. Buckelew thanked the Board for the opportunity to make his presentation regarding the Online College and discussed future challenges and goals of the program. Mr. Buckelew also recognized Dr. Andreea Serban for her evaluation of the online classes and the work of Mr. Mark Ferrer and Mr. David Wong for their extraordinary efforts in coordinating the program.

4.3 RETROACTIVE APPROVAL OF THE SUBMITTAL OF GRANT AGREEMENT 99-0137, TEACHER AND READING DEVELOPMENT PARTNERSHIPS (TRDP) TO THE CHANCELLOR’S OFFICE, GRANT FUNDS: $250,000  {See item no. 4.4}

4.4 RETROACTIVE APPROVAL OF THE SUBMITTAL OF GRANT AGREEMENT 00-0001, CALIFORNIA COMMISSION ON IMPROVING LIFE THROUGH SERVICE (AMERICORPS) TO THE CHANCELLOR’S OFFICE, GRANT FUNDS $62,150

Upon motion by Mr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved the retroactive approval of the submittal of grant agreements 00-0001 and 99-0137 in the amount of $62,150 and $250,000 respectively, as contained in the Agenda and Attachments.

4.5 CHANGES IN DISTRICT POLICY FOR THE FOLLOWING SECTIONS

Upon motion by Mr. O’Neill, seconded by Dr. Dobbs, the Board unanimously approved the changes in District Policy for Sections 1914.1, General Policies for Overloads, and 1320^®8, Advanced Student Policy (D-12).

4.6 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION – SPRING 2000

Mrs. Lynda Fairly presented the new schedule for spring 2000 courses for the Continuing Education Division to the Board, pointing out the term reduction from eight weeks to seven while maintaining 700 classes, ninety weekend workshops and including eighty six new classes. Mrs. Fairly highlighted a number of conferences and classes: Building a Culture of Peace; Business Technology and the Community Forum; Diabetes, Epidemic of the Millennium; Natural Reserve System; Santa Cruz Island Exploration; Coping With Fibromyalgia; Mind Body Healing for the
21st Century; Cancer Foundation Art Classes; Holistic Approach to Women's Health; Spring Cleaning for Mind and Body; Nature, Hiking and Self-Healing; Tending the Diabetic Soul; Laughter for Living with Breast Cancer; Tai Chi; Basics of Export/Import; Marketing; Successful Entrepreneur; E-Commerce; Huntington Library, Norton Simon Museum and Gamble House Bus Tours; Interior Design; Personal Care Attendant; Overcoming Guilt for Adults with Aging Parents; Mind/Supermind; and Resolving Family Entanglements.

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved the spring 2000 schedule for the Continuing Education Division as contained in the Agenda and the Attachment.

5. BUSINESS SERVICES – Mr. Brian Fahnstock

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, 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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c. RETROACTIVE APPROVAL OF MEMORANDUM OF UNDERSTANDING/AGREEMENT FOR SANTA BARBARA CITY COLLEGE TO JOIN WITH THE CITY OF SANTA BARBARA AND THE DEPARTMENT OF ENERGY FOR THE CLEAN CITIES PROGRAM, Attachment 5.1-c

d. AUTHORITY TO DECLARE/DISPOSE OF SURPLUS EQUIPMENT: 1986 Dodge Van #36 – Wake Center, 2 Lincoln Arc Welders (Art Department)

e. RETROACTIVE APPROVAL OF CONTRACT WITH COUNTY OF SANTA BARBARA TO PROVIDE EDUCATIONAL BENEFITS FOR CALWORKS OFF-CAMPUS WORKSTUDY SERVICES, Attachment 5.1-e

f. APPROVAL OF AMENDMENT TO CHILD DEVELOPMENT SERVICES AGREEMENT, Attachment 5.1-f

5.2 BUSINESS ACTION ITEMS

a. RECOMMENDED APPROVAL OF PROPOSED POLICY REGARDING PROHIBITION OF USE OF SKATEBOARDS AND INLINE SKATES

The Board of Trustees is committed to the protection of persons and property on the Santa Barbara City College campuses and all District-owned/operated property. In particular, because of injuries and damage to property, the Board prohibits the use of skateboards and inline skates (roller blades) as authorized under Vehicle Code Section 21113.
The riding or use of skateboards and inline skates upon school campuses and District-owned/operated property is prohibited at any time of day or night, whether school is in session or not, and when signs prohibiting skateboarding are clearly posted upon each entry point to the campus. Signs prohibiting such use shall also be posted around the perimeter of the campus in a location most likely to give notice to the public. It is the intent of the Board that violations of this regulation be prosecuted as a violation of Vehicle Code Section 21113, an infraction.

Signs shall read as follows: "No skateboarding or inline skating upon school grounds at any time. Violation of this policy is an infraction punishable by fine." (Vehicle Code Section 21113)

Signs shall contain the preceding advisement in a manner to render it clearly visible and legible to those entering campus facilities, and shall be conspicuously posted at each entry point to the campus and around the perimeter of the campus.

The proposed skateboard policy was presented to the Board Facilities Committee, the College Planning Council, the Academic Senate, the Facilities Security and Safety Committee, and the Student Senate. The proposed policy, which originated in the Facilities, Security and Safety Committee was approved by the Board Facilities Committee with a recommendation to be forwarded to the entire Board for their approval.

The Academic Senate President and the Student Senate President both acknowledged the policy change and expressed no opposition.

Upon motion by Ms. Livingston, seconded by Dr. Dobbs, the Board unanimously approved the proposed policy regarding prohibition of use of skateboards and inline skates.

b. ADOPTION OF RESOLUTION NO. 30 (1999-00) AUTHORIZING ROUTINE INTERNAL TRANSFERS

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved Resolution No. 30, Authorization of Routine Internal Transfers.

c. ADOPTION OF RESOLUTION NO. 31 (1999-00) PROVIDING FOR 1999-00 BUDGET REVISIONS AND TRANSFERS, MID-YEAR ADJUSTMENT

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 31, 1999-2000 Budget Revisions and Transfers.

d. ADMINISTRATION BUILDING, N.E. WING, H.V.A.C. - CHANGE ORDER NO. 1

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Change Order Total: $ (22,077.00)
Revised Contract Price: $ 84,931.00
e. **AUTHORIZATION TO FILE NOTICES OF COMPLETION:**

1) Administration Building – HVAC Northeast Wing (Bid #518)
2) Student Services Building – HVAC (Bid #519)

Upon motion by Ms. Livingston, seconded by Dr. Dobbs, the Board unanimously approved Items 5.2-d, Change Order No. 1, and 5.2-e, Notices of Completion.

f. **APPROVAL OF SANTA BARBARA CITY COLLEGE GUIDELINES FOR PUBLIC SCULPTURE ACCEPTANCE, PLACEMENT, MAINTENANCE AND DE-ACCESSION**

At the December 16, 1999 meeting, the Santa Barbara Community College Board approved a policy to place outdoor sculpture on the college campus. At the time of approval, it was recognized that guidelines would be developed to implement this policy.

The guidelines were developed through extensive research by Santa Barbara City College sculpture professor, Ed Inks. The guidelines were reviewed at a Board Study Session. In addition, at the February 22, 2000 Board Facilities Committee, a review took place of the guidelines and three forms developed to implement the process at the three stages of gift consideration, evaluation, and implementation. The committee concluded that the guidelines and the three forms provided sound procedures for implementing the process of considering and placing outdoor sculpture on campus.

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved the Guidelines for Acceptance, Placement, Maintenance and De-Accession of Outdoor Sculpture on the Santa Barbara Community College District Campus.

6. **INFORMATION RESOURCES – Mr. William Hamre – None**

7. **ADJOURNMENT**

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved Adjournment at 6:07 p.m., in honor of Dorothy Meigs. There will be a Study Session of the Board of Trustees on March 30, 2000, at 4:00 p.m. in HRC-102 and the next Regular Meeting of the Board of Trustees will be held on Thursday, April 27, 2000, at 4:00 p.m., in Room A-211.
APPROVED BY THE BOARD OF TRUSTEES ON April 27, 2000

President, Board of Trustees
Luis Villegas

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