MINUTES

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

September 26, 2002

4:00p.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 4:05 p.m.

1.2 ROLL CALL

Members present:

Dr Kathryn, Alexander
Ms. Joan Livingston, President
Mr. Eli Luria (left at 6:40p.m.)
Mr. Desmond O'Neill, Vice President (left at 6:20p.m.)
Mrs. Joyce Powell
Mr. Luis Villegas
Mr. Rod Ebrahimi, Student Trustee

Members absent:

Dr. Joe Dobbs

Other present for all or a portion of the meeting:

Mr. John Romo, SupVPresident and Secretary Clerk to the Board of Trustees
Auchincloss, Liz, President, CSEA
Baker, Ron, Dean, Educational Programs
Bruce, Kay, Public Information Officer
Dietrich, David, Executive Director, Foundation for SBCC
Fahnestock, Brian, Vice President, Business Services
Fairly, Lynda, Vice President, Continuing Education
Fryslie, Ann, Director, Student Activities
Hamre, Bill, Vice President, Information Resources
Hatch, Adam, Chair, Classified Council
Hendricks, Julie, Assistant Facilities Director
Johnson, Gail, Information Resources
Kay, John, President, Instructors' Association
Lomeli, Gus, Supervisor, Facilities and Operations
Patino, Aiprl, Editor in Chief, The Channels
Pittmon, Alex, Director, Facilities & Operations
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 AUGUST 22, 2002

Upon motion by Mr. O'Neill, seconded by Mrs. Powell, the Board unanimously approved the Minutes of the regular meeting of August 22, 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. Rose reported that the Vice President for Academic Senate next year would be Gary Carroll. Ms. Rose announced that the faculty did pass the alternative calendar by an overwhelming margin, almost two to one. The next step would be to consider which one of the four options would be recommended to the Board. Ms. Rose reported that the Academic State Senate meeting would be taking place at the end of October and the Area C meeting will be taking place here on October 19. Ms. Rose reviewed the Annual Report, which she handed out to the Board members. This last year was a policy year; changes in faculty work schedules, salary class transfers, faculty committee service, resignations and terminations, grounds for dismissal, program review, computer use procedures and of course the inevitable faculty evaluation changes that come up every year. Some of the policies required negotiations between the committees, the Senate and the Superintendent/President, a process that always emphasizes the challenges and rewards of shared governance. Ms. Rose noted that the Senate grew with the addition of second Senators from the Sciences division and the Health and Human Services division. Other major discussions, which took place, were the review of the college plan, the ranking of new faculty positions and selection of the new college president. Nominations for state awards were very successful for the college this last year with the staff winning the Hayward, the Stanback Stoud, and the ACCT Meardy awards. In addition Karolyn Hanna was appointed to the Academic State Senate

b. REPORT BY ASSOCIATED STUDENTS - Ms. Yarid Ramirez

Ms. Yarid Ramirez reported on the following: The September 11 event, which was cosponsored by Project Hope, was a success. The Student Senate would be attending the CCCSAA Leadership Conference in Costa Mesa on October 11. The Student Senate will also be represented at the Hispanic Achievement Awards Dinner on September 27. Seven of the eight student senate offices have been filled. Ms. Ramirez invited the Board members to attend the Student Senate weekly meetings, which take place
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Tuesdays, at 3:30 p.m. in the Senate office in the Campus Center. Ms. Ramirez thanked Mr. Desmond O'Neill for attending one of their meetings.

c. REPORT BY CLASSIFIED COUNCIL
   - Mr. Adam Hatch

Mr. Adam Hatch reported that Classified Council would be working with Classified Staff on the in-service, which will be scheduled for the Spring. Mr. Hatch thanked the Board for their support; he then turned the microphone over to Ms. Liz Auchincloss who will be providing the report at future Board meetings. Ms. Auchincloss announced that she would be presenting a wide range of classified issues in her report to the Board. Ms. Auchincloss commented on the contract that was just concluded. This contract took almost a year to complete because of the impasse; it went on for this period of time because a new system was being used. Both sides, the District and CSEA, started using an interspaced approach, which takes longer because issues have to be talked through so that all parties understand all points of views. Ms. Auchincloss stated that that this new process helped both groups understand the needs of each group. Overall this process did take more time, however, the outcome was, a good contract.

d. REPORT ON CURRENT EVENTS
   – Ms. Kay Bruce

Ms. Kay Bruce announced the following events: The Accreditation Team will be visiting our campus October 1-3. October 4, is the one-year anniversary of the Employees University facility, they will be celebrating with a reception. Graduation of faculty will take place at 4:30 pm. The New Images exhibition is taking place at the Atkinson Gallery, which continues through October 25. The Garvin is presenting The Laramie Project, which will run through October 26. October 13 is the Faculty Chamber Concert at 3:00pm in the Fe Bland Forum. October 15 is the Annual College Fair, which will take place in the Sports Pavillion.

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

Mr. John Romo highlighted the following:

1. Enrollment continues to be strong. The projection for the year is five percent above Fall 2001. There is also a continue increase of students taking 12 units or more, this figure is up ten percent compared to Fall, 2001.

2. The Accreditation team will begin their site visit on Tuesday, October 1. The first group gathering with the team will be the breakfast in the Gourmet Dining Room. Acknowledged Andreea Serban, who has worked tirelessly to prepare the college for the Accreditation Team and their site visit. Encouraged everyone to attend the Exit Interview, which will be held on Thursday at 2:00 p.m. This interview will be wrapping up the site visit, so it would be great to have a strong showing of faculty, staff, students and Board members.

3. State Budget: At the October meeting more specific information on adjustments to the budget as a result of the Governor now signing bills and the budget obviously being finalized will be presented. The results are a two percent COLA for the community colleges, and three percent for growth. The growth figure is still $238 million short of what would be needed in order to fund anticipated allowable growth in the systems. Matriculation was reduced $10 million, which brought total reduction in Matriculation this year to $22 million. CalWORKS final budget was reduced by $9 million, which brought the total reduction to $30 million. The final $1 million that remained under AB1725 Staff Development State's funds was eliminated from
funding for a total reduction of $5.2 million in Staff Development for the system. The distressing concern is that these decisions were against categorical programs. Without these allocations some of these programs will have to be eliminated.

4. Reported on the visit to the Chancellors Office and the CCLC offices. What was heard was that last year was not easy, however, 2003-04 and 2004-05 will be challenging years. The advice given is that colleges not only should plan for potential budges cuts for next year's budget, but there is a good chance that there will be additional cuts in this year's budget. It was also noted that the Chancellor's office has been asked to come up with an additional 20 percent reduction in their budget, which means that the Chancellor's role in advancing the mission of the community college and the services to community college students across the State is being eroded.

5. In the area of Facilities the outlook is better. While in Sacramento the representatives of the Chancellor's office in the Facilities Division gave extensive praise to SBCC in terms of the high quality work in the area of facilities development and maintenance. They especially recognized the excellent work of Brian Fahnestock and Alex Pitmon. The college has several projects in the works and there are still some capital funds available to complete them.

6. Reported that the Governor has formed a Task Force from the Consultation Council. It is called a Full-time Faculty Obligation Task Force, which was created by the Chancellor's Office to address the funding shortfalls and to develop recommendations relating to the existing law of full-time faculty requirements under State law and regulations. One recommendation is that the declaration that the 2002-03 budget provides adequate growth in COLA funds for only partial implementation of the full-time hiring requirements. To be more specific, the recommendation is that in calculating each district's obligation for Fall 2003, a 50% reduction would be made to the calculated full time hiring obligation as a result of the budget problems.

7. Praised the September 11 commemoration and how wonderfully it was handled. What a great symbolic event and statement for the college and the turnout was excellent. Thanked Yarid Ramirez and many others who provided the excellent work in bringing this event to the campus.

8. Noted several student information activities, which have taken, place on campus: Helping Hands, which was sponsored by the Career Center, was a Career Fair focusing on community service. This event was exclusively for non-profit community based organizations and for government agencies. Over 55 organizations participated. Another successful event was the Student Support Services Day. This event was an in-reach effort for our students in which twenty-five departments and programs participated. It gave students the opportunity to visit tables and talk to people about the wide range of services that the college provides for students here on campus.

9. Reported that Phi Theta Kappa had their installation ceremony on a Friday afternoon in the Fe Bland Forum, which was filled with students, families and friends. Dr. Manou Eskandari does a great job with the group.

10. Campus Pipeline was launched. The response has been great. Through the in-service and other sessions provided, there are now over 200 faculty trained. Currently there are 10,000 active faculty and student accounts and the portal is getting more than 3000 visits per day.
11. Noted the recognition SBCC received in US News and World Report, in their America's Best Colleges edition. The article in the magazine is titled "Ease the Leap to a University."

12. Faculty Recognition: Annette Cordero, Department Chair in English Skills and a long time faculty member, has been recognized as one of the recipients at a dinner of the Hispanic Achievement Council. A woman in the DSPS program wrote and wanted to let the department know that if it weren't for Eric Krueger, she would have been a basket case. Eric was able to provide her with support, encouragement, and straightforward no nonsense way of dealing with things. Thanked Adam Hatch and Liz Auchincloss for working in a smooth transition between Classified Council and CSEA.

13. Noted that there was a Memo attached with two resolutions given to each Board member. This is being presented as an information item only, would like the Board to give consideration to the resolutions and perhaps a resolution could be presented to the Board in the October agenda. This resolution would be in support of Prop. 47, which is extremely important to the system and SBCC. The passage of Prop. 47 would make it much more likely that projects the college is currently working on very hard right now, that they would become a reality. This would be one of those times when it would be appropriate for the Board to take an appropriate affirmative stance in support of this Proposition that will be voted on in November.

1.8 GOVERNING BOARD

Ms. Livingston complimented Keith McLellan on his interview with KEYT, in which he cleared up the misleading media that was being presented with regard to the segment they were going to present on problems students could encounter if they tried to go to a two year college and then try to transfer. Keith in his interview did a wonderful job in clearing up any misconceptions. Ms. Joan Livingston introduced the new Student Trustee, Rod Ebrahimi, who has been very active in student government prior to this. Mr. Ebrahimi stated that prior to being appointed Student Trustee, he was the Student Advocate last year at SBCC. He is planning to transfer as a Cognitive Science major at one of the UC's that have that major. President John Romo swore in Mr. Ebrahimi at this time.

2.1 Classified Longevity Career Increments taken at this time.

3.1 Sabbatical Leave Presentation taken at this time.

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.

CLASSIFIED LONGEVITY CAREER INCREMENT (was taken out of order after Item 1.8)

Dr. Jack Ullom spoke on behalf of Sharon Calderon's 20 years of service to SBCC. Ms. Calderon came on board as an hourly-classified employee working in Financial Aid; she then applied for a Typist Clerk position in Academic Affairs. Sharon worked for about six years building schedules; when she took a position as the Testing Technician in Assessment, after working four years in this position she was promoted to Assessment Technician. Ms. Calderon handles tense moments beautifully and calmly. Her great professionalism and her ability to work under stress are greatly appreciated. President John Romo presented Sharon Calderon with a Certificate of Appreciation.
Mr. Alex Pittmon spoke on behalf of Raymundo Maya's 15 years of service to SBCC. Mr. Pittmon noted that Raymundo began his employment at SBCC, as an hourly Maintenance Trainee in June of 1987, by August of 1987 he was a full-time Board approved Maintenance Level II. Mr. Pittmon also noted that Raymundo has received a Certificate in Electronic Computer Technology from SBCC and he is presently attending Hancock College working on his degree. Mr. Maya thanked his co-workers, because he is proud to be a part of the Maintenance crew team. President John Rome presented Raymundo Maya with a Certificate of Appreciation.

2.2 HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEMS

a. RECOMMEND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN CSEA, CHAPTER 289, AND THE DISTRICT, EFFECTIVE JANUARY 1, 2002

Upon motion by Mrs. Powell, seconded by Mr. Villegas the Board unanimously approved the agreement between the California School Employees Association, Chapter 289, and the District, effective January 1, 2002, and as required by Rule 32120, the District file a copy of the written agreement with the Public Employment Relations Board, as contained in the agenda and attachments.

b. RECOMMEND APPROVAL OF MEMO OF UNDERSTANDING REGARDING THE COMPREHENSIVE COMPENSATION PACKAGES FOR CERTIFICATED ADMINISTRATIVE AND THE CLASSIFIED MANAGEMENT/SUPERVISORY GROUP

Upon motion by Mr. Luria, seconded by Mrs. Powell the Board unanimously approved the Memo of Understanding for the Certificated Administrators and the Classified Management /Supervisory group, as contained in the agenda and attachments.

c. RECOMMEND APPROVAL OF MEMO OF UNDERSTANDING REGARDING THE COMPREHENSIVE COMPENSATION PACKAGE FOR NON-CREDIT INSTRUCTORS

Upon motion by Mrs. Powell, seconded by Dr. Alexander the Board unanimously approved the Memo of Understanding for the Non-Credit Instructor group, as contained in the agenda and attachments.

d. RECOMMEND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN THE INSTRUCTORS’ ASSOCIATION AND THE DISTRICT, EFFECTIVE JANUARY 1, 2002

Upon motion by Dr. Alexander, seconded by Mr. O’Neill the Board unanimously approved the agreement between the Instructors’ Association and the District effective January 1, 2002, and as required by Rule 32120, the District will file a copy of the written agreement with the Public Employment Relations Board, as contained in the agenda and attachments.

3. EDUCATIONAL PROGRAMS- Dr. Jack Friedlander

3.1 SABBATICAL LEAVE PRESENTATION (was taken out of order after Item 1.8)

Nina Morlan Warner, Assistant Professor in Art, reported on her sabbatical leave activities during the 2000-2001 academic year.

Upon motion by Mr. Villegas, seconded by Mr. O’Neill the Board unanimously approved the co-curricular budget for 2002-2003, as contained in the agenda and attachments.

3.3 RECOMMEND APPROVAL OF CHANGE TO DISTRICT POLICY 3120, ADVANCED STUDENT TO, DUAL ENROLLMENT POLICY (K-12)

Upon motion by Mrs. Powell, seconded by Dr. Alexander the Board unanimously approved the change to District Policy 3120, Advanced Student to, Dual Enrollment Policy (K-12), as contained in the agenda and attachments.

4. CONTINUING EDUCATION- Ms. Lynda Fairly- None

5. BUSINESS SERVICES- Mr. Brian Fahnestock

Upon motion by Dr. Alexander, seconded by Mrs. Powell the Board unanimously approved the following Business 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 AS SUMMARIZED BELOW  (Detailed report may be viewed in the Accounting Office, A-130)

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c. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS EQUIPMENT:
   1) Beverage machine- P.E.
   2) 2 offset printer, paper folder - Print Shop
   3) Sun computer wheel balancer, Lincoln transmission jack, Soix valve face reconditioning machine - Auto Shop
   4) 17 file cabinets, 39 Steelcase desks, 100 tablet armchairs

d. ACKNOWLEDGMENT OF RECEIPT OF QUARTERLY FINANCIAL REPORT ENDING 6/30/02, Enclosure 5

e. 2002-03 INSTITUTIONAL MEMBERSHIP- ADD:
   1) California Community College Statewide Public Information Campaign, President's Office, $7,748/year
   2) California Landscape Contractors Association, Academic Affairs: Environmental Horticulture Dept., $81/year

f. APPROVAL OF AGREEMENT WITH CAMPUS DIRECT TO PROVIDE TELEPHONE AND INTERNET TRANSCRIPT ORDERING SERVICE, Attachment 5.1-f
g. APPROVAL OF 3-YEAR AGREEMENT WITH VERIZON FOR PAY TELEPHONES ON CAMPUS, Attachment 5.1-g

h. RETROACTIVE APPROVAL OF APPSHOP, INC., FOR ORACLE CONSULTING SERVICES, $60,000, Attachment 5.1-h

i. APPROVAL OF LEGALLY MANDATED BUSINESS SERVICES POLICIES, 5.1-i

j. APPROVAL OF CONTRACT/LEASE WITH iPARQ FOR SOFTWARE/SERVICES:
   (Detailed report may be viewed in the Business Services Office, A-114)
   1) Student purchase of parking permits online
   2) Leasing of hand-held parking citation devices linked to parking permits

k. APPROVAL OF THE 2002-03 INSTRUCTIONAL AGREEMENT BETWEEN YOSEMITE COMMUNITY COLLEGE DISTRICT, CHILD TRAINING CONSORTIUM, AND SBCC, Attachment 5.1-k

l. APPROVAL OF 2002-03 AGREEMENT WITH SAN FRANCISCO COMMUNITY COLLEGE DISTRICT FOR EARLY CHILDHOOD MENTORING PROGRAM, Attachment 5.1-l

m. RETROACTIVE APPROVAL OF 2002-04 AGREEMENT WITH CALIFORNIA COPY SERVICE FOR STUDENT COIN-OPERATED PHOTOCOPIERS, Attachment 5.1-m

n. RETROACTIVE APPROVAL OF GRANT AGREEMENT BETWEEN SBCC AND THE SANTA BARBARA COUNTY AIR POLLUTION CONTROL DISTRICT, $7,908 TOWARD PURCHASE OF LOW-EMISSIONS EQUIPMENT IN MARINE TECH, Attachment 5.1-n

o. RETROACTIVE APPROVAL TO FILE NOTICE OF COMPLETION: LIFE SCIENCE / GEOLOGY REMODEL

p. 2002-03 MONTHLY MILEAGE LIST: Add Carol Flores, Dual Enrollment Coordinator ($50/month, 12 months)

q. APPROVAL OF AGREEMENT RENEWAL FOR THE COMMUNITY COLLEGE FOUNDATION REFEREE AND LANE TECHNICIAN TRAINING PROGRAM, 10/1/02-9/30/03 Attachment 5.1-q

r. AUTHORIZATION TO FILE NOTICE OF CERTIFICATION FOR 2002-03 SCHEDULED MAINTENANCE PROJECTS, $633,630
   Replace Fire Alarm System: Children's Center, Drama/Music, $186,500
   Humanities, International and Occupational Education Bldgs
   Replace LRC Chiller 126,500
5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 8 (2002-03) AUTHORIZING ROUTINE INTERNAL TRANSFERS

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 8 (2002-03) authorizing routine internal transfers, as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Dr. Dobbs

Concur: Rod Ebrahimi, Student Trustee

b. ADOPTION OF RESOLUTION NO. 9 (2002-03) PROVIDING FOR 2002-03 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Mrs. Powell, seconded by Mr. Luria the Board unanimously approved Resolution No. 9 {2002-03} authorizing 2002-03 budget revisions for unbudgeted revenue as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Dr. Dobbs

Concur: Rod Ebrahimi, Student Trustee

c. LIFE SCIENCE/GEOLOGY REMODEL- CHANGE ORDER #17

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Change Orders Total: $550,297.32
Revised Contract Price: $8,068,297.32

Upon motion by Dr. Alexander, seconded by Mr. Luria the Board unanimously approved Change Order No. 17, as described in the agenda and attachment.

6. INFORMATION RESOURCES- Mr. Bill Hamre

6.1 SBCC INTRANET PORTAL PROJECT- DEMONSTRATION
This information item presented the Board of Trustees with a demonstration of the development of SBCC’s internal (Intranet) portal for faculty and staff. The demonstration consisted of three components: Sue Ehrlich and Pat English demonstrated how Human Resources and Legal Affairs use the portal to manage policies, documents and forms for their department; Andreea Serban demonstrated the use of the portal to enhance institutional decision-making and reporting; Bill Hamre provided a project and technology overview of the portal project.

7. ADJOURNMENT

Upon motion by Mr. Villegas, seconded by Mrs. Powell the Board approved adjourning this Board meeting, setting the next Regular Meeting of the Board of Trustees on Thursday, October 24, 2002, at 4:00p.m., in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON October 24, 2002

[Signatures]

Acting President, Board of Trustees

Superintendent/President

Secretary/Clerk of the Board