MINUTES

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

December 12, 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 4:02 p.m.

1.2 ROLL CALL

Members present:

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

Members absent:

Mr. Rod Ebrahimi, Student Trustee

Others present for all or a portion of the meeting:

Mr. John Romo, Supt/President and Secretary Clerk to the Board of Trustees
Auchincloss Liz, President, CSEA
Baker, Ron, Dean Educational Programs
Bruce, Kay, Public Information Officer
Ehrlich, Sue, Vice President, Human Resources and Legal Affairs
Fahnestock, Brian, Vice President, Business Services
Fairly, Lynda, Vice President Continuing Education
Friedlander, Jack, Executive Vice President
Hamre, Bill, Vice President, Information Resources
Kay, John, President, Instructors’ Association
Ledbetter, Michael, County Counsel
Patino, April, Editor in Chief, The Channels
Ramirez, Yarid, President, Associated Student Body
Rose, Lana, President, Academic Senate
Zeiher, Tom, Educational Technology Specialist, Media Services Department

1.3 WELCOME

Ms. Livingston extended a cordial welcome to all present.

1.4 CLOSED SESSION (was taken out of order after Item 6)

a. ADJOURN TO CLOSED SESSION

Upon motion by Ms. Livingston, seconded by Dr. Dobbs, the Board convened to Closed Session at 5:50 p.m. to:

1. Conference with Legal Counsel-Anticipated Litigation.
   Significant exposure to litigation against the college pursuant to Section 54956.9(b)
   One case.

b. RECONVENE TO OPEN SESSION

Upon motion by Dr. Dobbs, seconded by Dr. Alexander, the Board reconvened to Open Session at 6:32 p.m. Mr. O'Neill announced that the Board met and has given direction to the Superintendent/President on how to proceed.

1.5 MINUTES OF THE REGULAR MEETING OF NOVEMBER 21, 2002

Upon motion by Mr. O'Neill, seconded by Dr. Alexander, the Board unanimously approved the Minutes of the regular meeting of November 21, 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 on the following: Thanked President Romo for his very well thought out response to what is happening at the State level. The Academic Senate is working on budget principles for the District that are under review and making recommendations. Thanked Jack Friedlander for his work on the 16-week course schedule model. Thanked Joan Livingston for her presidential leadership. As her gift Ms. Rose read a poem entitled "As If to Demonstrate an Eclipse", by Billy Collins.

b. REPORT BY ASSOCIATED STUDENTS – Ms. Yarid Ramirez

Ms. Ramirez reported on the following: The Student Senate had their Holiday Party last Tuesday; she thanked Mr. O'Neill and Ms. Livingston for attending. The Student Senate is very concerned about the state budget situation; they want to have an active roll in
this so if there is anything that they can do Ms. Ramirez asked that the Board contact her. Thanked Ms. Livingston for her work as Board President.

c. REPORT ON CLASSIFIED EMPLOYEES – Ms. Liz Auchincloss

Ms. Auchincloss reported on the following: Thanked Ms. Livingston for her tenure as President and congratulated Mr. O'Neill for his new role as President. The Classified Staff has had its highs and lows this week. The high was being invited to the President's Reception. The Foundation did a great job in decorating the Campus Center. The lows being the budget issues as the staff is concerned about the hiring freezes, the impact it will have on their workloads and if the situation gets worse the possibility of lay offs. In spite of the budget situation they will continue with the Committee on the Reclassification study, so that they will be able to address this issue in the future. Classified Staff has been able to add representation on the District Technology Committee and on the Equal Opportunity Diversity Committee.

d. REPORT ON CURRENT EVENTS – Ms. Kay Bruce

Ms. Bruce reported on the following: Continuing Education will be holding its Annual Holiday Celebration tomorrow afternoon from 4:00-6:00 p.m. in the Tannahill Auditorium at the Schott Center; Tomorrow evening there will be two concerts, one being the Electronic Music Concert at 7:00 p.m. in the Garvin Theater and the Short Attention Span Digital Video Festival at the FeBlund Forum also at 7:00 p.m; The College Choir Holiday Concert will be held on Saturday at the First United Methodist Church at 7:00 p.m.

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

Mr. Romo reported on the following:

1. Acknowledged the great job the Foundation staff did in organizing the President's Reception and decorating so beautifully the Campus Center. The feedback from everyone has been wonderful.

2. Reported on the work being done on campus in addressing the Governor's report on his proposals for the budget reductions to address the State budget deficit. The community college system portion of the proposed budget reductions for 2002-03 now stands at about $215 million. This has been broken down into three categories; $97.5M across the board reduction to the apportionment and to all categorical programs; $37M reductions in the funds that districts are anticipating as part of the property tax shortfall rebate; and $80M for the category of “Concurrent Enrollment”.

The Governor called a Special Session of the Legislature. The Legislature met received the Governor's message and then adjourned. There are no plans for the legislature to reconvene until after the first of the year. This action adds to the severity of the problem for all agencies across the State. The estimate has been made that SBCC's 2002-03 budget cuts will be in the area of $2M to $2.5M. President Romo has been speaking with groups and individuals on campus to assure them that there is an effective and consistent means of communication to the SBCC community.
There has been a site setup within the SBCC website entitled “Budget News at SBCC.edu”. This has been set up as a way for anyone who wants to contact the college with questions, concerns, suggestions, relating to the budget situation. Kay Bruce will be managing this site and she will also be building an FAQ section from the questions received. President Romo will be holding open forums for anyone who wants to come and ask questions or to hear if there is any new information.

3. Reported he has met with the Presidents of the Academic Senate, CSEA and Instructors’ Association. Has had some good general discussions and is committed to a good open communication with them in working through this process.

4. Reported that he will be working with the College Planning Council in terms of the internal college work in developing recommendations and ideas, working with the Fiscal Committee when necessary and with proper notice working with the Board, even if we need to convene in a Special Board Meeting.

5. Reported that the Fiscal Committee received recommendations that the college slow down spending now, while waiting for more information, and while the consultation process begins to deal with the more long-term issues. The following recommendations were made and are supported by the committee; a hiring freeze for all regular classified and administrative staff, a freeze on the faculty hiring process until more information is received from the Chancellor’s office, a freeze on equipment purchases, a freeze on reimbursement of travel/conference expenditures, and a freeze on non-State funded facilities projects. These freezes include an option for appeal for emergency situations, in most cases the appropriate Vice President has the authority to approve, except for requests regarding personnel; these must be approved by the President.

6. There was some misinformation reported in The Channels and President Romo clarified these issues.

1.8 GOVERNING BOARD

Ms. Joan Livingston recognized Student Trustee, Rod Ebrahimi, as being one of the two candidates selected to compete for the Academic All American through Phi Theta Kappa this is quite an honor. The other student is Tiffany Eisler, who is the President of Phi Theta Kappa.

Ms. Livingston, on behalf of the Board, thanked David Dietrich and the rest of the Foundation staff for the wonderful President’s Reception.

Ms. Livingston thanked the Board members, John Romo, staff, and faculty for their support and assistance during her two years as President.

a. APPOINTMENT OF GOVERNING BOARD MEMBERS

Mr. John B. Romo, Secretary/Clerk to the Board of Trustees, administered the Oath of Office to the following Board Members whose new four-year terms, expired November 2002:

Dr. Kathryn Alexander - Trustee Area #4
Dr. Joe Dobbs - Trustee Area #3
Mr. Desmond O’Neill - Trustee Area #3
Mrs. Joyce Powell – Trustee Area #1
b. ELECTION OF PRESIDENT AND VICE PRESIDENT

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the board unanimously elected Mr. Desmond O'Neill as President of the Board of Trustees for 2002-03.

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously elected Dr. Kathryn Alexander as Vice President of the Board of Trustees for 2002-03.

c. ESTABLISHMENT OF MEETING DATES, TIME AND PLACE

Upon motion by Dr. Alexander and seconded by Ms. Livingston, the Board unanimously approved the regular meetings of the Board of Trustees be held on the second and fourth Thursdays of each month. Further that the regular meetings will begin at 4:00 p.m., and will be held in Room A-211 of the MacDougall Administration Center.

d. SUBCOMMITTEES FOR THE BOARD OF TRUSTEES FOR 2003

Upon motion by Dr. Dobbs, seconded by Dr. Alexander the Board unanimously approved the proposed memberships for the subcommittees for the coming year are as follows:

<table>
<thead>
<tr>
<th>Educational Policies</th>
<th>Fiscal</th>
<th>Facilities</th>
</tr>
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<tbody>
<tr>
<td>Joyce Powell, Chair</td>
<td>Kathryn Alexander, Chair</td>
<td>Eli Luria, Chair</td>
</tr>
<tr>
<td>Luis Villegas</td>
<td>Joan Livingston</td>
<td>Joyce Powell</td>
</tr>
<tr>
<td>Kathryn Alexander</td>
<td>Luis Villegas</td>
<td>Joe Dobbs</td>
</tr>
<tr>
<td>Joan Livingston (Alt)</td>
<td>Joe Dobbs (Alt)</td>
<td>Joan Livingston (Alt)</td>
</tr>
</tbody>
</table>

e. APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Upon motion by Mr. Luria, seconded by Dr. Alexander, the Board unanimously approved the appointment of Ms. Livingston as the Representative and Dr. Dobbs as the Alternate to serve on the County Committee on School District Organization for the coming year.

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

2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

Upon motion by Ms. Livingston, seconded by Dr. Alexander, the Board unanimously approved the Human Resources and Legal Affairs Consent items, as contained in the agenda and attachments.

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPARKS, Sheral</td>
<td>Instructor, AD Nursing (Clinical)</td>
<td>1-6</td>
<td>1/14/03-5/30/03</td>
<td>73.33% Temp Contract Clinical Instruction S'03, Cat Funded</td>
</tr>
</tbody>
</table>

CLASSIFIED APPOINTMENTS

5
2.2 HUMAN RESOURCES & LEGAL AFFAIRS ACTION ITEMS

a. RECOMMEND APPROVAL OF POLICIES AND PROCEDURES REGARDING COMPUTER USE BY EMPLOYEES

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board unanimously approved the Policies and Procedures regarding Computer Use by Employees, as contained in the agenda and attachments.

3. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

3.1 RECOMMEND RATIFICATION OF APPROVAL OF SUBMITTAL OF THE REGION 7 NURSING WORKFORCE INITIATIVE PROPOSAL TO AUGMENT EXISTING LICENSED VOCATIONAL NURSING PROGRAM. FUNDING OF $2.1 MILLION FOR THREE YEARS 8/03 – 7/06.

Upon motion by Ms. Livingston, seconded by Mr. Luria, the Board unanimously approved the submittal of Region 7 Nursing Workforce Initiative Proposal, as contained in the agenda and attachments.

3.2 RECOMMEND APPROVAL OF THE SABBATICICAL LEAVES FOR THE 2003-2004 ACADEMIC YEAR

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the Sabbatical Leaves for the 2003-04 academic year, with the contingency that funds be withheld until further clarification of the budget is received for this and next year.

3.3 RECOMMEND APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE AND ASSOCIATE IN SCIENCE DEGREE, FALL 2002

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved conferring each of the candidates for the Associate in Arts Degree and Associate in Science Degree the appropriate degrees subject to completion of state and local requirements, as contained in the agenda and attachments.

4. CONTINUING EDUCATION – Ms. Lynda Fairly

4.1 RATIFICATION OF SUBMISSION OF KAUFFMAN COLLEGIATE EDUCATION NETWORK GRANT

Upon motion by Mrs. Powell, seconded by Dr. Dobbs the Board unanimously approved the ratification of submission of Kauffman Collegiate Education Network Grant, as contained in the agenda and attachments.

4.2 RECOMMENDED APPROVAL OF NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION –WINTER 2003:
Upon motion by Dr. Alexander, seconded by Mr. Luria, the Board unanimously approved the new courses and title changes for the Continuing Education Division for Winter 2003, as contained in the agenda and attachments.

5. BUSINESS SERVICES – Mr. Brian Fahnestock

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, 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 AS SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office, A-130)

<table>
<thead>
<tr>
<th>Description</th>
<th>Check Ranges</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Cosmetology</td>
<td>390081-390096</td>
<td>$28,327.57</td>
</tr>
<tr>
<td>Cafeteria Account</td>
<td>325138-325194</td>
<td>214,116.33</td>
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<tr>
<td>SBCT Revolving Fund</td>
<td>6101-6105</td>
<td>2,918.05</td>
</tr>
<tr>
<td>Vendor/Link</td>
<td>793-836</td>
<td>98,089.55</td>
</tr>
<tr>
<td>SBCC All Funds</td>
<td>268245-268847</td>
<td>1,021,610.58</td>
</tr>
</tbody>
</table>

**TOTAL** $1,365,063.08

c. AUTHORIZATION TO DECLARE/DISPOSE OF MISCELLANEOUS SURPLUS EQUIPMENT, CHEMISTRY DEPARTMENT

d. ACKNOWLEDGMENT OF REPORT TO CHANCELLOR’S OFFICE ON PARTNERSHIP FOR EXCELLENCE FUNDS, Attachment 5.1-d

e. ACCEPTANCE OF 2002-03 GRANT ($163,800) FOR ADULT EDUCATION AND FAMILY LITERACY ACT, CALIFORNIA DEPARTMENT OF EDUCATION, Attachment 5.1-e

f. AUTHORIZATION TO PARTICIPATE IN THE 2002-03 CHANCELLOR’S OFFICE TAX OFFSET PROGRAM (COTOP), Attachment 5.1-f

g. ACCEPTANCE OF FUNDING/APPROVAL OF CONTRACT WITH SANTA BARBARA COUNTY PUBLIC HEALTH DEPT., HIV PREVENTION/CARE, $4,995, 6/8/02 - 6/30/03, Attachment 5.1-g

h. AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR CAMPUS CENTER STEAM BOILER/STORAGE TANK REPLACEMENT,(Bid #566)

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 19 (2002-03) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Mrs. Powell, seconded by Mr. Luria, the Board unanimously approved Resolution No. 19 (2002-03) authorizing routine internal transfers, as contained in the agenda and attachment. The vote follows:
Ayes: Dr. Alexander, Dr. Dobbs, Ms. Livingston, Mr. Luria, Mr. O'Neill, Mrs. Powell, Mr. Villegas.

Noes: None

Absent: Rod Ebrahimi, Student Trustee

Concur: None

b. ADOPTION OF RESOLUTION NO. 20 (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. 20 (2002-03) authorizing 2002-03 budget revisions for unbudgeted revenue, as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Rod Ebrahimi, Student Trustee

Concur: None

c. APPROVAL OF 2002-03 AGREEMENT (GIMS-2662) INSTRUCTIONAL MATERIALS GRANT ($569), CALIF. DEPT. OF EDUCATION, AND ADOPTION OF RESOLUTION NO. 21

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 21 (2002-03) authorizing the Vice President, Business Services to sign the agreement on behalf of the District, as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Rod Ebrahimi, Student Trustee

Concur: None

6. INFORMATION RESOURCES – Mr. Bill Hamre - None

1.4 CLOSED SESSION (was taken at this time)
APPROVED BY THE BOARD OF TRUSTEES ON January 23, 2003

[Signatures]

President, Board of Trustees

Superintendent/President
Secretary/Clerk of the Board