

# *MINUTES*

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

October 23, 2003

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

MAC Building  
Santa Barbara City College  
721 Cliff Drive

### 1. GENERAL FUNCTIONS

#### 1.1 CALL TO ORDER

President O'Neill called the meeting to order at 4:30 p.m.

#### 1.2 ROLL CALL

Members present:

Dr. Joe Dobbs  
Mr. Morris Jurkowitz  
Ms. Joan Livingston  
Mr. Desmond O'Neill, President  
Mrs. Joyce Powell  
Mr. Luis Villegas  
Ms. Maria Garcia, Student Trustee

Members absent:

Dr. Kay Alexander, Vice President

Others present for all or a portion of the meeting:

Mr. John Romo, Supt/President and Secretary Clerk to the Board of Trustees  
Auchincloss, Liz, President CSEA  
Baird, Nancy, HR Tech, Human Resources and Legal Affairs  
Baker, Ron, Dean, Educational Programs  
Bruce, Kay, Public Information Officer  
Browne, Lelani, Secretary, Human Resources and Legal Affairs  
Canning, Pat, Coordinator, School Relations  
Castellanos, Stella, HR Tech, Human Resources and Legal Affairs  
Curtis, Allison, Interim Director, Admissions  
Damacela, Omar, President, Associated Student Body  
Ehrlich, Sue, Vice President, Human Resources and Legal Affairs  
English, Pat, HR Manager, Human Resources and Legal Affairs  
Fairly, Lynda, Vice President Continuing Education

Fryslie, Ann, Director, Student Activities  
Friedlander, Jack, Executive Vice President Educational Programs  
Hardison, Brad, Director, Financial Aid  
Haslund, Peter, President Academic Senate  
Hughes, Instructor, History  
Jimenez, Ana, Special Program Advisor, Financial Aid  
Johnston, Barbara, Account Clerk, Business Services  
McLellan, Keith, Dean, Educational Programs  
Naylor, Peter, President, Instructors' Association  
Partee, Ben, Assistant Dean, Educational Programs  
Richards, Kent, Director, IRD  
Robinson, Renee, Coordinator, Continuing Education  
Salazar, Cindy, Vice President, CSEA  
Smith, Suzanne, HR Tech, Human Resources and Legal Affairs  
Timms, Shar-Lynn, Certification Clerk, Human Resources and Legal Affairs  
Ulloms, Jack, Dean, Educational Programs  
Wiedmann, Andrew, Media Services

### 1.3 WELCOME

Mr. O'Neill extended a cordial welcome to all present.

### 1.4 CLOSED SESSION *(THIS ITEM WAS REMOVED FROM THE AGENDA)*

### 1.5 MINUTES OF THE REGULAR MEETING OF SEPTEMBER 25, 2003

Upon motion by Dr. Dobbs, seconded by Ms. Livingston, the Board unanimously approved the Minutes of the Regular meeting of September 25, 2003.

### 1.6 HEARING OF CITIZENS

No citizen expressed a wish to address the Board.

### 1.7 COMMUNICATIONS

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

#### a. REPORT BY ACADEMIC SENATE – Dr. Peter Haslund

Dr. Haslund reported on the following: The Academic Senate continues to be busy, two policy recommendations have been forwarded to the Superintendent/President, one deals with academic freedom and the other with the evaluation of the master teachers. Major task forthcoming will be the hearings for academic departments indicating their needs for either replacement or new faculty, followed by the ranking of those faculty members or the proposals for 19 new or replacement faculty members.

#### b. REPORT BY ASSOCIATED STUDENTS – Mr. Omar Damacela

Mr. Damacela reported on the following: There is now a full cabinet on the Associated Student Body. The Blood Drive collected 84 units, thanks to the faculty, staff and students. Last weekend four of the senators attended a leadership conference in Sacramento, thanked Ann Fryslie, who helped organize the trip and Ben Partee for being a great chaperone. Club Day is scheduled for November 11.

## c. REPORT ON CLASSIFIED EMPLOYEES – Ms. Liz Auchincloss

Ms. Auchincloss reported on the following: Today had the opportunity to attend the meeting John Romo had for new staff, it was inspiring to hear why they decided to work here at SBCC. Thanked President Romo for the opportunity to hear that. On today's agenda many classified staff are being honored for the length of time they have been here, 15, 20, 30 years. Congratulated staff for their longevity. Reclassification Committee met last week and the labor representative presented the procedures that will need to be followed. Before continuing with this, a meeting was held with President Romo and concerns regarding the budget were presented, however, President Romo stated that this is a high priority issue that both he and the Board feel it should continue to take place. Procedures will be presented at a future meeting. CSEA proposal for reopeners will not be presented at this meeting, it has been agreed that these are uncertain time, and would hope to have equity with regards to what the other groups receive and as mentioned before the cost of benefits is a key issue, CSEA is going to delay any proposal for now.

## d. REPORT ON CURRENT EVENTS – Ms. Kay Bruce

Ms. Bruce reported on the following events: October 24 is the last showing of the Small Images at the Atkinson Gallery; October 27 will begin the Day of the Dead, Exhibition of Altars which will run through Saturday, November 1; November 3 will begin the Colors of Cuba Photography Exhibition, which will feature 25 photos that were taken by students who participated in the Study Aboard Cuba Program last summer; SBCC Theater Group production of WIT will run through November 8; November 4, Department of Communication and School of Media Arts will sponsor a Media Career Forum; November 12 the 13<sup>th</sup> Annual Leonardo Dorantes Memorial Lecture will be held. The lecturer this year is Jane Elliott, who will be speaking on "The Anatomy of Prejudice", 12:30 p.m. at the Garvin Theater, a reception will be held after the lecture.

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

President Romo reported on the following:

1. Reported that there have been no new developments relating to the state budget and that there is a tremendous amount of uncertainty. In general, the news from Sacramento is that the budget situation is probably worse than anticipated. The deficit could rise to \$20B we will likely be facing more significant challenges than last year because of all of the adjustments which took place, the possibility of mid year cuts and adjustments needed for the 04-05 budget. We will keep everyone apprised and hopefully we will soon be getting some indications from our new Governor with regard to the budget.
2. Congratulated the Journalism students for the awards won in the competitions at the recent Journalism Association of Community Colleges Southern California conference. The students competed against 374 journalism students and they placed in 7 of the 10 total categories. The Channels continues the tradition of fine reporting and stimulating articles.
3. Acknowledged a very generous gift on the part of Dr. Joe and Carol Dobbs to establish a fund for the provision of scholarships and internships for biology students at SBCC. Dr. and Mrs. Dobb's generosity is greatly appreciated.

4. Reported that the proposal has been submitted for the use of the additional funding the colleges received this year to provide better information and service to the students receiving state financial aid (the Board Financial Assistance Program). Pablo Buckelew led the team that put together a great proposal, which will focus on marketing and outreach as well as expanding the support services in the financial aid office. A large portion of these funds will be used for marketing and information dissemination to the community so that they know that financial aid is available. Good work on the part of Pablo Buckelew and his team.
5. Reported that last year the college received a very generous contribution of \$500,000 from Mr. Pierre Claeysens. Funds will be used over a two-year period to provide backfill for college budget cutbacks that were being experienced. Word was received yesterday that Mr. Claeysens passed away. There is no information yet on services. Pierre Claeysens was a great figure in the community and a generous gentleman. His generosity was deeply appreciated last year and helped to support as backfill and expansion of services for EOPS and those programs that serve our neediest students. Mr. Pierre Claeysens will be missed.
6. Noted that although Trish Dupart would not be able to attend today's meeting, because of her illness, Jerry Pike will still making his presentation with regards to her service to the college.

## 1.8 GOVERNING BOARD

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

Mr. John Romo, Secretary/Clerk, administered the Oath of Office to Ms. Maria Garcia. Ms. Garcia was elected as the non-voting Student Trustee for the 2003-04 academic year.

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

### 2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

The Secretary, Sr. position was removed from this agenda.

Upon motion by Mr. Jurkowitz, seconded by Mrs. Powell, the Board unanimously approved the Human Resources and Legal Affairs Consent items, as contained in the agenda and attachments.

## CLASSIFIED LONGEVITY CAREER INCREMENTS

Sue Ehrlich spoke with regard to the service of Ms. Lelani Browne. Lelani has been at the college since 1988, she is the Administrative Secretary for Human Resources. She's a multilingual, multi talented individual, she is a professional artist, she and her husband Christopher have a board and care home for frail elderly women and Lelani says these people are her family and truly this is the level of devotion and care that they give. Human Resources is an intense environment and Lelani keeps us focused and calm. Her talents are exhibited throughout the college, her artwork is on display in the GDR, and her wonderful touches on the end of the year retirement event she and Beverly Schwamm worked on last year. President Romo presented Lelani with a Certificate of Appreciation on behalf of the Board and college community.

Brad Hardison spoke with regard to the service of Ms. Ana Jimenez. Ana has been at the college for 20 years and I have worked with Ana the past three years. Ana is currently a Special Program Advisor for the Financial Aid office, but she actually started back in 1981 in the Admissions office as a clerk. Ana worked there for three years, and then she moved into Financial Aid, I guess she thought

Admissions wasn't fun enough for her and she wanted to try Financial Aid. She took a brief hiatus and left the college for about 1-½ years to raise a child, who is now a young woman here at SBCC. Ana came back and worked half time, worked in the ESL department for four years. Ana talks very highly, and very fondly of the ESL experience. Ana then moved on to Security for a year, she is multi tasked in a lot of different areas. Ana joined the Financial Aid office where she has been for almost four year. Ana definitely cares about the students and she cares about the mission of SBCC. Thank you, Ana. President Romo presented Ana with a Certificate of Appreciation on behalf of the Board and college community.

Ron Baker spoke with regard to Ms Cindy Salazar years here at the college. Cindy started in 1988 as an intermediate clerk typist where she worked in the Citizenship Center for Continuing Education at the Schott Center. In 1989 Cindy came over and was the secretary for the student activities area. In February of 1990 Cindy was promoted to the position of Senior Secretary in the EOPS office and worked for Bill Cordero and the EOPS staff there. December 1999 she was promoted again to an Administrative Secretary, which is her current position. Cindy has worked with student discipline and is always involved in events on campus, Commencement, Red and White Banquet, the 4<sup>th</sup> of July events, all the classified in-services, President's Honor Roll and the reception, just finished helping on the United Way campaign, and right now is involved in the Leonard Dorantes Lecture. In her spare time when she is not working, she is involved with CSEA, in state, local and regional areas. For the last eight years she has been the regional representative for the Santa Barbara Area. Cindy has worked on various community college committees statewide, two of which were, the Education Committee, and the Chancellors' Office Legislative Program Task Force. Locally she is involved in the CSEA chapter, where she is currently the Vice President. Also as a staff member Cindy has had the opportunity to serve on various committees, such as the Diversity Committee, Classified Council, and the Benefits Committee. Cindy is very involved with the students, staff and faculty, making this a better place to work and to be. I think if I can look at one thing about Cindy is that she goes above and beyond and she is someone you can count on to help. I really appreciate all my time working with Cindy, and she is a wonderful person to work with. Congratulations Cindy. President Romo presented Cindy with a Certificate of Appreciation on behalf of the Board and the college community.

Jerry Pike spoke on Trish Dupart who is a Manager for Learning Support Services. Trish has served City College for thirty years now; she began in the Library where she worked for four years before setting up the first Learning Center in what was then the new Humanities Building on the main campus. When the Learning Center was relocated to the West side of the campus in the late 80's Trish moved into the management position. When I spoke with Trish last week to get the facts straight for this event, she said with the kind of characteristic self-deprecating humor that "Oh the Board will remember me, I was the obstinate dumb one." This really is the Trish I believe that people across campus know and love, the one who volunteers for athletic events on the weekends, maintaining among other things the hospitality room; the one who volunteers after work for community organizations to help those who struggle for a fair shake; the one who believes in playing by the rules and you can test this by trying to get into the LRC without a student ID, for example; the one who basically holds the line even when she has to take flack for holding that line; the one who comes early and goes home late as she does habitually; the one who loves an event that brings people together, preferably with food; the one who had secret service agents calling her by her first name within a day when President Clinton used our facility as a staging area for his visit in '97; and the one who came closer than any of us to actually getting one of those secret service agents to smile, which they never did; the one who worked on every election for Jack O'Connell; and the one who acted as state chairperson for CSEA for the Political Action Committee. So in short Trish Dupart is a good citizen who acts and works according to her principles, she believes in the community college system, the equity of it and she takes great pride in the work she does here. We are very sorry she can't be with us today, struggling as she is with her health problems, and certainly she would be here if she could. She loves City College and she can be very proud of the role she has played in helping students find better selves, within themselves, for three decades, which is kind of stunning. We salute Trish Dupart and wish her well for what she has done, and for what she will do.

<u>Name</u>	<u>Assignment</u>	<u>Rate</u>	<u>Date</u>	<u>Comments</u>
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CLASSIFIED HEALTH LEAVE OF ABSENCE

TOWER, Rosita Payroll	Payroll Manager	39E (M/S/C)	10/1/03- 11/11/03	
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CLASSIFIED SHORT TERM HOURLY APPOINTMENTS – CONTINUING EDUCATION DIVISION

LIMA, Guillermo	CASAS Tester 25	9/22/03- 12/24/03	Mon-Fri, 6-9 pm
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## 2.2 HUMAN RESOURCES &amp; LEGAL AFFAIRS ACTION ITEMS

## a. PUBLIC HEARING ON INITIAL INSTRUCTORS' ASSOCIATION COLLECTIVE BARGAINING CONTRACT PROPOSAL

On September 25, 2003, the Board officially received the initial contract proposal from the Instructors' Association. As required by the Rodda Act, the Board gave notice to the public by news release that at its next Board meeting a hearing would be held to provide the public with an opportunity to express itself regarding the proposal.

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved entering into a public hearing to provide the public with an opportunity to express itself regarding the initial Instructors' Association Collective Bargaining Contract.

No one expressed a wish to speak at the public hearing.

Upon motion by Mrs. Powell, seconded by Mr. Jurkowitz, the Board unanimously approved closing the public hearing.

## 3. EDUCATIONAL PROGRAMS – Dr. Jack Friedlander

## 3.1 SABBATICAL LEAVE PRESENTATION

Art Albanese, Associate Professor, English, reported on his sabbatical leave activities during Spring 2000 semester.

## 3.2 UPCOMING STUDY ABROAD PROGRAMS PRESENTATION

Carola Smith provided an overview of recent and upcoming study abroad programs and showed a 5-minute video of the recent Cuba summer photography program. Luis Flores-Gallardo, one of the students on the program who produced the video, was introduced to the Board.

## 4. CONTINUING EDUCATION – Ms. Lynda Fairly

## 4.1 RECOMMENDED APPROVAL OF REVISION TO CONTINUING EDUCATION DIVISION CALENDAR — 2003-2004

Upon motion by Mr. Jurkowitz, seconded by Mrs. Powell, the Board unanimously approved the revision of the 2003-04 Continuing Education Division Calendar, as contained in the agenda and attachments.

#### 4.2 PRESENTATION OF ADULT HIGH SCHOOL/G.E.D. AND BASIC SKILLS PROGRAM REVIEW

Renée Robinson, Coordinator for Continuing Education, presented a review of the Adult High School program.

### 5. BUSINESS SERVICES – Mr. Joe Sullivan

#### 5.1 BUSINESS CONSENT ITEMS

Upon motion by Mrs. Powell, seconded by Mr. Jurkowitz, the Board unanimously approved the Business Consent items, as contained in the agenda and attachments.

- a. RATIFICATION OF PURCHASE ORDERS, Attachment 5.1-a
- b. RATIFICATION OF PAYMENTS AS SUMMARIZED BELOW (Detailed report may be viewed in the Accounting Office, A-130.)

	<u>Check Ranges</u>	<u>Amount</u>
Cosmetology	390285-390301	\$ 46,078.96
Food Service	3255510325584	54,056.83
SBBT Revolving Fund	6141-6142	6,665.90
VendorLink	1228-1263	75,264.54
SBCC All Funds	275731-276328	<u>871,390.97</u>
<b>TOTAL</b>		<b>\$1,053,457.20</b>

- c. AUTHORIZATION TO DECLARE/DISPOSE OF SURPLUS EQUIPMENT:

Drama/Music:

2 Oscilloscopes Model 460	1 Rockwell 14" 3 hp radial arm saw
1 4-channel Bogen powered mixer	1 Upright scaffolds "cherry picker" type
1 8-channel Shure mixer	personnel ladder/work platform
1 Teac #7030 GSC reel-to-reel tape deck	25 tab arm chairs
1 Tascam 4 track reel to reel tape deck	1 Prostar Light Board
1 Phillips Electronic 312 turntable	1 Compaq Desk Pro Computer
1 Houston Instrument servo-driven printer/plotter	1 Zenith monitor
3 Kliegl 6K theater lighting dimmer racks	

HRC: 47 dining room chairs

Cosmetology: Chi machine

Facilities and Operations: Blu-Ray 50 Scavenger Plus blue print machine

- d. 2003-04 INSTITUTIONAL MEMBERSHIP

Add Community College Facility Coalition, \$750, (Facilities and Operations)

- e. RETROACTIVE APPROVAL OF MUSIC LICENSING AGREEMENTS (RENEWAL):

- 1) American Society of Composers, Authors & Publishers, 7/02 - 6/07, Attachment 5.1-e 1)
- 2) SESAC, 1/1/03 - 12/31/03 renewing for one-year periods, Attachment 5.1-e 2)

- f. RETROACTIVE APPROVAL OF CONTRACT (RENEWAL) FOR VIDEO AMUSEMENT GAMES, ASSOCIATED STUDENTS, 7/1/03 - 6/30/04, Attachment 5.1-f

- g. RETROACTIVE APPROVAL OF AGREEMENT (RENEWAL) WITH THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT, EARLY CHILDHOOD MENTOR PROGRAM, 9/1/03 - 6/30/04, Attachment 5.1-g
- h. APPOINTMENT OF JOE SULLIVAN, VICE PRESIDENT OF BUSINESS SERVICES, AS AN ALTERNATE REPRESENTATIVE TO THE JOINT POWERS AUTHORITIES LISTED BELOW. STEVE LEWIS, ADMINISTRATIVE SERVICES MANAGER, IS THE REPRESENTATIVE.
  - 1) SCCCCD (So. Calif. Community College District) JPA
  - 2) ASCIP (Alliance for Schools for Cooperative Insurance Programs)
- i. ACCEPTANCE OF CALIF. DEPT. OF EDUCATION ENGLISH LITERACY AND CIVICS EDUCATION GRANT, \$76,539 (CONTINUING EDUCATION)

## 5.2 BUSINESS ACTION ITEMS

- a. ADOPTION OF RESOLUTION NO. 16 (2003-04) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Dr. Dobbs, seconded by Mrs. Powell the Board unanimously approved Resolution No. 16 (2003-04) authorizing routine internal transfers, as contained in the agenda and attachments. The vote follows:

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

Noes: None

Absent: Dr. Alexander

Concur: Maria Garcia, Student Trustee

- b. ADOPTION OF RESOLUTION NO. 17 (2003-04) PROVIDING FOR 2003-04 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 17 (2003-04) authorizing 2003-04 budget revisions for unbudgeted revenue, as contained in the agenda and attachments. The vote follows:

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

Noes: None

Absent: Dr. Alexander

Concur: Maria Garcia, Student Trustee



c. ADOPTION OF RESOLUTION NO. 18 (2003-04) AUTHORIZING PAYMENT OF OUTDATED INVOICES

Upon motion by Ms. Livingston, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 18 (2003-04) authorizing payment of outdated invoices in the amount of \$2,089.94, as contained in the agenda and attachments. The vote follows:

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

Noes: None

Absent: Dr. Alexander

Concur: Maria Garcia, Student Trustee

d. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT: EAST CAMPUS HIGH VOLTAGE LINE REPLACEMENT, RE-BID #585

This item was pulled from the agenda as no bids were received. It will be sent out to bid again and presented at a future board meeting.

e. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT: WEBSITE MANAGED HOSTING, BID #584

Upon motion by Mr. Jurkowitz, seconded by Ms. Livingston the Board unanimously approved that the Superintendent/President award the contract to Netlojix, upon the condition that they pass the financial review.

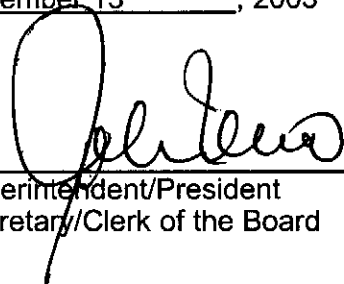
6. INFORMATION RESOURCES – Mr. Bill Hamre - None

7. ADJOURNMENT

Upon motion by Dr. Dobbs, seconded by Mr. Villegas, the Board unanimously approved adjourning this meeting, setting the next Regular Meeting of the Board of Trustees Thursday, November 13, 2003, at 4:00 p.m. in A211.

APPROVED BY THE BOARD OF TRUSTEES ON November 13, 2003

  
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President, Board of Trustees

  
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Superintendent/President  
Secretary/Clerk of the Board