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GARDNER, Jean
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GEMBERLING, Carol
GENERA, Donna
GILLES, Joy
GIORDANO, William
GIUFFRE, Karen
GODWIN STEWARD, Maggie
GOLDMAN, Marilyn
GORDON, Nicola
GRAFFY, Erin
GRAHAM, Janet
GRAVES, Kelly
GREEN, Doris
GROSBOLL, Marilyn
GRUA, Michael
GULBRANSEN, Susan
GUNTER, Joan
GUTSHALL, Norman
HAMLIN, Beatrice
HANCOCK, Nancy
HANDLEY, John
HANSEN, Jorgen
HANSEN, Ranell
HARRAH, Dolores
HENDERSON, Tom
HENDRY, Norm
HERMAN, Morris
HERRON, Elizabeth
HESS, Julie
HEWES, Elaine
HOBBS, Julie
HOBBS, Valerie
HOFMANN, Fred
HOLLINGSWORTH, Stan
HOLMES, Ralph
HOLMS, Bruce
HORNICK, Beverly
HORNICK, Charles
HUNGETT, Holly
HURLEY MONTROSS, Sharon
HURST, Alan
HUTTERER, Nancy
ILOVSKY, Susan
INGRAM, Jan
ISAACS-ROBERTSON, Debra
ISH, Kathryn
IWERKS, John
JARROTT, Len
JOCHIM, Angelica
JOHNSON, LaRae
JONES, Dr. David
JONES, Les
JONES, Monica
JONES, Paula
JORGENSEN, Susan
JOSEFF, Darol
KALISHER, Murray
KALLY, Steve
KARLE, Alice
KARPELES, Marsha
KASTNER, Linda
KATZ, Ann
KATZ, Gail
KATZ, Mike
KAYE, Dr. Gloria
KEATINGE, Robert
KELLEY, Jan
KELLY, Brianna
KINNELL, Susan
KIRCHNER, Birgit
KIRSCH, Eric
KIRSCH, Satya
KLIMAN, Wayne
KOENIG, Vicki
KOLENDRIANOS, Andriana
KORNBLUTH, Story
KRAUSE, Marilee
KROES-gee, Lisa
KUNTZ, Linda
KWAKO, James
LANE, Margaret
LANE, Merv
LATHIM, Rod
LAULA, Molly
LAYTON, Elizabeth
LEAR, Kathleen
LEAVITT, Jane
LENTZ, Joan
LEVASSEUR, Elaine
LEVINE, Ruth
LEWIS, Dale
LINKER, Gary
LOCKE, Angela
LOBEYMAN, Barbara
Lopez, Lynn
LORBER, Janice
LOWENKOPF, Anne
LOYA, David
LUBACH, Don
LUCIUS, LaNell
LUNDGREN, Ruth
LUNDY, A.L.
LYONS, Kendall
MAES, Luc
MAIN, Joan
MALMgren, Judy
MARGERUM, Hugh
MARIPOSA, Virginia
MARRIOT, Nancy
MARTIN, Ted
MARTINEZ, Maria Inez
MARTORANA, Joseph
MATHERS-WINN, David
MATHEWS, Pearl
MATOSIAN, Marlene
MAUTONE, Patricia
MCCLAUGHERY, Anne
MCCLURE, Wendy
MCCURRY, Jennifer
MCGUIRE, Robert
MCMAHON, Lori
MCMANN, Robin
MCPHERSON, Paule
MCWILLIAMS, Joyce
MEDINA-GARCIA, Yolanda
MEEK, Brian
MELANCON, Loretta
MELOY, Helen
MEREDITH, Mary
MESSIER, Mary
METHNER, Kerry
MIGLIACCIO, Janice Cook
MILLER, Tony
MILLNER, Lynda
MIRANDA, Josue
MOLHOLM, Cathy
MOLINA-PHILLIPS, Dinorah
MOLITOR, Gayle
MOOBERRY, Mel
MORRISON, Laura
MUSTACICH, Jeanette
NELSON, Carol Henderson
NELSON, Lars
NEWCOMB, Charles
NIEDERER, Margot
NOSS, Carl
NUNEZ, Adrianne  
O'CONNOR, Kathleen  
O'CONNOR, Richard  
OHLSEN, Woody  
OSTER, Nancy  
OTA, Marsha  
OTTE, Kristin  
PALAFOX, Miguel  
PARISS, Toby  
PARKER, Shirley  
PATTEN, Lucinda  
PAULSON, Carolyn  
PEDERSEN, John  
PENOFF, Nadya  
PEREZ, Rudolph  
PICKERING, Dottie  
PICKETT, Christine  
PIEDISCALZI, Nicholas  
PIERSKALLA, Betty  
PINI, Deanna  
POLSKY, Abe  
POTTER, George T (Dr.)  
POTTER, Laurie  
Powers, Mary  
PRICE, Regina  
QUIEL, Cathy  
RANGEL, Vivian Vega  
RAPP, Stephanie  
READ, Janet  
REMPE, Cathy  
REYNOLDS, Robert  
RIBET, Mary  
RICHARDS, Nicole  
RICHTER, Rolf  
RIESEN, Margaret  
RIFLE, Dianne  
RIVERO, Elvia  
ROBERTSON, Kaaren  
ROBINSON, Vicki  
ROCKETT, Edward  
RODAARTE-VENEGAS, Marisol  
ROLLINS, Laurence  
ROMAN, Nancy  
ROSENBLUM, Marsha  
ROTZ, Roland  
RYAN, Susan  
SACHS, Barbara  
SAenger, Sally  
SALAZAR-BOLTON, Blanca  
SALINGER, Penelope  
SALLADE, Susan  
SANCHEZ, Luis  
SANDEBUR, Paula  
SANFORD, Jack  
SANGER, Judy  
SATTLER, Jill  
SAUCEDO, Sandra  
SAYERS, Bernie  
SCHERTZ, Ed  
SCHERZ, Ann  
SCHIFFER, Kim  
SCHOEFF, Marie  
SELTZER, Merlyn  
SHERMAN, Marcia  
SHERMAN, Robert  
SHERMAN, Spencer  
SHIRKOW, Kerstin  
SILSBURY, Kate  
SMITH, Charlotte  
SMITH, Sid  
SNIDER, Myron  
SNOW, Lee Erlin  
SNOW, Sheila  
SOBER, Laura  
SOLTER, Able  
SORRO, Rodger  
SPARKMAN, Janita  
SPIRKA, Fredda  
SPRENGER, Christine  
STANLEY, Carl  
STARK, Lynne  
STATUCKI, Marilyn  
STAUB, Bill  
STEPPUTAT, Arlene  
STEWART, Paule  
STICH, Rick  
STOCKERO, Robert  
STOCKTON, Bayard  
STOCKTON, Tara  
STODDARD, Ellen  
STOFFERS, Patricia  
SWANSON, Lydia  
TENTLER, Hillary  
THIELMANN, Susie  
THIEME, Audrey  
THOMAS, Lucy  
THOMAS, Rose  
THOMPSON, Charles  
THOMSON, Genie  
TOMPKINS, James  
TORRES, Carmen  
TORRES, James  
TRANTOW, Betty  
TREMBLAY, Geraldine  
TROXEL, David  
UNDERWOOD, Rilla  
UNDERWOOD, Val  
UNKEFER, Duane  
VAN STEIN, Thomas  
VANHECKE, Lorraine  
VIAU, Beverly  
VOLNER, Patricia  
VON BIEBERSTEIN, Marshall  
WAKITA, Takako  
WARD, Eugenee  
WARREN, Charlotte  
WARREN, Jeffrey  
WAVE, Rebecca  
WEINREB, Everett  
WHEATLEY, Joe  
WHEATLEY, Pat  
WILEY, John  
WILSON, Paige  
WINDOM, Sharon  
WOLF, Laurie  
WOLFF, Lani  
WOOD, Charles  
WOOD, Patricia  
YAMAMOTO, Nobu  
YBARRA, Sharon  
YEE, Michael  
YOUNG, Willa  
ZUKERMAN, Rachelle  

*Not to exceed 60% including any Credit Division assignments*
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<td>ALSHEIMER-BARTHHEL, Cornelia</td>
<td>Accounting</td>
<td><strong>EDUCATION</strong>&lt;br&gt;Ms. Cornelia Alsheimer-Barthel received the equivalency of a B.S. in Education with a concentration in Business Education from the Johann Wolfgang Goethe University, Frankfurt, Germany in 1987. She earned the equivalency of a Ph.D. in Business Administration in 1995 from the same institution. In 1991 Ms. Alsheimer-Barthel participated in a traineeship at the accounting company of Peat Marwick McLintock, London.&lt;br&gt;&lt;br&gt;<strong>EXPERIENCE</strong>&lt;br&gt;Ms. Alsheimer-Barthel has over 10 years teaching experience in Germany in various business administration topics. Two of these years included teaching accounting courses.</td>
</tr>
<tr>
<td>HALLOWAY, Nicole</td>
<td>Physical Education (Limited to Aerobics)</td>
<td><strong>EDUCATION</strong>&lt;br&gt;Ms. Nicole Halloway received a B.S. in Exercise Science from California State University, Fresno, in May 1995. &lt;br&gt;&lt;br&gt;<strong>EXPERIENCE</strong>&lt;br&gt;Ms. Halloway has 10 years experience in the fitness industry. She was a group exercise coordinator from 1995 to 1997 at Page Mill YMCA, Palo Alto, CA. From 1998 to 1999, she was a group exercise director at El Camino YMCA in Mountain View, CA. At present, Ms. Halloway serves as the Senior Health and PE Director at El Camino YMCA, Mountain View.</td>
</tr>
<tr>
<td>READ, Bruce</td>
<td>Counseling (Alcohol &amp; Drug Program)</td>
<td><strong>EDUCATION</strong>&lt;br&gt;Mr. Bruce Read earned a B.A. degree in Chemistry in 1976 from the University of California, San Diego. He was awarded his Doctor of Pharmacy degree in 1980 from the University of Southern California, School of Pharmacy, Los Angeles. He completed his clinical pharmacy residency at the Veterans Administration Medical Center, La Jolla, California, in 1981. &lt;br&gt;&lt;br&gt;<strong>EXPERIENCE</strong>&lt;br&gt;Mr. Read has been with Cottage Hospital for 14 years. For the past 10 years, He has been the Director of Pharmacy at Santa Barbara Cottage Hospital. Mr. Read is responsible for all pharmacy services at Santa Barbara Cottage Hospital, Santa Ynez Valley Cottage Hospital and Goleta Valley Cottage Hospital. Mr. Read taught a 30-hour UCSB extension course [winter quarter] from 1989 to 2001 on Pharmacological and Medical Aspects of Substance Abuse.</td>
</tr>
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</table>
CONTINUING EDUCATION
MINIMUM QUALIFICATION EQUIVALENCY

GAONA, Samuel  Computer

EDUCATION:
University of Michoacan San Nicolas de Hildalgo, 1977-1982 - Bachelor of Science in Civil Engineering.

Alan Hancock, 1994-1995 Computer Application Courses and Business Computing class.

SBCC 1984-1986: English and Math courses

EXPERIENCE:

Center For Employment Training, June 1997-May 2000, full time. Tasks performed included teaching computer science courses to teach adults how to use computer applications, maintain, configure, troubleshoot and repair PCs

Allan Hancock College, Jan. 1999-May 2000, part time. Tasks included teaching Computer Science courses at introductory level for non-credit students. Total hours taught per term:
Spring term (1/19/99-3/11/99) 32 hours
Spring term (3/23/99-5/20/99) 32 hours
Summer Term (6/14/99-8/7/99) 32 hours
Fall term (9/7/99-12/18/99) 58 hours
Spring term (1/24/00-5/20/00) 64 hours
Total of 218 part time hours equivalent to 5.5 weeks of full time experience.

EDUCATION:
B.A. Art & Psychology, Simmons College 55 hours toward 60 hours toward M.S. in Vocational Rehabilitation Counseling, State University of New York at Albany

Continuum Movement Course of Study 1994-2001,
Hatha Yoga, Shiatsu, Tai Chi 1969-1972

KIRSCH, Deborah  OMEGA/Yoga
STOCKTON, Tara
Home Economics
(Etiquette & Manners)

EXPERIENCE:
Developed Yoga M'Ocean (a synthesis of movement modalities, especially beneficial for the elderly)
Instructor, Healing Arts Center, Albany, N.Y., 1985 -1992
Instructor, Healing Arts Center, Aspen, Colorado, 1995 -1999
Lecturer and workshop presenter

EDUCATION:
Ms. Tara Stockton earned her B.A. from Westmont College in 1990 in Religious Studies.

EXPERIENCE:
Ms. Stockton has five years of teaching experience from 1996 to present at the Norton Academy, Santa Barbara.
She taught English at the Volks Hoch Schule in Moeckmuehl, Germany from 1995 to 1996
She was the coordinator of the after-school program at the Montecito YMCA from 1993-1994.

WOLF, Laurie
Health/Massage Therapy

EDUCATION:

EXPERIENCE:
14 years, 1987-present, Massage Therapist in Private practice. 1987-2000, 10 years working with MD’s, chiropractors and physical therapists. Taught seminars on nutrition and healthy cooking, VP production of trade shows for the food industry, Director of EF Intl. Language School.
EDUCATION:
Ms. Wolfe earned her B.S. in Education from the University of Akron. She completed two years of coursework for her California teaching credential at California State University, Northridge, CA.

EXPERIENCE:
Ms. Wolfe has 6 years of teaching for the Santa Barbara City Schools from 1989-1995. She also has four years of teaching experience for the Cleveland, Ohio public schools from 1970-1974.
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

COSMETOLOGY SALON TECHNICIAN
Categorically Funded

DEFINITION
Under the supervision of the Director of the SBCC Cosmetology Academy, this position is responsible for performing the day-to-day business, client services and retail operations of the Academy.

DISTINGUISHING CHARACTERISTICS:
This class primarily differs from the class of Cosmetology Assistant in that the duties and responsibilities are more varied and complex, involve a higher degree of initiative and independence, and require technical knowledge of the policies, procedures, office management and scheduling of the Cosmetology Academy. Incumbents in this class are responsible for the organization and preparation of comprehensive and complex activities within the Academy. This position focuses on the duties of the front office.

ESSENTIAL DUTIES/FUNCTIONS
Plans, schedules and performs a wide variety of complex project management work related to the business aspects of the Cosmetology Academy:

- Performs all front desk operations including determining client needs, scheduling of appointments, working with students to ensure their availability and determining each students’ ability to meet each client’s need.
- Reconciles the cash receipt drawer, makes deposits, manages revenue records, and prepares required reports for SBCC’s Auxiliary Accounts Department.
- Serves as the first point of contact for all telephone calls; handles all business and service related questions; routes academic questions to faculty members; assists with resolving client problems.
- Coordinates the activities of the Retail Center, including marketing and sales; maintains records of product sales.
- Coordinates with the Cosmetology Assistant to accomplish the day-to-day activities of the Academy.
- Oversees hourly and student employees.
- Performs related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience: Any combination equivalent to graduation from high school and two years of business or retail experience. Experience in a beauty salon is desirable.

Knowledge and Abilities:

Knowledge of:
- Modern office practices and principles of office management.

Ability to:
- Understand and apply basic business skills to the sale of Cosmetology products and services.
- Understand the business operations of a cosmetology school.
- Excellent customer service skills.
- Work independently with minimal supervision.
- Work cooperatively with others.
- Deal with the public and other District employees in an effective, tactful and diplomatic manner.
- Operate word processing, database, and spreadsheet applications; e-mail systems; and other related software using a personal computer.

Sensitivity to and understanding of the diverse academic, socio-economic, cultural, disability, and ethnic backgrounds of Community College Students.

H:COSMOSALTECH.JD (7/01)
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

HEALTH EDUCATION PROGRAM ADVISOR
Categorically Funded

DEFINITION
Under the general direction of the Health Services Director, plan, organize, implement and oversee health education programs, including Project HOPE (Helping Others through Peer Education) and other related work, designed to empower students to make informed, healthy lifestyle choices leading to personal and academic success.

ESSENTIAL DUTIES/FUNCTIONS
- Assist with developing, coordinating, implementing and overseeing program goals including but not limited to coordinating the Project HOPE peer program;
- Recruit, train and coordinate peer health educators who will provide educational interventions through classroom presentations, campus events, media campaigns and other creative measures to effectively reach students and community youth;
- Coordinate promotion, publicity and media to gain broader program exposure;
- Solicit campus and community involvement to achieve greater visibility and resources;
- Assist with policy review to advocate for a healthy campus environment;
- Develop student surveys and other evaluation processes to validate efficiency of programs;
- Maintain logs of student contacts and evaluations;
- Write program summary reports;
- Maintain expenditure records;
- Assist with writing grant proposals as needed for continued program funding;
- Participate in campus/community committees relevant to program goals;
- Maintain close communication with Health Services Director;
- Perform related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience: Any combination equivalent to completion of two years of college in related area, and one year experience in Health Education or other related fields, leadership and community service.

Knowledge and Abilities:

Knowledge of:
- Health education, including HIV/AIDS.
- Community resources.
- Modern office procedures.

Ability to:
- Develop clear goals and objectives.
- Develop, implement and coordinate programs.
- Maintain accurate records.
- Compile and analyze data concerning projects.
- Prepare reports.
- Communicate effectively both verbally and in writing.
- Work effectively with students, faculty, staff and community agencies.
- Learn grant writing skills.
- Learn and apply pertinent laws, rules and regulations.
- Operate word processing, database, and spreadsheet applications; e-mail systems; and other related software using a personal computer.

Sensitivity to and understanding of the diverse academic, socio-economic, cultural, disability, and ethnic backgrounds of Community College Students.
APPLICATIONS, DATABASE AND SYSTEMS ADMINISTRATOR
Management/Supervisory/Confidential

DEFINITION

Under the direction of the Senior Director, Applications Development and Support: supervise, train, assign, evaluate, and direct the activities of web development, database, and operating systems staff; supervise analyst teams in complex web applications development, including the design, writing, testing, installation, and maintenance of web-based applications; manage complex web applications technical architecture and design projects; supervise and manage database and applications administration activities, including the selection, installation, configuration, security, maintenance and upgrades of district database and administrative applications; manage operating systems administration activities, including the selection, installation, configuration, security, maintenance and upgrades of operating systems for the district’s administrative systems, database, and web servers.

ESSENTIAL DUTIES/FUNCTIONS of the position are, but not limited to, the following:

Web Applications Technical Management
- Supervise, train, assign, evaluate, and direct the activities of web applications, database, and operating systems technical staff.
- Supervise, plan, schedule, monitor and coordinate database administration and operating systems functions.
- Supervise, plan, monitor and evaluate web applications technical project activities.
- Manage and direct district technology initiatives for web applications, database, and operating systems and coordinate with district information systems, network services, technical services and user support staff.
- Design, develop, and manage architecture and security for district applications, databases, and operating systems.
- Design, develop, and manage the automation of maintenance procedures for district applications, database, and operating systems.
- Provide reliable web application, database servers, and system services for the district with 98 percent availability.
- Manage the evaluation and recommendation of computer software and hardware for district applications, databases, and operating systems.

Database Administration
- Manage the installation, configuration, maintenance, tuning, and upgrading of database products and tools.
- Manage database table schemas, indices, table space sizes, and objects.
- Manage database instances and database tables.
- Manage logical and physical database design schemas.
- Manage database security, integrity, users, profiles, and roles.
- Manage database triggers and stored procedures.
- Manage database tuning and load balancing.
- Manage database backup and recovery.
- Manage database monitoring and performance tools.
- Manage database services.

Applications Administration
- Manage the installation, configuration, maintenance, tuning, and upgrading of district administrative applications.
- Manage the installation, configuration, maintenance, tuning, and upgrading of Web application development tools.
- Manage application security, users, profiles, responsibilities and roles.
- Manage the development and conduct of a thorough and rigorous testing of applications software and database performance before new applications are released into production.

Operating Systems Administration
- Manage the installation, configuration, maintenance, tuning, and upgrading of district operating systems.
- Manage user logins and security by assigning login id's, groups, directories, and permissions.
- Manage operating system security.
- Manage the file systems, devices, and network services for district administrative applications and databases.
• Develop, manage, document and maintain directory structures.
• Develop, manage, document, maintain, and coordinate startup and shutdown scripts for all services and servers.
• Manage operating system performance and tuning.

General Duties
• Develop, manage, document, maintain, and coordinate information systems disaster recovery plan(s).
• Develop, manage, document, maintain, and coordinate processes for incremental and full back-ups.
• Manage the cross training of backup personnel for applications, operating systems, and database administration.
• Evaluate staff and workload implications and feasibility of new system requirements.
• Manage projects to be completed in a professional and timely manner, according to district standards.
• Manage detailed project plans for web applications, database, and operating systems.
• Evaluate the products of third-party vendors to assess the use of their software.
• Manage the adaptation of purchased software to assure compatibility and proper interaction with existing systems and applications.
• Manage proper documentation and records related to applications, operating systems, and database administration.
• Interact with district faculty and staff to ensure that servers and applications meet present needs and future needs.
• Maintain current knowledge in applications, operating systems administration, and database administration.
• Develop and conduct workshops and training sessions as required.
• Perform related duties as assigned.

QUALIFICATIONS

Education and Experience: Any combination equivalent to: Bachelor's Degree in Computer Science or closely related field and five years of increasingly responsible operating systems and database administration, including experience in a leadership position. Demonstrated knowledge of, and work experience with, district applications environment and development tools, database management systems, and operating systems.

KNOWLEDGE AND ABILITIES:

Knowledge of:
• Expert knowledge of applications, database, and operating systems administration.
• Databases, operating systems, hardware systems, software applications, and programming languages utilized by the district.
• Web-based application architecture, security, and performance.
• Principles, practices and techniques of management and supervision.
• District organization, operations, policies and objectives.

Ability to:
• Supervise, train, assign, evaluate, and direct assigned web applications, database, and operating systems technical personnel.
• Supervise cross-functional teams in web applications technical design, development, and implementation activities.
• Design, develop, test, install, maintain and enhance database and operating systems to support district operation.
• Demonstrate effective analytical, organizational and leadership skills and initiative.
• Interact effectively with District faculty and staff to determine requirements, needs and desired outcomes.
• Communicate effectively both orally and in writing.
• Establish and maintain cooperative and effective working relationships with others.
• Manage complex computer applications and database environments.
• Perform and manage a variety of difficult and complex operating systems and database administration tasks.
• Detect and resolve application, database, and operating system errors.
• Work independently with little direction.

Sensitivity to and understanding of the diverse academic, socio-economic, cultural, disability, and ethnic backgrounds of Community College Students.
CalWORKs Workstudy Student

The following students need to be added to the August 23, 2001 board meeting agenda:

DeAngela Hullett – New
Rommi Boren - New

SANTA BARBARA COMMUNITY COLLEGE DISTRICT
FEDERAL WORKSTUDY AND GENERAL WORKSTUDY

<table>
<thead>
<tr>
<th>FEDERAL</th>
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<tr>
<td>Duong, Nghia</td>
<td>Bonilla, Patricia</td>
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<td>Thompson, Gary</td>
<td>Cornejo, Alma</td>
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<td>Kuross, Danielle</td>
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<td>Valverde, Edgar</td>
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<td>Wangstrom, Mithilda</td>
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Item 2.1-g
09/23/01
CERTIFICATED PART-TIME FACULTY

FALL 2001

ABATEMARCO, Frank
ABNEY, Richard
ABONDolo, Nico
ABRAMS, Stacy
AHMADIZADEH, Ilya
ALEXANDER, Deborah
ALSHEIMER-BARTHEL, Cornelia
ANDERSON, Aleta
ANDERSON, Scott
ANGELES, Peter
ARIAS, Armando
ARIO, Jill
ARNOLD, Thomas
ARRINGTON, Homer
ASPRA, John
ATKINSON, Terry
AUCHINCLOSS, Elizabeth
AUTHIER, Raymond
AYLESWORTH, Eileen
BAMBACH, Paul
BARANSKI, John
BARBER, Celeste
BARBER, Eileen
BARKER, DeeAnne
BARNES, Cathleen
BARON, Maurice
BEERS, Susan
BENN, Kenneth
BLAU, Marjorie
BOUZAGLO, Kerry
BRAM, Alan
BRANDTS, Dirk
BREEDEN III, Lindsey
BROWN, James
BROWN, Jehanne
BROWN, Robert
BRUMMEL, Josephine
BRYAN, J. Daniel
BRYANT, Susan
BURNELL, Kristi
BURL, Donna
CALIFANO, Anthony
CALIP, Jean
CAMARENA, Cam
CAMIEL, Sylvia
CAMPOS, David
CANTRELL, Valerie
CARSON, John
CAVALlero, Gloria
CHAMBERLIN, Susan
CHARBONEAU, Jill
CHESLuk, Amy
CLEARWATER, Noelle
CLEYET, Francesca

CLOUD, Tara
COBURN, Gordon
COLE, Carol
COLE-BROUGHTON, Margaret
COLSON, Michael
COOK, Amy
COOK, Steve
COOPER, Helen
COOPER, Jennifer
COPE, Clifton
CORMAN, Bonnie
CORONADO, Marc
CORRIGAN, Gerald
CURLAND, David
DALBELLO, Dominic
DALTON, Stephen
DANVER, Steven
DAVIES AUSTIN, Lisette
DAVIS, Cynthia
DAVIS, Kristin
DAVIS, Rebecca
DE BoER, Barbara
DEACON, Susan
DECKER, Beverly
DECKER, Thomas
DEEMS, Lydia
DEFRAGA, Lisa
DEGENER, Michael
DeLEON, Edward
DEMANGATE, Carl
DEMRO, Jean
DEWEY, Kathleen
DIAMOND, Peter
DIAZ, Sonia
DORFHUBER, Rosabeth
DOWNEY, Michael
DUCHARMIE, Margaret
DUGAN III, Charles
DUNN, Phyllis
DURBIN, Christienne
DURHAM, William
EDWARDS, Eldon
EDWARDS, Paula
EKOLA, Deborah
EKSTROM, Linda
ELIAS, Frederick
ENGLISH, Sema
ERSKINE, Richard
ESCOBEDO, Juan
ESCOTO, Dorothea
ESQUIVEL KROMIS, Irma
FARMER, Chris
FENELON, Gail
FEY, Helen
FICKLIN-MCCLAIN, Carrala
FLEG, Carolyn
FLYNN, Beth
FORD, Jan
FORD, Maryah
FOSS, Tina
FOSTER, Linda
FRANK, Patricia
FRANKLIN, John
FREUND, Ernest
FULTON, Michelle
GAINES, Janice
GALLINA, Henry
GARARD, Mikako
GARDINALI, Laura
GARDNER, Jeanette
GAYNOR, M. Helena
GERRY, Janis
GILL, Catherine
GILLESPIE, Catherine
GLOGER, Maxwell
GODAR, Ronald
GOETZ, D. Randal
GOLDBERG, Gary
GONSALVES, Brent
GOTTFIJD, Tom
GOVER, Ed
GREENE, Phillip
GREENSTREET, Sandra
GREENUP, Nadine
GREIF, Matthew
GUTIERREZ, Charlotte
HALE, Diane
HALL, Timothy
HAMILTON, Janice
HARSHA, Ambi
HART, Robert
HARTLEY, Donald
HARWOOD, T. Mark
HAWKINS, Christopher
HEARON, Sarah
HEIDGER, Benjamin
HERMES, Elizabeth
HERSHENOV, David
HILL, Bojana
HILL, Glen
HOBBES, Willard
HOCK, Sarah
HOFMANN, Fred
HOLLAND, Linda
HOLLOWAY, Nicole
HOMMES, James
HONG-KIM, Lisa
HOUGHTON, Bobbi
STARKEY, David
STEEN, Molly
STEIN, Lawrence
STERN, Roxanna
STEWART, Earl
STREIFF, Jane
TALMAGE, Matthew
TAN, Shiowling
TARQUINIO, Amadio
TATE, Louis
TAYLOR, Brenda
TAYLOR, Edward
TERRY, Carolyn
THOMAS, William
THOMSON, Susan
THORNELL, Jason
TORRES, Magdalena
TRAN, Frank
TRIVEDI, Sunil
TYNER, Aletha
UNZUETA, Manuel
VANCE, Katheryne
VANDER-HEUVEL, Natasha
VANOVER, Mary Ann
VILLA, Theodore
VLCEK, Eileen
VOLPE, Richard
WAKITA, Takako
WALKER, Brendan
WALKER, Cynthia
WALTNER, Seth
WARRECKER, Teddy
WEEKS, Jonina
WELLMAN, Ann
WERNER, Jonathan
WHITE, Jeanne
WILEY, Sheila
WILLNER, Susan
WINDER, Mary
WOLF, Laurie
WOPAT, Kathryn
WOTRUBA, Patricia
ZAHARIAS, Tony
ZIEGLER, David
ZUK-PLAMONDON, Meriann

Assistant Coaches
ASPRA, John
CASAD, Daven
OrMELES, Jesus
WALTER, Ted
Santa Barbara City College District  
721 Cliff Drive  
Santa Barbara, CA 93109  

PLAN  
FOR  
GENERAL WORK EXPERIENCE EDUCATION  
2001-2002  

As required by Section 55250 of Chapter 3, Division of Title 5 of the California Administrative Code relating to Cooperative Work Experience Education, the following revised plan is submitted.

A. Adoption. The Board of Trustees, Santa Barbara City College District, this __________ day of __________, 2001, has officially adopted the following revised plan for Work Experience Education to be conducted at Santa Barbara City College.

55251 Requirements of the Plan

A. See A Above.

B. Description of Responsibilities

1. It shall be the responsibility of the student who is enrolled in the General or Occupational Work Experience Program to:

   a. Keep regular attendance in course work and on the job.
   b. Notify the Instructor of any changes of job, supervisor, or working hours.
   c. Identify learning objectives related to the student's current job.
   d. Be enrolled in at least seven units of course work including Cooperative Work Experience Education, unless enrolled in alternate or summer semesters. Enrollment in an accredited secondary through four-year institution or equivalent course work may meet this requirement.
   e. Keep accurate records of time worked.
   f. Complete all course assignments and meet all program requirements.

2. It shall be the responsibility of the cooperating employer to:

   a. Verify new meaningful and measurable learning objectives each semester.
   b. Verify time sheets.
   c. Instruct the student as to rules, regulations, specific duties, and responsibilities while on the job.
   d. Provide adequate supervision for the student and help him/her to progress on the job.
e. Provide the Instructor with a performance rating for each student employee, that may be used in the determination of the student’s course credit.

f. Confer with the Instructor regarding any problems.

g. Meet all state and federal employment regulations, where applicable as required by law.

h. Maintain adequate records of the student’s attendance and pay.

3. It shall be the responsibility of the College to:

a. Provide a student-coordinator ratio sufficient for initiating and maintaining adequate work stations and to ensure the educational quality of the program.

b. Assign Work Experience Coordinators who hold a valid California credential authorizing the service to be performed.

c. Ensure that Work Experience Coordinators work closely with guidance personnel and appropriate contacts with students’ work-station supervisors.

d. Provide Work Experience Coordinators with sufficient released time for coordination contacts with the students’ work station supervisors.

e. Provide adequate clerical assistance for the maintenance of student records and for the preparation of required reports.

f. Maintain a record keeping system of all data pertinent to the program. This system will include:

(1) A record of the type of work experience in which each student is enrolled, where he/she is employed, the number of hours he/she works, name of immediate supervisor, and description of work performed.

(2) The employer’s report of student attendance and performance on-the-job.

(3) The Instructor’s report of his consultations with employers.

(4) The Instructor’s rating of each student.

(5) Proper record keeping of units allowed for general or vocational work experience.

g. Instructors shall prepare, in cooperation with the students and employer, an agreement outlining the responsibilities of each party to ensure the quality of the educational experience.

h. Occupational Work Experience Education Instructors shall prepare, in cooperation with the student and employer, an agreement outlining the responsibilities of each party to ensure that the work assignment will supplement training received in regular class and shop assignments in the occupation for which his/her college program has been designed.

i. The District will provide a program of professional growth and development sufficient to ensure that work experience education personnel develop and maintain necessary skills.
Description for each type of HOW district will:

1. **Provide Guidance.**

   a. **General Work Experience** provides for supervised employment of students with the intent of assisting them to acquire desirable work habits and attitudes in real jobs. The job held by the student need not be related to the occupational goal of the student.

   b. **Occupational Work Experience** shall be provided for vocational students working for a Certificate or Associate in Science degree or trade and industrial occupations, including indentured apprentices. All Occupational Instructors in cooperation with occupational counselors and related class and shop instructors, will provide appropriate and continuous guidance service for the students throughout their enrollment in the Occupational Work Experience Education Program.

   c. The General Work Experience Education Coordinator, in cooperation with Counseling and Career Center staff, and General and Occupational Work Experience instructors will provide appropriate and continuous guidance service for the students throughout their enrollment in the Cooperative Work Experience Education Program and perform the following responsibilities:

   1. Closely collaborate with Counseling, Career Center staff, and Internship Coordinators.
   2. Maintain liaison with the faculty and administration through committee participation.
   3. Handle student and instructor appeals related to Cooperative Work Experience Education.
   4. Collaborate with local high schools coordinate Cooperative Work Experience Education Programs.
   5. Regularly evaluate the effectiveness and adequacy of Cooperative Work Experience Education Program.
   6. Develop and maintain good working relationships with local business, industry, and government agencies for potential training stations.

2. **Assign Personnel.**

   a. A Work Experience Education Coordinator will coordinate the General Work Experience Program and conduct regular group instruction classes. The Work Experience Education Coordinator will be responsible to the Dean of Educational Programs and will cooperate with instructors in the various general and occupational work areas.

   b. Occupational Work Experience instructors will be assigned to teach the Occupational Work Experience classes. Instructors from the various areas offering Occupational Work Experience Education Programs will be given
released time or extra allowances sufficient for proper coordination and adequate program planning.

3. Assure that students' on-the-job learning experiences are documented with written measurable learning objectives.

   a. The District will provide instructors to consult with students and the students' supervisors and to develop learning contracts.

   b. Instructors will work closely with the employer in selecting task assignments that provide both a useful service for the employer and a practical educational experience for the student. Students may be reassigned to different work stations from time to time, in order to assure a variety of useful experiences.

   c. Educational value is assured by the Instructor, with the assistance from related subjects instructors and the work station supervisor. Work problems, duties and responsibilities are discussed during consultations with the student and on-the-job.

4. Describe the basis for awarding grades and credit.

   General and Occupational Work Experience Education Instructors will consult with the employer at least once a semester to discuss students' educational growth on the job.

   a. Work is evaluated by the student's on-the-job supervisor applying the following criteria:

      (1) Performance on-the-job in comparison to other employees doing the same work.

      (2) Ability to work and adhere to employer's politics and procedures.

   b. Work is evaluated by the Work Experience Instructor based on the following criteria:

      (1) Student's written learning objectives plan.

      (2) Student's written job description.

      (3) Final report as to over-all value of the educational work experience with due consideration given to new experiences directly related to course work and career objectives.

      (4) Work Experience Instructor's evaluation of student’s on-the-job performance, attitude, and cooperation.

   c. Award Credit.
(1) Credit for General Work Experience will be based upon one (1) unit of credit for seventy-five (75) hours of supervised paid employment or sixty (60) hours of supervised unpaid employment. Students may earn up to three (3) units per semester for a total of six (6) semester units.


a. Regular clerical services of the college will be available for necessary record keeping and reporting. In addition, secretarial and clerical services, together with student clerical assistants are available in the offices of the Dean of Vocational Education, the General Work Experience Education Coordinator, the Learning Assistance Center, and the Career Center to maintain up-to-date files as required to supplement permanent records maintained in the Counseling Office and Office of Admissions and Records.

b. Instructional services related to the purposes of the program are provided. Instructors will relate instruction to practical on-the-job applications. General and Occupational Work Experience Coordinators will meet periodically with other related subject instructors, to discuss student problems and develop plans for augmenting instruction by including a discussion of actual problems in on-going work situations.

55252 Types of Cooperative Work Experience Education

A. Cooperative Work Experience Education is a district-initiated and district-controlled program of education consisting of the following types:

1. General Work Experience Education, having as its purpose the supervised employment of students, is designed to assist students to acquire desirable work habits, attitudes, and career awareness in actual job settings. Jobs held by students do not need to be related to their educational goals or college major.

2. Occupational Work Experience Education, having as its purpose the extension of vocational learning opportunities through employment in the occupation for which the college program has been designed, provides students with the opportunity to apply their subject-related theoretical knowledge in on-the-job learning stations.
B. Participation may be under either of the following formats:

1. **Parallel Plan.** A form of Cooperative Work Experience designed to offer students the opportunity to attend classes and earn college credit for concurrent learning on the job as specified in the district plan.

2. **Alternate Plan.** A form of Cooperative Work Experience designed to offer students the opportunity to attend classes and work alternately as stipulated in the district plan.

**55253 College Credit.** For the satisfactory completion of all types of Cooperative Work Experience Education, students may earn up to a total of 16 semester credit hours, subject to the following limitations:

A. **General Work Experience Education.**

1. Parallel Plan. A maximum of three (3) credit units per semester may be earned during one enrollment period up to a total of six (6) semester credit hours.

2. Alternate Plan. A maximum of six semester credit hours may be earned.

B. **Occupational Work Experience Education.**

1. Parallel Plan. A maximum of four credit hours per semester may be earned during one enrollment period up to a total of sixteen semester credit hours.

2. Alternate Plan. A maximum of eight semester credit hours may be earned during one enrollment period up to a total of sixteen semester credit hours.

**55254 Student Qualifications**

A. In order to participate in Cooperative Work Experience Education students shall meet the following criteria:

1. Pursue a planned program of Cooperative Work Experience that, in the opinion of the instructor, includes new or expanded responsibilities or learning opportunities beyond those experienced during previous employment.
2. Have on-the-job learning experiences that contribute to their vocational or educational goals.
3. Have the approval of the program director to participate in the program.
4. Meet the following condition if self-employed:

   Identify a person who is approved by the instructor to serve as the designated employer representative. This representative shall agree to accept the following employer responsibilities:
(1) Assist the student in identifying new or expanded on-the-job meaningful and measurable learning objectives.
(2) Assist in the evaluation of the student's identified learning objectives.
(3) Validate hours worked.

B. In addition, students may:

1. Be an apprentice as defined by Labor Code Section 3077 who is enrolled in related or supplementary courses required of the apprenticeship programs, or
2. Be enrolled in the parallel plan.
   a. During regular semesters, students must be enrolled in a minimum of seven units including Cooperative Work Experience Education. Enrollment in an accredited secondary through four-year institution or equivalent course work may meet this requirement.
   b. During summer sessions, students must enroll in one other class in addition to Cooperative Work Experience Education, or
3. Be enrolled in the alternate plan. Concurrent enrollment will be limited to one other class.

5525 District Services. The District shall provide sufficient services, including secretarial services, for initiating and maintaining on-the-job learning stations, coordinating the program, and supervising students. The supervision of students shall be outlined in a learning agreement coordinated by the college district under a state-approved plan. The employer and the instructor shall share responsibility for on-the-job supervision, which shall include but not be limited to:

A. Instructor consultation with employers or designated representatives to discuss students' educational growth on the job.
B. Written evaluation of students' progress in meeting planned on-the-job meaningful and measurable learning objectives.
C. Consultation with students to discuss students' educational growth on the job.

The District may hire adjunct faculty from other institutions to develop learning contracts and to make the required "in-person" consultation with students who are out of the District's geographic region or even outside the United States.

55256 Records.

A. The District shall maintain appropriately signed and dated records to include, but not limited to, the following:

1. The type of units of Cooperative Work Experience Education in which each student is enrolled, where employed, type of job held, and the basis
for determining whether a student is qualified for Occupational or General Work Experience, signed by director/instructor.

2. A record of work permit issued, if applicable, signed by designating issuing agent.

3. The employer's or designated representative's statement of student hours worked and evaluation of performance on the agreed-upon learning objectives. Work hours will be verified by regular time sheets, or by a summary statement at the end of the enrollment period.

B. Records will be maintained which are signed and dated by the instructor documenting:

   1. Consultation(s) with the employer or designated representative.
   2. Personal consultation(s) with the student.
   3. Evaluation of the student's achievement of the on-the-job learning objectives.
   4. The final grade.

55256.5 Contact Hours/Units.

A. One student contact hour is counted for each unit of work experience credit in which a student is enrolled during any census period. In no case shall duplicate student contact hours be counted for any classroom instruction and Cooperative Work Experience Education. The maximum contact hours counted for a student shall not exceed the maximum number of Cooperative Work Experience units for which the student may be granted credit as described in Section 55253.

B. The quality of the learning experience and the identified on-the-job measurable learning objectives shall be sufficient to support the units to be awarded.

C. The following formula will be used to determine the number of units to be awarded:
   1. Each 75 hours of paid work equals one semester credit.
   2. Each 60 hours of non-paid work equals one semester credit.

55257 Job Learning Stations. Job learning stations will meet the following criteria:

A. Employers or designated representatives agree with the intent and purposes of Cooperative Work Experience Education for students and are given a copy of each student's approved on-the-job measurable learning objectives.

B. Job learning stations offer a reasonable probability of continuous work experience for students during the current Work Experience enrollment period.

C. Employers or designated representatives agree to provide adequate supervision, facilities, equipment, and materials at the learning stations to achieve on-the-job measurable learning objectives.

D. Employers as required by law agree to comply with all appropriate federal and state employment regulations.
PROPOSED NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION – FALL 2001

ARTS, 7
Antique Furniture: Art, Mystery, Culture and Economy
Art Class in Carpinteria
Beginning Outdoor Sketching in Pen, Ink and Watercolor
Beginning Portrait Drawing
Introduction to Mixed Media and Collage
Monotype: Water-based Inks
Nature Printing - Monoprints from Life
Santa Barbara Assemblage: It's Art From Scrap
Splashing Watercolor
The Art of Portraiture Using the Traditional Glaze Medium

Title changes:
TO: An Exploration of Art and Spirituality
FR: The Exploration of Art and Spirituality
TO: Beginning Drawing: Learning to See
FR: Beginning Figure Drawing: Learning to See

BUSINESS & PERSONAL FINANCE
Economics Explained, 7
Financial Fitness for Seniors, 7
Using the Euro for Travel and Business, 7
Volunteering: Creating a Plan, 6
Workforce Resource Training, 6

Title changes:
TO: Business Start-Up Workshop, 6
FR: Business Start-Up Counseling
TO: You Can Negotiate Anything: How to Let the Other Person Have Your Way, 6
FR: A Crash Course in How to Negotiate Anything and Everything

CURRENT EVENTS & WORLD AFFAIRS*
Flashpoints and Fulcrums*

COMPUTERS, 6
Intro to Mac OSX - Level I
Intro to Mac OSX - Level II
Tips and Techniques for Finding a Job on the Internet

What's New in Computer and Technology Devices?

COOKING, 8
A Vegetarian Thanksgiving
Cooking for Company: International Holidays
HeartSmart Cooking
Light and Luscious Autumn Cuisine

Title change:
TO: Vegetarian Holiday Appetizers
FR: Great Vegetarian Appetizers

CRAFTS, 7
All Glass Workshop
Country Crafts for the Holidays
Glass Fusing Workshop
Italic Variations
Jewelry: From the Ground Up
Patchwork and Quilting: Finish It Up!
Patchwork and Quilting: Full Circle
Quilts for Kids
Stained Glass Community Project
Stained Glass Copper Foil Method
The Art and Science of Handcrafted Soaps and Toiletries
The Art of Glass Fusing - Level I
The Art of Glass Fusing - Level II
The Art of Leaded Stained Glass for Beginners
Two-Color Appliqué Class

ENGLISH AS A SECOND LANGUAGE

Title & Funding Change:
TO: ESL/Civics: Your Rights, Resources and Responsibilities, 3*
FR: Keeping Out of Trouble: You, Your Family and the Law*
*Funding change to Category 3 effective summer 2001.

ENVIRONMENTAL EDUCATION, NATURE & SCIENCE*
A Field Trip to Guadalupe-Nipomo Dunes Preserve
The Future of Santa Barbara and the South Coast: Continuing the Dialogue
**Title change:**
TO: Starwatch*
FR: Starwatch 2001

**FITNESS, DANCE & RECREATION**
Aikido*
Aquatic Strength and Stability Training for Older Adults, 7
Basic Strategy and Tactics of Chess*
Etiquette and Manners*
Learn to Dance with Pizzazz, Style and Grace*
You Win - Relearn to Swim*

**Title changes:**
TO: A Tennis Program for Adults*
FR: A Tennis Program for Seniors
FR: Drills & Skills: A Tennis Program for Seniors

**GENEALOGY, 7**
Genealogy: Organizing and Retrieving Family Records

**HEALTH EDUCATION, 9**
Balancing Hormones/ Balancing Nutrition
Complementary Health: Partnerships in Healing
Facelift at Your Fingertips: Aromatherapy Massage for Healthy Skin
Healthy Menus and Recipes for Everyone
Kidney Transplantation: A Personal and Medical Perspective
Mapping Out Your Blueprint for Health
Who Will Be There? Creating Caregivers and Connections

**HOME & GARDEN, 6**
Garden Design for Prosperity, Health and Peace of Mind
Green Gardener Certification Program: 5-Star Advanced Series

**HUMANITIES**
Sex and Violence in the Entertainment Industry
The History and Philosophy of Secular Humanism Through Indian Eyes

**LITERATURE & WRITING, 7**
Reinforcing Creative Confidence: Writing from the Higher Self
Explorations in Literature: Discovering Hidden Magic in Novels and Short Stories
Getting Started, Getting Good and Getting Your Fiction Published
The Plays of Donald Margulies

**Title changes:**
TO: Rules and Tools for Writing Short Stories
FR: Rules and Tools for Writing Short Fiction
TO: The Odyssey, Delivered by Homer, Fagies and Knox
FR: The Odyssey of Homer
Writing for the Teenage Market
Writing Mysteries, Sci Fi and the Mainstream Novel

**MUSIC & PERFORMING ARTS, 7**
Bilingual Chorus
The Joy of Music: CAMA's Season

**Title change:**
TO: Recorder Playing
FR: Beginning Recorder - Continued

**OMEGA PROGRAM, 7**
Aging Gracefully with Wrinkles and All
Catalysts for Healing
Chakras and Other Energy Systems
Death Grief: Coping with the Thoughts and Feelings
Enhancing Staff and Programs in Long Term Care
Is It Dementia Or Is It Depression?
Lessons from Zorba
Meaning as a Conscious Choice
Music, Memories and Movement
My Therapist Has Four Legs
Negotiations for Life
Oh, My Aching Feet!
Pain Management - and Beyond
Readers Theatre: Spotlight on the Human Condition
Real Good Food/ Feel Good Food
Reflections of the Inner Healer
Strike a Balance
Taking a Bite Out of Cancer
The Best Friends Approach to Dementia Care
The Nurturing, Healing Uses of Sound
The Soul of Caregiving/ The Caregiver's Soul
The Spiritual Heart of Healing
Water Walking
What Is It About Horror Movies, Anyway?
Women Writing About Women
Yoga M'Ocean
Yoga with a Special Focus

**Title change:**
TO: Sit and Get Fit
FR: Sit and Be Fit

**PARENT EDUCATION, 1**
Parenting with Love and Logic
Seven Secrets for Joyful Family Living
The Journey into Parenthood: Preconception
Themes: Setting the Stage for Joyful Family Living

**Title change:**
TO: Nature Walk for Parents and Kids: Exploring Our World
FR: Nature Walk for Parents and Kids

**PSYCHOLOGY, PERSONAL DEVELOPMENT & COMMUNICATION, 7**
Being Highly Sensitive - One Step at a Time
Bringing Your Relationships to Life
Change Your Mind: Build Joy, Love and Peace
Concepts of Compassionate Communication
Contemporary Issues in Counseling
Energy Psychology for Everyday
Getting Control of Problem Drinking
Life Energy and Healing: The Art and the Science
Meditation: Really Understanding How and Why
Motivate Others to Address Alcohol and Drug Issues
Moving Naturally: Alexander Technique
No Sweat Stress Reduction
Overcoming Poverty and Deprivation
Psychology Conference: Understanding Death and Dying
The Art of Growing Old Beautifully
The Evolution of Conscious Community
The New Infidelity: Cheating, Chatrooms and Changes
The Story of Carl Gustav Jung
Transpersonal Understanding: Science and Spirituality
Walking the Labyrinth: A Spiritual Journey
Women Turn the Spotlight on Mental Illness
Working with Sexual Assault

**Title changes:**
TO: Legal and Ethical Issues for Mental Health Professionals
FR: Risk Management in Clinical Practice of Psychotherapy
TO: Power Talk: Public Speaking Conference
FR: Public Speaking Conference, 6
TO: Sober Women and Healthy Families - A Community in Recovery
FR: Sober Moms, Healthy Kids - A Community in Recovery
TO: What's New in Counseling?
FR: Contemporary Issues in Counseling

**SEWING, 8**
Finish It Up

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**TABLE OF FUNDING CODES:**

* Courses or areas marked with an asterisk are NOT funded by state monies

Courses coded with numbers 1 through 9 ARE supported by state monies:

1 Parent Education
2 Elementary and Secondary Basic Skills
3 English as a Second Language
4 Citizenship
5 Education for the Handicapped
6 Short-Term Vocational Programs
7 Education for the Older Adult
8 Education Programs in Home Economics
9 Health and Safety Education
# Board Report

**Santa Barbara Community College**

**Purchase Order Report**

7/16/01 - 8/13/01

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Total Purchase Orders

$732,181.41
## SANTA BARBARA COMMUNITY COLLEGE DISTRICT

### Institutional Membership List

#### 2001-02

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(1) Paid out of President's Membership Budget
(2) Paid out of Educational Programs' Membership Budget
(3) Paid out of Business Services' Membership Budget
(4) Paid out of Continuing Education's Membership Budget
(5) Paid out of Human Resources' Membership Budget
(6) Paid out of Information Resources' Membership Budget
(7) Paid out of Institutional Assessment, Research & Planning Budget
This proposal is for application design and development services to enhance the College's existing Financial Reporting System.

Services will be provided in the following areas:

1. Server Upgrade: Migrate the existing reporting database to the College's newly purchased server, and upgrade the database from Microsoft SQL Server version 7.0 to version 2000. Perform server configuration tasks as necessary to support the reporting application.

2. Oracle 11i Upgrade: Convert the existing data synchronization process (currently designed to extract data from the College’s existing Oracle 10.x financial system) to extract data from the new Oracle 11i financial system.

3. Payroll Data: Extend the Financial Reporting data model to include employee and payroll information. Develop a synchronization process that extracts and converts payroll data from the County Education Office’s mainframe payroll processing system and refreshes the Financial Reporting database.

4. Web Report Development: Design and develop a internet-based reporting application to allow reports to be viewed, printed, and downloaded using a web-browser. Convert the most frequently used reports from the existing client-server application to the web-based application. Perform server configuration tasks as necessary to support the web application.

The cost estimate for the server upgrade, Oracle 11i upgrade, and web report development is no more than $28,000 for up to 200 hours. Costs will be billed on an hourly basis, as incurred, at $140 per hour.

The server upgrade will be completed by August 15, 2001. The Oracle 11i upgrade will be completed prior to the College’s conversion to the new Oracle version. The payroll data synchronization and web-based reporting application will be completed by October 31, 2001.
Contractor: Michael Struven

Project: SALARY & BENEFIT BUDGET MODEL

Services to be performed:
Maintenance, modifications and enhancements to Salary and Benefit Budget Model, which projects salary and benefit expenses for the next fiscal year. The model uses data from the Human Resources employee database, payroll data from monthly pay cycle and other appropriate data. The model provides (1) manipulation of variables such as COLA and benefits and (2) modification of data such as assignment and pay category. The Model produces paper reports and an Excel file of data for posting budget figures to the Oracle general ledger.

Salary elements to be modeled are:
- Academic Salaries
  - Regular Teachers
  - Regular Teachers-Sabbatical
  - Regular Non-Teaching
  - Regular Non-Teaching-Sabbatical
  - Hourly Teaching (excluding Adult Ed)
  - Hourly Teachers Summer
  - Overload
- Nonacademic Salaries
  - Regular Classified Non-instruction
  - Regular Classified Instruction Aide

Benefits
- STRS
- PERS
- Social Security
- Medicare
- Health and Welfare
- Unemployment
- Workers Comp

Hardware: Model is installed on a system capable of running Access 97 and Excel 97 on a Windows Operating System

Type of Technology: The system will be designed in Access 97 using standard tool sets included with the Office 97 Professional Suite. Excel 97 will be used for the output file to the Oracle general ledger.

Documentation to be provided:
The contractor will provide updates as appropriate to documentation of:
- Technical architecture diagram including process and entity-relationship models
- System documentation
- Program documentation
- Data element dictionary
- User/run time procedures
- Installation and upgrade procedures

Timeline:
Maintenance, modifications and enhancements may be requested anytime during the contract period. The following dates are denote target dates for producing projected salary and benefit data.

- End of December 2001 – Provide data files to consultant
- Early March 2002 – Advance look at model are provided to the District.
- April 15, 2002 – Preliminary budget reports are produced by the Model
- May 1, 2002 – Final budget reports are produced by the Model

Payment to Contractor:
$55 per hour for a maximum of 100 hours ($5,500).
PROGRAM CONTRACT
Santa Barbara City College
Florence - Spring 2002

1. Dates:
   • Depart U.S.           Sunday, February 3, 2002
   • Arrive Florence       Monday, February 4, 2002
   • Depart Florence       Friday, May 3, 2002
   • Mid-term break        Friday, March 15 - Sunday, March 24, 2002
   • Number of nights      89

2. Transportation:
   ACCENT will provide comprehensive transportation services for students on all portions of the program. Professional ACCENT staff will ensure smooth transfers at all departures and arrivals, and during excursions.
   • ACCENT will organize a round-trip group flight from LAX to either Rome, Milan, Pisa or Florence (based on availability) on a regularly scheduled airline. Airfare is included in the program price.
   • The group flight must have a minimum of 10 participants. Space on the group flight cannot be guaranteed after November 15, 2001.
   • The group flight will be met at the appropriate airport in Italy on February 4, 2002 by ACCENT representative(s).
   • For group flight participants, ACCENT will arrange a transfer by rental bus from the airport to Florence housing on day of arrival, and from participant lodgings in Florence to the airport on the group departure date.
   • Non-group-flight participants are responsible for checking in at the ACCENT Florence Center and for all transfer arrangements and costs.
3. **Student Lodgings:**

   With many years of experience in student housing, ACCENT has established solid working relationships with proprietors in Florence in order to secure comfortable and safe housing for all SBCC students.

   - The first night after arrival, the group will be housed at a hotel, where orientation will be held the following day. Students will then be dispersed to their apartments after orientation.
   - Double occupancy in student apartments or with families will be provided within the city of Florence for the duration of the program, including mid-term break.
   - Supplement to be charged for single accommodations in student apartment or family. During overnight excursions, all students are housed in double/triple rooms.
   - A limited number of private apartments may be available in special circumstances; supplements vary according to apartment.

4. **Orientation Program:**

   Orientation programs play a crucial role in assuring that students have a successful study abroad experience. ACCENT’s experienced staff will offer a comprehensive orientation program, which begins in the United States and continues upon arrival in Florence.

   - **Pre-departure orientation** program will be conducted on location in California for all program participants. ACCENT staff address general aspects of study abroad and cross-cultural learning and provide practical information regarding preparation and travel.
     - A pre-departure handbook is provided to all participants. Specifically designed for American students, this handbook gives vital information about preparing for an extended stay in Italy.
   - **On-site orientation** in Florence covers practical matters as well as aspects of cross-cultural living and learning, giving students the tools they need to make the most of their time in Florence. A brief orientation meeting is held the day of arrival followed by a more extensive program the next day, allowing time for students to rest from their flight.
     - General orientation: addresses local customs, money, safety, telephones, mail, transportation, etc.
     - Academic orientation: covers all aspects of courses and language instruction.
     - Housing orientation: provides information specific to living in Florence and in apartments or families.
     - Walking tour of Florence, including the ACCENT facilities.
- Orientation packet: includes maps, practical living information, as well as a
copy of "Florence at your Fingertips", a guide prepared specially by
ACCENT for American students living in Florence.
- Welcome and farewell reception/dinner provided.

5. Visits/Excursions/Cultural Activities:

Visits and excursions are an integral part of the SBCC program, enhancing the
academic as well as cultural base of the program.

• ACCENT shall provide:
  - Two one-day excursions (including entry costs, transport and guide) to:
    Ravenna
    Siena/San Gimignano
  - One three-day, two night excursion to Venice. Accommodation in two-star
    hotel (double/triple rooms), entry costs and transport included. Breakfast
    in hotel provided daily.
  - One four-day, three-night excursion to Rome. Accommodation in two-star
    hotel (double/triple rooms), entry costs and transport included. Breakfast in
    hotel provided daily. City bus tour provided and bus available one other day.

• To assist students in becoming acquainted with the cultural aspects of life in
  Florence, ACCENT will plan a series of activities, including lectures on local
  customs and contemporary issues and film evenings.

6. Office/Administrative Assistance:

One of the primary roles of the ACCENT Florence Center is to provide support to
students and faculty on ACCENT programs.

• The ACCENT Florence Center will be open daily from 9am-5pm to students for
  the duration of the program (closed weekends/national holidays).
• The ACCENT Florence staff will coordinate housing arrangements and excursions
  and will resolve any logistical problems that may arise.
• Extensive practical and cultural information is available allowing students to take
  full advantage of the culture in Florence: travel guides and information, a lending
  library of English and Italian books (both academic and fiction), and listings of
  locations of banks, doctors, laundry facilities, etc.
• The experienced ACCENT staff is available at the ACCENT Florence Center to
  provide general information, counseling, crisis intervention and referrals to other
  professionals as needed.
• ACCENT will make all arrangements for class/visit scheduling.
• ACCENT administrative services are available to faculty (e-mail, faxing, photocopying, telephoning, etc.). Any additional charges incurred through use of these services are at the U.S. institution's expense and will be billed at the end of the program.

• Access provided to VCR (U.S. and Italian systems), two carousel slide projectors, screens, radio cassette players, photocopier, and telephone.

7. Faculty Accommodation and Services:

ACCENT will make all arrangements necessary to insure that visiting faculty are comfortable and well provided for while in Florence.

• Housing
  - One 1-bedroom apartment with telephone and television shall be provided for faculty members.
  - Utilities (gas, electricity, telephone) are not included. Instructor must pay a security deposit of $750 for each apartment prior to start of program; utilities, phone and any cleaning costs will be deducted from this deposit. Remaining amount will be returned to faculty member after final billing for period during which occupant was in apartment (approx. two months following end of program).

• Transportation and Excursions/Visits
  - Transportation, accommodations, and entries on course-related visits and excursions are included.
  - One round-trip transatlantic ticket on the scheduled group flight from LAX to Rome/Milan/Pisa/Florence included.
  - For faculty taking group flight, transfer by taxi from central Florence to hotel upon arrival and from lodgings to central Florence on day of departure included.
  - Faculty not taking the group flight will be given an equivalent money allowance and will be responsible for their own travel arrangements.
  - Faculty not taking the group-flight are responsible for checking in at the hotel in Florence and for associated transfer costs.

• Additional expenses
  - Any additional housing, transportation, or food costs incurred due to faculty family members participating on the program will be billed to faculty by ACCENT.
8. **Academic Program:**

The *Scuola Leonardo da Vinci* offers courses taught by experienced, university-trained teachers, specialized in teaching Italian to foreign students. The Scuola is also a founding member of the "Accademia Italiana di Lingua" (AIL) and thereby able to award the prestigious "AIL diploma," an internationally recognized Italian language diploma. This school is one of only a select few in Florence to offer this high-level program and teaching staff.

- **Italian Language:** 4 hours per week of Italian language instruction at two levels (beginning, intermediate) are provided with the program.
- **Italian Conversation:** 2 hours per week of Italian conversation instruction at two levels (beginning, intermediate) are provided with the program.
- **Art History and History Courses:** ACCENT will hire and remunerate faculty to teach two 3-unit courses, Art History and History, according to the needs of Santa Barbara City College. Faculty salaries for these two courses will be paid to ACCENT by Santa Barbara City College upon receipt of invoice by ACCENT.
- **Classrooms:** ACCENT will provide classroom space for 40 students and one visiting faculty member who will teach a series of courses to correspond to the needs of SBCC. 28 hours of classroom time to cover courses offered by visiting and local faculty.

9. **Insurance:**

- ACCENT will provide students with an International Student Identity Card which includes a limited emergency health insurance policy for necessary hospitalization, medical transportation, in-hospital doctor fees, etc.
- ACCENT holds foreign general liability and errors and omissions insurance policies to the amount of $3,000,000.00.
- ACCENT will assist students in obtaining a "permesso di soggiorno," a residence permit, upon arrival in Florence.

10. **Pre-program Services:**

- ACCENT will assist SBCC in promoting the program and will be an integral part of the recruiting process.
- ACCENT will work in collaboration with SBCC throughout the enrollment process.
- The program price includes $125 per student to be returned to SBCC as an administrative refund.
11. **Pricing/Minimum Participants Required:**
   - Program price (double occupancy, not including security deposit) $5600
   - Refundable security deposit $200
   - Single supplement $450
   - Program price without airfare $4800
   - Prices herein fixed for a minimum of 25 participants and one faculty member. The price based on 30 students and one faculty member is $5500.

12. **Payment Schedule:**
   - Non-refundable first payment of $250 due with application
   - Second payment due October 30, 2001 $2775
   - Final payment due November 30, 2001 $2775
   - The above fees include a $200 refundable security deposit. Payments arriving at ACCENT after the final payment date are subject to a $100 late payment penalty.

13. **Refunds:**
   - All cancellations must be made in writing to ACCENT and are effective the date of the postmark.

   **Cancellation fees:**
   - 60 days or more prior to start of program: $250
   - 30-59 days or more prior to start of program: $750
   - 8-29 days prior to start of program: $1250
   - 0-7 days prior to start of program: No refund

14. **Exchange Rate:**
    Program price is based on a U.S. $1.00 = €1.12 (conversion rate of April 9, 2001). It shall be maintained provided that the dollar remains within a conversion rate of €1.01 and €1.23. However, should the value of the dollar increase or decrease outside of this 10% margin (official rate to be determined by The International Herald Tribune listing for November 23, 2001, one week before final payment date), ACCENT will require a per-participant supplement or provide a refund as follows:
    - $30 supplement eurocent below €1.01
    - $30 refund per eurocent above €1.23

15. **Subcontracting:**
    - ACCENT will perform the above agreed services, subcontracting as necessary with Scuola Leonardo da Vinci, Alterini Bus and other organizations.
For: Santa Barbara City College

For: ACCENT International
Consortium for Academic
Programs Abroad, Ltd.

____________________________

Ray Vernon, Executive Director

____________________________

Date

July 6, 2001

Date
ANNUAL RENEWAL

This information was approved by NSD. If any information is inaccurate or changes during the fiscal year, submit the changes in writing to NSD for approval and processing.

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<tr>
<td>BRIAN FAHNESTOCK</td>
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<td>Kinko's Early Learning 60 City College Children's</td>
<td>365 LOMA ALTA DR SANTA BARBARA CA 93109</td>
<td>CCC</td>
<td>BALPSE</td>
<td>421702687</td>
<td>N/A</td>
<td>60</td>
</tr>
<tr>
<td>Cantor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2001-2002 CACFP FOOD SERVICE BUDGET  
Federal Fiscal Year October-September

Sponsor Name: Santa Barbara Community College  
Agreement Number: 42-1681-5A

Estimate anticipated CACFP reimbursement for 2001-02: $2,400.

Identify other income sources used to support your food service and CACFP management (i.e. general fund, Head Start, private donations):

- Child Development Division: $500
- Supplies: $6,500
- Personnel: ______

Total: $7,000.

Identify all costs necessary to run your food service:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>BUDGET AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Food Costs</td>
<td>$2,400</td>
</tr>
<tr>
<td>2. Food Service Supplies</td>
<td>500</td>
</tr>
<tr>
<td>3. Food Service Labor and Taxes</td>
<td>6,500</td>
</tr>
<tr>
<td>4. Benefits</td>
<td>0</td>
</tr>
<tr>
<td>5. Other (Specify)</td>
<td></td>
</tr>
</tbody>
</table>

| TOTAL BUDGET AMOUNT               | $31,000       |

AGENCY OFFICIAL (SIGNATURE)  
C.S. Blackburn  
DATE  
8/6/01

PRINT NAME  
C. Lea Blackburn
Renewal of SERVICE CONTRACT

GENERAL: PROVIDE BASIC EDUCATION SERVICES FOR CAL WORKS, WELFARE-TO-WORK CLIENTS AS PER ORIGINAL STATEMENT OF WORK AND EXHIBIT A.

CONTRACT PERIOD: July 1, 2001 through June 30, 2002

LIMITATIONS: Total expenditure for the period shall not exceed $31,511.00. Any increase or decrease in this total amount may be authorized only upon written notice from the County Purchasing Manager.

STANDARD TERMS AND CONDITIONS FOR INDEPENDENT CONTRACTORS (ver. 01/30/01) ATTACHED.

Insurance documents already on file in Purchasing Division.

NOTE TO CONTRACTOR: Prior to performance it is mandatory that you SIGN (see A below) AND IMMEDIATELY MAIL OR FAX THIS DOCUMENT TO COUNTY PURCHASING.

Accepted By: (X) Andrea Fairly
Print Name/Title: Andrea Fairly/ Vice President, Continuing Education
Applicable License #: (Medical/Contractor/Etc): Santa Barbara City College

- No payment authorized without Federal Taxpayer Identification Number present and correct.

COUNTY OF SANTA BARBARA

JOHN H. McMILLIN, PURCHASING MANAGER

PA-131 (Rev. 5/88) ORIGINAL
GRANT AGREEMENT FOR
INDUSTRY DRIVEN REGIONAL COLLABORATIVES

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, hereafter referred to as the State, and the aforementioned district, hereafter referred to as the Grantee. The grant consists of the RFA Specification for Grant Renewal; this face sheet, with authorized signatures; the approved application, with all of the required forms; and the Grant Agreement Legal Terms and Conditions, Articles I (Rev. 03/01) and II (Rev. 03/01), as set forth in the RFA Instructions, Terms, and Conditions. All of these items are incorporated into this grant by reference.

The total amount payable shall not exceed the amounts shown below under "Grant Funds". Payment shall be made through the apportionment process.

The term of this grant shall be from July 1, 2001, to and including August 31, 2002. All performance under this grant shall be completed by June 30, 2002, except that the Year-to-Date Expenditure and Progress Reports must be received at the Chancellor's Office by July 31, 2002, and the Final Reports must be received at the Chancellor's Office by August 31, 2002.

The signature of the chief executive officer or other authorized officer of the district legally binds the Grantee to perform the work specified in the attached application on the terms specified in that application. If any modifications are required to the attached application between the date of signature on this face sheet by the designated district officer and the date of signature by the State's chief executive officer, each modified page must be initialed and dated by the Project Director.
APPLICATION ABSTRACT

RFA Specification ID No. 00-150-138
RFA Specification Title: Economic Development – Industry Driven Regional Collaborative

Strategic Priority/Subject Area: New Media/Multimedia/Entertainment
Award Amount: $138,660
Project Director: Guy Smith

Facility: Santa Barbara City College
Address: 721 Cliff Drive
City, State, Zip: Santa Barbara, CA 93108
Phone: (805) 965-0581 ext. 2347 Fax: (805) 963-7222
E-Mail Address: smith@sbcc.net

“Content is King”
An Industry Collaboration to Provide Training and Consultation to Content Developers and Content Experts

The purpose of this project is to develop an enhanced, enriched and updated program that will prepare students, academically and technically, for careers in the burgeoning multimedia technology job market. It will also help traditional content developers to make the transition to developing and maintaining content for new media.

The area of content development, content creation and content maintenance is an area that is generally considered to be critical to new media, yet it has not received the attention or resources it required to thrust it to the forefront of training and curriculum.

This grant is designed to meet the urgent need for short-term, technology-specific digital content training for small business and entrepreneurial professionals who are content experts in traditional media yet have limited time and resources to train for their transition into the digital arena. The proposed program will: (1) eliminate business access barriers through low-cost, short-term, training for a minimum of 200 individuals; (2) provide high-end technology to entrepreneurs and small businesses; (3) aggressively recruit non-traditional students who have not yet used new media to its full potential; and (4) serve as a model for other community colleges.
The program will serve as an introduction to the creative aspects of message development for advertising, public relations and other strategic communication. Course focuses on: (1) basics of "concepting" -- the strategic thinking that underlies developing creative messages, (2) creative writing techniques and general development of writing ability, (3) visualization methods and their application to message creation, (4) integration of copy and visual elements into fully realized creative messages, and (5) application of class concepts in manual and computer-assisted message design.
GRANT AGREEMENT FOR INDUSTRY DRIVEN REGIONAL COLLABORATIVES

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, hereafter referred to as the State, and the aforementioned district, hereafter referred to as the Grantee. The grant consists of the RFA Specification for Grant Renewal; this face sheet, with authorized signatures; the approved application, with all of the required forms; and the Grant Agreement Legal Terms and Conditions, Articles I (Rev. 03/01) and II (Rev. 03/01), as set forth in the RFA Instructions, Terms, and Conditions. All of these items are incorporated into this grant by reference.

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The term of this grant shall be from July 1, 2001, to and including August 31, 2002. All performance under this grant shall be completed by June 30, 2002, except that the Year-to-Date Expenditure and Progress Reports must be received at the Chancellor’s Office by July 31, 2002, and the Final Reports must be received at the Chancellor’s Office by August 31, 2002.

The signature of the chief executive officer or other authorized officer of the district legally binds the Grantee to perform the work specified in the attached application on the terms specified in that application. If any modifications are required to the attached application between the date of signature on this face sheet by the designated district officer and the date of signature by the State's chief executive officer, each modified page must be initialed and dated by the Project Director.

STATE OF CALIFORNIA

<table>
<thead>
<tr>
<th>Item</th>
<th>Chapter</th>
<th>Statute</th>
<th>Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>6870-101-0001</td>
<td>2001</td>
<td>2001-02</td>
<td></td>
</tr>
</tbody>
</table>

Object of Expenditure (Code and Title)

0235-751-23505

Signature, Accounting Officer (or authorized Designee)

Project Monitor

Agency

Chancellor's Office
California Community Colleges
1102 Q Street
Sacramento, CA 95814-6511

Signature, Chief Executive Officer (or authorized Designee)

Printed Name of Person Signing

Patrick J. Lenz

Title

Executive Vice Chancellor

GRANTEE

Grantee (District) Name and Address

Santa Barbara Community College

Santa Barbara City College

721 Cliff Drive
Santa Barbara, CA 93109

Grant Funds

Match Funds

FY 2001-2002

$194,419

$200,378

C:\TEMP\01-326-032 SBCCD.doc

Item 5.1-1 (2)
Page 1 of 2
08/23/01
Webcasting: Bringing the Multimedia Arts and Technology Department Into the Future of Information Dissemination

An Institutionalization Grant

In spite of the downturn in the economy and the prejudice toward things related to the Internet, streaming media remains one of the killer applications that retains its glow even as other predicted features of the World Wide Web have begun to fade or extinguish. Last year we stated that, “By next year, the number of websites featuring streaming audio and video will increase by 200%. From CNN.com, and Broadcast.com to the Digital Entertainment Network (DEN.com) and WireBreak.com, the growth of streaming media, or Internet broadcasting, is staggering” and we have not been proven wrong.

The initial goal of this project was to strengthen the accessibility and applicability of the Multimedia Arts and Technology program by updating curricula and modernizing the quality of education. The first year of the project has established the basis by which we are able to provide students with the latest educational technology needed to enter and excel in the emerging multi-media job market. The project now must expand the current program which offers training in digital audio/video recording, post-production and the webcast/broadcast industry to embrace several new extensions to the possibilities afforded by the streaming technologies.

After having articulated a simple demonstration site in the school year 2000-2001, developed to serve as a model for other colleges and universities interested in exploring the usefulness of webcasting technologies for similar programs, we have received a significant vote of confidence from the SBCC administration who have provided the opportunity to re-commission what had once been the campuses television studio. This new demonstration site, developed in conjunction with the South Coast Regional Multimedia Education Center, can do so much more in educating our students within a true state of the art environment while providing the venue for continuing to offer faculty-training workshops on specific streaming media technologies, processes and methodologies.
Grant Agreement for Regional Health Occupations Resource Centers

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, hereafter referred to as the Grantor, and the above-named district, hereafter referred to as the Grantee. The grant consists of the RFA Specification for Grant Renewal, this face sheet, with authorized signatures, the approved application, with all of the required forms; and the Grant Agreement Legal Terms and Conditions, Articles I (Rev. 03/01) and II (Rev. 03/01), as set forth in the RFA Instructions, Terms, and Conditions. All of these items are incorporated into this grant by reference.

The total amount payable shall not exceed the amounts shown below under "Grant Funds". Payment shall be made through the apportionment process.

The term of this grant shall be from July 1, 2001, to and including August 31, 2002. All performance under this grant shall be completed by June 30, 2002, except that the Year-to-Date Expenditure and Progress Reports must be received at the Chancellor's Office by July 31, 2002, and the Final Reports must be received at the Chancellor's Office by August 31, 2002.

The signature of the chief executive officer or other authorized officer of the district legally binds the Grantee to perform the work specified in the attached application on the terms specified in that application. If any modifications are required to the attached application between the date of signature on this face sheet by the designated district officer and the date of signature by the State's chief executive officer, each modified page must be initialed and dated by the Project Director.

<table>
<thead>
<tr>
<th>Item</th>
<th>Chapter</th>
<th>Statute</th>
<th>Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>8870-101-0001</td>
<td>2001</td>
<td>2001-02</td>
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<tr>
<td>Object of Expenditure (Code and Title)</td>
<td>0223-751-23005</td>
<td></td>
<td></td>
</tr>
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</table>

Project Monitor: Dee Lee
Date: Jul 20, 2000

Agency: Chancellor's Office
California Community Colleges
1102 Q Street
Sacramento, CA 95814-6511

Signature, Chief Executive Officer (or authorized Designee): Patrick J. Lee
Date: Date

Printed Name of Person Signing: Patrick J. Lee
Title: Executive Vice Chancellor

Grantee (District) Name and Address
Santa Barbara Community College District
721 Cliff Drive
Santa Barbara, CA 93109-2394

Grant Funds: $178,875
Match Funds: $336,350

FY 2001-2002

Project Director: Marsha Roberson
Date: Jul 21, 2000

Signature, Chief Executive Officer (or authorized Designee): Marsha Roberson
Date: Jul 21, 2000

Printed Name of Person Signing: Dr. Peter R. MacDougall
Title: Superintendent/President/CEO
**APPLICATION ABSTRACT**

<table>
<thead>
<tr>
<th>RFA Specification ID No.</th>
<th>Strategic Priority/Subject Area:</th>
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<tbody>
<tr>
<td>01-0307</td>
<td>Economic Development: Health</td>
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<table>
<thead>
<tr>
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<th>Award Amount:</th>
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</thead>
<tbody>
<tr>
<td>Health Care Delivery Centers (Regional Health Occupations Resources Centers)</td>
<td>$178,875</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Director:</th>
<th>Facility:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marsha Roberson</td>
<td>Santa Barbara City College</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone:</th>
<th>Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(805) 965-0581 Ext. 2782</td>
<td>721 Cliff Drive</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fax:</th>
<th>City, State, Zip:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(805) 963-7222</td>
<td>Santa Barbara, CA 93109-2394</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E-Mail Address:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:roberson@sbcc.net">roberson@sbcc.net</a></td>
<td></td>
</tr>
</tbody>
</table>

The South Coast Regional Health Occupations Resource Center (RHORC) has demonstrated the successful linking of the health care industry with the community colleges to effectively meet some of the educational demands facing the health care delivery industry and workforce. In this proposed project, the RHORC will serve as facilitator and coordinator of multiple projects throughout the region. The RHORC will expand its productivity even further for this project by enlisting the temporary assistance of a variety of capable consultants.

**This 2001-2002 project will:**

1.) Continue to develop and maintain partnerships that promote collaboration and leveraging of resources, such as the Regional RN Recruitment/Retention Project.

2.) Provide Performance Based Consulting to meet health industry needs, particularly in efforts to improve the work environment and retain health care workers.

3.) Provide technical assistance to community colleges with curriculum development, such as with courses for a new Dental Hygiene Training Program at Antelope Valley College.

4.) Continue to coordinate regional activities and services related to meeting the identified needs of the health care industry such as providing leadership in tracking changing trends and responding with new program offerings.

5.) Continue to market and disseminate information to health care delivery systems and community colleges regarding educational resources from all RHORCs and other sources.

6.) Participate in workforce development programs, specifically in the plan to offer an expanded CNA-LVN-RN career ladder in at least one additional site.

7.) Continue to utilize and promote technological advances in the delivery of programs, such as the reformattting of dental hygiene courses to distance learning at Oxnard College.

8.) Provide outreach to the colleges eligible for Capacity Development grants: Antelope Valley, Cuesta, and Moorpark colleges.

9.) Provide outreach to the areas of economic distress within the South Coast by marketing certificate-level health training programs.

**Highlights of 2000-2001 RHORC Activities:**

- Provided new program support for: Mammography course development (SBCC), Medical Assistant Program (College of the Canyons), On-line Emergency Nursing Program (Cuesta College), On-line Hybrid LVN to RN Program (College of the Canyons), Speech-Language Pathology Assistant courses (Allan Hancock College).

- Initiated the Regional CNA Recruitment/Retention Project with Allied Health Workforce grant award.

- Initiated the Regional RN Recruitment/Retention Project with industry support.

- Conducted or co-sponsored ten workshops (i.e. Critical Thinking, Student Success Strategies, Strategies to Recruit/Retain CNAs, Nursing Summit, Elder Abuse & Reporting)
# APPLICATION BUDGET SUMMARY

**RFA Specification No.** 01-307  
**RFA Specification Title:** Health Care Delivery Centers (Regional Health Occupations Resource Centers)  
**District/College:** Santa Barbara Community College District/Santa Barbara City College

<table>
<thead>
<tr>
<th>Object of Expenditure</th>
<th>Classification</th>
<th>Line</th>
<th>Source of Funds</th>
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<tr>
<td>1000</td>
<td>Instructional Salaries³</td>
<td>1</td>
<td>43,644 43,644</td>
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<tr>
<td>2000</td>
<td>Noninstructional Salaries</td>
<td>2</td>
<td>47,237 47,237</td>
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<td>3000</td>
<td>Employee Benefits</td>
<td>3</td>
<td>18,504 18,504</td>
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<tr>
<td>4000</td>
<td>Supplies and Materials</td>
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<td>14,535 14,535</td>
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<tr>
<td>5000</td>
<td>Other Operating Expenses and Services</td>
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<td>45,575 45,575</td>
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<tr>
<td>6000</td>
<td>Capital Outlay</td>
<td>6</td>
<td>2,500 2,500</td>
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<tr>
<td>7000</td>
<td>Other Outlay</td>
<td>7</td>
<td></td>
</tr>
</tbody>
</table>

| Total Direct Costs    | 8 | 171,995 |
| Total Indirect Costs (4% of line 8) | 9 | 6,880 |
| Total Program Costs   | 10 | 178,875 |

| Total Funds Requested | 336,350 |

I authorize this cost proposal as the maximum amount to be claimed for this project and assure that funds shall be spent in compliance with State and federal regulations.

**Name/Title:** Brian Fahnestock, Vice President, Business Services  
**District Chief Business Officer:** [Signature]

**Note:** Provide an Application Budget Detail Sheet for each funding source including matching sources, if required, either for cash or in-kind.

1. Source of funds per project: (enter sources: e.g. Economic Development.)  
2. Match required for Economic Development only. Line item match not required.  
   Not to exceed 5% for administration (see 1200 line in Application Budget Detail Sheet)
CHANGE ORDER NO. 2

Subject Project: SBCC Student Services Center
HVAC Modifications & Additions

Date: 13 August 2001

The scope of work will be modified only as herein specifically set forth and in all other respects remains unaltered.

Item #1: The requested scope of work modified as per the Proposed Change Order No's 2, 3 4 & 5 as attached.

Back-up: Cabrillo Mechanical quote dated August 7, 2001 as attached.

Change in Contract Sum for this item: Increased $ 3976.00

Contractor and Owner acknowledge that the change in Contract Sum and Contract Time if any as set forth above constitute the complete compensation and time extension for this change in the work including, but not limited to, Contractor's field and office overhead, profit and supervision and Owner's project expenses, inspection and administration costs.

Accepted by: CABRILLO MECHANICAL

Authorized by: SANTA BARBARA CITY COLLEGE

Agreed to by: STUEVEN ENGINEERING CONSULTANTS
Santa Barbara City College  
Physical Science Building 101-Re-Roof  
721 Cliff Drive.  
Santa Barbara, California

TO CONTRACTOR:  
Channel Islands Roofing  
4155 N. Southbank Rd.  
Oxnard, CA. 93030-1074

CHANGE ORDER NUMBER: One
DATE: July 31, 2001
ARCHITECT'S PROJECT NO:
CONTRACT DATE: 04/27/01
CONTRACT FOR:

The Contract is changed as follows:

OMIT ROOF HATCH SAFETY RAIL SYSTEM.

The original (Contract Sum) (Guaranteed Maximum Price) was ................................... $58,622.00
Net change by previously authorized Change Orders ......................................................... $0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was ............. $58,622.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) ............. (unchanged)
unchanged) by this Change Order in the amount of .......................................................... $(150.00)
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be ............................... $58,472.00
The Contract Time will be (increased) (decreased) (unchanged) by ............................................. (—) days.
The date of Substantial Completion as of the date of this Change Order therefore is ............ 6/1/01

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Architect's Consulting Service  
Richard McKenzie  
1187 Coast Village Road, Suite 10-J  
Santa Barbara, CA 93108

Channel Islands Roofing  
4155 N. Southbank Rd.  
Oxnard, CA. 93030-1074

Santa Barbara Community College District  
721 Cliff Drive  
Santa Barbara, California

BY   DATE  6/28/01  
BY   DATE  8/10/01


WARNING: Unlicensed photocopying violates U.S. copyright laws and is subject to legal prosecution.
CHANGE ORDER

PROJECT: Santa Barbara City College
Student Services Roof Replacement
721 Cliff Drive
Santa Barbara, California

TO CONTRACTOR: Cabral Roofing and Waterproofing Corp.
815 West Olympic Blvd.
Montebello, CA, 90640

The Contract is changed as follows:

<table>
<thead>
<tr>
<th></th>
<th>PROVIDE TAPPED INSULATION AROUND VENT BOXES AND FLASH WITH HYPALON BOOTS.</th>
<th>$998.15</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>JOB PHASING - RE-MOBILIZATION FOR SPRAY AND GRAVEL SURFACE</td>
<td>$3,000.00</td>
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<tr>
<td>3</td>
<td>REMOVE PLYWOOD FROM PARAPET WALLS</td>
<td>$750.00</td>
</tr>
<tr>
<td>4</td>
<td>INSTALL ADDITIONAL WALK PADS AROUND NEW MECHANICAL EQUIPMENT</td>
<td>$1,278.33</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>$6,027.14</td>
</tr>
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Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was

Net change by previously authorized Change Orders

The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was

The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) by this Change Order by the amount of

The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be

The Contract Time will be (increased) (decreased) (unchanged) by

The date of Substantial Completion as of the date of this Change Order therefore is

172,642.00
- 0 -
172,642.00
6,027.14
178,669.14
8/13/01

14 days.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Architect's Consulting Service
Richard McKenzie
1187 Coast Village Road, Suite 10 J
Santa Barbara, CA 93108

Cabral Roofing and Waterproofing
815 West Olympic Blvd.
Montebello, CA, 90640

Santa Barbara Community College District
721 Cliff Drive
Santa Barbara, California

BY

DATE

BY

DATE

BY

DATE

AIA DOCUMENT G701 - CHANGE ORDER - FIRST EDITION - 1987 - THE AMERICAN INSTITUTE OF ARCHITECTS, 1335 NEW YORK AVE. N.W. WASHINGTON, D.C. 20005

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Item 5.1-m (3)
08/30/01
Change Order
AIA DOCUMENT G701

PROJECT:
(name, address)
LIFE SCIENCE GEOLOGY BUILDING RENOVATION & REMODEL
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
SANTA BARBARA COUNTY, CALIFORNIA

CHANGE ORDER NO: FIVE (5)
DATE: August 13, 2001
ARCHITECT'S PROJECT NO: 9236
CONSTRUCTION CONTRACT NO: 40.53.118

TO:
(Contractor)
EMMA CORPORATION
1318 BROADWAY SUITE 100
SANTA MONICA, CA 90404

ARCHITECT:
KRUGER BENSEN ZIEMER ARCHITECTS
30 WEST ARRELLAGA STREET
SANTA BARBARA, CA 93101

The Contract is changed as follows, Contractor shall perform the following items of Work as described in:
Prop. Req. No 21 - 7/2/01- Change mix design to 4,00 psi concrete for shotcrete installation in order to meet DSA requirements on approved mix design. $3,937.02
Prop. Req. No 22, 7/9/01- Install relocated water line at differing site location, adjust underground storm drain to accommodate. Perform work at off hours, compatible with SBCC program requirements. $6,652.75
Prop. Req. No 23, 7/13/01- Repair conduit to the greenhouse electric panel. The old conduit was in existing concrete footing that was required to be demolished as part of the new work $981.84
Prop. Req. No 26 7/27/01- Install 6" industrial waste pipe under the 1st floor building slab, in lieu of the scheduled 4" $631.06
Prop. Req. No 27 7/27/01- Repair and replace the existing 4" copper main water service at the deteriorated locations $1,011.69
Prop. Req. No 30-7/31/01- Repair exist. clay sewer line east of LSG, & modify new sanitary plumb lines to run east of LSG $12,190.00

The original (Contract Sum) (Guaranteed maximum Price) was $7,518,000.00
Net change by previously authorized Change Orders $124,482.37
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was $7,642,482.37
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of $25,404.36
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be $7,667,886.73

The Contract Time will be (increased) (decreased) (unchanged) by (0) days
The Date of Substantial Completion as of the date of this Change Order, therefore, is July 10, 2002

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed maximum Price which have been authorized by Construction Change Directive.

ARCHITECT
Kruger Bensen Ziemer Architects
30 W. Arrellaga Street
Santa Barbara, CA 93101

CONTRACTOR
EMMA Corporation
1318 Broadway, Suite 200
Santa Monica, CA 90404

OWNER
Santa Barbara Community College District
721 Cliff Drive
Santa Barbara, CA 93109-2394

Date: Date: Date:

By: By: By:

1 of 1
RESOLUTION
OF THE GOVERNING BOARD OF THE
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Re: INTERNAL BUDGET TRANSFERS

WHEREAS, the Santa Barbara City College District Board of Trustees on August 17, 2000, adopted its budget for the fiscal year; and
WHEREAS, routine budget transfers between major objects have been requested by department chairs to better meet changing fiscal needs;

NOW, THEREFORE, BE IT RESOLVED that budget transfers be made resulting in the net effect as shown:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fund</th>
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<td>500000-Other Operating Expense</td>
<td>$470.00</td>
<td></td>
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<tr>
<td><strong>Support Supplies</strong></td>
<td>33</td>
<td>00</td>
<td>600000-Capital Outlay</td>
<td>$234.00</td>
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<tr>
<td><strong>Travel &amp; Conference</strong></td>
<td>33</td>
<td>00</td>
<td>500000-Other Operating Expense</td>
<td>$386.00</td>
<td></td>
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<tr>
<td><strong>Travel &amp; Conference</strong></td>
<td>33</td>
<td>00</td>
<td>500000-Other Operating Expense</td>
<td>$386.00</td>
<td></td>
</tr>
</tbody>
</table>
PASSED AND ADOPTED by the Board of Trustees of the Santa Barbara Community College
District this 23rd of August 2001, by the following vote:

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

Noes:  None

Absent:  Mr. O'Neill

Concur:  Ms. Shetka

Dr. Peter R. MacDougall
Superintendent/President and
Secretary/Clerk to the Board of Trustees
RESOLUTION
OF THE GOVERNING BOARD OF THE
SANTA BARBARA COMMUNITY COLLEGE DISTRICT


WHEREAS, additional revenue not included in the 2000-2001 Adopted Budget has been received and needs to be appropriated, and

WHEREAS, under the provisions of Education CodeSections 85200 and 85210, such action may be taken by written resolution of the governing board;

NOW, THEREFORE, BE IT RESOLVED, that the County Superintendent of Schools and County Auditor be authorized and directed to increase the revenue and budgeted expenditures as shown below.

<table>
<thead>
<tr>
<th>Program</th>
<th>Fund</th>
<th>Object</th>
<th>Amount</th>
<th>Fund</th>
<th>Object</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Children's Center</td>
<td>33</td>
<td>862008</td>
<td>$(320.00)</td>
<td>33</td>
<td>564001</td>
<td>$(320.00)</td>
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</tbody>
</table>

PASSED AND ADOPTED BY THE Board of Trustees of the Santa Barbara Community College District on the 23rd day of August 2001, by the following vote:

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

Noes: None

Absent: Mr. O'Neill

Concur: Ms. Shetka

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