MINUTES

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

August 22, 2002

4:00 p.m.- REGULAR MEETING
Room A-211

MAC Building
Santa Barbara City College
721 Cliff Drive

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

President Livingston called the meeting to order at 4:04 p.m.

1.2 ROLL CALL

Members Present:

Dr. Alexander
Dr. Joe Dobbs
Ms. Joan Livingston, President
Mr. Eli Luria
Mr. Desmond O'Neill, Vice President
Mrs. Joyce Powell
Mr. Luis Villegas

Others present for all or a portion of the meeting

Mr. John Rome, Supt/President and Secretary Clerk to the Board of Trustees
Auchincloss, Liz, President, CSEA
Baker, Ron, Dean, Educational Programs
Bruce, Kay, Public Information Officer
Buckelew, Paloma, EOPS
Canning, Patricia, School Relations
Contreras, Yoli, Transfer Center
Cortez, Silvia, EOPS
Craven, Jane, Dean, Educational Programs
Curtis, Allison, Director, Admissions
DaFoe, John, Director Security
Dietrich, David, Executive Director, Foundation for SBCC
Fairly, Lynda, Vice President, Continuing Education
Fargo, Sara, Secretary, President's Office
Fryslie, Ann, Director, Student Activities
Griffin, Leslie, Controller, Business Services
Hampton, Haria, EOPS
Hamre, Bill, Vice President, Information Resources
Harrington, Rita, Purchasing
Hatch, Adam, Chair, Classified Council
Mclellan, Keith, Dean, Educational Programs
Morely, Dave, EOPS
Munoz, Maria, Guest
Pazich, Betty, Occupational Ed.
Pittmon, Alex, Director, Facilities and Operations
Ramirez, Yarid, President, Associated Student Body
Rose, Lana, President, Academic Senate
Salazar, Cindy, Classified Council
Serban, Andreea, Institutional Assessment and Research
Stagat, Arleene, OARS
Ullom, Jack, Dean Educational Programs
Unzueta, Manuel, EOPS
Wiedmann, Andrew, Educational Technology
Wright, Marsha, EOPS/Care Dept.

1.3 WELCOME
Ms. Livingston extended a cordial welcome to all present.

1.4 CLOSED SESSION

a. ADJOURN TO CLOSED SESSION

Upon motion by Dr. Dobbs, seconded by Mr. O’Neill, the Board convened to Closed Session at 4:06 p.m.

1) Personnel

   a. Public Employee Discipline (1 item)
      • The Board will consider and act upon the recommendation of the Superintendent/President of the College that a regular academic employee be disciplined.

   b. Public Employee Appointment (Government Code Section 54957)
      • Title: Short Term Hourly

b. RECONVENE TO OPEN SESSION

Upon motion by Mr. O’Neill, seconded by Dr. Dobbs, the Board reconvened to Open Session at 4:30 p.m.

   a. Pursuant to a settlement agreement, the Board unanimously approved the suspension of a faculty member without pay for the Fall semester of 2002. On the second matter, the Board has authorized that a notice of unprofessional conduct be sent.

   b. This item was an information item only.

Item 3.1 was taken out of order at this time.

Item 2.1 was taken out of order at this time.
1.5 MINUTES OF THE REGULAR MEETING OF JULY 18, 2002

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved the Minutes of July 18, 2002.

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. Lana Rose announced that Melanie Eckford Prosser had been selected to fill the spot on the English Council of California Two Year Colleges. Ms. Rose also announced that Karolyn Hanna was appointed to the State Academic Senate Committee on Standards and Practice. This committee is a combination of Scholastic Standards and Academic Policies and will draw on Karolyn’s expertise in writing and crafting policy and language. Ms. Rose reported on the great training week, there were 17 new faculty added to the group and there were 40 adjunct, which has been the largest group they have had. Ms. Rose gave the Board members a copy of the Adjunct Faculty Handbook for their review. Ms. Rose reported that the Academic Senate met during the summer and discussed the changes proposed by Dr. Ron Baker to the Standards of Student Conduct policies. Preliminary feedback was given to Dr. Baker and the Academic Senate will be looking at the policy again when they meet in September. The Faculty Recognition Committee has come up with a faculty award that, if the Academic Senate passes, will be worked on this fall where up to ten faculty members will be identified per year and each one would be honored for a month. This would be a way of giving both adjunct and contract faculty some recognition for the innovative things that they are doing. Ms. Rose noted that two Plenary Sessions were coming up on the Alternative Calendar; the various modes for the calendar, pluses and minuses will be presented.

b. REPORT BY ASSOCIATED STUDENTS – Ms. Yarid Ramirez

Ms. Yarid Ramirez introduced herself to the Board. Ms. Ramirez wanted to help people, and it wasn’t until she came to SBCC, that she felt inspired to be a leader, which is why she decided to run for President. Ms. Ramirez noted that the Student Senate this year has 4 Officers, 4 returning Senators and 13 new applicants. Ms. Ramirez reported on the following Student Senate events: There will be a Blood Drive on the West Campus on September 25 and 26. Student Senate and Project Hope will be preparing a commemoration event scheduled for September 11; this event will take place at the Friendship Plaza around noon on the East Campus. To promote Student Activity Stickers, the Student Senate will be giving french fry coupons from MacDonald’s to those student who have their activities’ stickers on the back of their school ID. Ms. Ramirez congratulated Dr. Millward and Ms. Silvia Cortez for their accomplishments. Ms. Ramirez extended an invitation to all Board members to attend Student Senate meetings, which take place every Tuesday at 3:30 p.m. at the Campus Center.

c. REPORT BY CLASSIFIED COUNCIL – Mr. Adam Hatch
Mr. Adam Hatch invited the Board of Trustee to join the classified staff at their Classified Breakfast, which will be held on Wednesday, August 28, from 7:45am-9:00a.m. in the Gourmet Dining Room. This breakfast is normally held during Classified Employee week, however, this year it had to be postponed and was rescheduled to also include Welcoming John Romo. John Romo will be speaking briefly and addressing Classified Staff at 8:15a.m.

d. REPORT ON CURRENT EVENTS – Ms. Kay Bruce

Ms. Kay Bruce reported on the following events: A reception will be held this Sunday from 3:00-5:00 p.m. at the Campus Center to welcome John Romo to the campus, which is being sponsored by La Raza staff and faculty. August 31, there will be a Memorial Celebration held in the Louise Lowry Davis Friendship Plaza at 2:30 p.m. in honor of Isidor Elias, who was the Professor Emeritus of Physics. The Business and Industry Associates will host its luncheon seminar and will feature John Romo as the speaker on September 16, 11:30 a.m. at the Biltmore. Helping Hands Career Fair will be held on the West Campus on September 18 for students, from 10:00 am to 1:00 pm. This fair promotes internships and jobs in the government and non-profit sector. On September 21, just before the first football game, the Dedication of the new football field will take place at 3:45 p.m.

e. REPORT ON CURRENT ISSUES -Mr. John Romo, President

Mr. John Romo highlighted on the following:

1. Thanked Kay Bruce for her support in helping with the print media, TV and radio interviews, which have taken place, as part of the community's interest in the transition of the Superintendent/President.

2. Thanked David Dietrich for his support and introduction to the Foundation.

3. The dedication of the Earth and Biological Sciences building went very well. The faculty is ecstatic and extremely pleased about how the building has come to be.

4. The Inservice Day was great. The faculty and staff who attended were very responsive to the Campus Pipeline and the Campus Portal. Personally, after returning from a three-year absence and seeing the developments that have taken place with regard to technology, it has been very impressive.

5. As part of the transition with Dr. MacDougall, a trip has been planned to go to Sacramento and meet with Chancellor Naussbaum and some of the staff from the California Community College League. Looking forward to the opportunity to become involved in statewide issues.

6. The new Fall term began on Monday. Enrollments are very strong, with an increase to date of 4 3/4 percent. There will be a significant number of additional enrollments throughout the semester as the high school students begin their classes and the Dual Enrollment programs and the programs with the County and other employees through the Employee University begin.

7. Announced the passing away of Mr. Ben Wells. Mr. Wells was one of the original members of the Board of Trustees. He served the college for over two decades, resigning from the Board in 1986. Dr. Alexander, Dr. Dobbs, Mrs. Powell and Mr. Luria all had the experience of serving with Mr. Wells, he was an excellent Board member who served with distinction. In recognition of his contributions, the college flag will be flown at half-mast through the end of this week.
8. There is still no state budget. There are still many unknowns as the legislature battles over proposed tax increases and cigarette taxes. There was some disconcerting news from the Chancellor’s office regarding the 2003-04 budget, which is that they have been directed to reduce their budget by an additional 20 percent next year, after taking substantial cuts this year and last year. The Chancellor’s office will be looking into areas of service in which they will be establishing pay for fee type of arrangements.

In the area of Budget and how it will affect our instructional program. The college will be tracking very carefully the matriculation funding. The college knew it was going to be taking a reduction in the overall allocation this year. The first installment has been received and it was the amount anticipated, however, there are rumors in Sacramento that the second installment may be less than what was anticipated.

9. Reported that the Joint Legislative Committee is now taking the Master Plan Committee recommendations and they have made some changes and one of the changes made is one that should not be supported by the college. The change is that all adult basic education GED and high school diploma programs and courses be transferred to K-12. We are asking for the Board’s support to have Lynda Fairly and I write a letter basically reiterating the position of this college on this matter.

10. Reported that there was an Accreditation pre-visit, which took place with Dr. MacDougall, Andreea Serban, Rocky Young and Joy McCaslin. They were given a tour of the campus and also a discussion took place with regard to the approval given by the Commission to allow the college to perform their self-study in an experimental manner. It was noted that the team had not be advised of this and Dr. Young would be returning and talking with the leadership of the Commission to discuss this.

11. Student Recognitions. Reported that Angela Belcher has been selected as one of the California Community College Distinguished Alumni Award Recipients for 2002. Angela is the student at SBCC, who then went on to UCSB, will be recognized along with Cruz Bustamante, Lt. Governor, Asadio Marin, who is the United States Treasurer and three other individuals. We are very proud of Angela.

12. Acknowledged that the “Mentors” sculpture was selected as the Public Art Category Winner of the Santa Barbara Beautiful 2002 Annual Award.

1.8 GOVERNING BOARD

Dr. Alexander spoke with regard to the dedication of the Earth and Biological Sciences building and feels that one of the reasons it came out so well was the faculty, they sat on the project the whole time. It is just beautiful.

Ms. Livingston noted that there have been two wonderful receptions, and it has been wonderful use of the Friendship Plaza. Ms. Livingston acknowledged that Mr. Ben Wells would be recognized at the end of the Board meeting. Ms. Livingston also thanked Mr. Luria and Mr. Towbes for the fountain. To have received the award from Santa Barbara Beautiful is wonderful recognition of this gift to the college.

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

2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS
Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the Human Resources and Legal Affairs Consent items, as contained in the agenda and attachments.

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**CLASSIFIED LONGEVITY CAREER INCREMENT** (This item was taken out of order after Item 1.4)

Ms. Marsha Wright spoke to the 20 years of service to the college of Ms. Silvia Cortez. Ms. Wright noted that Ms. Cortez originally started working at City College as an hourly Spanish instructor, an ESL tutor and was hired permanently as an EOPS Special Program Advisor in 1981. Silvia has worked in an exemplary fashion, and goes above and beyond, fighting to ensure her students are provided every opportunity available to them. Silvia's passion for the program and the students generated success that continues today. Mr. John Romo presented to Ms. Cortez with a Certificate of Recognition in honor of her 20 years of service.

3. **EDUCATIONAL PROGRAMS- Dr. Jack Friedlander**

3.1 **RECOGNITION OF JODY MILLWARD WHO HAS BEEN SELECTED BY THE ASSOCIATION OF COMMUNITY COLLEGE (ACCT) TRUSTEES AS THE RECIPIENT OF THE "2002" ACCT WILLIAM H. MEARDY FACULTY AWARD.** (This item was taken out of order after Item 1.4)

Dr. Jack Ullom recognized Dr. Jody Millward for her selection by the Association of Community College Trustees as being the recipient of the “2002” ACCT William H. Meardy Faculty Award.

3.2 **RECOMMEND APPROVAL OF THE CERTIFICATED PART-TIME FACULTY FOR FALL SEMESTER, 2002.**

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the certificated part-time faculty for Fall Semester, 2002, as contained in the agenda and the attachments.

3.3 **RATIFICATION OF APPROVAL OF SUBMISSION TO THE COUNTY OF SANTA BARBARA, DEPARTMENT OF SOCIAL SERVICES OF A PROPOSAL TO AUGMENT THE LICENSED VOCATIONAL NURSING (LVN) PROGRAM. SBCC PORTION OF THE FUNDING FOR THREE YEARS: $380,400.**

Upon motion by Mr. O'Neill, seconded by Mr. Luria, the Board unanimously approved the ratification of approval of submission of a proposal to augment the Licensed Vocational Nursing Program, as contained in the agenda and attachments.

4. **CONTINUING EDUCATION- Ms. Lynda Fairly**

4.1 **RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION - FALL 2002:**

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved the new courses and title changes for Continuing Education Division – Fall 2002, as contained in the agenda and attachments.

5. **BUSINESS SERVICES- Mr. Brian Fahnestock**
Upon motion by Mr. O’Neill, seconded by Dr. Dobbs, the Board unanimously approved Business Services Consent items, as contained in the agenda and attachments.

5.1 BUSINESS CONSENT ITEMS

a. RATIFICATION OF PURCHASE ORDERS, Attachment 5.1-a

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

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c. APPROVAL OF INSTITUTIONAL 2002-03 MEMBERSHIP LIST, Attachment 5.1-c

d. APPROVAL OF AGREEMENT WITH M.T.D. FOR FACULTY/STAFF TRANSIT PASS PROGRAM, EFFECTIVE 8/19/02-6/30/03, Attachment 5.1-d

e. RETROACTIVE APPROVAL OF FOOD SERVICES CONSULTANT AGREEMENT WITH DAVID CAMPBELL, CAMPUS COUNSEL, $9,100, 8/12-22/02, Attachment 5.1-e

f. APPROVAL OF AGREEMENT WITH KOFFEE KAT TO OPERATE THE WAKE CENTER SNACK SHOP, Attachment 5.1-f

g. APPROVAL OF USE-OF-FACILITY AGREEMENT WITH CERTIFIED NURSING ASSISTANT (CNA) AFFILIATE:

   Mission Terrace Convalescent Hospital
   
   8/01/02- 7/31/05

h. ACCEPTANCE OF 2002-03 FUNDING AND APPROVAL OF CONTRACT WITH SANTA BARBARA COUNTY PUBLIC HEALTH DEPT, HIV/AIDS EDUCATION, $4,995, Attachment 5.1-i

i. APPROVAL OF CONTRACT WITH A.C.C.E.N.T., SEMESTER ABROAD PROGRAM: LONDON, SPRING 2003, Attachment 5.1-j

j. APPROVAL OF CONTRACT WITH A.C.C.E.N.T., SEMESTER ABROAD PROGRAM: FLORENCE, SPRING 2003, Attachment 5.1-k

k. RETROACTIVE APPROVAL OF CONTRACT EDUCATION M.O.U. WITH CATHOLIC HEALTHCARE WEST, MEDICAL CODING SPECIALIST CERTIFICATE PROGRAM, Attachment 5.1-l

l. RETROACTIVE APPROVAL OF ST. FRANCIS MEDICAL CENTER AGREEMENT FOR EMERGENCY MEDICAL SERVICES TO SBCC STUDENTS, Attachment 5.1-m

m. RETROACTIVE APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH JEANNE WEST, REGIONAL HEALTH OCCUPATIONS RESOURCE CENTER, FOR AN AMOUNT NOT TO EXCEED $56,000, EFFECTIVE 7/1/02-6/30/03, Attachment 5.1-n
n. RETROACTIVE APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH TURNER HEALTH CARE ASSOCIATES, CURRICULA DEVELOPMENT, FOR AN AMOUNT NOT TO EXCEED $38,000, EFFECTIVE 7/1/02- 6/30/03, Attachment 5.1-o

o. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS PROPERTY:

1) 9 Steel case desks - Biology/Purchasing
2) 4 bookcases - Biology
3) 1 chair - Biology

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO.6 (2002-03) ESTABLISHING THE 2002-03 APPROPRIATION LIMIT

Upon motion by Mr. O'Neil, seconded by Mr. Villegas the Board unanimously approved adoption of Resolution No. 6 (2002-03) establishing an appropriation limit for the 2002-03 fiscal year, as contained in the agenda and attachments. The vote follows:

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

NOES: None

CONCUR: None

b. ADOPTION FOR RESOLUTION NO. 7 (2002-03) AUTHORIZING ROUTINE INTERNAL TRANSFERS (2002-03)

Upon motion by Mr. O'Neil, seconded by Mr. Luria, the Board unanimously approved adoption of Resolution No. 7 (2002-03) authorizing routine internal transfers, as contained in the agenda and attachments. The vote follows:

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

NOES: None

CONCUR: None

c. LIFE SCIENCE/GEOLOGY REMODEL- CHANGE ORDER NO. 16

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Change Orders total: $ 512,374.62
Revised contract price $ 8,030,374.62

Upon motion by Mr. O'Neil, seconded by Mr. Luria, the Board unanimously approved Change Order No. 16 for the referenced project as contained in the agenda and attachments.

d. SYNTHETIC TURF ATHLETIC FIELD (Bid #561)- CHANGE ORDER NO.1
SBCCD Minutes August 22, 2002

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board unanimously approved Change Order No. 1 for the referenced project in the amount of $25,331.75 (total contract amount $261,314.75), as contained in the agenda and attachments.

e. R-BUILDING DEMOLITION (Bid #567)- CHANGE ORDER NO. 1

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved Change Order No. 1 for the referenced project in the amount of $5,555 (total contract amount $24,455) as contained in the agenda and attachments.

f. NOTICES OF COMPLETION:

1) Synthetic Turf Athletic Field (Bid # 561)
2) R-Building Demolition (Bid #567)

Upon motion by Mrs. Powell, seconded by Mr. O'Neill, the Board unanimously approved the filing of the Notices of Completion as contained in the agenda and attachments.

g. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT: TRANSPORTATION SERVICES (FIELD TRIPS AND ATHLETIC EVENTS), BID #568 (re-bid)

Upon motion by Dr. Alexander, seconded by Mr. O'Neill, the Board unanimously approved awarding the transportation services contract to Santa Barbara Air Bus as contained in the attachment.

5.3 BUSINESS INFORMATION

a. AUTHORIZATION FOR SUPERINTENDENT/PRESIDENT TO ACCEPT BIDS AND AWARD CONTRACT FOR DEMOLITION OF TEMPORARY "R" BUILDINGS (BID #567)

On July 18 the Board of Trustees authorized acceptance of bids to be received July 30 and award of contract for the demolition of the temporary "R" buildings. The contract was awarded to the only bidder, J. W. Bailey Construction, for $18,900.

6. INFORMATION RESOURCES- Mr. Bill Hamre- None

7. ADJOURNMENT

Upon motion by Mr. O'Neill, seconded by Dr. Dobbs, the Board unanimously approved adjourning this Board meeting in memory of Mr. Ben Wells. Dr. Alexander requested that a letter be sent to Mrs. Wells to let her know how much we remember him with affection. Dr. Dobbs and Mrs. Powell spoke with regard to what a wonderful man and a real great Trustee he was. Ms Livingston adjourned the meeting in honor of Mr. Ben Wells.

A Study Session will be held on Thursday, September 12, 2002 in Room A218C@ 4:00p.m. The next Regular Meeting of the Board of Trustees will be held on Thursday, September 26, 2002, at 4:00 p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON September 26, 2002

[Signatures]

President, Board of Trustees

Superintendent/President

Secretary/Clerk of the Board