President O'Neill will be appointing a sub committee to deal with this item.

Superintendent/President Romo reported that the colleges are being encouraged by the League to act in support of Assembly Bill 1417 (Pacheco), which would establish a backfill mechanism for the eventuality of a property tax short fall. K-12 currently has a backfill mechanism, part of what hurt community colleges in 02-03 is that this mechanism is not in place. This is a bill that is now going on Monday to the Senate Appropriations Committee for consideration and colleges have been asked to submit letters and resolutions in support of this bill. The emergency issue is that the college just found out about this week and the hearing is Monday and we need to get the resolution supporting the backfill faxed tomorrow.

Upon motion by Mr. Villegas, seconded by Ms. Livingston, the Board unanimously recognized the emergency nature of this Resolution.

Upon motion by Dr. Alexander, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 11 in support of AB1417. The vote follows:

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

Noes: None

Absent: Dr. Dobbs

Consent: None
Resolution
of the Governing Board of the
Santa Barbara Community College District

Whereas, current provisions of state law provide "back-fill" protection to K-12 education in the event that actual property tax collections are below those estimates included in the annual state budget act and no such provision exists for community colleges, and;

Whereas, the estimate of property tax revenues are prepared by the State Department of Finance alone, making the community colleges vulnerable to loss of revenues due to miscalculations or less-than-accurate estimation by another state agency, and;

Whereas, this creates significant financial hardship to community colleges and is usually not determined until the fiscal year has ended and in most cases has not been restored by the State in the year of loss, and;

Therefore, it is hereby resolved by the Governing Board of the Santa Barbara Community College District that efforts to provide equity and fairness to California's community colleges in the form of property tax backfill is of great importance and necessity in bringing financial stability to the largest higher education system in the nation and in the best interests of the citizens of California.

It is further resolved that the Governing Board of the Santa Barbara Community College District hereby supports and applauds current legislation efforts in AB1417 by Assembly Member Pacheco to address this egregious circumstance and encourages other district boards to do likewise by adopting this or a similar resolution.

PASSED AND ADOPTED by the Board of Trustees of the SANTA BARBARA COMMUNITY COLLEGE DISTRICT this 21st day of August 2003.

Dr. Kathryn Alexander
Dr. Joe Dobbs
Mr. Morrie Jurkowitz
Ms. Joan Livingston
Mr. Desmond O'Neill
Mrs. Joyce Powell
Mr. Luis Villegas
Mr. John Romo, Superintendent/President
ABRAHAM, Charles  CAPELLI, Dawn  DOWNING, Susan
AGGELER, Geoffrey  CAPLAN, James  DROBNY, Dana
ALLEN, Archie  CAPLAN, Phyllis  DRURY, Michael
ALLEN, Bridget  CARA, Maggy  DUARTE, Amparo
ALLISON, Terri  CARMONA, Oscar  DUNLAP, Mark
ALOIA, Soma  CARTY, Robert  DUNN, Patricia Noyes
ALPERT, Richard  CHAMPENY, Leslie  EBNER, Cy
ANDERLE, June  CHAPMAN, Chris  EDWARDS, Eldon
ANDERSON, Jan  CHRISTENSEN, June  EGGLI, Norma
ARENSON, Gloria  CLARKSON, John  ENGLISH, Sema
ARMSTRONG, James  CLAYTOR, Ryan  ENTESHARI, Fariba
ATKINS, Dallas Leigh  CLOUD, Janice  ERB, Ann
ATKINSON, Terry  COCKRUM, Carol  ERDMAN, Duane
ATWATER, Regine  COLE, Herbert  ESCOBEDO, Juan
AZIZ, Anne  COLE-BROUGHTON, Margaret  ESCOTO, Dorothea
BADRAK, Kathy  COLLINS, Kim  ESQUIVEL-KROMIS, Irma
BAHENA, Norma  CONTEY, Carrie  FALLERT, Joan
BAILEY, Doug  CONWAY, Timothy  FAULKNER, Bob
BAILON, Abelino  COOK KNIGHT, Janice  FEENEY, Daniel
BARRETT, Carolyn  COOPER, Terri  FERRER, Mark
BARRATT, Lyman  CORCORAN, Kimberly  FERRI, Rita
BE, Wanda  CORNEJO, Gerardo  FICKLIN, Carrala
BEACHAM, Mary  COSTELLO, Liz  FINN, Richard
BEAMER, David  COULTER, Rica  FINSTEN, Jill
BELDEN, Katie  COX, Victoria  FISHER, Glory
BENNETT, Esther  CRANE, Rogers  FLANAGAN, Elizabeth
BENZ, Dyrian  CRAWFORD, Robert  FLOYD, Mary Alice
BERY, Glenn  CRICKETTE, Maria Elena  FORBES, Mary
BERTANYI, Evelyn  CRONKITE, Robert  FORD, Maryah
BIJOU, Jude  CUNNINGHAM, Angela  FOSS, Celia
BLAKE, Michi  CUNNINGHAM, Kevin  FOY, Catherine
BLAKLEY, Bonnie  DAILY, Janice  FREDENBURG, Frankie
BLANCHARD, Richard  DAMON, Patrice  FREEMAN, Fred
BOISE, Phil  DANFORD, Joan  FREEMAN, Karla
BOLLAY, Melody  DANIEL, John  FRENCH, Gerri
BOLTON, Blanca  DANSEREAU, Sharon  FRIEDRICHSEN, Robert
BOWMAN, Raymond  DAVIES-AUSTIN, Lisette  FROLI, Marty
BRADEN, Susan  DAVIS, Rebecca  FRYER, Laurel
BRAIDEN, Margaret  DAY, Arden  FUENTES, Leticia
BREEDON, Deborah  DEAN, Danyel  FUNK, Sabina
BROCK, Patsy  DEBIN, David  FURNISH, Naomi
BROOKS, Judi  DECKER, Beverly  FUSSELL, Valori
BROWDY, Karen  DEMOULPIED, Earlene  GADSBY, Mattie
BROWN, Mary  DENKE, Debbie  GAINES, Allen
BURR, Ganet  DESALES, Gloria  GAINES, Janice
BURT, Tom  DESIMONE, Bonnie  GALINDO, Alison
BURTNESS, Robert  DHIRAJAL GOVINDJEE, Nimita  GARCIA, Maria Clara
BUZZELL-SALTZMAN, Linda  DIAMOND, A.R. Pete  GARDNER, Sharon
CACHELIN, Carol  DILORETO, Silvio  GEIS, Michael
CADDY, George  DOIRON, Diane  GEIST, Marni
CALDER, Joan  DOUGLASS, Rhonda  GEMBERLING, Carol
CALDWELL, Helen  DOWNING, Ellen  GENERA, Donna
GERRY, Janis
GIUFFRE, Karen
GODWIN STEWARD, Maggie
GOODNICK, Billy
GORDON, Nicola
GRAFFIUS, Norma
GRAFFY, Erin
GRAHAM, Janet
GRAVES, Kelly
GREEN, Doris
GROSS, Marilyn
GROSSMAN, Bruce
GRUA, Michael
GULBRANSEN, Susan
GUNTHER, Joan
GUTSHALL, Norman
HAMLIN, Beatrice
HANDLEY, John
HANSEN, Jorgen
HANSEN, Ranell
HARNSBERGER, Phillip
HASLUND, Peter
HEIDNER, Eric
HENDERSON, Tom
HENDRICKSON, Gina
HENDRY, Norm
HERMANN, Amy
HERRON, Elizabeth
HOBBINS, Julie
HOFMANN, Fred
HOLLINGSWORTH, Stan
HORNICK, Beverly
HORNICK, Charles
HUGHES, Sukey
HUNGETT, Holly
HURLEY MONTROSS, Sharon
HURST, Alan
HUTTERER, Nancy
IOVSKY, Susan
INGALLS, Betsy
IWERKS, John
JARROTT, Len
JIMENEZ, John
JOHN, Jean
JOHNSON, Belma
JOHNSON, LaRae
JONES, Katherine
JONES, Monica
JORGENSEN, Susan
KALISHER, Murray
KALLY, Steve
KARLE, Alice
KARPELES, Marsha
KARPPINEN, Linda
KASTNER, Linda
KATZ, Gail
KEARSLEY, Karen
KELLY, Brianna
KENNEDY, Sharon
KINNELL CARTY, Susan
KIRSCH, Eric
KIRSCH, Satya
KIST, Kelly Lee
KLEIN, Hilary Dole
KLIMAN, Wayne
KNOWLES, Penny
KOENIG, Vicki
KOLENDRIANOS, Andriana
KORNBLUTH, Story
KROES-GEE, Lisa
KUNTZ, Linda
KWAKO, James
LARKIN-HILLIARD, Annette
LASKIN, Rob
LATHIM, Rod
LAULA, Molly
LAYTON, Elizabeth
LEAR, Kathleen
LEAVITT, Jane
LEHRER, Karen
LENTZ, Joan
LEVASSEUR, Elaine
LEVINE, Ruth
LEVINE, Stuart
LEWIS, Dale
LOBEMAN, Barbara
LOPEZ, Lynn
LORBER, Janice
LOWENKOPF, Anne
LOYA, David
LUBACH, Don
LUCIUS, LaNell
LUNDIN, Mia
LUNDY, A.L.
LYONS, Kendall
MACMANNIS, Don
MAENO, Itoko
MAHONEY, Myra
MALVINNI, David
MARIPOSA, Virginia
MARRIOTT, Nancy
MARTIN, Jeanne
MARTIN, Ted
MARTINEZ, Juliet
MARTINEZ, Maria Inez
MARTORANA, Joseph
MATHERS-WINN, David
MATOSIAN, Marlene
MAUTONE, Patricia
MCCARDE, Kristine
MCCARLEY, Ron
MCCARTY, Wendy Anne
MCCLAUGHERY, Anne
MCCURRY, Jennifer
MCGUIRE, Robert
MCMAHON, Lori
MCMANN, Robin
MCMURTREY, Margaret
MCNALLY, Brian
MCNEELY, Suzanne
MCPHERSON, Paule
MCWILLIAMS, Joyce
MEDINA-GARCIA, Yolanda
MEEK, Brian
MELOY, Helen
MESSIER, Mary
METHNER, Kerry
MICHELS, Richard
MILLER, Tony
MILLNER, Cork
MILLNER, Lynda
MIRANDA, Josue
MIRI, Omideh
MODJESKI, Roger
MOLHOLM, Cathy
MOLINA-PHILLIPS, Dinorah
MOLITOR, Gayle
MOLONEY, Kathleen
MORGAN, Silvia
MORRISON, Laura Salvi
MORSE, Jeffery
MULHOLLEN, Cindy
MUSACCHIO, Diana
MUSTACICH, Jeanette
NAVAR, Isabelle
NELSON, Carol Henderson
NELSON, Lars
NEWCOMB, Charles
NIEDERER, Margot
NOakes, Charles "Rusty"
NOSS, Carl
NUnez, Adrianne
OCHS, Brian
O'CONNOR, Kathleen
O'CONNOR, Richard
OHLEN, Woody
OKI, Peggy
OLIVAS, Jan
OTA, Marsha
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<tr>
<th>NAME</th>
<th>DISCIPLINE</th>
<th>BACKGROUND</th>
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<tr>
<td>doMONTE, Ricardo A. P.</td>
<td>Coaching</td>
<td><strong>EDUCATION:</strong> B.S., Physical Education, University of Fundacao de Ensino Superior de Pernambuco – Brazil (1987)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>CERTIFICATIONS:</strong> Personal trainer and aerobic instructor, Brazilian Federation, 1986; International volleyball coach, Brazilian Federation, 1985; Volleyball referee at Pernambuco State and National Brazilian Federation, 1983</td>
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<td></td>
<td></td>
<td><strong>EXPERIENCE:</strong> 2002-Present: Club Director, Santa Barbara Boys Volleyball Club; 2002 (3 months): Boys JV head coach, Carpinteria High School; 2001-Present: Professional beach volleyball coach; 2001-Present: Head coach of the 16’s-Under Team, Santa Barbara Girls Volleyball Club; 2000-Present: Head coach for both the girls and boys Middle School team, Laguna Blanca High School; 1996-1999: Head coach of Women’s Volleyball Club team, Boston University</td>
</tr>
<tr>
<td>COOPER, Alan B.</td>
<td>Construction Technology/Electrical</td>
<td><strong>EDUCATION/CERTIFICATES/LICENSES:</strong> License: Electrical Contractor; Certification: International Association of Electrical Inspectors (approx. 1985); Test: (March 2003) Score of 97% on General Journeyman Electrician test, and passage of recertification tests.</td>
</tr>
<tr>
<td></td>
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<td><strong>EXPERIENCE:</strong> Mr. Cooper has worked as an electrical contractor for 12 years and as an electrical inspector for the City of Long Beach for 6 years. 1994-Present: Senior Building Inspector (Electrical Specialty), City of Santa Barbara</td>
</tr>
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<td><strong>TEACHING EXPERIENCE:</strong> Lecturer, Casey Mansfield’s Construction</td>
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</table>
LITTLE, Michael  
Mathematics  

EDUCATION:
B.S., Mathematics, University of California, Santa Barbara (UCSB), 1985
B.S., Computer Science, UCSB, 1985
M.S., Electrical Engineering, UCSB, 1986

EXPERIENCE:
Mr. Little has over 17 years experience as a software engineer and/or member of a technical staff.

McCHESNEY, Charles P.  
Administration of Justice  
(Topics classes only)

EDUCATION:
College credits (34), Santa Barbara City College plus 28 equivalent units for military experience

Police Officers Standards & Training (POST) Certifications:
Assertive Supervision
Leadership Development Program
Field Training Officer
Basic Crisis Negotiation
PORAC Internal Affairs
Investigation of Computer Crime
Special Events Planning
POST Advance Certificate

PROFESSIONAL EXPERIENCE,
Santa Barbara Police Department (SBPD):
2002-Present: Training Coordinator
2001-2002: Nightlife Enforcement Team Officer
1998-2000: Field Training Officer
1995-1998: Special Events Planning Officer
1989-1995: Detective

TEACHING EXPERIENCE:
U.S. Coast Guard Training Center (1980-82)
Field Training Officer with the Santa Barbara Police Department plus current assignment in the SBPD Training Unit

MILTON, Derek  
Mathematics  
(limited to Math 1 and Math 4)

EDUCATION:
B.A., Mathematics, University of California, Santa Barbara (UCSB), 2001
Graduate studies, Applied Statistics, UCSB, entering program, September 2003
EXPERIENCE:
1993-Present: Private math tutor
1996-Present: Reader for Math, SBCC
1996-Present: Instructional Assistant (tutor), Math, SBCC
1993-1995: Educational Assistant (tutor), Math, Ventura College

EDUCATION:
B.A., Liberal Studies, Minor: Education, Cal State University, Northridge (1988)
A.S., Early Childhood Education and General Studies, Ventura College (1984)

EXPERIENCE:
1998-Present: Independent Living Program Director, Santa Barbara City College (SBCC)
1999-Present: Foster and Kinship Care Education coordinator, SBCC
1998-1999: LTA Children’s Center, SBCC
1992-1996: Mentor teacher for SBCC’s Early Childhood Education’s Mentor Teacher Program

OSTERHAGE, Judy
Early Childhood Education (ECE)
(Restricted to ECE 127A, B, C & D)

PAZICH, BETTY
Health Technology/ Nursing Science

EDUCATION:
M.S., Medical-Surgical Nursing Concentration, Boston College, Graduate School of Arts and Sciences (1976)
B.S., University of Mississippi, School of Nursing (1968)
Certificate, Cardiovascular Clinical Nurse Specialist Program, The Methodist Hospital, Houston, Texas (1970)
16 Units Health Information Technology, Santa Barbara City College and Moorpark College (1997-98)

EXPERIENCE:
2002-Present: Assistant Dean, Occupational Education, SBCC
2001-2002: Coordinator, Admissions and Records, SBCC
2000-2001: Occupational Programs Advisor, Technologies Division, SBCC
1997-2000: Division Aide/Curriculum Development and Marketing, Office of Dean for Technologies/Business/Health and Human Services Divisions
1977-1978: Instructor and Cardiovascular Clinical Nurse Specialist, Veterans’ Administration Hospital, Long Beach, CA
1976 (3 mo.s): Staff Nurse, Ambulatory Care Service, Veterans’ Administration Hospital, Massachusetts
CONTINUING EDUCATION
MINIMUM QUALIFICATION EQUIVALENCY

DHIRAJLAL, Nimita
Cooking

EDUCATION:
B.A. Communications
Saint Louis University
1997

M.A. Teaching (TESL/Spanish)
School of International Training
2002

Indian Cooking Course
1991

3 months private training with Tarla Dalal
Bombay, May, 2002

EXPERIENCE:
Owner/Cooking Instructor
(Learn and Cook Module)
Learn and Play Language School
1989-1994

Indian Cooking Instructor
Spain and the United States
1991-2003

Indian Cooking Instructor
Home, 5/02

Spanish Cooking Instructor
Spanish intensive course Adult Ed.
7/03

PERSONAL EXPERIENCE:
Trained In India in cooking Indian food from
age 11.

GEIST, Marni
ESL

EDUCATION:
BA French
Vassar College

MA French
Middlebury College

EXPERIENCE:
ESL and French Instructor
Community College of S. Nevada
2001-2002
French and Art History instructor
The College Preparatory School
1986-1994
1997-2001

ESL Instructor / Fulbright Scholar
Senegal
1995-1996

French and Study Skills
Woodmere Academy
1981-1986

EDUCATION:
6 yrs.- Machinist- rebuilding engines.
14 yrs.- Automotive, licensed master mechanic.
6 yrs.- Construction- framing & finishing.
2 yrs.- Sheet metal fabrication - rain gutters.

Jewelry Workshops:
• 2003: Stone cutting, Repoussé & Chasing with tool making & Clasps and findings
• 2002: Anticlastic raising, Specialty stone setting, Reticulation with torch & kiln, fusing & tube settings, Coloring metals, Precious metal clay
• 2001: Anodizing reactive metals, Designing & Fusing precious metals and granulation
• 2000: Kumboo, Fold forming & Fusing glass
• 1999: Reticulation and granulation & Mold making & casting hollow forms with enameling

Jewelry Classes
• Jewelry 1; 1989, 1999 3 different instructors total of 4 classes
• Jewelry 2; 1999, 2000 - total of 6 classes
• Faceted stone setting-1999, 2000
• Lost wax casting 1999-2003 More than once per year- around 8 classes
• Specialty classes with Martin Fowler:
  1999-2003 to reinforce workshops listed above. We also have done Lamp work (glass Beads), Hinges and clasps, Gems and semiprecious stones. Stone setting, Metal bead-making, Microfold forming &
Stone cutting.
- Wax carving 2001
- Southwest jewelry making 1999 & 2000
- Making a home studio & how to repair shop tools 1999 & 2002
- Beyond Jewelry 1, 2002

EXPERIENCE:
- 3 yrs.- Lab asst. in 4 jewelry classes per quarter at SBCC, Adult Education.
- Patco Jewelry- Jewelry repairs & custom-designed pieces, finish work, settings.
- Fibula- Fabricated custom-designs.

Publications:
March 2001- *Lapidary Journal* cover & inside shots of work.
Sept. 2001- Santa Barbara City College *Adult Ed Schedule* article.
June 2000- *Lapidary Journal* feature article

Galleries/Shows:
- Current- Casa de Ora, Cambria, CA
- Current- Sculpture to Wear, Santa Monica, CA
- Current- Santa Barbara Arts & Crafts Show 3 yrs.
- 2002- The Spot, Carpinteria, CA
- 2 yrs.- Santa Barbara Artwalk, S.B., CA
- 2 yrs.- Old Mission Show, Sta. Barbara, CA
- 2 yrs.- Jade Festival, Big Sur, CA

EDUCATION:
CBEST /Emergency Credential
NASD Securities Licenses-
Series 22, Series 62;
Insurance License

Bachelor of Science,
Westmont College
Santa Barbara, CA

EXPERIENCE:
3+ Years Technical Computer Training and Business Consulting Application;
1.5 Years Educational Instruction Santa Barbara High School District
Spanish Fluency: Computer Training in Basic Computers;
Experience in Training use of computers in practical application for small business and home use;
Instructional Consulting for Santa Barbara Technology Incubator
  • Basic Computer Technologies
  • Basic Computers
  • Excel
  • Word
  • PowerPoint
  • Windows 95
  • Windows 98
  • Windows 2000
  • Windows XP

EDUCATION:
AA Theater Arts/Speech
Selden Community College, NY

EXPERIENCE:
Founder/Director
Nature's Table Natural Gourmet Cooking School
1982-2003

Personal Chef
Private family, Santa Barbara, CA
Jan. 2001-June 2003

Personal Chef
Pia Zadora, Beverly Hills, CA

Personal Chef
Ron Tittlebaum, Hollywood, CA
June 2000-Aug. 2002

Personal Chef
Rita Conn, Ph.d. & Dr. Howard King, Laguna Beach, CA
August 1999-Dec. 1999

Personal Chef
Steven Segal, Brentwood, CA

Personal Chef
Sharon & Albie Rosenhaus, Morristown, NJ

Personal Chef
Dr. Wally Bernstein, Whippany, NJ

Chef/Food Manager
The Health Shoppe Health Food Retailer

Consultant and Trainer
Kings Super Markets, Inc

LITTLE, Nancy  
Arts-(watercolor)

EDUCATION:
B.A. - UC Berkeley 1961-
Home Economics/Social Studies

Secondary Credential- UC Berkeley 1962
Elementary Life Credential-UCSB 1973

SBCC Adult Ed- Egg Tempera with
Rose Margaret Braiden since 1975

EXPERIENCE:
Exhibitions:

1984-86 Goleta Valley Art Assoc. Library
Exhibits

1986-95 Los Padres National Forest
Headquarters, Atrium Lobby, Goleta
Monthly Watercolor Exhibits

1988- Founded Los Padres Watercolor
Society with Rose Margaret Braiden

1992-2003 Faulkner Gallery and Cabrillo
Arts Center- Los Padres Watercolor Society Exhbition

SMITH, Terin  
ESL

EDUCATION:
BA Theology
Dunbarton College

MBA Business
Fordham University
TESL Certificate
UCSB Extension

EXPERIENCE:
ESL Class Assistant
(volunteer, 2 hours/week)
SBCC Adult Education
1-9-03 to present

ESL Teacher
US Peace Corp
2 years, 1996-1997

ESL Teacher
International House
1 year, 1974

STEWART, Elaine       Arts (watercolor)

EDUCATION:
Ventura Junior College
Santa Barbara City College
Printmaking: Beg., Interm. & Adv.
Solar Plate Printmaking- Dan Welden
Solar Plate Printmaking-Elaine LeVasseur
SBCC, Continuing Education Division
Watercolor: Bold & Free-R.M. Braiden
Egg Tempera- R.M. Braiden
Monoprints/Monotypes with Oil Based
Inks- Siu Zimmerman
Monotype w/ Water Based Inks- Joan Gunther
Colored Pencil- Joan Gunther
Nature Printing- Elaine LeVasseur
Printing w/o a Press- Ron Robertson

EXPERIENCE:
Exhibitions:
1986 & 1999- 1 person show Faulkner
Gallery
1986- 2 two-person shows Los Padres
Gallery & 1 three-person show.
1986- Accepted -Ojai Arts Council Show
1987- 2 awards Goleta Valley Art Assoc.
shows.
1987- One-person show Gallery 113
1988- won 4 awards under judges Ralph
Waterhouse, Rilla Underwood, John
Carlander & Tony Askew.
1988- Festival by the Sea
TRINH, Tam
Cooking


EDUCATION:
San Diego State University
Bachelor of Art Degree in Psychology 1983
San Diego State University
Master’s Degree in Public Health 1986

EXPERIENCE:
Co-owner and Executive Chef
Le Trihn Restaurant 1986-1999
Catering Coordinator/Cooking Instructor
Vietnamese Catering Business 1999-2001
<table>
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<tr>
<th>NAME</th>
<th>POSITION/DEPARTMENT</th>
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<td>ALMADA, McCall</td>
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<td>11:00 AM-8:00 PM</td>
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<td>BELL, Jenny</td>
<td>CNA Rater RHORC</td>
<td>8/22/03-12/31/03</td>
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<td>BERNAL, Jesse</td>
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<td>8/4/03-8/29/03</td>
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<td>Tutor 12 Tutorial Center</td>
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<td>Athletic Helper PE</td>
<td>7/18/03-8/8/03 Sat</td>
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<td>Sign Language Interpreter</td>
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<td>CURLEY, Ellen</td>
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<td>7/25/03-12/30/03 M-T-H</td>
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# Classified Short Term Hourly Positions

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None

CalWORKs WORKSTUDY STUDENTS

Tanya Sotelo - new

None

TUTORIAL CENTER
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

FACILITIES ASSISTANT

DEFINITION:

Under supervision of the Dean, in conjunction with the Lead Facilities Assistant, perform custodial, unskilled general maintenance work, basic security duties, and general operational tasks to support the daily functioning of the campus to which assigned.

EXAMPLES OF DUTIES:

- Perform all phases of custodial work required to keep facility clean, sanitary, and attractive.
- Open classrooms, assist with set-ups, arrange and set up furniture and equipment (to include audiovisual and public address systems) for classes, special events and meetings.
- Make minor equipment repairs as needed.
- Perform unskilled level maintenance duties including painting, plumbing, and carpentry. Report need for skilled maintenance work to Dean.
- Maintain, revise and/or set up filing procedures for audio/visual requests and room set-up requests
- Assist faculty in determining media to be used and sources where media can be obtained
- Explain audio-visual policies and procedures to instructors and students; receive complaints regarding set-ups and take appropriate action.
- Receive, store, and distribute various materials, equipment, and supplies. Prepare storage space, load, unload, count and store incoming material. Keep shelves and storage areas in a neat and orderly condition. Maintain inventory as directed.
- Perform skilled grounds maintenance and gardening tasks, including sprinkler system, and related tools and equipment.
- Provide security presence on campus to which assigned; issue parking citations as needed.
- Miscellaneous errands and routine deliveries to include delivery of deposits to bank.
- Maintain records related to operation of AV Department; assist in scheduling and processing requests for use of AV equipment and materials.
- Order and receive AV equipment.
- Maintain orderliness of AV equipment room, update and maintain equipment inventory, maintain preventive maintenance schedule for all AV equipment. Maintain orderliness of small storeroom.
- Perform minor AV equipment repairs; arrange for other repairs through SBCC.
- Tape major lecture series as requested; maintain audio and video libraries, duplicate tapes as needed.
- In conjunction with Facilities & Operations Department, implement and maintain site recycling and conservation programs.
- Assist with office support duties as needed.
- Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience: Any combination equivalent to graduation from high school plus 2 years experience in general audio-visual operation, or general maintenance, custodial or grounds work. Valid California driver license, clean DMV record.

Knowledge and Abilities:
- Ability to interact tactfully and effectively with students, staff, and the public
- Ability to analyze situations and provide helpful solutions
- Ability to understand and follow verbal and written instructions
- Ability to safely lift items up to 60 pounds
- Ability to work cooperatively with others
- Ability to learn applicable district rules, regulations, policies, and procedures
LEAD FACILITIES ASSISTANT

DEFINITION
Under supervision of the Dean, Continuing Education, lead, schedule and assign tasks to the Facilities Assistants. Perform basic security duties, general maintenance work, custodial duties, and general operational tasks to support the daily functioning of the campus to which assigned.

ESSENTIAL DUTIES/FUNCTIONS
- Provides lead responsibilities for Facilities Assistant staff.
- Assists in planning schedules, assignments, overtime, and weekend schedules.
- Trains, assigns, and coordinates work of Facilities Assistant staff.
- Perform all phases of custodial work required to keep facility clean, sanitary, and attractive.
- Open classrooms, assist with set-ups, arrange and set up furniture and equipment (to include audiovisual and public address systems) for classes, special events and meetings.
- Make minor equipment repairs as needed.
- Perform unskilled level maintenance duties including painting, plumbing, and carpentry. Report need for skilled maintenance work to Dean.
- Maintain, revise and/or set up filing procedures for audio/visual requests and room set-up requests.
- Assist faculty in determining media to be used and sources where media can be obtained.
- Explain audio-visual policies and procedures to instructors and students; receive complaints regarding set-ups and take appropriate action.
- Receive, store, and distribute various materials, equipment, and supplies. Prepare storage space, load, unload, count and store incoming material. Keep shelves and storage areas in a neat and orderly condition. Maintain inventory as directed.
- Assist with performing skilled grounds maintenance and gardening tasks, including sprinkler system, and related tools and equipment.
- Provide security presence on campus to which assigned; issue parking citations as needed.
- Miscellaneous errands and routine deliveries to include delivery of deposits to bank.
- Maintain records related to operation of AV Department; assist in scheduling and processing requests for use of AV equipment and materials.
- Order and receive AV equipment.
- Assist with maintaining orderliness of AV equipment room, update and maintain equipment inventory, maintain preventive maintenance schedule for all AV equipment. Maintain orderliness of small storeroom.
- Perform minor AV equipment repairs; arrange for other repairs through SBCC.
- Tape major lecture series as requested; maintain audio and video libraries, duplicate tapes as needed.
• In conjunction with Facilities & Operations Department, implement and maintain site recycling and conservation programs.
• Assist with office support duties as needed.
• Perform other related duties as assigned.

**EMPLOYMENT STANDARDS**

**Education and Experience:** Any combination equivalent to graduation from high school and two years of general maintenance experience. Previous lead or supervisory experience desirable.

Additional Licenses or Requirements: Possession of a current, valid operator’s license issued by the State Department of Motor Vehicles and a clean DMV record.

**Knowledge and Abilities:**

Knowledge of:
• The proper performance of all phases of custodial and grounds work
• Hand tools and the methods required for routine building maintenance.
• The operation and minor repairs of tools and equipment, including audio-visual equipment

Ability to:
• Communicate effectively.
• Plan, organize and coordinate the work of others.
• Train, motivate and evaluate staff.
• Meet the public in an agreeable and helpful manner.
• Follow oral and written directions
• Operate District trucks and vans.
• Work effectively and cooperatively with others.

Sensitivity to and understanding of the diverse academic, socio-economic, cultural, disability, and ethnic backgrounds of Community College Students.
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CERTIFICATED PART-TIME FACULTY
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Greenstreet, Sandra
Gross, Marilyn
Hale, Diane
Hall, Timothy
Hans, Suzanne Stina
Hansen, Lynette
Hart, Robert
Hartley, Donald
Hearon, Sarah
Heidger, Benjamin
Hermes, Elizabeth
Hersh, Stephanie
Hobbs, Willard
Hock, Sarah
Hofmann, Fred
Holland, Linda
Hollem, Diane
Holmes, James
Horwitz, Alexander
Houghton, Bobbi
Houlihan-Davis, Susan
Hughes, Steven
Humoldt, Michele
Hunter, Glenn
Ingram, Jared
Ion, Donald
Iyer, Nandini
Jackson, Susan
Jacobson, Harold
Janssen, Joy
Jenkinson, Ryan
Johnson, David
Johnson, Gail
Johnston, Christopher
Jones, Leslie
Joy, Ford
Kao, Calvin
Keturi, Hannah
Kinneavy, James
Kipp, Susan
Klein, Steven
Kloos, David
Knackstedt, Lori
Koenig, Vicki
Kolendrianos, Andriana
Kreisel, Neil
Laanaoui, Noureddine
Labgaa, Rachid
Lafferty, Anna
Lansing, Melanie
Lasswell, Steven
Lavine, Stephanie
Lazorchik, Frank
Lee, Larry
Leelahatorn, Mayuree
Leland, Nicholas
Leventhal, Meryl
Levine, Ron
Li, Chen-Chuan
Little, Michael
Loftus, Brian
Lopez, Yolanda
Lopez-Corrales, Francisca
Lorenzen, Matthew
Lozano Ibanez, Maria
Lybarger-Monson, Kara
M, Margaret
Macker, Edward
“Teddy”
Madison, Joanne
Mahoney, Jerry
Maille, Christopher
Malakoff, Laura
Malvinni, David
Marie, Gay
Marton, Katherine
Martorana, Joseph
Mason, II, Monte
Masooman, Behzad
Mayer, Barbara
McCann, Scott
McCann, Stephanie
McCarley, Ronald
McChesney, Charles
McDowell, Paul
McEachen, David
McFarland, Jon
McGarry, Claudia
McGeady, Lisa
McGoey, Peter
McGrath, Jay
McIntire, Mark
McNulty, Katherine
McPherson, Stephen
Merek, Joyce
Meyer, Robert
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Miller, Jeffrey
Miller, Leonard
Milton, Derek
Minehan, Janet
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Morancey, Greg
Moreno, Luis
Morris, David
Morrison, Ashley
Morrison, Darryl
Mouderres, Judith
Murray, Christine
Mustafa, Ibrahim
Nardi, Richard
Naughton, Susan
Nelson, Catherine
Nelson, Mary Jane
Nelson, Scott
Neushul, Peter
Nivet, Christine
O'Brien, Jonathan
O'Connor, Raymond
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O'Donnell, Patrick
O'Meara, Sandra
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Oesterreich, Jodi
Ofner, Michael
Onstot, Michelle
Ontiveros, Robert
Osgood, Karen
Osterhage, Judith
Paez, Jesse
Pages, Christina
Pagliaro, Christopher
Paredes, Marta
Parker, Melody
Pasley, Helen
Patterson, Donald
Pavlov, Jeniea
Pearson, Timothy
Perea De La Cabada, Rafael
Peshek, Brian K
Peters, Wendy
Pierce-Yamahata, Joyce
Pinto, David
Pisano, Joseph M
Pompe, Suzanne
Posner, Nancy
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| Price, Brian                      | Scudelari, Charles          | Wakita, Takako                 |
| Proudfoot, Jill                   | Segesman, Ben               | Walker, Cynthia                |
| Quinn, Bradley                    | Semerdjian, Vartkes         | Warrecker, Theodore            |
| Radasky, Kendy                    | Sena, Nuno                  | Watkins, Daniel                |
| Radditz, Joan                     | Shane, Erin                 | Wellman, Ann                   |
| Randolph, Virginia                | Shallenberger, John         | Werner, Jonathan               |
| Raola, Orlando                    | Sheffield, Kevin            | White, Jeanne                  |
| Raskin, Pearl                     | Sherman, Spencer            | Whittemore, Thomas             |
| Rearwin, David                    | Shields, Susan              | Wiessner, Curtis               |
| Rebel, Sylvie                     | Siemion, Gabrielle          | Wiley, Sheila                  |
| Redman, William                   | Simmons, Dana               | Willner, Susan                 |
| Reeg, Thomas                      | Sjollema, Michael           | Winder, Mary                   |
| Reynolds, Jocelyn                 | Sklar, Jeffrey              | Wolf, Richard                  |
| Richter, Brenda                   | Smith, Elizabeth            | Wong, Leslie                   |
| Richter, Rolf                     | Smith, Heidi                | Wood III, Charles              |
| Rigby, Gwen                       | Sociusta, Jaime             | Wotruba, Patricia              |
| Rightmire, Carol                  | Soenke, Alan                | Wyckoff, Jr, Richard           |
| Rightmire, Stephen                | Sparkman, Janita            | Zaharias, Tony                 |
| Ritenour, Perry                   | Spaulding, Blair            | Zobie, Milton                  |
| Rivere, Edelwina                  | Spencer, Kim                |                            |
| Rivero, Carmen                    | Spina, Nicholas             |                            |
| Rizo, Elisabeth                   | Stanley, Janet              |                            |
| Roberts, Debra                    | Stark, Lynne                |                            |
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| Robertson, Linda                  | Steen, Molly E              |                            |
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| Roig, Kathleen                    | Steuart, Tamara             |                            |
| Rolle, Roderick                   | Stewart, Earl               |                            |
| Rollin, Emma                      | Stewart, Sheral             |                            |
| Romine, Edward                    | Streiff, Jane               |                            |
| Rowett, Stanley                   | Stump, Anna                 |                            |
| Rudy, Steven                      | Sullivan, Marc              |                            |
| Russell, Kayo                     | Talmage, Matthew            |                            |
| Ruth, Patricia                    | Tanowitz, Barry             |                            |
| Rutherford, Terri                 | Tarquino, Amadio            |                            |
| Saenger, Sally                    | Taylor, Catherine           |                            |
| Saito, Patty                      | Taylor, Muriel              |                            |
| Sanchez, Camerino                 | Teitelbaum, Jeremy          |                            |
| Sanders, Lambertus                | ter Mate-Martinsen, Marit   |                            |
| Santarosa, Jeffrey                | Terry, Carolyn              |                            |
| Schernerhorn, Candace             | Thomas, William             |                            |
| Schienle, Johanna                 | Thornell, Jason             |                            |
| Schmitz, Ingrid                   | Torf, Victoria              |                            |
| Schneider, Nicholas               | Torres, Magdalena           |                            |
| Schneyer, Joshua                  | Tucker, Sharri              |                            |
| Schoeff, Marie                    | Unzueta, Manuel             |                            |
| Schroeter, John                   | Valente, Jose               |                            |
| Schueler, Pamela                  | Vance, Katheryne            |                            |
| Schuyler, Gwen                    | Vanhecke, Vincent           |                            |
Summary of Changes to BP 3231-Standard of Student Conduct

Background: Board Policy 3231 covering student conduct has not been modified since November 30, 1995. Since then, several new laws and administrative regulations have been passed and it is appropriate that the college reexamines and updates this policy. The following is a brief explanation of several of those changes. The attached text shows all of the changes using a style that strikes out the old text and underlines the new text.

Major Changes:

1. Add statement that this policy will be established in consultation with the appropriate campus consultation groups.

2. Update, reword and renumbered various student violations that constitute good cause for disciplinary action. These include expanding or adding new definitions for: (1) controlled substances, (2) robbery or extortion, (3) damage to property, (4) threats of violence, (5) discrimination, (6) theft, (7) computer-related crimes, (8) possession of dangerous objects, (9) inappropriate speech, (10) sexual harassment, and (11) stalking.

3. Add section on "withdrawal of consent to remain on college property" that deals with the general public while visiting the campus.

4. Clarify the type of disciplinary sanctions that could be imposed. Added to the list of sanctions (1) participation in special program and community service, (2) barring person from a building(s), and (3) barring contact with specific individual(s).

5. Clarify and expand the section on definition of terms.

6. Clarify the duties and responsibilities of various staff members on campus to implement this policy.

Staff is currently working on revisions to the remaining sections of this policy that deal with the scope of the Disciplinary Appeal Hearing Committee and the student appeal process.
3231 Standards of Student Conduct

Reference:

California Education Code, Sections 66300, 66017, 76030-76037, 76120, and 76200
California Penal Code, Sections 501 (e)(3), 626.5, 646.9 and 12026.2
California Health and Safety Code, Section 104495, 11053 and 11014.5
California Business and Professions Code, Section 4160
California Code of Regulations, Title 5, Section 59410
Family Educational Rights and Privacy Act (10 U.S.C. 2332q)

The Superintendent/President shall establish procedures, in consultation with the appropriate shared governance bodies, and designate appropriate staff members with the responsibility for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension or expulsion of a student. No student shall be removed, suspended, expelled or sanctioned unless the conduct for which the student is disciplined is related to college activity or college attendance.

The procedures shall be made widely available to students through the college catalog and other means.

Community College Districts are required by law to adopt standards of student conduct along with applicable penalties for violations of such adopted Standards. The purpose of this adopted Standards of Student Conduct is to provide uniform procedures to assure due process when a College student is charged with violation(s) of the Standards of Student Conduct.

A copy of this adopted Standards of Student Conduct can be obtained at the College's Associated Student Body Alumni/Student Activities Office, the Office of Admissions and Records Office, the Library and the Office of the Dean, Student Services Educational Programs responsible for student discipline.

3231.1 Violations

Student conduct must conform to the rules and regulations of Santa Barbara City College, hereafter referred to as "College." Student conduct which will cause a student to be subject to disciplinary action includes, but is not limited to, the following:
The College shall create a list of offenses that constitute "good cause" for discipline that could result in the removal, suspension, expulsion or other sanctions of a student. No student shall be removed, suspended, expelled or sanctioned unless the conduct for which the student is disciplined is related to college activity or college attendance. As used in this policy, "good cause" includes, but is not limited to, the following offenses:

RA. Continued willful and disruptive behavior, continued willful disobedience, habitual profanity or vulgarity, or open and persistent defiance of the authority of, or persistent abuse of, College personnel.

QB. Assault, battery, or any threat of force or violence upon a student or college personnel. Assault or battery upon a student, upon College premises or while under the authority of College personnel, or continued abuse of College personnel, assault or battery upon College personnel, or any threat of force or violence toward College personnel.

PC. Willful misconduct which results in injury or death to a student or college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the college.

D. The use, sale, offer to sell, possession or furnishing of, or presence under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5, or any poison classified as such by Schedule D in Section 4160 of the Business and Professions Code. The Governing Board may authorize students to serve alcoholic beverages at college-sponsored events. I. Use, possession, or distribution of alcoholic beverages and/or illegal narcotics/drugs on College premises, or at College-sponsored events, or appearances on campus or at College-sponsored events while under the influence of alcohol and/or illegal narcotics/drugs.

QE. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the Governing Board.

UF. Persistent disruptions or serious misconduct including inordinate demands for time and attention in the classroom, from administrative staff or at campus activity, including, but not limited to, abuse of the disciplinary process, where other means of correction have failed to bring about proper conduct.

G. Committing or attempting to commit robbery or extortion.

H. Causing or attempting to cause damage to district property or to private property on campus.
AI.* Academic dishonesty, including, but not limited to cheating, plagiarism, or using other individuals to take course or placement exams.

BJ. Dishonesty: Forgery, alteration, or misuse of College documents, records, or identification, or knowingly furnishing false information to the college.

CK. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other College activities, including but not limited to, its community services functions or of other authorized activities on College premises.

DL. Verbal harassment, physical abuse or hazing or discriminatory behavior based on race, sex, (i.e., gender) religion, age, national origin, disability, or any other status protected by law, on or off College premises, of the person or property of any member of the College community or members of his or her family or the threat of any such physical abuse at any College authorized or governed activity.

EM. Theft or non-accidental damage to or abuse of College premises, or property in the possession of, or owned by, a member of the College community, Stealing or attempting to steal district property or private property on campus, including, but not limited to the theft or abuse of computer time or knowingly receiving stolen district property or private property on campus.

FN. Unauthorized entry upon to or use of College facilities, including, but not limited to, property, buildings, supplies, and equipment.

GO. Violation of College policies or campus regulations, including, but not limited to, campus regulations concerning student organizations, use of College facilities, gambling and hazing, or the time, place and manner of public expression.

HP. Computer-related crimes or Unauthorized, abusive or inappropriate use of campus computers, computer networks and computer software, including violations of software licensing agreements.

JQ. Failure to comply with directions of College officials acting in the performance of their duties, or failure to identify oneself for just cause when requested to do so by College officials acting in the performance of their duties.

KR. Disorderly conduct or Lewd, indecent or obscene conduct or expression on College-owned or controlled property, or premises or at a College-sponsored activity or supervised functions.

LS. Unauthorized use of listening or recording devices on campus or at College-sponsored activities.
MT. Attendance at any session of any class by a student or person who is not officially enrolled in that class, except with the prior permission of the instructor of the class.

NU. Possession, sale or otherwise furnishing any firearm, knife, explosive, dangerous chemical or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a district employee, which is concurred in by the college president or designee. Students may possess a facsimile firearm if they are an authorized participant in an educational event related to college activity or college attendance. Possession or use of unauthorized firearms or other dangerous weapons on College premises.

SV. Sexual assault, acquaintance or date rape, sexual activity without mutual and expressed consent at any College authorized or governed event.

TW. Engaging in speech or other expression intended to insult or use of "fighting" words or non-verbal symbols directed at an individual's age, sex, race, color, disability, religion, sexual orientation, or national/ethnic origin which is obscene, libelous or slanderous, or which by their very utterance or expression are likely to incite a violent reaction as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.

VX. Attempting, soliciting or assisting another to do any act which would subject a student to expulsion, suspension, or other discipline pursuant to this policy.

WY*. Committing sexual harassment as defined by law or by District policies and procedures. Sexually harassing conduct (which may include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature) that is sufficiently severe, persistent or pervasive to limit the ability of a member of the college community (student, faculty, staff) to participate in or benefit from an education program or activity, or to create a hostile or abusive educational environment.

Z. Stalking or repeatedly following or harassing another person through conduct composed of a series of acts that seriously alarm, annoy, torment, or terrorize in a manner that threatens to place that person in reasonable fear for his or her safety or the safety of his or her immediate family.

*Violations of Standards "A" and "W" are resolved with another process. Violations of Standard "AI" will be resolved according to the Board of Trustee adopted "Academic Honesty Policy." The Assistant Dean, Admissions and Records or his/her designee will review violations of Standard "W".
3231.1 Student Discipline Procedures

The Superintendent/President shall establish procedures and designate appropriate staff members with the responsibility for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The purpose of this procedure is to provide a prompt and equitable means to address violations of the Standards of Student Conduct, which guarantees to the student or students involved the due process rights guaranteed them by state and federal constitutional protections. This procedure will be used in a fair and equitable manner, and not for purposes of retaliation. It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies.

These Administrative Procedures are specifically not intended to infringe in any way on the rights of students to engage in free expression as protected by the state and federal constitutions, and by Education Code Section 76120, and will not be used to punish expression that is protected.

3231.1.1 Removal by Instructors of Disruptive Students

An instructor may remove a student for good cause from his or her class for the day of removal and the next class meeting if the student, when other means of correction fail to bring about proper conduct, or when the presence of the student causes a continuing danger to the physical safety of the student or others has interfered with the instruction process [Education Code Section 76030-32]. Removal must be reported to the Dean, Educational Programs, responsible for student discipline of Student Services, hereafter referred to as "Administrator," in writing, within 24 hours of such removal. The following procedure should be followed for removing a disruptive student from class:

A. Non-Violent Students

1. Speak with student privately after class about his or her behavior and about the standards in your class. Inform the student that such behavior will not be tolerated in the future and could lead to a suspension from class. Also, inform the student that his or her lack of adherence to class standards in the future will be reported to the Administrator.

2. If behavior continues at a subsequent session, the faculty member has the authority to tell the student to leave that class session and the next class session.

   • The faculty member must inform the Administrator in writing of his/her action within 24 hours of such removal.
• The Administrator may require a student conference for continued class attendance.

• If the student will not leave the classroom, call Security for assistance.

B. Violent or Threatening Students

Call Security immediately (965-0582, extension 2400). Security will call the police or the crisis team, if needed.

3231.24.1.2 Removal by staff of Disruptive Student

Any management/supervisory staff member of SBCC who supervises a service area has the authority to remove a student from that area for that day and the next day when other means of correction fail to bring about proper conduct, or when the presence of the student causes a continuing danger to the physical safety of the student or others for disruption of normal conduct of business. The staff member shall submit a written report to the Dean, Student Services Administrator, upon each removal. This authority is comparable to the instructors' authority (Ed. Code 76030-37) to remove a student for interfering with the educational process.

3231.1.3 Withdrawal of Consent to Remain on College Property

Any management/supervisory staff member may notify any person who is not a student for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the campus or college facility that consent to remain on campus or at a college facility has been withdrawn. If the person is on campus or at a college facility at the time, he or she must promptly leave or be escorted off campus or from the college facility. If the administrator, or designee withdraws consent, a written report must be promptly made to the Administrator. The report shall contain all of the following:

1) The description of the person from whom consent was withdrawn, including, if available, the person's name, address, and phone number.

2) A statement of the facts giving rise to the withdrawal of consent.

If the Administrator, upon reviewing the report, finds that there was reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus or facility, he or she may enter written confirmation upon the report of the action taken by the management employee. If the administrator does not confirm the action of the management employee within 24 hours after the time that consent was withdrawn, the action of the management employee shall be deemed void and of no force or effect.
In no case shall consent be withdrawn for longer than ten (10) days from the date upon which consent was initially withdrawn.

The person from whom consent has been withdrawn may submit a written request for a hearing with the Administrator on the withdrawal within the period of the withdrawal. The request shall be granted not later than ten (10) days from the date of receipt of the request. The hearing with the Administrator will be conducted in accordance with the provisions of this procedure.

Any person to whom consent to remain on campus or at a college facility has been withdrawn who knowingly reenters the campus or college facility during the period in which consent has been withdrawn, except to come for a meeting or hearing to which he or she has been invited to attend by the Administrator or designee, is subject to arrest. [Penal Code Section 626.4]

3231.1.4 Immediate Short-term Suspension

The Superintendent/President, or designated authority, may order immediate exclusion from campus and/or classes for a period not to exceed 10 days when it is determined that immediate suspension is required to protect lives or property and to ensure the maintenance of order [Education Code Section 66017]. A student may be summarily suspended for good cause without a conference or hearing. Short-term Suspension is designed to provide an opportunity for investigation, to serve as a means of relieving tension of the student body due to a serious infraction of the Standards of Student Conduct, or to remove a threat to the well-being of the students and/or the good order of the College which would prevent the continued normal conduct of the academic community.

3231.32 Student Discipline Procedures A. Initiation of Disciplinary Action

All proceedings held in accordance with these procedures shall relate specifically to an alleged violation of this adopted Standards of Student Conduct.

A request for disciplinary action may be initiated by any faculty, student or College employee and shall be made of the Administrator in writing. The Administrator will then take any action deemed appropriate under the circumstances.

The Administrator shall determine if any aspect of the student’s conduct constitutes good cause to initiate any disciplinary action.

The student disciplinary provisions do not apply to:

1. Student Grievance Procedures;
2. Removal by Instructor or Staff of Disruptive Students;
3. **State Residence Determination; and**

4. **Other academic and legal requirements for admissions, retention and conferral of degrees or certificates.**

Disciplinary measures may be taken by the College independently of any charges filed through civil or criminal authorities, or both.

**3231.3B. Definitions of Terms**

**District** - The Santa Barbara Community College District

**Student** - Any person currently enrolled as a student or in any program offered by the District.

**Instructor** - Any academic employee of the District in whose class a student subject to discipline is enrolled, or counselor who is providing or has provided services to the student, or other employee who has responsibility for the student's educational program.

**Administrator** - The Dean, Educational Programs (Student Services Emphasis), or designee, for credit programs and the Dean, Continuing Education, or designee, for non-credit programs.

**Management/Supervisory Staff Member** - Any individual employed and designated by the Superintendent/President as an administrative, management, or supervisory employee.

**College Property** - any college-owned or controlled property, including off-campus leased facilities and facilities where college sponsored activities take place.

**Campus Jurisdiction** - No student shall be removed, suspended, expelled or sanctioned unless the conduct for which the student is disciplined is related to college activity or college attendance.

**Withdrawal of Consent to Remain on College Property** - Withdrawal of consent by the Administrator or any management/supervisory staff member, for any person to remain on campus or at a college facility in accordance with California Penal Code Section 626.4 where any management/supervisory staff member has reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus or college facility.

**Removal from class - Exclusion of the student by an instructor for the day of the removal and the next class meeting.**
Removal from Service Area - Exclusion from a service area of the student by a Management/Supervisory staff member for the day of the removal and the next day.

Day - For the purpose of establishing deadlines, a day is any weekday, excluding Saturdays and Sundays, during which the District is in session and regular classes are held.

1. **Warning** - Written or oral notice to the student that continuation or repetition of misconduct may be cause for further disciplinary action.

Written or Verbal 2. **Reprimand** - An admonition to the student to cease and desist from conduct determined to violate the Standards of Student Conduct, admonishment or warning by the Administrator that "Written" reprimands may become part of the permanent student file and is considered in the event of future violations. A record of the fact that a "verbal" reprimand has been given may become part of a student's record at the college for a period of up to one year. A written censure by the Administrator for violation of specific regulations.

3. **Disciplinary Probation** - This action by the Administrator may be imposed upon an individual, group, or groups of students for a period not to exceed one (1) academic year. Repetition, during the probationary period, of conduct that initiated the disciplinary probation or other offences that constitute "good cause" may result in suspension or additional disciplinary action. The Administrator may impose additional sanctions for a specific period of conditional participation in campus and academic affairs, which may involve any or all of the following:

   a. Ineligibility for all College organization offices.
   b. Removal from any College organization office held.
   c. Revocation of the privilege of participating in College and/or student-sponsored activities.
   d. Termination of Federal, State and/or local financial aid.
   e. Barred from occupying any portion of the campus or buildings, or from contacting or talking with specific student, faculty or staff members, and may be denied all College privileges for a specified period of time.

Forfeiture of Fees - Refusal to refund or forfeiture of fees may be imposed whenever the administrator determines that there is just cause to prohibit such action.

Restitution - Monetary restitution may be imposed whenever college property has been damaged or destroyed and/or whenever college funds have been fraudulently received or used for an unauthorized purpose.
Community Service – The administrator may require a student to complete a specific number of hours of work or a specific assignment at a designated location either on or off campus.

Hold on Records - The administrator may place a "hold" on all students' records for a period not to exceed one (1) year.

Participation in Special Program: The administrator may prescribe mandatory participation in counseling and/or other self-help prevention or treatment programs as a condition of continued enrollment or re-admittance to the college.

4. **Suspension**—Denial of all campus privileges for a specified period of time.

There shall be two classes of suspension. First, "Summary Suspension" is to protect the school from the immediate possibility of disorder or threat to the safety of students. Second, "Disciplinary Suspension" serves to penalize the student for his or her failure to meet the Standards of Student Conduct.

**Short-term**

A. **Summary Suspension** - Emergency-Immediate exclusion from campus and/or classes for a period not to exceed 10 days by the Superintendent/President, the Administrator or designated authority, when it is determined that immediate suspension is required to protect lives or property and to ensure the maintenance of order. A suspended student may be barred from occupying any portion of the campus or buildings, from contacting or talking with specific student, faculty or staff members, or from taking a specific class or classes, and may be denied all College privileges including attendance for a specified period of time. A student may be summarily suspended for good cause without a conference or hearing, but a Notice of Summary-Short-term Suspension, and the reasons for such Summary-Short-term Suspension, and the opportunity to respond shall be given to the student as soon as possible.

1. The Superintendent/President, the Administrator, or other staff members designated by the Superintendent/President may summarily suspend a student when such action is deemed necessary in order to protect lives or property or to ensure the maintenance of order at the College.

2. Summary Suspension is to provide an opportunity for investigation, to serve as a means of relieving tension of the student body due to a serious infraction of the Standards of Student Conduct, or to remove a threat to the well-being of the students and/or the good order of the College which would prevent the continued normal conduct of the academic community.

3. Summary Suspension is not considered disciplinary action against the student.
4. The Superintendent/President shall be promptly notified, in writing, of any and all Summary Short-term Suspensions.

5. The student shall be given notice of the Summary Suspension, the reasons for the action, a copy of the materials relied upon, and the opportunity to respond.

6. Should it appear necessary for the Summary Suspension to continue in effect for an extended period, steps should be taken promptly and not later than two (2) days after the commencement of the Summary Suspension, to institute a Disciplinary Suspension which shall take effect no later than ten (10) days after the effective date of the Summary Suspension.

Long-term Suspension - Exclusion of the student by the Superintendent/President, or designated authority, for good cause from one or more classes for the remainder of the school term, or from all classes and activities of the college for one or more terms. A suspended student may be barred from occupying any portion of the campus or buildings, from contacting or talking with specific student, faculty or staff members, or from taking a specific class or classes, and may be denied all College privileges including attendance for a specified period of time.

B. Disciplinary Suspension - Before imposing a Disciplinary Suspension, the Administrator shall:

1. Give the student Notice of the charge(s) against him or her;

2. Furnish an explanation of the evidence against him or her if the student denies the charges;

3. Give the student an opportunity to present his or her side of the situation.

The Administrator may suspend a student for cause:

1. From one or more classes for up to 10 days.

2. From one or more classes for the remainder of the school term.

3. From all College classes and activities for one or more terms.

5. Expulsion - The removal of a student by the Board of Trustees from any and all classes of the College for one or more terms. Permanent termination of the student status.
A. Only the Board of Trustees of the Santa Barbara Community College District, hereafter referred to as the "Governing Board", may expel a student. The Governing Board may deem expulsion necessary when other means of correction fail to bring about proper conduct of a student.

B. The duration of the expulsion may be indefinite.

C. The expulsion shall be noted in the permanent file of the student.

D. Readmittance after expulsion requires action by the Governing Board.

3231.4 Sanctions, Short-term Suspensions, Long-term Suspensions, and Expulsions:

Before any disciplinary action to sanction, suspend or expel is taken against a student, the following procedures will apply.

3231.4 Hearing and Disciplinary Appeal Procedures

A. Notification of Charges

Students charged with violations of the Standards of Student Conduct shall be notified that they are required to meet with the Administrator to discuss such alleged violations and any disciplinary action that may or will result if such charges are found to be true. The notice may be verbal or written and it may be hand-delivered or mailed to the student's address on file in the College's Admissions and Records Office.

B. Preliminary Meeting

The meeting with the Administrator shall consist of the following:

1. The student will be given a copy of the Standards of Student Conduct.

2. The student will be given a written statement of the alleged violation(s).

3. The student will be given a reasonable opportunity to answer each alleged violation(s).

4. The student will be informed of any possible disciplinary action(s) that may or will be taken.

5. The student will be provided written notice of further meetings if such further meeting(s) are deemed necessary by the Administrator or the Administrator deems such further meeting(s) necessary.
6. The student will be provided written notice of his or her right to appeal any adverse decision of the Administrator to the Disciplinary Appeal Committee for a hearing on the matter.

C. Administrator's Actions

If, after reviewing the situation with the student, the Administrator concludes that disciplinary action is appropriate, the Administrator shall deliver in writing one or more of the following types of disciplinary action, unless the Administrator and the student agree to another appropriate disciplinary action:

1. Warning:

2. Reprimand. A student receiving a Reprimand by the Administrator is thereby notified that continued conduct of the type described may result in further disciplinary action against the student.

3. Disciplinary Probation. This action by the Administrator may be imposed upon an individual, group, or groups of students for a period not to exceed one (1) academic year. Repetition, during the probationary period, of conduct results in disciplinary probation may be cause for suspension or other disciplinary action.

4. Short-term Summary Suspension. Summary Suspension shall be limited to only that period of time necessary to assure that the purposes of summary suspension are accomplished. In no case shall such suspension exceed ten (10) days.

5. Long-term Disciplinary Suspension:

6. Expulsion. Expulsion requires formal action by the Governing Board.

7. Restitution —Monetary restitution may be imposed whenever college property has been damaged or destroyed and/or whenever college funds have been fraudulently received or used for an unauthorized purpose.  

8. Hold on Records —The administrator may place a "hold" on all student's records and/or limit use of college facilities for a period not to exceed one (1) year.

9. Forfeiture of Fees

10. Participation in Special Program and/or Community Service
D. **Time Limit for Appeal to Disciplinary Appeal Committee**

From the date the student is notified of the Administrator's decision, any request for a hearing before the Disciplinary Appeal Committee must be in writing and delivered to the office of the Executive Vice President, Educational Programs Dean of Student Services. The student's request must be either mailed to the Executive Vice President, Educational Programs Administrator, postmarked within ten (10) days of notice of the decision of the Administrator, or hand-delivered by the student or designee and received and receipted by the Executive Vice President, Educational Programs Administrator within ten (10) days from the date of notification to the student of the Administrator's decision.

The letter notifying the student of the Administrator's decision shall include a declaration of mailing, made by the Administrator or designee, specifying the date of mailing such letter. The Administrator is deemed to have notified the student of his or her decision on the date so declared.

In the event that the student requests a hearing before the Disciplinary Appeal Committee, the Executive Vice President, Educational Programs may attempt to resolve the dispute informally prior to establishing a hearing date. In addition, the Executive Vice President, Educational Programs Administrator may, after reviewing the situation, suspend such disciplinary action until such requested hearing has been completed. Such suspension of disciplinary action shall be in writing and signed and dated by the Executive Vice President, Educational Programs Administrator. In no event shall the Executive Vice President, Educational Programs Administrator suspend a Summary Short-term Suspension.

Short-term Suspension is not considered disciplinary action against the student and is not subject to the Disciplinary Appeal process. A student may be summarily suspended for good cause without a conference or hearing. The Superintendent/President shall be promptly notified, in writing, of any Short-term Suspensions required to protect lives or property and to ensure the maintenance of order.

E. **Miscellaneous**

Whenever the student to be suspended or expelled is under 18 years of age, his/her parent(s) or guardian shall be notified in writing by the Administrator.

Under Suspension or Expulsion of a student for violation of Penal Code 245 (assault with a deadly weapon likely to produce great bodily harm), the Administrator shall notify the appropriate law enforcement agency.

Specified times may be shortened or lengthened by mutual written agreement of all parties.
The fact of any disciplinary action, as provided in 3231.4(C)(2) through 3231.4(C)(6), and the reasons therefore, shall be documented in the student's permanent file, subject to access, review, and comment by the student as authorized by the Family Educational Rights and Privacy Act (10 U.S.C. 2332g) and Education Code 76200 et seq. All access to or release of such records to members of the public shall also be in accordance with State and Federal Law.
This AGREEMENT is entered into on July 28, 2003 by and between the Ventura County Sheriff's Dept., hereinafter referred to as the SHERIFF and the Santa Barbara Community College District for its Adult Continuing Education Division, hereinafter referred to as the DISTRICT.

Witnesseth:

WHEREAS, many of the inmates in the SHERIFF'S custody have not obtained a high school diploma, are unemployed, and have current or previous problems with substance abuse; and
WHEREAS, studies show that educational, vocational, social and substance abuse programs can help reduce the high rate of recidivism; and
WHEREAS, California Penal Code section 4018.5 and California Education Code section 41841.5 authorize the establishment and maintenance of adult education programs for adult inmates confined in County Jails; and
WHEREAS, SHERIFF with concurrence from the SHERIFF, desires to enter into an agreement with DISTRICT to establish and maintain classes or schools for inmates in connection with the jail facilities for the purpose of providing education and vocational training of inmates in social, vocational, literacy, health, lifeskills, technical, and general education as mutually agreed upon by the DISTRICT and the SHERIFF, with concurrence of the SHERIFF.

NOW, THEREFORE, in consideration of the mutual covenants, promises and agreements herein contained, the parties hereto agree as follows:

1. TERM

This agreement shall become effective on September 8, 2003 until July 1, 2004 unless earlier revoked by either the DISTRICT or the SHERIFF.

2. RENEWAL OF CONTRACT

Prior to the expiration of the term of this contract, it may be renewed for additional like terms subject to approval of the DISTRICT. Renewals of this contract with changes limited to compensation or its term may be effectuated by a letter of agreement covering the period of renewal, which letter of agreement may be executed by the Sheriff or designee. Upon renewal, all of the terms and conditions of the existing contract shall remain in full force and effect except as modified or amended by both parties.
3. SERVICES

The DISTRICT agrees to provide adult education classes to the inmates incarcerated in the SHERIFF’S jail facilities. The DISTRICT and the SHERIFF’S shall mutually agree upon the schedules, locations, and curriculum. The SHERIFF shall provide all educational materials including books, computer software, licenses, and other materials used for educational instruction. The SHERIFF will provide classroom space and costs of maintenance and operation of the facilities, maintenance of computer hardware and equipment, licenses as needed, appropriate security, use of equipment, pencils and paper for inmate’s use as needed, VCR’s and overhead projectors that are all a part of the Inmate Welfare Fund inventory.

All instructors paid by the DISTRICT will be approved by the DISTRICT Board of Trustees and will be paid according to the current Continuing Education Hourly Salary Schedule established by the DISTRICT.

For the GED instructor Charles Newcomb, the DISTRICT will compensate him for 4.5 hours of the total hours of his teaching time per week. The SHERIFF will pay the remaining time.

Any additional classes will be added on a term-to-term basis, the need to be determined in consultation with the SHERIFF’S designee and the DISTRICT administrator assigned to the subject area. The DISTRICT and the SHERIFF, depending on attendance according to the following breakdown, will pay compensation for these instructors:

<table>
<thead>
<tr>
<th>Number of Students</th>
<th>SHERIFF</th>
<th>DISTRICT</th>
</tr>
</thead>
<tbody>
<tr>
<td>8-11</td>
<td>20%</td>
<td>remainder of instructor</td>
</tr>
<tr>
<td>12-16</td>
<td>10%</td>
<td>remainder of instructor</td>
</tr>
<tr>
<td>17+</td>
<td>No additional Cost</td>
<td></td>
</tr>
</tbody>
</table>

The DISTRICT and the SHERIFF’S designee will coordinate GED testing on an as needed basis. The District will provide the testing material, administer the tests and results and pay for said costs. The SHERIFF will reimburse some of the costs as follows:
Cost for GED Examiners:

The SHERIFF will pay for mileage round trip $18 per trip ($0.36/mile x 27 miles each way) and 2 hours of examiner time per visit @ $43 per hour. The District will bear the additional examiner testing and coordination time.

Cost for Tests:

The cost per test to the SHERIFF for GED testing material will be as follows:

$20 per Certificate
$11 each Test
$11 retests

Compensation Schedule

DISTRICT will be compensated within 30 days of receipt of an invoice for services rendered at the agreed rate. DISTRICT will invoice SHERIFF at the end of each trimester and summer session.

5. RECORDS, AUDIT, AND REVIEW

DISTRICT shall keep such business records pursuant to this Agreement as would be kept by a reasonably prudent practitioner of DISTRICT’s profession and shall maintain such records for at least four (4) years following the termination of this agreement. COUNTY shall have the right to audit and review all such documents and records at any time during the DISTRICT’s regular hours or upon reasonable notice.

6. SECURITY

A. All employees and contractors of the DISTRICT who will enter custody facilities to provide services according to this agreement must be granted and maintain a security clearance by the SHERIFF or designee. Clearances are granted and revoked at the sole discretion of the SHERIFF. Employees and contractors of the DISTRICT shall have no claim, grievance, or recourse against the SHERIFF for refusing or revoking a security clearance.

B. The DISTRICT service providers agree to follow all rules while on facility grounds and obey lawful orders by security staff. The SHERIFF will provide orientation training to the DISTRICT service providers, which will include security rules and procedures, issues regarding personal safety, and emergency procedures. Employees and contractors of the DISTRICT are subject to search at any time while in a SHERIFF’S custody facility.
7. EMPLOYMENT STATUS, INSURANCE AND LIABILITY

A. All employees and contractors of the DISTRICT remain employees or contractors of the DISTRICT. The DISTRICT is responsible for carrying all types of insurance necessary to handle claims made by their employees or contractors including but not limited to: workers' compensation insurance, and general liability insurance.

B. The COUNTY and the DISTRICT agree to hold each other, it's officers and employees harmless from any loss, cost, damage, expense or liability which may arise because of any claim of loss, damage or injury which may occur to any person or persons or to property, including errors and omissions, resulting either directly or indirectly from the performance of work pursuant to this agreement. The provisions of this paragraph do not relieve the COUNTY of COUNTY's liability nor the DISTRICT of DISTRICT's liability for damages to the DISTRICT caused by the COUNTY's negligent act or omissions, or damages to the COUNTY caused by the DISTRICT's negligent acts or omissions. The DISTRICT agrees to inform all of it's providers of inmate educational services that working in a custody environment carries with it risks to personal safety that may or may not exist in a classroom or other work environment in which the DISTRICT requires it's providers to work. The SHERIFF will provide orientation and training to the DISTRICT providers' to assist them in minimizing these risks.

COUNTY OF VENTURA

Dated: ____________________________

By: ________________________________
Kenneth Kipp, Chief Deputy

Dated: ____________________________

By: ________________________________
DISTRICT
PROPOSED NEW COURSES AND TITLE CHANGES, CONTINUING EDUCATION DIVISION
FALL 2003

ARTS
Ansel Adams and Wilderness Photography, 7
Antique American Furniture and Folk Art, 1620-1920, 7
Collage and Mixed Media: Art in Two and Three Dimensions, 7
Intermediate Painting and Pastel, 7
Studies in World Art, 7
The Arts of Africa, 7
The Joy of Working in Mixed Media, 7
The Joy of Working in Mixed Media... Continued, 7

BUSINESS & FINANCE
Attracting Volunteers and Donors, 6
Buying and Selling on the Internet, 6
California Employment Law Overview, 6
Creating More Effective Workplaces, 6
Creating Your Financial Road Map, 7
Financial Tools of the Trade, 7
How to Raise Funding for Start-Ups, 6
International Business for Dummies, 6
Investing and Financial Planning for Couples, 7
Mediation: Creating Mutually Acceptable Agreements, 6
Politics in the Workplace, 6
Small Claims Court, 6
Ten Financial Planning Mistakes to Avoid, 7

TITLE CHANGES:
TO: Planning for Success in Business
FR: Business Planning for the New Small Business, 6
TO: Planning for Success in Business
FR: Business Start-Up Counseling, 0
TO: Skill in Negotiating: How to Get the Upper Hand without Being Underhanded
FR: No Nonsense Negotiating: How to Get the Upper Hand without Being Underhanded, 6

CAREERS & JOB TRAINING
Career Opportunities in the Emerging Sustainable Society, 6
Finding Your True Purpose in Work and Life, 6
How to Use What You’ve Got to Get What You Want, 6
How to Turn Discouragement into Encouragement in the Job Hunt, 6
Keys to Success: 7 Major Decisions That Can Change Your Life, 6
New Career Opportunities in the Emerging Sustainable Society, 6
The Inner View to Interviewing, 6
Why Nice Doesn’t Work in Business, 6
Wise Work: Career Planning for Those 50+, 6

COMPUTER APPLICATIONS
Virus Protection, Spam Maintenance and eBlocking, 6
XP Windows Movie Maker, 6
XP, XP Office and Operating Systems: Windows XP Basics, 6

TITLE CHANGES:
TO: Bilingual Computers: Intro to Computers
FR: Introduction to Personal Computers: Bilingual, 6
TO: Brochure Design & Development: Business, Home, Non-profit
FR: Business Graphics, 6
TO: Computer Typing & Keyboarding Basics
FR: Typing Skills for Computer Use, 6
TO: Excel Basic Charts & Graphs
FR: Excel Charts and Graphs, 6
TO: Excel Basic Formulas & Functions
FR: Excel Formulas and Functions, 6
TO: Excel in XP: Building Spreadsheets
FR: Excel, 6

TO: Graphics Using Adobe Photoshop
FR: Adobe Photoshop (MAC), 6

TO: iMovie: Home & Business Movie-Video Production
FR: Making Movies with iMovie, 6

TO: Intro to Digital Graphics Using XP, Power Point, Publisher & More
FR: Computer Graphics, 6

TO: Intro to Windows 2000
FR: Intro to Windows, 6

TO: Operating System MAC: OS X 10.2 Jaguar
FR: Intro to MAC OS X Level I, 6

TO: Photoshop Design Graphics (Adobe)
FR: Intro to Digital Graphics, 6

TO: Spreadsheets: Budget Development & Use
FR: Spreadsheet Basics, 6

TO: Windows 2000 & PC Legacy Operating Systems
FR: Windows Basics, 6

TO: Word Basic Mail Merge & Beyond
FR: Word Mail Merge and Beyond, 6

TO: Word: Letter Writing, Layout, Formatting & Printing
FR: Word for Windows, Features, Tips and Tricks, 6

**COOKING**

Chocolate Delights, 8
Cookie Extravaganza, 8
Fast and Fabulous Hors D’Oeuvres, 8
Indian Vegetarian Cooking, 8
Seasonal Autumn Cuisine, 8
Taste of Saigon, 8
Third Generation Italian Cooking, 8

**CRAFTS**

Jewelry: Stone Setting, 7
Mail Art Class, 7
Patchwork and Quilting: The Jane A. Stickle Quilt, 7
Quilting/Applique: The Thirties Revisited, 7
Specialized Enameling Techniques, 7

**CURRENT EVENTS & WORLD AFFAIRS**

Addressing the Unintended Consequences of War, 0

**TITLE CHANGE:**

TO: As the World Turns: Where in the World Are We Heading?
FR: As the World Turns: Games Nations Play

**ENGLISH AS A SECOND LANGUAGE**

**TITLE CHANGES:**

TO: ESL Computer Class
FR: Using Computers to Learn English, 3

**ENVIRONMENTAL EDUCATION, SCIENCE & NATURE**

Livable Communities: Curitiba to Santa Barbara and In-Between, 0
Survival Plants, 0

**FITNESS**

Fitness Lifestyle: Developing Healthy Bodies, 7

**HEALTH EDUCATION & MEDICAL CAREER DEVELOPMENT**

Bioterrorism: Local Response to a Global Threat, 6
Exploring the Health Benefits of Craniosacral Therapy, 9
Healthy High(er) Protein Diet, 9
Lifestyle Tune-up with Chinese Nutrition and Yoga, 9
Movement Matters for a Healthy Life, 9
PACE: A Mind/Body Mid-Day Break, 9
Reiki – An Ancient Healing Art, 9
Restorative Nurse Aide II, 6
Take Charge of Your Health: A Road Map to Optimal Health, 9
The State of the Art in the Science of Biological Age Reduction, 9
Wellness Clinic: Techniques for a Healthier Body, 9

**TITLE CHANGES:**
- TO: Personal Care Attendant Training Program
  - FR: Personal Care Attendant, 6
- TO: Reducir Peso Cocinando y Comiendo Nutritivamente
  - FR: Cocinando y Comiendo Nutritivamente, 9

**HOME & GARDEN**
Fine Woodworking: Theory and Practice, 6
Gardening for Professionals – Plants Appropriate for Santa Barbara, 6
How to Hire a Contractor, 6
Hysterical Historical Furniture, 6
Textile Decorative Arts for Interior Design, 6

**LANGUAGES**

**TITLE CHANGES:**
- TO: French 1, Low Beginning
  - FR: Beginning French, First Term, 0
- TO: French 2, Beginning
  - FR: Beginning French, Second Term, 0
- TO: French 3, High Beginning
  - FR: Beginning French, Third Term, 0
- TO: Italian 1, Low Beginning
  - FR: Beginning Italian, First Term, 0
- TO: Italian 2, Beginning
  - FR: Beginning Italian, Second Term, 0
- TO: Italian 3, High Beginning
  - FR: Beginning Italian, Third Term, 0
- TO: Spanish 1, Low Beginning
  - FR: Beginning Spanish, Level 1, 0
- TO: Spanish 2, Beginning
  - FR: Beginning Spanish, Level 2, 0
- TO: Spanish 3, High Beginning
  - FR: Beginning Spanish, Level 3, 0
- TO: Spanish 4, Low Intermediate
  - FR: Intermediate Spanish, Level 4, 0
- TO: Spanish 5, Intermediate
  - FR: Intermediate Spanish, Level 5, 0
- TO: Spanish 6, High Intermediate
  - FR: Intermediate Spanish, Level 6, 0

**LITERATURE & WRITING**
Clues to the Nature of Humanity Expressed in Literature, 7
*Dante’s Inferno* – A Walk on the Wild Side, 7
Enjoy Contemporary Fiction: Two Innovative Novelists, 7
Shakespeare’s *Hamlet*, 7
Story-Telling for Fiction and Film, 7

**TITLE CHANGES:**
- TO: How to Write a Winning Book Proposal
  - FR: Make the Leap from Writer to Published Author, 7
- TO: The Creative Harbor Trust
  - FR: Creative Trust, 7
- TO: Treasure Within: Rumi’s Poetry and Storytelling
  - FR: The Treasure Within: Rumi’s Masterpiece, 7
- TO: Work In Progress Non-Fiction
  - FR: In-Progress Non-Fiction, 7

**MUSIC**
Soul Choir, 7
The Great Composers: Wolfgang Amadeus Mozart, 7

**PARENT EDUCATION**
Anger Management for Parents, 1
Boosting Children’s Social and Emotional Skills, 1
Coming of Age Together: Celebrate the Connection, 7

**PSYCHOLOGY & PERSONAL DEVELOPMENT**
Becoming Your Own Hero, 7
Collaborative Therapy for Chatter Management, 7
Contemplation: Key to a Quality Life, 7
Embracing Chaos: Making the Most of Transitions, 7
From Success to Significance, 7
How to Make Your Dreams Come True, 7
Hypnotherapy for Health, Harmony & Peak Performance, Part I, 7
Meditation, Pure and Simple, 7
Rational-Emotive Behavior Therapy, 7
Renewing Your Energy in Nature, 7
Spirit and Belonging: Awakening Presence, 7
The Conscious Journey: Five Attitudes, 7
The Healing Power of Ancient Mythologies, 7
Wisdom Traditions of Spiritual Paths, 7
Your Unconscious and the Hierarchy, 7

TITLE CHANGES:
TO: Psychological Aspects of Growing Up Diabetic
FR: Psychosocial Aspects of Growing Up Diabetic, 7

TO: Roads to Recovery
FR: From Addiction to Recovery, 7

OMEGA PROGRAM/ELDERHOOD
A Stitch in Time: Legal Preparations for Elderhood, 7
Aging Gracefully? Get Real!, 7
Breaking Loose from Unhealthy Assumptions, 7
Can We Talk? Adults and Aging Parents Together, 7
Caring for a Loved One, 7
Curtain Up on a Legacy, 7
Hiring Help in the Home for the Aged and Infirmed, 7
How to Save on Prescription Costs, 7
How to Turn Discouragement into Encouragement in the Job Hunt, 6
Living with Diabetes and Visual Loss, 7
Reasons for Hope, 7
Remembering What's Important, 7
Simply Living/Living Simply, 7
Spouses: Don't Go Broke Paying for a Nursing Home!, 7
The Art of Feminine Movement for Health and Wellness, 7
The Continuing Dream Reality, 7
The Gentle Side of Matriarchy, 7
The Nature of Service as a Catalyst for Healing, 7
The Power of NO — Take Charge of Your World, 7
The Truth About Nursing Homes and Residents' Rights, 7
Vibrant Living, 7
What's It Like Living with Lou Gehrig's Disease?, 7
Why Nice Doesn't Work in Business, 6

TITLE CHANGES:
TO: Easy T'ai Chi Ch'uan to Revitalize Our Life Forces
FR: Easy T'ai Chi'uan to Revitalize Our Life Forces, 7

TO: Yoga Practices for Aging Bodies and Spirits
FR: Yoga Practices for Evolving Bodies and Spirits, 7

**TABLE OF FUNDING CODES:**

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
0. Courses coded with a zero
are NOT funded by state monies
# Board Report

**Santa Barbara Community College**  
**Purchase Order Report**  
07/01/03 - 08/03/03

<table>
<thead>
<tr>
<th>Purchase Order Number</th>
<th>Vendor Name</th>
<th>General District Funds</th>
<th>Other Funds Noted</th>
<th>Department Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>240000</td>
<td>DAVIS BOATS</td>
<td>$63,425.00</td>
<td>41</td>
<td>MARINE TECHNOLOGY</td>
<td>MDT BOAT</td>
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<tr>
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<td>$18,435.94</td>
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<td>INFORMATION RESOURCES DIVISION</td>
<td>LICENSE &amp; SUPPORT</td>
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<tr>
<td>240002</td>
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<td>$18,435.94</td>
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<td>240007</td>
<td>PACIFIC MATERIALS LABORATORY INC</td>
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<td>STATE CAPITAL OUTLAY PROJECTS</td>
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<td>DISTRICT CONSTRUCTION PROJECTS</td>
<td>EBS WALKWAY LIGHTING</td>
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<td>240010</td>
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<td>WOMEN'S BASKETBALL SUPPLIES</td>
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<td>SUPPORT &amp; CONSULTING CONTRACT</td>
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<td>JENSEN AUDIO VISUAL</td>
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<td>HELY AND WEBER ORTHOPEDIC AND SPORTS MEDI</td>
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<td>DARBY CARLISLE MEDICAL SUPPLY</td>
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<td>MEDCO</td>
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<tr>
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<td>Vendor Name</td>
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<td>Other Funds Noted</td>
<td>Department Title</td>
<td>Description</td>
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<tr>
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Total Purchase Orders: $942,108.94
AGREEMENT

I

RECITALS

1.1 This Agreement is entered into by and between SANTA BARBARA CITY COLLEGE, INC., a California corporation, hereinafter referred to as “COLLEGE,” and Aspect, Inc., a California corporation, hereinafter referred to as ‘ASPECT.”

1.2 ASPECT provides an intensive English language program for speakers of other languages. COLLEGE has facilities available for use by ASPECT.

1.3 COLLEGE and ASPECT are desirous of entering into an Agreement on the terms and conditions set forth below.

II

TERMS

2.1 The term of this Agreement shall be for a period of two years commencing September 22, 2003, and ending September 22, 2005.

2.2 Extension may be granted upon agreement by both parties.

III

ACADEMIC PROGRAM REQUIREMENTS

3.1 ASPECT shall employ all instructional and administrative staff necessary to operate the ASPECT program at COLLEGE. ASPECT shall be solely responsible for all costs related thereto.
3.2 The instructional faculty employed by ASPECT shall, as a minimum, hold a Bachelor of Arts Degree. In all respects, the ASPECT faculty and curriculum shall maintain its current level of quality and performance.

3.3 The Students admitted to the program shall be a minimum of 16 years of age, except by mutual prior agreement of ASPECT and the COLLEGE, on a case-by-case basis.

IV

ACADEMIC AND ADMINISTRATIVE FACILITIES

4.1 COLLEGE shall provide buildings ECC 16,17, 18, 19, 20 and 21 for the exclusive use of Aspect. The ASPECT program will normally be held on a Monday through Friday basis between 7:30 a.m. and 9:00 p.m. Classrooms and exterior premises made available to ASPECT will be maintained as a part of the COLLEGE’s regular maintenance schedule. Within this space ASPECT will provide reasonable facilities for its administrative and faculty needs. Such space will accommodate ASPECT’s needs with respect to telephones, computers, photocopy machines and telefax equipment. ASPECT shall be the sole party financially responsible with respect to the installation, maintenance and cost of said equipment. ASPECT will be responsible for costs related to reconstructing buildings ECC 16-21 to meet their needs for classroom and administrative space. This includes removing stationary equipment, constructing walls, if needed and air conditioning improvements. Improvements agreed to by ASPECT will be completed before September 22, 2003. SBCC will maintain air conditioning equipment and computer access lines for the duration of the contract.
4.2 COLLEGE will also make available to ASPECT's administrative staff, faculty and students the COLLEGE's library, cafeteria and bookstore, as they are regularly open and available to SANTA BARBARA CITY COLLEGE students. Library checkout privileges, however, are limited to those students enrolled in the Life Fitness or other SBCC credit course. Enrollment in any college credit course will require that the student pay prevailing international student tuition and fees. COLLEGE will also allow all ASPECT students to enroll in the Life Fitness class within the first 9 weeks of a regular semester, or prior to the end of the first week of a summer session, which will allow students all privileges of regularly matriculated SANTA BARBARA CITY COLLEGE STUDENTS. ASPECT students will use their SBCC identification cards, which will permit them to have access to these facilities.

4.3 ASPECT staff and faculty agree to park in beachfront (Harbor) parking area and are responsible for obtaining harbor parking permits.

V

FACILITY CHARGES

5.1 The COLLEGE will maintain the weekly rate of $40.00 per participating student through September 22, 2005.

5.2 Said sums will be paid on the following basis: ASPECT will provide COLLEGE a correct and true account of the number of students enrolled in its various programs for the period of one month by the twentieth calendar day of the following month, unless the twentieth calendar day falls on a weekend or holiday in which case ASPECT will provide said true and correct account by the first business day prior to the
twentieth calendar day of the following month. ASPECT will submit payment based on
the monthly account using a format (invoice template) agreed to by COLLEGE and
ASPECT.

5.3 ASPECT guarantees to COLLEGE that it shall enroll not less than 36
students per week for the period September 22, 2003, through April 11, 2004. ASPECT
guarantees to COLLEGE that it shall enroll not less than 60 students per week for the
period April 12, 2004, through September 22, 2005. ASPECT agrees that it will be
financially responsible for the charges set forth in Paragraph 5.1 for the guaranteed
number of students even if said students do not actually matriculate with the program.

5.4 COLLEGE and ASPECT shall fully cooperate with one another in
conducting any accounting or audit to ensure the accuracy of amounts billed or paid.

VI

MAINTENANCE AND REPAIRS

6.1 COLLEGE shall provide the facilities to ASPECT, its staff and students as
set forth within this agreement, COLLEGE agrees that said facilities shall, at the time
said facility is being made available, be clean and in a state of good repair. COLLEGE
agrees to provide maintenance as set forth elsewhere within this Agreement both as to
building and facilities. ASPECT and its students shall be responsible for all other
maintenance with respect to said facilities.
VII

LIABILITY AND INSURANCE

7.1 ASPECT shall, at its own cost, procure and maintain insurance as set forth below.

7.2 ASPECT shall procure and maintain general liability insurance in the event of bodily injury in a sum of not less than $1,000,000.00. Said insurance shall further provide coverage in the event of property damage to the COLLEGE or its facilities in a sum not less that $500,000.00

7.3 ASPECT shall procure and maintain, or compel its officers and employees to procure and maintain, automobile insurance for all drivers and vehicles which ASPECT’s programs at COLLEGE cause to be present from time to time on COLLEGE’s property, to the minimum limits established by relevant California laws.

7.4 ASPECT shall further be solely responsible for maintaining Workers’ Compensation insurance with respect to its staff and it is fully understood that any medical insurance provided to ASPECT staff shall be solely at its own expense.

7.5 All of the insurance specified herein under items 7.2 and 7.4 shall be issued by an insurance company with a rating of no less than “A” by Best Insurance Guide. All of said insurance shall designate SANTA BARBARA CITY COLLEGE as an additional insured under said policies and shall provide that said policies shall not be canceled upon less than 30 days’ written notice to COLLEGE. ASPECT
certificates of insurance to the Office of Administrative Services on or before July 1 of each year (August 15 for year 1).

7.6 ASPECT further promises and agrees to indemnify and hold COLLEGE harmless from any liability, loss, damage, costs, attorney fees and all other claims for expenses asserted against the COLLEGE which may arise from injuries to persons or properties occasioned by attendance at, or participation in ASPECT's program. ASPECT agrees, upon reasonable and timely notice from the COLLEGE, to join with the COLLEGE in any action resulting against the COLLEGE that may arise out of ASPECT's program. The COLLEGE for all amounts made in settlement of claims against the COLLEGE, or for all occasioned by attendance at or participation in ASPECT's program. The COLLEGE, however, agrees not to settle any such claims without prior written consent of ASPECT. In the event that ASPECT desires to contest any claim asserted against the COLLEGE, it shall have the right to do so. If a final judgment establishing the validity of the claim is entered, ASPECT shall forthwith pay and satisfy the claim.

7.7 Each of the parties hereto agrees that, to the extent any loss is covered by insurance, to waive their rights of subrogation against one another unless said waiver of subrogation would otherwise result in an invalidation of either party's insurance policy.
VIII

STUDENT CONDUCT

8.1 ASPECT students shall be provided, upon enrollment, with a copy of SANTA BARBARA CITY COLLEGE's student regulations. ASPECT students will be expected to fully comply therewith to the extent applicable.

8.2 Primary responsibility for assuring compliance with the conduct of ASPECT students will lie with the ASPECT School Director at COLLEGE. COLLEGE, however, reserves the right to exercise its discretion in the event of any disagreement with ASPECT as to the conduct of ASPECT students, including the right to dismiss ASPECT students from the program where deemed necessary solely by COLLEGE. The COLLEGE's Dean of Educational Programs or designee shall jointly and/or individually share this responsibility on behalf of the COLLEGE. The COLLEGE shall be the final and conclusive arbiter with respect to these matters.

IX

DEFAULT PROVISION

9.1 In the event of a default by ASPECT, its staff or students, or the provisions set forth herein, COLLEGE shall provide thirty days written notice, which shall specify the nature of the default. ASPECT shall cure said default within said thirty-day period, unless the nature of the default is such that it cannot reasonably be completed within thirty days, in which event said default shall be cured as soon as reasonably possible. In the event said default is not cured as provided for herein, COLLEGE shall have the sole option to declare this Agreement terminated. In said event, ASPECT, its
staff and students, shall within 90 days relinquish possession of the premises occupied by them. For purposes of rights of possession to any portion of the facilities provided for herein, this Agreement shall be deemed a license agreement only and not that of a landlord/tenant relationship. Nothing herein shall be construed as restricting or denying to COLLEGE any other right in law or equity, which it otherwise might have. In the event of termination of the agreement due to a default, it does not cause an acceleration of the payment schedule outlined in paragraph 5.2.

9.2 In the event of any failure of performance on the part of COLLEGE of its obligations under this Agreement, ASPECT shall give written notice to COLLEGE. Said notice shall specify with particularity the exact failure of performance. COLLEGE shall have 30 days to cure said default unless the nature of the same is such that it requires more than 30 days to cure in which case COLLEGE shall have a reasonable time to cure so long as it commences to do so within 30 days of receipt of ASPECT’s notice. COLLEGE shall not be deemed in default under the same terms of this AGREEMENT unless it has failed to cure said failure of performance within the time periods provided within this Agreement.

9.3 With the exception of payment obligations for prior performance and reimbursement for outstanding advances made under this Agreement, neither COLLEGE nor ASPECT will be liable for the failure to perform their respective obligations under the Agreement when such failure is caused by fire, explosion, water, natural or national disaster or inevitable accident, civil disorder or disturbance, terrorism, war, riot, vandalism, strikes, sabotage, weather and energy-related closing, governmental rules or
regulations, or like causes beyond the reasonable control of such party, nor for real or personal property destroyed or damaged due to such causes.

9.4 In the event (i) there is an earthquake or other natural disaster in or around the seven-county Southern California area or (ii) there is a war involving the United States of America, or (iii) policies are introduced by the United States Department of State and/or Bureau of Citizenship and Immigration Services which severely restrict or eliminate the ability of international students to obtain student visas, and such event has a substantial adverse impact on ASPECT’s ability to attract students to its program or on its program functions on the Property, Aspect may within (30) days of such event, deliver written notice to COLLEGE that such event has adversely affected ASPECT’s program. Within fifteen (15) days after the receipt by COLLEGE of such notice, the parties agree to meet to discuss proposed changes to the terms of this Agreement. If within said fifteen (15) day period, the parties cannot mutually agree to an adjustment in the terms of this Agreement, then either party will have the right to terminate the Agreement exercisable by written notice to the other party within thirty (30) days after said reduction. If ASPECT fails to deliver timely notice of the occurrence of an event described in this paragraph or if either party fails to deliver timely notice to terminate the Agreement pursuant to the provisions of this paragraph, the Agreement will continue in force and effect.
X

NOTICE

10.1 Wherever notice is required to be given under this Agreement, said obligation may be complied with by the placing of said notice in the United States Mail, first class postage prepaid. Said notice shall be deemed received by the other party, regardless of actual receipt, 48 hours after deposit in the mail. Unless changed by the parties in writing notice.

TO ASPECT:

Attn: Marsha Harrington
Vice President, Western Region
Aspect Education
One West Victoria Street
Santa Barbara, CA 93101

TO SANTA BARBARA CITY COLLEGE:

Attn: Pablo Buckelew
Dean, Educational Programs
Santa Barbara City College
731 Cliff Drive
Santa Barbara, CA 93109-2394
XI

ASSIGNMENT AND DELEGATION

11.1 Except with respect to a right to collect money due under this Agreement, neither party shall have the right to assign, delegate, or otherwise transfer its obligations under this contract, and any attempt to do so shall be deemed void and shall confer no right or power upon any other party. Both parties, acknowledge that this Agreement arises within the context of an educational setting wherein each party is looking to the specific skills and judgment of the party and that, as a result thereof, the duties of the parties herein are non-delegable.
XII

MISCELLANEOUS

12.1 This Agreement constitutes the entire Agreement between the parties. Any prior agreement pertaining to the subject matter, of this contract, whether written or oral, or any prior negotiations or representations pertaining thereto are superseded as of the date of, and by the execution of, this Agreement and shall have no force and effect. This provision is intended as an integration clause.

12.2 The entire relationship between the parties is as characterized herein. The parties shall not be deemed partners, joint venturers as having any other legal relationship than as set forth herein. Neither party shall be deemed responsible for the losses of liabilities of the other and neither shall have any claim to any interest in the profits of the other. SBCC will not enter into an agreement that places another ESL program on the SBCC campus. COLLEGE acknowledges that ASPECT’s program and materials are proprietary to ASPECT and COLLEGE shall not use any materials or know-how obtained from ASPECT or the ASPECT program.

12.3 ASPECT is permitted to use the COLLEGE name, campus, photographs and program information in ASPECT sales and marketing materials.

12.4 After the date of the signing of this Agreement, neither party shall characterize nor make reference to the nature of this Agreement in any promotional material or use the name of the other party, without having first obtained the express written consent of said party.

12.5 Time is considered of the essence with respect to the provisions of this Agreement.
12.6 This Agreement shall not be modified or otherwise altered except by an additional writing executed by both parties.

12.7 In the event of any dispute or disagreement as to the terms of this Agreement, the same shall be interpreted in accordance with the laws of the State of California. In the event of any ambiguity within this Agreement, the parties acknowledge that both parties have contributed to the drafting of this Agreement and that any rule of construction for or against another party shall be deemed not in effect so that this Agreement will be given a reasonable construction. In the event of any litigation, either as a result of a breach of the Agreement, or to declare the parties' rights thereunder, the prevailing party shall be entitled to its reasonable attorney's fees and costs.

12.8 A waiver by either party of any right under this Agreement on any occasion shall be deemed only a waiver as to said occasion and both parties reserve the right, in said event, to thereafter insist on the full performance by the other party by its obligations under this Agreement.

12.9 To the extent reasonably possible, this Agreement shall be deemed severable in nature so that in the event any provision therein is found illegal or otherwise unenforceable, the remainder of said Agreement shall be deemed to remain in full force and effect.

\[\text{Signature}\]

8/7/03

Marsha Harrington for
Aspect Education Inc.

__________________________

Pablo Bucklew for
Santa Barbara City College

Date

Date
RESOLUTION
OF THE GOVERNING BOARD OF THE
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

RE:  APPROPRIATION LIMIT

WHEREAS, in November of 1979 the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIIIIB to the California Constitution; and

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits" for public agencies, including school districts; and,

WHEREAS, the District must establish a Gann Limit for the 2003-04 fiscal year in accordance with the provisions of Article XIIIIB and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the calculations and documentation of the 2003-04 Gann Limit are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the 2003-04 budget do not exceed the limitations imposed by the Gann Amendment.

PASSED AND ADOPTED by the Board of Trustees of the Santa Barbara Community College District this 21st day of August, 2003, by the following vote:

Ayes: Dr. Alexander, Mr. Jurkowitz, Ms. Livingston, Mr. O'Neil, Mrs. Powell, Mr. Villegas

Noes: None

Absent: Dr. Dobbs

Concur: None

John B. Romo
Superintendent/President and
Secretary/Clerk to the Board of Trustees
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 June 27, 2002, 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:

Fiscal Year 2002-2003

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PASSED AND ADOPTED by the Board of Trustees of the Santa Barbara Community College

District this 21st of August 2003, by the following vote:

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

Noes: None

Absent: Dr. Dobbs

Concur: None

[Signature]

John B. Rome
Superintendent/President and Secretary/
Clerk to the Board of Trustees
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 June 26, 2003, 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:

Fiscal Year 2003-2004

<table>
<thead>
<tr>
<th>Description</th>
<th>Fund</th>
<th>Subfund</th>
<th>Object</th>
<th>Increase</th>
<th>Decrease</th>
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<tr>
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</table>
PASSED AND ADOPTED by the Board of Trustees of the Santa Barbara Community College

District this 21st of August 2003, by the following vote:

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

Noes: None

Absent: Dr. Dobbs

Concur: None

John B. Rome
Superintendent/President and Secretary/
Clerk to the Board of Trustees
RE: Carry Forward Categorical Revenue 2003-2004

WHEREAS, additional revenue not included in the 2003-2004 Adopted Budget has been carried forward from 2002-2003 fiscal year and needs to be appropriated, and

WHEREAS, under the provisions of Education Code Sections 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.

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<tr>
<th>Program</th>
<th>Fund</th>
<th>Revenue Fund</th>
<th>Amount</th>
<th>Budget Fund</th>
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</table>

**Total Carry Forward Money**

$475,908

---

**PASSED AND ADOPTED BY THE Board of Trustees of the Santa Barbara Community College District on the 21st day of August, 2003, by the following vote:**

**Ayes:** Dr. Alexander, Mr. Jurkowitz, Ms. Livingston, Mr. O’Neill, Mrs. Powell, Mr. Villegas

**Noes:** None

**Absent:** Dr. Dobbs

**Concur:** None

John B. Romo  
Superintendent/President and Secretary/Clerk to the Board of Trustees
RESOLUTION OF THE GOVERNING BOARD OF THE
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Whereas, the Board of the Santa Barbara Community College District on January 18, 2000, and May 2000 contracted services with Frank and Frederick Critchlow, hereinafter called the Vendor, for consulting for the Business and Industry Continuing Education Program; and

Whereas, on January 18, 2000, and May 2000 said Vendor did deliver to and/or complete services for the Santa Barbara Community College District, as shown on a copy of the Vendor’s invoices attached hereto and made a part of this resolution; and

Whereas, the Santa Barbara Community College District did accept as complete and in good order those supplies and/or services for which claim for payment is being made by said Vendor on said invoices; and

Whereas, this obligation has not been paid within the limit of time set forth by law due to the following circumstances: Vendor’s consultant forms were not submitted to Human Resources for approval; and

Whereas, the Santa Barbara Community College District recognizes that inasmuch as said obligation has not been paid within the limit of time set forth by law, there is no legal requirement that said obligation be paid.

Therefore, the Santa Barbara Community College District resolves to pay said Vendor for said services; those provisions of law that remove the legal requirement to pay are not being invoked by the District, and the obligation is hereby ordered paid by a formal vote as follows:

PASSED AND ADOPTED by the Board of Trustees of the Santa Barbara Community College District the 21st day of August 2003 by the following vote:

Ayes: Dr. Alexander, Mr. Jurkowitz, Ms. Livingston, Mr. O’Neill, Mrs. Powell, Mr. Villegas

Noes: None

Absent: Dr. Dobbs

Concur: None

John B. Romo, Superintendent/President and Secretary/Clerk to the Board of Trustees
Santa Barbara City College  
Continuing Education Division  
Consultant Status Form

AUG 1 2003  
Board Date: 8/21/03

Critchlow  
Frederick  

(Last Name ↑)  
(First Name ↑)  
(Title)

414 Por La Mar Drive  
Santa Barbara,  
CA  
93103

(Address ↑)  
(City ↑)  
(State)  
(Zip)

CA  
568-186-3316  
962-5390  
(Work Phone ↑)  
(Ext.)

(Social Security Number ↑)

Work to-be Performed:  
X Guest Lecturer  
Speaker in a Class

Workshop Leader or Assistant  
Other (Specify):  

Guest speaker - BASIC CAMCORDER CLASS

(Specific Assignment: e.g., class title ↑)

Do you want this person's name to appear in the class schedule?  
YES  NO

$ Amount to be paid:  
75.00  
Total $ 150.00

Payment:  
Lump sum on completion: 150.00  
Other (Specify)

Acct. Number: 10-11-3574-132000-050100-000

Date(s) of Service:  
1/18 - 1/25/03

(C.E. Administrator's Signature ↑)  
(Today's date)

Yes  No  
XX  PLEASE CHECK EITHER YES OR NO FOR EACH QUESTION

XX  Will the college provide training for consultant to provide service?

XX  Will the manager on the project supervise consultant?

XX  Will the college have the right to require interim reports?

XX  Will the consultant supervise students of the college?  

XX  Will the consultant supervise employees of the college?

XX  Will the college be exercising any control over how the consultant performs services?

XX  Can the college terminate the agreement for any other reason than non-performance?

XX  Is the consultant a current employee of SBCC?

XX  Will the college expect the consultant to perform services personally?

XX  Will the college require the consultant to work specific or set hours?

XX  Did the consultant agree in advance on a fixed price for the completed project?

BoT Sign off:  
7/31/03  
(SPD)  
*Computer updated

cc: SBCC Accounting  
Board of Trustees File

G:\STAFF\ANNESKED\ConsultantForm.doc
Santa Barbara City College
Continuing Education Division
Consultant Status Form

Critchlow    \ Frederick
(Last Name ↑)    (First Name ↑)    (Title)
414 Por La Mar Drive
(Address ↑)
Santa Barbara,    CA    93103
(City ↑)    (State)    (Zip)
568  \ 86  \ 3316    962-5390    (Work Phone ↑)    (Ext.)
(Social Security Number ↑)

Work to be Performed:    [X] Guest Lecturer    [    ] Workshop Leader or Assistant
                        [    ] Speaker in a Class    [    ] Other (Specify):

Guest speaker - Basic Camcorder Class
(Specific Assignment: e.g., class title ↑)

Do you want this person's name to appear in the class schedule?    YES    NO

$ Amount to be paid: 75.00 per session/ Total: 150.00

Payment:    Lump sum on completion: 150.00    Other: (Specify)

Acct. Number: 10-11-3574-132000-050100-000 Date(s) of Service: 5/11/00 & 5/18/00

(C.E. Administrator's Signature ↑)    (Today's date)    7/25/03

Yes    No

PLEASE CHECK EITHER YES OR NO FOR EACH QUESTION

XX    Will the college provide training for consultant to provide service?
XX    Will the manager on the project supervise consultant?
XX    Will the college have the right to require interim reports?
XX    Will the consultant supervise students of the college?
XX    Will the consultant supervise employees of the college?
XX    Will the college be exercising any control over how the consultant performs services?
XX    Can the college terminate the agreement for any other reason than non-performance?
XX    Is the consultant a current employee of SBCC?

XX    Will the college expect the consultant to perform services personally?
XX    Will the college require the consultant to work specific or set hours?
XX    Did the consultant agree in advance on a fixed price for the completed project?

BoT Sign off: 7/31/03 (JP/KB)    *Computer updated

cc: SBCC Accounting
    Board of Trustees File
    G:\STAFF\ANNE\SKED\ConsultantForm.doc

Item 5.2.1
Page 3 of 5
08/21/03
Santa Barbara City College
Continuing Education Division
Consultant Status Form

Critchlow

414 Por La Mar Drive
Santa Barbara, CA 93103

Work to be Performed:

X Guest Lecturer
Speaker in a Class
Workshop Leader or Assistant
Other (Specify):

Guest speaker - Basic Camcorder Class

Do you want this person's name to appear in the class schedule? YES NO

Amount to be paid $75.00 per session/ Total $150.00

Payment: Lump sum on completion: $150.00 Other: (Specify)

Acct. Number: 10-11-3574-132000-050100-000 Date(s) of Service: 5/11/00 & 5/18/00

(C.E. Administrator's Signature) 7/28/03 (Today's date)

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XX Will the college require the consultant to work specific or set hours?
XX Did the consultant agree in advance on a fixed price for the completed project?

BoT Sign off: 7/31/03 (JRM) *Computer updated

cc: SBCC Accounting
    Board of Trustees File
    G:\STAFF\ANNE\SKED\ConsultantForm.doc

Item 5.2f
Page 4 of 5
08/21/03
Santa Barbara City College
Continuing Education Division
Consultant Status Form

Critchlow
Frank
414 Por La Mar Drive
Santa Barbara, CA 93103
(Social Security Number)
568 86 4514 963-8934

Work to be Performed:
X Guest Lecturer
Speaker in a Class
Workshop Leader or Assistant
Other (Specify):

Guest speaker - BASIC CAMCORDER CLASS
(Specific Assignment: e.g., class title)

Do you want this person's name to appear in the class schedule? YES NO

$ Amount to be paid 75 per session/ Total $ 150
Payment: Lump sum on completion: 150 Other: (Specify)

Acct. Number: 10-11-3574-132000-050100-000 Date(s) of Service: 1/18 1/25/00

Reg Me Occurr
1/28/03
(C.E. Administrator's Signature)

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BoT Sign off: 7/31/03 (JP)

*Computer updated__________________

cc: SBCC Accounting
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Item 5.2d
Page 5 of 5
06/21/03
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**Bid#580**

**Project:** PARKING LOT IB REPAIRS

**BID TABULATION**

**Santa Barbara Community College District**

**Time:** 3 p.m.

**Date:** Tuesday, July 29, 2003

Copies Sent To: Alex Pitmon, Rob Morales, David Stone

Bid Opening Attended by: Rob Morales

Bid Opened by: