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

August 17, 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 4:07 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 (arrived at 4:09 p.m.)
Mr. Luis Villegas, President
Mr. Matt Riley, 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. Robin Abbott, Senior Typist Clerk, EOPS
Mr. Dave Alvarez, Facilities & Operations
Ms. Liz Auchincloss, CSEA President
Ms. Betty Banville, Purchasing Manager, Business Services
Ms. Debbie Barber, Director of Enrollment Management/Marketing
Ms. Kay Bruce, Public Information Officer
Mr. Pablo Buckelew, Dean, Educational Programs
Ms. Pat Canning, Chair, Classified Council
Mr. Bill Cordero, Dean, Educational Programs
Ms. Silvia Cortez, EOPS
Ms. Jane Craven, Dean, Educational Programs
Ms. Lillian Cuellar, Supervisor, Financial Aid
Ms. Sue Ehrlich, Vice President, Human Resources and Legal Affairs
Dr. Jack Friedlander, Executive Vice President, Educational Programs
Ms. Ann Fryslie, Director, Student Activities
Mr. John Getz, Storekeeper, Purchasing
Ms. Leslie Griffin, Controller, Business Services
Ms. Rita Harrington, Purchasing Technician, Purchasing
Ms. Connie Hayes, Secretary, Student Activities
Ms. Rochelle Hoggarth, Special Program Advisor, Financial Aid
Ms. Kelly Holden, Computer Specialist, Financial Aid
Ms. Jan Jackson, Special Program Advisor, Financial Aid
Dr. John Kay, President, Instructor’s Association
Mr. Tom Medel, Special Program Advisor, Financial Aid
Mr. Dave Morley, Counselor, EOPS
Mr. Brian Pearson, Special Program Advisor, Financial Aid
Mr. Timo Piitulainen, Associated Student Body President
Mr. Alex Pittmon, Director, Facilities & Operations
Ms. Carole Purdie, Coordinator II, Continuing Education
Ms. Lana Rose, Academic Senate President
Ms. Cindy Salazar, Admin. Secretary, Student Services
Ms. Gabrielle Siemion, Case Manager, CalWORKS
Ms. Pat Snyder, Executive Director, SBCC Foundation
Mr. Ricardo Valenzuela, Groundskeeper, Facilities & Operations
Mr. Andrew Weidmann, 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 JULY 27, 2000

Upon motion by Dr. O’Neill, seconded by Ms. Livingston, the Board unanimously approved the Minutes of the Regular Meeting of July 27, 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 – (Taken out of order) Ms. Lana Rose

Ms. Rose reported on the Inservice activities and training which took place this week. She stated that this has been the most ambitious training program ever offered. Some comments made by faculty were; how welcomed and valued they felt; and the first college where it has been indicated that faculty would be supported and only needed to ask for what they needed. Ms. Rose reported that there were two evenings of adjunct training. One workshop provided Adult Learning Theory and another was on Feedback Techniques. Department Chair workshops included an overview of budget by Leslie Griffin; Bill Cordero spoke about student discipline and Ron Adler provided a workshop
on difficult people. Ms. Rose stated that a lot of hard work went into the planning for the activities and training; however the College again has a great group of faculty this year.

Ms. Livingston thanked and complimented Ms. Rose for all of her hard work in putting this program together.

Dr. Friedlander also thanked Ms. Rose for all of her work in putting together the Inservice, workshops and the retreat.

d. REPORT ON CURRENT EVENTS

Ms. Bruce announced many exciting events taking place at SBCC: Tuesday, August 22, 2000, first day of school. The Faculty Inservice will be Monday, August 21, where Dr. MacDougall will speak on the State-of-the-College. A reception will be hosted in the Atkinson Gallery for the Faculty Art Show, on August 25. The show will run through September 13. The Japanese Chamber Music event will take place on September 1 in Room DM-101. On September 8 and 9, there is going to be a presentation of a one-man theatrical comedy “The Church of Eighty Percent Sincerity.” On September 20, there will be a Community Service Day, “Helping Hands Day.” The College is awaiting the completion and installation of the Fountain Sculpture, Castillo Overlook and the playground at the Kinko’s Early Learning Service Center. Ms. Bruce thanked the Board and faculty for making her feel so welcome.

e. REPORT ON CURRENT ISSUES

Dr. MacDougall highlighted the following:

1) Acknowledged Ms. Rose for her hard work in providing the new faculty and the Department Chairs with the Orientation programs.

2) Acknowledged Mr. Matt Riley, Student Trustee and noted that he served effectively as President of the Student Body last year and is confident he will represent the students in an equally effective way.

3) Congratulated Mr. Timo Piitulaninen, Associated Student Body President. Mr. Piitulaninen is from Sweden and Dr. MacDougall welcomed him back.

4) Noted that the Fall Session begins August 22, 2000 and the College is well prepared with the exception of availability of sufficient office space for new faculty and some staff. Dr. Jack Friedlander has found interim solutions while the new temporary office buildings are being put in place. The buildings should be available for occupancy around the middle of October.
5) Reported that enrollment as of today is down one percent (1%). Enrollment is not maintaining its acceleration and the assumption is that figures will be close to what they were last fall.

6) Expressed appreciation to the Faculty Enrichment Committee, Lana Rose, and others who have done a great job in preparing for the Inservice and extended an invitation to Board Members to attend.

7) Commented on the Student Portal for which Dr. Gallegos is currently reading the evaluation and working closely with Dr. Friedlander. There are some cost issues that need to be reviewed before a recommendation can be presented to the Board.

8) Reported that the Coastal Commission approved the LSG and the Gymnasium (should it be funded) remodel projects. The College hopes to be able to award the bid of the LSG building at its next Board meeting. The rest of the plan was withdrawn and will be resubmitted to the Commission after it has been reviewed.

9) Reported on the Sculpture Fountain & Castillo Overlook Point. There were some concerns with regard to the Overlook Point involving a Chumash site. Some modifications have been made and there will not be any disruption of the site. Hopefully both projects will be finished by the middle of October.

10) Expressed sincere appreciation and acknowledged a number of staff for their long-term service to SBCC. Classified staff members who will be recognized at today's meeting are: Ricardo Valenzuela, Groundskeeper, 25 Years; Rita Harrington, Purchasing Technician, 25 years; and Manuel Unzueta, SPA, EOPS, 15 years. Certificated staff members are: Jane Craven, Dean, Educational Programs, 20 years; and Pablo Buckelew, Dean, Educational Programs, 30 years. Dr. MacDougall stated that not only have these individuals had a lengthy service with the District, but they have also made major contributions to the College and the quality of their service has not diminished.

11) Reported that Ms. Leslie Griffin, Controller, will be making the budget presentation to the Board, as Mr. Fahnstock is away at a conference.

11) Reported that Mr. Luria is recovering wonderfully, and he is doing extremely well.

12) Congratulated Mr. Luria and Ms. Livingston on their next four years on the Board, and noted that Mr. Villegas' fate will be in the hands of the voters in November.

1.8 GOVERNING BOARD

Mr. Villegas gave Board members a copy of the legislative update by Dr. Rita Mize of the Community College League office in Sacramento and stated he will be providing a copy of this on a regular basis.

Ms. Livingston commented that she is still on the CCLC Committee on Legislative Finance and will be meeting with them in September. She asked to be advised of any feedback the Board Members would like for her to speak about at their meeting.

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

The Oath of Office was administered to Mr. Donald Matthew Riley by Dr. MacDougall, Secretary/Clerk. Mr. Riley was elected as the non-voting Student Trustee for the 2000-01 academic year.
2. HUMAN RESOURCES & LEGAL AFFAIRS – Ms. Susan Ehrlich

2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

Ms. Ehrlich announced the following Classified Appointments:

CLASSIFIED APPOINTMENTS

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<tr>
<th>Name</th>
<th>Assignment</th>
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<th>Comments</th>
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<tbody>
<tr>
<td>SANTILLAN, Lorraine</td>
<td>Security Services</td>
<td>23A</td>
<td>8/22/00</td>
<td>RE: J. Gray Attachment 2.1-d</td>
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<td>Assistant</td>
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<td>TEITELBAUM, Jeremy</td>
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<td>37B</td>
<td>8/18/00</td>
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<td>Communication</td>
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<td>DEWEY, NAOMI</td>
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<td>37B</td>
<td>8/18/00</td>
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<td>WALLACE, Laurence</td>
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<td>SMITH, Barbara</td>
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<td>Educational Programs</td>
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CLASSIFIED LONGEVITY CAREER INCREMENTS

Mr. Bill Cordero, Dean, Educational Programs spoke to the 15 years of service to the College of Mr. Manuel Unzueta, Special Program Advisor, EOPS. Mr. Cordero noted his pleasure in speaking to the accomplishments of Mr. Unzueta who teaches Chicano Art in the Ethnic Studies Program and is an advisor for EOPS since 1984. Mr. Unzueta volunteers his time in the community at Casa De La Raza, schools, and at Cal-SOAP during the summer. He is also a great artist and musician. Mr. Unzueta is very enthusiastic about everything that he does. Thanking his colleagues, Mr. Unzueta expressed his satisfaction in working on campus and hoped he was worthy of the honor. On behalf of the Board of Trustees and the College, Dr. MacDougall presented Mr. Unzueta with a Certificate of Appreciation in honor of his 15 years.

Ms. Rita Harrington, Purchasing Technician, Business Services was recognized and congratulated for 25 years of service to the District by Ms. Betty Banville, Purchasing Manager, Business Services. Ms. Banville presented some remarks she had received from some of Ms. Harrington's colleagues, "always willing to go the extra mile...", "she's the greatest...", "always helpful...", "admires her in-depth technical knowledge of products..." Ms. Harrington has worked as a Bookstore Cashier and Bookkeeper, Account Clerk at Adult Education, and Purchasing Technician. Ms. Harrington thanked her colleagues. On behalf of the Board of Trustees and the College, Dr. MacDougall presented Ms. Harrington with a Plaque and a gift certificate from a local restaurant.
Mr. Ricardo Valenzuela, Groundskeeper, was recognized for 25 years of service to the District. Mr. Alex Pittmon, Director, Facilities & Operations congratulated Mr. Valenzuela on his 15 years as a Custodian and 10 years with Grounds. Mr. Valenzuela is a team player, hard worker, but always has time for a hello or a smile, and noted that he is a great asset to the College, and a pleasure to work with. Mr. Valenzuela thanked Mr. Pittmon for his comments and stated he was very proud to be a part of SBCC. On behalf of the Board of Trustees and the College, Dr. MacDougall presented Mr. Valenzuela with a Plaque and a gift certificate from a local restaurant.

Mr. Pablo Buckelev, Dean, Educational Programs, was recognized for 30 years of service to the District. Dr. Jack Friedlander, Executive Vice President, spoke about Mr. Buckelew and his accomplishments. Mr. Buckelev began his career at the College as a Spanish and Ethnic Studies instructor, co-wrote the proposal to create the Ethnic Studies Division, served as the first Co-Chair of the Ethnic Studies Division, and wrote the funding proposal to develop EOPS. During the years of 1973-78 he held the position as the Director of the Tutorial Center where he expanded the program from 23 to 125 students and also served as President of the California Community College Tutorial Association. During this time he was an instructor and Associate Professor of ESL, where he wrote a proposal to develop the ESL curriculum. He also developed and supervised the first DSPS program. During the years 1978-84 Mr. Buckelev was the Director of Instructional Support Services at the College, where he created and shared the Learning Assistance Center, which is now our Faculty Enrichment Committee. Mr. Buckelev also coordinated the development of the College Readiness program, which is now the Matriculation program. In 1986-98 Mr. Buckelev was Director of the Study Abroad Program; he served as Acting Dean of Academic Affairs and Vocational program for one year and co-authored with Dr. Friedlander the Career Advancement Center. Now in his position as Dean of Educational Programs he provides the leadership for the Online College and he has increased enrollment in Work Experience by over 300 percent. Mr. Buckelev developed the Dual Enrollment Program, which is open to high school students. He also established the Employee University with the County and is currently working on an accelerated degree program for working adults. Mr. Buckelev has contributed a great deal to enriching the quality of education for the past, present and the future generation students receive at SBCC. Mr. Buckelev thanked Dr. Friedlander, Dr. MacDougall and the College for all of the support and encouragement he received in developing the programs. Mr. Buckelev spoke about the four reasons why he is so committed to the College: 1) the Mission of the College; 2) leadership; 3) great staff; and 4) students and community we serve. On behalf of the Board of Trustees and the College, Dr. MacDougall presented Mr. Buckelev with a Plaque and a gift certificate from a local restaurant.

Ms. Jane Craven, Dean, Educational Programs, was recognized for 20 years of service to the District. Dr. Jack Friedlander, Executive Vice President, spoke about Ms. Craven and her accomplishments. Ms. Craven joined the College in 1980 as an instructor in DSPS and two years later was appointed Director of DSPS. Ms. Craven became Assistant Dean of Admissions in 1983 where she is currently working with the new title of Dean, Educational Programs. Ms. Craven has also been entrusted with the mission of providing leadership and administrative coordination for the New Student Information System. Ms. Craven thanked Dr. Friedlander for his comments and also thanked the Board, Dr. MacDougall, faculty and her colleagues for their support. On behalf of the Board of Trustees and the College, Dr. MacDougall presented Ms. Craven with a Certificate of Appreciation.

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the Human Resources Consent Items as contained in the Agenda and Attachments.
HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEM

a. RECOMMEND APPROVAL OF REVISED DISTRICT NEPOTISM POLICY

The revised policy replaces current District Policies No. 2470 for faculty and No. 2300 for classified employees and applies the policies identical for all College employees.

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the revised District Nepotism Policy as contained in the Agenda and the Attachment.

3. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

3.1 PRESENTATION OF OVERVIEW OF THE DUAL ENROLLMENT PROGRAM

Mr. Buckelew, Dean, Educational Programs, presented an overview of the Dual Enrollment Program. Before beginning his presentation, he thanked Pat Canning and Diane Hollem who were both responsible for the success of this program.

Mr. Buckelew explained the goal of the program which is to provide 30 units of Santa Barbara City College credit to eligible high school students by the end of the summer after their senior year. This reduces subsequent college costs by allowing students to complete their college degree in less time. The program will broaden academic opportunities available to high schools and enrich high school curriculum. SBCC courses may ease the transition from high school to college, and may encourage local high school students to pursue post-secondary education. The College has had 1500 high school students taking SBCC courses on high school campuses and 300 students who attend classes on campus. The program has received great support from PTAs and principals. Courses being offered are: Geology, Critical Thinking, English 110, Horticulture Restoration and Greenhouse, and Spanish. The Instructors who go to the high schools to teach are loving it and they love the challenge.

3.2 RECOMMEND APPROVAL OF THE CERTIFICATED PART-TIME FACULTY, FALL 2000 SEMESTER

Upon motion by Ms. Livingston, seconded by Mr. O'Neill, the Board unanimously approved the part-time faculty for the Fall 2000 Semester as contained in the Agenda and the Attachment.

3.3 RECOMMEND RATIFICATION OF AN AGREEMENT WITH THE STATE CHANCELLOR'S OFFICE TO PARTICIPATE IN THE FUND FOR STUDENT SUCCESS GRANT, NO. 00-0011, FUNDED TO CITY COLLEGE OF SAN FRANCISCO IN THE AMOUNT OF $281,840 IN GRANT FUNDS, TO PARTICIPATE IN THE STUDENT SUCCESS CENTER CONSORTIUM

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved the ratification of this agreement as contained in the Agenda and the Attachment.

3.4 RECOMMEND APPROVAL OF CHANGES TO DISTRICT POLICY NUMBERS 1300, 1900, 2100 AND 3045.3.

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the changes to the District Policies as contained in the Agenda and the Attachment.
4. CONTINUING EDUCATION – Mrs. Lynda Fairly

4.1 PRESENTATION OF CONTINUING EDUCATION FALL 2000 TERM

Ms. Carole Purdie reported on the services being provided to the under-served population by the Continuing Education Division. The Division has added classes in the jail, which include Effective Parenting, Anger Management, Gardening and Introduction to Personal Computers. In the GED program 81 people successfully completed the GED test, 37 of those were from the jail. The Citizenship Center served 5,500 people with appointments and 2,280 citizenship interviews were held. Over 3000 students attended ESL classes. The CIOF lab had 45 students who attended, ages 13-18 yrs. The STEP program has written over 2000 educational career plans.

Ms. Purdie also presented the Fall 2000 Schedule of Classes for the Continuing Education Division to the Board, highlighting a number of courses and workshops: Balancing Rapid Business Growth, Community and Family; Mind-Supermind ; Trauma, What it is-How to Heal it; Breast Cancer Forum 2000; Green Gardener, which will be bilingual; Health Care; Insurance; Medicare Patient’s Bill of Rights; Russia, Yesterday and Today; What is News, Who Makes It; Water Color Painting; Life Management Skills; E-mail for Beginners”; Learn to Type; Introduction to Dream Weaver; Digital Photo Restoration; Access Macros and Modules; The Golden Age of Film; Twentieth Century History as Drama; The Norma Conquest Trilogy; Carepartner Communication Skills; Compassionate Caregiving; Embracing Death; and The Challenges, Perplexities and Splendor of Being Human.

Mrs. Powell requested that the assignment of Continuing Education classes to geographical areas be discussed at the next Study session. Ms. Livingston requested that the financing structure of Adult Education also be addressed.

5. BUSINESS SERVICES – Mr. Brian Fahnestock

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Alexander, 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 A SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office, A-130)

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c. APPROVAL OF INSTITUTIONAL 2000-01 MEMBERSHIP LIST, Attachment 5.1-c

d. ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACTS FOR OFFICE FURNITURE, BID #531
e. ACCEPTANCE OF 2000-01 ECONOMIC DEVELOPMENT GRANT, "JOB DEVELOPMENT INCENTIVE TRAINING – CULINARY," AND APPROVAL OF AGREEMENT #151-002 WITH THE CHANCELLOR’S OFFICE, $264,680, Attachment 5.1-e

f. ACCEPTANCE OF TENTATIVE 2000-01 FUNDING AND APPROVAL OF AGREEMENT WITH THE CHANCELLOR'S OFFICE FOR VOCATIONAL AND TECHNICAL EDUCATION (VTEA), TITLE I-C, $388,601, Attachment 5.1-f

g. ACCEPTANCE OF 2000-01 FUNDING AND APPROVAL OF CAL-SOAP AGREEMENT WITH THE STATE OF CALIFORNIA, $635,000, Attachment 5.1-g

h. AUTHORIZATION TO FILE NOTICE OF COMPLETION: EAST CAMPUS LIGHTING

i. RECOMMEND RETROACTIVE APPROVAL OF GRANT APPLICATION FOR RECYCLING AND GREENWASTE EQUIPMENT WITH CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD FOR $24,469, Attachment 5.1-i

j. ACKNOWLEDGEMENT OF GIFTS TO THE FOUNDATION FOR SBCC, Attach. 5.1-j

5.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING AND ADOPTION OF THE 2000-01 BUDGET

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved convening as a Committee-of-the-Whole for the purpose of hearing comments regarding adoption of the 2000-01 Budget.

No citizens expressed a wish to address comments on the 2000-01 Adoption Budget.

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved the closing of the public hearing.

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved adoption of the Budget and authorization of its transmittal to the Santa Barbara County Education Office as contained in the Agenda and the Enclosure.

b. ADOPTION OF RESOLUTION NO. 8 (2000-01) AUTHORIZING ROUTINE INTERNAL TRANSFERS (1999-00)

Upon motion by Ms. Livingston, seconded by Mrs. Powell, the Board unanimously approved the adoption of Resolution No. 8 (2000-01) authorizing routine internal transfers as contained in the Agenda and the Attachment. The vote follows:

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

Noes: None

Absent: Mr. Luria

Consent: Mr. Riley
c. ADOPTION OF RESOLUTION NO. 9 (2000-01) PROVIDING FOR 1999-00 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Ms. Livingston, seconded by Mrs. Powell, the Board unanimously approved the adoption of Resolution No. 9 (2000-01) authorizing 1999-00 budget revisions for unbudgeted revenue as contained in the Agenda and the Attachment. The vote follows:

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

Noes: None

Absent: Mr. Luria

Consent: Mr. Riley

d. ADMINISTRATION BUILDING-TECHNOLOGIES REMODEL - CHANGE ORDER #24R

This item was deleted from the Agenda and will be brought back on the September agenda.

e. RECOMMEND AUTHORIZATION TO THE SUPERINTENDENT/PRESIDENT TO AWARD CONTRACTS

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved authority be given to the Superintendent/President to award the contracts to purchase Botany Lab microscopes and replace Studio Theatre lighting prior to the September 28, 2000, Board meeting.

f. TEMPORARY OFFICE BUILDINGS – SITE PREPARATION (BID #533)

Upon motion by Dr. Alexander, seconded by Ms. Livingston, the Board unanimously approved the acceptance of the bids and award of contract to A. Felix Construction, Santa Barbara, in the amount of $56,720.00 as contained in the Agenda and the Attachment.

(At this time, Item 1.7a was taken out of order.)

6. INFORMATION RESOURCES – None

7. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Ms. Livingston, the Board unanimously approved adjournment at 5:48 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, September 28, 2000, at 4:00 p.m. in Room A211.
APPROVED BY THE BOARD OF TRUSTEES ON September 28, 2000

President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board