MINUTES

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

January 22, 2004

4:00 p.m. – REGULAR MEETING
Room A-211
MAC Building
Santa Barbara City College
721 Cliff Drive

GENERAL FUNCTIONS

1.1 CALL TO ORDER

President O'Neill called the meeting to order at 4:04 p.m.

1.2 ROLL CALL

Members present:

Dr. Kay Alexander, Vice President
Dr. Joe Dobbs
Mr. Morris Jurkowitz
Mr. Desmond O'Neill, President
Mrs. Joyce Powell
Mr. Luis Villegas
Maria Garcia, Student Trustee

Members absent:

Ms. Joan Livingston

Others present for all or a portion of the meeting:

Mr. John Romo, Supt/President and Secretary Clerk to the Board of Trustees
Auchincloss, Liz, President CSEA
Baker, Ron, Dean, Educational Programs
Bruce, Kay, Public Information Officer
Ehrlich, Sue, Vice President, Human Resources and Legal Affairs
Fairly, Lynda, Vice President Continuing Education
Frysie, Ann, Director, Student Activities
Friedlander, Jack, Executive Vice President Educational Programs
Hamre, Bill, Vice President Information Resources
Haslund, Peter, President Academic Senate
Lake, Kelly, Assistant Professor, ECE
Mankin, Art, Guest
Naylor, Peter, President, Instructors' Association
O'Dowd, Barbie, Editor, The Channels
1.3 WELCOME

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

1.4 CLOSED SESSION

a. ADJOURN TO CLOSED SESSION

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board convened to Closed Session to:

1. Conference with Labor Negotiators (California Gov. Code section 54957.6)

   Agency Designated Representatives: Sue Ehrlich, Vice President, Human Resources and Legal Affairs, Jack Friedlander, Executive Vice President, Educational Programs, and Joe Sullivan, Vice President, Business Services.

   Employee Organization: Instructors' Association


b. RECONVENE TO OPEN SESSION

Upon motion by Dr. Alexander, seconded by Dr. Dobbs, the Board reconvened to Open Session. Mr. O'Neill reported that the Board had given direction to district negotiators.

1.5 MINUTES OF THE REGULAR MEETING OF DECEMBER 11, 2003

Upon motion by Dr. Dobbs, seconded by Mr. Jurkowitz, the Board unanimously approved the Minutes of the Regular meeting of December 11, 2003.

1.6 HEARING OF CITIZENS

Mr. Jim Kahan – wanted to present his concern with regard to closed full classes when there is obviously room in them. Today Mr. Kahan attempted to attend a class in the Adult Ed program, there were empty chairs in the class and there was room in the back, when he walked he was advised by the instructor that the class was closed and was asked to leave. When he went to speak to Ms. Kris Powers, he was advised that this was the policy currently in place and that she had no flexibility with regard to the full class policy. Mr. Kahan requested that the Board review the policy with regard to full classes and to allow some flexibility.

Mr. O'Neill asked Mr. Kahan to put concerns in writing to the Vice President of Adult Education who is in charge of those policies and she will handle it through the proper channels.

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: Academic Senate is once again active, had first steering committee meeting. At the in-service a challenge was made to the Academic Senate to take at least one session out of the year to examine some macro issues and to try and come up with solutions. Time will be taken this semester to engage faculty in looking at some serious questions. One of the issues that will be reviewed will be that of student dishonesty. There is no illusion that any of the issues that have been submitted so far are easy to solve, they are not, if they had been easy to solve they would have solved last semester. The Academic Senate will be looking at and perhaps even come up with some creative suggestions by which to solve some of the issues. Dr. Haslund continues with his conversations with his counter part at UCSB regarding dual admissions and how it would work for the benefit of both institutions. On the state level Dr. Haslund has become active in the State Academic Senate Committee on Legislative and Governmental Affairs. Dr. Haslund has written an article which describes what he see as the process that might help the Academic Senate generate credibility, and perhaps help the legislative members on the Assembly and State Education Committees understand a little better the mission of the community college.

b. REPORT BY ASSOCIATED STUDENTS — Mr. David Jones

Mr. Jones, Vice President of External Affairs gave the report for the Associated Students: At the Student Senate’s first meeting of January 22, they will be working on updating and revising their by-laws; The Student Senate will then begin recruiting new senators. This past semester the average GPA of the Senate members for Fall 04 was 3.0; with three senators receiving 4.0, one senator was enrolled in 25 units and another in 19 units. The Senate expressed its compliments to Marc Sullivan, from HRC on the improvements in the cafeteria and campus center. The new furniture is great!

c. REPORT ON CLASSIFIED EMPLOYEES — Ms. Liz Auchincloss

Ms. Auchincloss reported on the following: Thanked President Romo for the information session he scheduled with the Classified Staff and others on the budget. Looking forward to the email that President Romo said he would be sending out with the budget information he presented at the session for those people who couldn’t attend. Appreciates his commitment to opening up the books and letting everyone see where everything is. Of course there is still a lot of uncertainty, because it is not know if the bond issue will pass. Today you will approve some professional growth increments for classified staff; and I want to express appreciation for the program and also to thank Pam Blanchard in HR for her work in getting this completed. At the study session the Board was given a copy of the proposal regarding the classification study, and hopes that this will continue to move forward.

d. REPORT ON CURRENT EVENTS — Ms. Kay Bruce

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Ms. Bruce reported on the following: Debbie Kypinski Exhibition at the Atkinson Gallery will run from December 12, 2003 through February 13, 2004; January 26 will be the Business and Industry Associates Luncheon the speaker will be Ed Van Wingerden, CEO of Ever Bloom, and he will speak on the topic of “Overcoming Business Challenges in the 21st Century; February 8 is the SBCC Jazz night at SoHo, the music starts at 6:30 pm and it features the SBCC award winning jazz bands.; February 23 is the February Business and Industry Associates luncheon the speaker that day will be Cam Sanchez, Chief of the Santa Barbara Police Department, and he will speak on “Leadership and Creating Effective Organization Goals”.

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

President Romo reported on the following:

1. Nothing new to report on the state budget.

2. The President in his state of the union address included a proposal to allocate $250M to community colleges for workforce development. The President’s overall comments about community colleges were very positive. Details on this federal funding for community colleges are forthcoming.

3. Recognized Brad Gyll and staff in the Facilities and Operation area for the great work in getting the electrical project completed on the East Campus. In addition to the electrical project, there was a major asbestos abatement project-taking place. Brad Gyll was here over the winter break every day overseeing the projects; the President extended his appreciation for Mr. Gyll’s excellent efforts.

4. Congratulated Phi Theta Kappa on being a part of a national Phi Theta Kappa effort, “Preparing Tomorrow’s Science and Mathematics Teachers at Community Colleges.” By agreeing to be a part of this grant proposal of the National Science Foundation, Phi Theta Kappa students will be participating in conferences and mentoring activities that are being coordinated through this national grant. Professor Eskandari does excellent work with Phi Theta Kappa and the college is very proud of their achievement in this regard.

5. Recognized David Starkey for the nomination of his poetry for the Prestigious Push Cart Prize. Mr. Starkey, is a prolific poet; he will have pieces in an anthology edited by Billy Collins. Congratulations David!

6. Reported that Chancellor Mark Drummond has taken office. Chancellor Drummond was serving as Chancellor of the Los Angeles Community College District prior to his new appointment. Dr. Drummond is described as, very connected, very politically astute. He has indicated that he will be initiating an effort to restructure the Chancellor’s office. This is necessary because the office has lost 40% of its funding over the last three years.

7. United Way had a very successful SBCC campaign. Notification was received that SBCC raised $27,249.00. Ron Baker, Sara Fargo, Cindy Salazar and many others took this on as an additional responsibility and did a really great job.

8. Attended BOG’s meeting last week and part of the reason for being there was to participate with Dr. Jack Ullom in receiving the Board of Governors’ Exemplary Program Award for SBCC’s Gateway to Success Program. SBCC was one of two colleges to receive this recognition; the college received a very nice plaque and a $4,000 check from the Foundation for Community Colleges. Dr. Jack Ullom spoke
with regard to why the Gateway to Success was submitted and why it won the award.

Item 3.1 was taken out of order at this time.

1.8 GOVERNING BOARD

Board Members may at this time report about various matters involving the District. No action will be taken unless listed on a subsequent Board Agenda.

2.1 HUMAN RESOURCES & LEGAL AFFAIRS CONSENT ITEMS

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

3.1 SABBATICAL LEAVE PRESENTATION

Dr. Kelly Lake, Assistant Professor, Early Childhood Education, reported on his sabbatical activities during the 2001-2002 academic year.

3.2 RECOMMEND APPROVAL OF NEW TRANSFER PROGRAM, ASSOCIATE'S OF ARTS DEGREE IN JOURNALISM AND CERTIFICATES OF COMPLETION IN JOURNALISM.

The program goals and objectives are to offer an associate of arts degree in Journalism with three areas of emphasis; writing and editing, visual journalism, and broadcast journalism. The degree will satisfy lower-division transfer requirements for Journalism and mass communication majors. The three 18-unit certificates will have the same areas of emphasis as the associate's degree.

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the New Transfer Program, Associates of Arts Degree in Journalism and Certificates of completion in Journalism.

3.3 RECOMMEND APPROVAL OF THE CERTIFICATED ADJUNCT FACULTY, SPRING 2004 SEMESTER.

Upon motion by Mr. Villegas, seconded by Mr. Jurkowitz, the Board unanimously approved the certificated adjunct faculty for the Spring 2004 Semester.

3.4 RECOMMEND APPROVAL OF REVISION TO DISTRICT POLICY 3234 ET SEQ., "OUTSIDE GROUPS AND INDIVIDUALS" TO ADD SECTION 3234.5, "CREDIT CARD COMPANIES ARE PROHIBITED FROM OFFERING GIFTS TO STUDENTS FOR FILLING OUT CREDIT CARD APPLICATIONS".
The Board of Governors revised Title 5 Regulations in section 5440 of sub chapter 5 of chapter 5 of division 6 of the CA Code of Regulations which states: "Community colleges shall by 12/31/03 adopt policies regulating the solicitation practices used on campuses by credit card companies marketing 'student credit cards'."

Upon motion by Dr. Dobbs, seconded by Mr. Jurkowitz, the Board unanimously approved the revision to District Policy 3234.

1. CONTINUING EDUCATION – Ms. Lynda Fairly - None

2. BUSINESS SERVICES – Mr. Joe Sullivan

5.1 BUSINESS CONSENT ITEMS

Upon motion by Dr. Alexander, seconded by Mrs. Powell, 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)

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c. ACKNOWLEDGMENT OF RECEIPT AND REVIEW OF THE SBCCD AUDIT REPORT FOR THE FISCAL YEAR ENDED 6/30/03 (Detailed report may be viewed in the Accounting Office, A-130.)

d. ACKNOWLEDGMENT OF RECEIPT AND REVIEW OF THE SBCCD PARKING FEES PROGRAM AUDIT FOR THE FISCAL YEAR ENDED 6/30/03 (Detailed report may be viewed in the Accounting Office, A-130.)

e. RETROACTIVE APPROVAL OF 2004-05 SUBMITTAL OF SCHEDULED MAINTENANCE PROJECT FUNDING PROPOSALS

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<td>P.E. Replace Main Electrical Ski Service</td>
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<td>Schott Center Electrical Upgrades - Phase II</td>
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<td>Drama/Music Air Handler Replacement</td>
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<td>Physical Science Switch Gear Overhaul</td>
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<td>Humanities Bldg - Boiler Replacement</td>
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<td>Schott Center Emergency Generator</td>
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<td><strong>TOTAL</strong></td>
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f. AUTHORIZATION TO FILE NOTICE OF COMPLETION: EAST CAMPUS HIGH VOLTAGE LINE REPLACEMENT PROJECT, BID #586

g. 2004-05 INSTITUTIONAL MEMBERSHIP: ADD:
   1) Cal-SOAP (CALIFORNIA STUDENT OPPORTUNITY AND ACCESS PROGRAM), $200 (Educational Programs)
   2) Santa Barbara Athletic Round Table, $75 (Educational Programs)

h. ACCEPTANCE OF GRANT AWARD ($307,125) FROM CALIF. DEPT. OF EDUCATION FOR ADULT EDUCATION, Attachment 5.1-h

i. APPROVAL OF INDEPENDENT CONSULTANT AGREEMENT WITH ORACLE FOR ASSISTANCE WITH STUDENT SERVICES PROGRAM, Attachment 5.1-i

j. APPROVAL OF PIANO LOAN AGREEMENT WITH KEYBOARD CONCEPTS, 2/10/04 - 2/10/05, Sale: May 21-22, Attachment 5.1-j

k. RETROACTIVE APPROVAL OF SOFTWARE LICENSE AGREEMENT FOR WEB CT – Attachment 5.1-k

l. AUTHORIZATION TO ACCEPT BIDS AND AWARD CONTRACT OF CLASS SCHEDULE PRINTING BID #589 TO AMERICAN/FOOTHILL PUBLISHING, Attachment 5.1-l-

m. ACCEPTANCE OF GRANT TO FROM THE CHANCELLOR'S OFFICE TO SERVE AS FISCAL AGENT FOR THE DEVELOPMENT AND IMPLEMENTATION OF A STATEWIDE FINANCIAL AID MEDIA CAMPAIGN IN THE AMOUNT OF $3,800,000 ONE YEAR, AGREEMENT NO. 03-0354, Attachment 5.1-m.

The Chancellor's Office of the California Community Colleges intends to enter into a contract with the Santa Barbara Community College District to serve as a fiscal agent for the development and implementation of a Statewide Financial Aid Media Campaign. The amount of the contract shall not exceed $3,800,000 for a period of one year and will be renewable up to five years, contingent upon successful completion of scope of work and continued availability of funds.

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 24 (2003-04) ESTABLISHING NON-RESIDENT TUITION FEE FOR 2004-05

Upon motion by Mrs. Powell, seconded by Dr. Dobbs, the Board unanimously approved the adoption of Resolution No. 24 (2003-04) establishing the per-unit, non-resident tuition fee for the 2004-05 academic year at $149 and $155 (foreign students) as contained in the agenda and attachments. The vote follows:

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

Noes: None
b. ADOPTION FOR RESOLUTION NO. 25 (2003-04) AUTHORIZING ROUTINE INTERNAL BUDGET TRANSFERS

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved the adoption of Resolution No. 25 (2003-04) authorizing routine internal transfers as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Ms. Livingston

Concur: Maria Garcia, Student Trustee

c. ADOPTION OF RESOLUTION NO. 26 (2003-04) PROVIDING FOR 2003-04 BUDGET REVISIONS DUE TO RECEIPT OF UNBUDGETED REVENUE

Upon motion by Mrs. Powell, seconded by Dr. Alexander, the Board unanimously approved Resolution No. 26 (2003-04) authorizing 2003-04 budget revisions for unbudgeted revenue as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Ms. Livingston

Concur: Maria Garcia, Student Trustee

d. APPROVAL OF 2003-04 AGREEMENT (FIMS-3652) INSTRUCTIONAL MATERIALS GRANT ($568), CALIF. DEPT. OF EDUCATION, AND ADOPTION OF RESOLUTION NO. 27

Upon motion by Dr. Alexander, seconded by Mr. Jurkowitz, the Board unanimously approved Resolution No. 27 (2003-04) authorizing the Vice President, Business Services, to sign the agreement on behalf of the District as contained in the agenda and attachment. The vote follows:

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

Noes: None

Absent: Ms. Livingston

Concur: Maria Garcia, Student Trustee
e. AUTHORIZATION FOR PURCHASE OF TEMPORARY MODULAR BUILDING TO BE USED DURING THE P.E. CLASSROOM REMODEL

Upon motion by Mr. Jurkowitz, seconded by Dr. Alexander, the Board unanimously approved to accept and authorize the award of the contract to Mobile Modular Management Corporation of Mira Loma, California, under La Habra City School District Bid #2003-1, in the amount of approximately $392,000. The final cost will be determined when the building design has been formalized.

6. INFORMATION RESOURCES – Mr. Bill Hamre - None

7. ADJOURNMENT

Upon motion by Mr. Villegas, seconded by Dr. Dobbs, the Board unanimously approved adjourning this meeting setting the next regular meeting of the Board of Trustees on Thursday, February 26, 2004 at 4:00 p.m. in A211 and a Study Session has been scheduled for February 12, 2004 in Room A218C.