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

August 23, 2001

4:00 p.m. – REGULAR MEETING
Room A-211
Administration Building
Santa Barbara City College

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The meeting was called to order by President Livingston at 4:00 p.m.

1.2 ROLL CALL

Members present:

Dr. Kay Alexander
Dr. Joe Dobbs
Ms. Joan Livingston, President
Mr. Eli Luria (arrived at 4:16 p.m.)
Mrs. Joyce Powell
Mr. Luis Villegas
Ms. Rachel Shetka, Student Trustee

Members absent:

Mr. Desmond O’Neill, Vice President

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Supt./President and Secretary/Clerk to the Board of Trustees
Ms. Liz Auchincloss, CSEA President
Mr. Ron Baker, Dean Educational Programs
Ms. Kay Bruce, Public Information Officer
Mr. Gilbert Chavarria, Jr., Facilities and Operations
Mr. David Chavez, Custodian, Facilities and Operations
Ms. Sue Ehrlich, Vice President, Human Resources and Legal Affairs
Mr. Brian Fahnstock, Vice President, Business Services
Ms. Lynda Fairly, Vice President, Continuing Education
Dr. Jack Friedlander, Executive Vice President, Educational Programs
Ms. Ann Fryslie, Director, Student Services
Dr. John Kay, SBCC Instructors’ Association
Mr. Gaspar Lomeli, Custodial Supervisor, Business Services
Mr. Tim Pettit, The Channels
Mr. Alex Pitzmon, Director, Facilities and Operations
Ms. Lana Rose, Academic Senate President
Ms. Cindy Salazar, Vice President, CSEA
Ms. Pat Snyder, Executive Director, Foundation for SBCC
Ms. Arleen Stagat, Chair, Classified Council
Mr. Andrew Wiedmann, Media, Educational Technology Specialist
Ms. Katya Zamyatina, ASB President

1.3 WELCOME

Ms. Livingston extended a cordial welcome to all present.

1.4 CLOSED SESSION - NONE

1.5 MINUTES OF THE REGULAR MEETING OF JULY 26, 2001

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the Minutes of the Regular Meeting of July 26, 2001.

1.6 HEARING OF CITIZENS

No citizens expressed a wish to address the Board.

1.7 COMMUNICATIONS

The following reports were presented to the Board of Trustees about various matters involving the District. No action was taken unless listed on a subsequent Agenda.

a. REPORT BY ACADEMIC SENATE  – Ms. Lana Rose

Ms. Rose reported that 14 faculty and 3 temporary contracts attended the training. The group was very enthusiastic, bright, and incredibly qualified. Ms. Rose noted that the In-service was always very informative. Ms. Rose gave a brief summary of her annual report to the Board.

b. REPORT BY ASSOCIATED STUDENTS  – Ms. Katya Zamyatina

Ms. Zamyatina gave a brief introduction on herself and noted that she is honored to be able to share with the Board the Associated Students goals and achievements for the coming year.

c. REPORT BY CLASSIFIED COUNCIL  – Ms. Arleen Stagat

Ms. Arleen Stagat reported on the new website which is up and running, to view it go to the SBCC Homepage, Faculty and Staff, College Committees, and then Classified Council. Ms. Stagat noted that nominations would be taking place to replace Pat Canning. Ms. Stagat announced that the Classified In-Service will take place on October 26, from 12:30-4:30 p.m. Dr. MacDougall will be asked to respond to some general questions and issues that some of the employees have.

d. REPORT ON CURRENT EVENTS  – Ms. Kay Bruce

Ms. Kay Bruce reported that everyone seems to be enjoying the new Louise Lowry Davis Friendship Plaza and that the dedication will take place on September 11 at 2:00 p.m. The United Way Kick-Off campaign will take place a little earlier in the day from 12:00-1:30 p.m. at the West Campus. Another United Way event-taking place will be the Day of Caring and SBCC is putting together a group of people to help on that day. There is a
free breakfast at 8:00 a.m. and then the SBCC group will be heading over to Girl’s Inc. to help with cleaning, painting, construction, and gardening. Ms. Bruce also reported that on September 19, the non-profit groups would be coming on campus for the Annual Helping Hands Day, which is sponsored by the Career Center on the West Campus from 10:00 a.m. to 1:00 p.m. This will be an opportunity for students to find out about internship, job and volunteer opportunities within these agencies. Ms. Bruce also noted that on September 25, the Business & Industry Associates would hold a special tenth Anniversary Celebration from 5:00 – 8:00 p.m. at the Maritime Museum. On September 26, the ribbon cutting and dedication ceremony will take place at the Employees University from 2:00 p.m. to 5:00 p.m.

e. REPORT ON CURRENT ISSUES

Dr. MacDougall highlighted on the following:

1. Reported that there has been a 5% increase in new students this fall. The strong enrollment is related to the marketing efforts of the college led by Karen Sophina who has done an excellent job. SBCC’s reputation of general excellence for the teaching and support services of the college continues to draw students.

2. Acknowledged the Opening Week activities. Thanked Lana Rose for her work in coordinating the faculty training. The presentations by Dr. Friedlander and the four Deans that focused on student access and student success were excellent.

3. Acknowledged Dr. Friedlander’s 15 years at SBCC. Dr. Friedlander sets a standard for individuals in his position in the community colleges of California. The College is fortunate to have him.

4. Acknowledged Brian Fahnestock for his work on the college’s TDM Plan, and the carpool designation. Thanked staff and faculty for their cooperation in making this work. Housing and parking are both issues related to LRDP that hopefully will be approved by the Coastal Commission this year. Will report on this at the next Board meeting.

5. Reported on the Student package for Oracle – Meeting was held on August 22, with the company. There was an excellent exchange and the college was able to share the vision of SBCC and how vital the Student Package is. There has been a change of delivery date and that is being evaluated as to how this will be dealt with.

6. Reported that the California Community Colleges are working well and cohesively as a group to bring the negative consequences of the Governor’s cuts to the public. Senator Jack Scott is introducing Senate Bill 284, which places $98 million back into the Community Colleges budget. Both Senator O’Connell and Assemblywoman Hannah-Beth Jackson are co-sponsors of the bill.

7. Acknowledged Ms. Pat Snyder, Executive Director of the Foundation for SBCC who will be leaving effective October 15, 2001. Thanked Ms. Snyder for the excellent work she has done these past six years.

8. Reported that Collective Bargaining will be taking place. Will work very hard with IA and CSEA to gain a full understanding of the District’s financial picture. This will be a very important phase of the process. If both CSEA and the faculty understand and accept as being valid, the figures that have to do with the District’s financial capacity, a decision can be reached that will be supportive of what can be done in terms of faculty and staff salaries and benefits, and also be in the best interests of the College.
Process should start the first week of September, not in the terms of collective bargaining, but looking at the budget and trying to gain an understanding of it.

9. Noted that Dr. Alexander suggested that this Board meeting be adjourned in honor of Gertrude Calden. Ms. Calden was a tremendous supporter of SBCC, she was a Past-President of the Foundation, joined with Mr. Luria to have a successful bond campaign that led to the acquisition of the West campus and right up until her death showed tremendous affection and appreciation for this institution. It would be appropriate to adjourn this meeting in her honor.

1.8 GOVERNING BOARD

Board Members may at this time report about various matters involving the District. No action will be taken unless listed on a subsequent Board Agenda.

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

Dr. MacDougall, Secretary/Clerk, administered the Oath of Office to Ms. Rachel Shetka. Ms. Shetka was elected as the non-voting Student Trustee for the 2001-02 academic year.

b. MOTION REGARDING THE RETIREMENT OF SBCCD SUPERINTENDENT/PRESIDENT, DR. PETER R. MACDOUGALL

Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board approved the motion regarding the Retirement of SBCCD Superintendent/President, Dr. Peter R. MacDougall.

c. SELECTION PROCESS FOR THE SUPERINTENDENT/PRESIDENT OF SBCCD (was taken out of order after item 6)

Dr. MacDougall stated that when looking at the selection process, it should be broken down into three distinct phases.

Phase One’s first major outcome would be to define what is being looked for and who will be involved in the process. The responsibility of the Trustees would be to define the qualities, competencies and the experiences that will be sought in a new President. The Trustees may want to solicit rather broadly from the governance group of the campus and perhaps in the community for their ideas. The Board then has the responsibility of consolidating those into a pamphlet that will describe District, the position, what is being sought from the Board and the timeline for that process. The second outcome would be for the Board to determine the role of the Campus Screening Committee, what the composition of that committee might be, and how those individuals will be selected. The above process should be completed this calendar year by December.

Phase Two would be the public exposure of the job, which should include a national wide search. Advertisement should probably be in at least three publications – The Chronicle of High Education, the American Association of Community College newsletter and the Community College Weekly. This exposure should take place during the months of January and February with all of the applications being received no later than March 15.

Phase Three would be the role of the Screening Committee to go through the candidates, and select, again that number should be determined by the Board perhaps a minimum of 8 and a maximum of 12-15. The final responsibility of the Board will be to conduct the final selection from that group. The Board should always want to retain the authority and
responsibility of looking through any candidate who does apply and reserve for themselves maximum flexibility. This phase of the process should be completed no later than the beginning of June, possibly earlier, and that the person would begin his/her responsibilities at the college by August 1 of next year.

Dr. MacDougall suggested that in providing assistance to Vice President Ehrlich, the college might well use the services of former Vice President Dan Orzo who was involved in supporting two of the previous Presidential search processes. Vice President Ehrlich has a very demanding year with Collective Bargaining, Oracle changeover, and the normal flow of the business. Vice President Ehrlich would be responsible for coordinating the process for the Board.

Ms. Joan Livingston noted that this process will be discussed at the Study Session and the Board can review all of the options at that time.

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

2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

The Classified Longevity Career Increments were taken out of order at this time.

Ms. Ehrlich announced the following Classified Appointments:

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<th>Rate</th>
<th>Date</th>
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<tr>
<td>ENGLISH, Nadia</td>
<td>On-Line Student</td>
<td>41A</td>
<td>9/10/01</td>
<td>New position 50%/12 Mo.</td>
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<td>BUCKELEW, Paloma</td>
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<td>35A</td>
<td>9/6/01</td>
<td>Temporary replacement</td>
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<tr>
<td>Nurses Office</td>
<td>Program Advisor</td>
<td></td>
<td></td>
<td>Categorically funded. Attachment 2.1-e</td>
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The positions of Cosmetology Salon, Technician, Cosmetology Assistant, Groundskeeper, and Custodian were removed from this agenda.

CLASSIFIED LONGEVITY CAREER INCREMENT (were taken out of order)

Mr. Gaspar Lomeli spoke to the 25 years of service to the College of Mr. David Chavez, Custodian, Facilities and Operations. Mr. Lomeli noted that it has been a pleasure to work with Mr. Chavez, he is friendly, happy, always willing to do extra for everybody and is always there. Congratulations were exted to David. Mr. Chavez thanked the Board for the opportunity to work here on campus and has enjoyed working with such wonderful people.

On behalf of the Board and the College, Dr. MacDougall presented Mr. Chavez with a plaque and a gift from a local restaurant.

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board approved the Human Resources consent items as contained in the Agenda and Attachments. Mr. Villegas abstained from this item.
3. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

3.1 RECOMMEND APPROVAL OF THE CERTIFICATED PART-TIME FACULTY FOR FALL SEMESTER, 2001

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the Certificated Part-Time Faculty for fall semester 2001 as contained in the Agenda and Attachments.

3.2 RECOMMEND APPROVAL OF PLAN FOR GENERAL WORK EXPERIENCE EDUCATION

Upon motion by Dr. Alexander, seconded by Mr. Villegas, the Board unanimously approved the plan for General Work Experience Education as contained in the Agenda and Attachments.

4. CONTINUING EDUCATION – Mrs. Lynda Fairly

4.1 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION, FALL 2001

Upon motion by Dr. Dobbs and seconded by Mr. Villegas, the Board unanimously approved the New Courses and Title Changes, Continuing Education Division, fall 2001 as contained in the Agenda and Attachments.

4.2 PRESENTATION OF THE DRAWINGS OF THE NEW LANDSCAPING AND THE LEE LURIA GLASS ARTS STUDIO FOR THE WAKE CENTER.

Ms. Lynda Fairly presented for review the drawings of the new Landscaping and the Lee Luria Glass Arts Studio for the Wake Center.

5. BUSINESS SERVICES – Mr. Brian Fahnestock

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Dobbs, seconded by Dr. Alexander the Board unanimously approved the following Business Consent Items as contained in the Agenda and Attachments.

a. RATIFICATION OF PURCHASE ORDERS, Attachment 5.1-a

b. RATIFICATION OF PAYMENTS A SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office, A-130)

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<td>SBCC All Funds</td>
<td>2,551,388.42</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$2,807,759.98</strong></td>
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c. APPROVAL OF INSTITUTIONAL 2001-02 MEMBERSHIP LIST, Attachment 5.1-c
d. AUTHORIZATION TO INCREASE (DECREASE) PER DIEM RATES AS THEY ARE
ESTABLISHED BY THE INTERNAL REVENUE SERVICE. The mileage rate for 2001 is
34.5 ¢ per mile.

e. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS PROPERTY (CONTINUING
EDUCATION): Rockwell 6-inch Delta Jointer, Radial Arm Saw, Craftsman Table Saw,
Delta 10-inch Contractor’s Saw, Drill Press.

f. AUTHORIZATION TO PURCHASE TEMPORARY BUILDINGS

Due to the on-going need for classroom space, authorization is requested to purchase the
portable buildings currently being leased from Williams Scotsman (Science Village).
Analysis indicates that purchase of these buildings is more cost effective than continued
leasing. Cost to purchase, including tax, is $325,379.38 plus transfer fees.

g. APPROVAL OF INDEPENDENT CONSULTANTS:

1) SIMPLER SYSTEMS: APPLICATION DESIGN AND DEVELOPMENT SERVICES
TO ENHANCE SBCC’S FINANCIAL REPORTING SYSTEM, MAXIMUM $28,000,
Attachment 5.1-g 1)

2) MICHAEL STRUVEN: MAINTENANCE, MODIFICATIONS AND ENHANCE-
MENTS TO SALARY AND BENEFIT BUDGET MODEL; MAXIMUM $5,500,
Attachment 5.1-g 2)

h. APPROVAL OF SUBCONTRACTOR SUBSTITUTION – LIFE SCIENCE / GEOLOGY
REMODEL:

1) Tackboards/Chalkboards: Remove: abc School Equipment
Substitute: Tri-Best Visual Display

i. APPROVAL OF AGREEMENT WITH ACCENT FOR SEMESTER ABROAD PROGRAM:
FLORENCE, SPRING 2002, Attachment 5.1-i

j. APPROVAL OF 2001-02 AGREEMENT WITH CALIFORNIA DEPT. OF EDUCATION
FOR CHILD CARE FOOD PROGRAM, Attachment 5.1-j

k. ACCEPTANCE OF $31,511 GRANT FOR CAL-WORKS WELFARE-TO-WORK CLIENTS
CONTRACT WITH COUNTY OF SANTA BARBARA, Attachment 5.1-k

l. ACCEPTANCE OF ECONOMIC DEVELOPMENT GRANTS AND APPROVAL OF
AGREEMENTS:

1) $56,504 - “Content Development: Training for Content Developers and Content
Experts,” Attachment 5.1-I 1)

2) $194,419 - “Webcasting: Training for Internet Based Streaming Video,”
Attachment 5.1-I 2)

3) $178,875 - “Health Care Delivery Centers (Regional Health Occupations
Resource Centers,” Attachment 5.1-I 3)

m. APPROVAL OF CHANGE ORDERS
1) Student Services HVAC, Bid #541, Attachment 5.1-m 1)
   Change Order 2: $3,976; Final Contract Amount: $103,888

2) Physical Science 101 Roof, Bid #543, Attachment 5.1-m 2)
   Change Order 1: ($150); Final Contract Amount: $58,472

3) Student Services Roof, Bid #544, Attachment 5.1-m 3)
   Change Order 1: $6,027.14; Final Contract Amount: $178,669.14
   Contract time increased by fourteen days; completion date 8/13/01.

n. AUTHORIZATION TO FILE NOTICES OF COMPLETION:
   1) Student Services HVAC, Bid #541
   2) Physical Science 101 Roof, Bid #543
   3) Student Services Roof, Bid #544

o. AUTHORIZATION TO RAISE THE LIMIT REQUIRED FOR EQUIPMENT INVENTORY
   FROM $1,000 TO $5,000, REF: GOVERNMENTAL ACCOUNTING STANDARDS
   BOARD (GASB) 34/35

5.2 BUSINESS ACTION ITEMS

a. PUBLIC HEARING AND ADOPTION OF THE 2001-02 BUDGET

   Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the board unanimously approved
   convening as a Committee-of-the-Whole for the purpose of hearing comments regarding
   adoption of the 2001-02 Budget.

   No citizens expressed a wish to address comments on the Adoption of the 2001-02
   Budget.

   Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously
   approved the closing of the public hearing.

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

b. ADOPTION FOR RESOLUTION NO. 4 (2001-02) AUTHORIZING ROUTINE INTERNAL
   TRANSFERS (2000-01)

   Upon motion by Mrs. Powell, seconded by Dr. Dobbs the Board unanimously approved
   the adoption of Resolution No. 4 (2001-02) authorizing routine internal transfers as
   contained in the Agenda and Attachments. The vote follows:

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

   Noes:    None

   Absent:  Mr. O'Neil

   Consent: Ms. Shetka
c. ADOPTION OF RESOLUTION NO. 5 (2001-02) PROVIDING FOR 2000-01 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Mrs. Powell, seconded by Dr. Dobbs the Board unanimously approved the adoption of Resolution No. 5 (2001-02) providing for 2000-01 budget revisions due to receipt of unbudgeted revenue as contained in the Agenda and Attachments. The vote follows:

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

Noes: None

Absent: Mr. O’Neill

Consent: Ms. Shetka

d. LIFE SCIENCE/GEOLOGY REMODEL - CHANGE ORDER #5

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<td>5</td>
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Change Orders Total: $149,886.73
Revised Contract Price: $7,667,886.73

Upon motion by Mr. Luria, seconded by Dr. Alexander, the board unanimously approved the Life Science/Geology remodel change order #5 as contained in the Agenda and Attachments.

e. ACCEPTANCE OF BIDS AND AWARD OF CONTRACT FOR BUSINESS/COMMUNICATION ENTRY REMODEL (BID #548)

Upon motion by Mr. Luria seconded by Dr. Dobbs, the Board unanimously approved the acceptance of bids and awarded the contract for the Business/Communication Entry Remodel to David Atkin Construction as contained in the Agenda and Attachments.

6. INFORMATION RESOURCES – Mr. Bill Hamre – NONE

1.8 GOVERNING BOARD

c. SELECTION PROCESS FOR THE SUPERINTENDENT/PRESIDENT OF SBCCD (was taken out of order at this time.)
7. ADJOURNMENT

Ms. Livingston entertained a motion for adjourning the meeting in memory of Gertrude Calden. Ms. Calden was a woman of tremendous energy and dedication to the College and she left a legacy that will be treasured by all.

Upon motion by Mr. Luria, seconded by Dr. Alexander, the Board unanimously approved adjournment at 5:36 p.m. and setting a study session which will be held on September 13, 2001, in Room A-218C at 4:00 p.m. The next Regular Meeting of the Board of Trustees will be held on Thursday, September 27, 2001, at 4:00 p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON September 27, 2001

[Signatures]
President, Board of Trustees
Superintendent/President
Secretary/Clerk of the Board