

II. Operating Procedure

1. M (Fortner): This Cluster will keep minutes of its meetings,
S (Whittaker) and after those minutes are approved by the
P Cluster, they will be forwarded to Dr. Mertes,
Mr. Huglin, Mr. Hanson, and all other inter-
ested parties.
2. M (Dunn): To designate Mr. Egger as Cluster Secretary.
S (Garey)
P (unanimous)
3. Mr. Egger accepted the above position.
4. Dr. Freeman requested that the Cluster elect an Associate
Cluster Chairperson to assist in addressing the concerns of
the Cluster and to ensure that the Cluster will always be
represented at Cluster Leader Council Meetings.
5. M (Dunn): To designate Ms. Rippe as Associate Cluster
S (Garey) Chairperson.
P
6. Ms. Rippe accepted the position mentioned above.
7. It was suggested that the Cluster form an Executive Committee
consisting of each Department Chairperson and the officers
of the Cluster. There being no objection, it was so ordered.
8. The Cluster organization is as follows:

Cluster Chairperson:	P. Freeman
Associate Chairperson:	B. Rippe
Secretary:	J. Egger
Executive Committee:	O. Bucher - Art
	J. Egger - Ethnic Studies
	R. Davis - Music
	B. Rippe - Speech
	P. Freeman - Theatre
9. The Chairman suggested that the Cluster meet at a specified
time every other month unless additional special meetings are
necessary. There being no objection, it was so ordered.
Each Cluster member was requested to submit a schedule of
classes and office hours to the Chairman as soon as possible.

III. Departmental Concerns

The Chairman suggested that at the next Cluster meeting, each Department Chairperson present to the Cluster as a whole a brief summary of his or her department's 3-year plan. There being no objection, it was so ordered.

The Chairman reminded the Cluster that the accreditation process continues and that this is the year of accreditation visitation. All pertinent information will be passed on to the Cluster as soon as it is available.

IV. West Campus Maintenance and Repair

In response to the Cluster's concern about the condition of the Music/Drama complex, the Chairman appointed Tom Garey, Chairman of a West Campus Maintenance and Repair Subcommittee. Mr. Garey selected Ron Adler and Barbara Harlow as committee members. The duties of this committee shall be:

- 1. to seek out problem areas requiring maintenance and repair in the Music/Drama complex*
- 2. to generate work orders for such repair*
- 3. to collect and disseminate information that will assist the Administration in the current redesign of the landscaping around the West Campus so as to make the area more functional. (Mr. Adler volunteered to solicit recommendations on this subject.)*
- 4. to solicit suggestions that will make West Campus teaching areas more functional,
e.g., (a) a corkboard for Speech instruction in Room 152
(b) a survey of classrooms whose air-conditioning and/or blower systems and fluorescent lighting generate an excess of positive ions which are known to make students sluggish during class.*
- 5. to report to the Cluster on the progress of maintenance and repair, and the status of work orders.*

Mr. Garey stated that action is now underway to repaint West Campus hallways.

V. Review of General Education Requirements

Richard Sanchez has advised that the Curriculum Committee intends to review the General Education requirements for this college. All Cluster members were urged to prepare, by department, any suggestions as to how the General Education requirements should be revised or modified and come prepared to discuss this matter at a future Cluster meeting.

The Chairman brought the Cluster's attention to the Minutes of the Cluster Leader Council Meeting of October 24, 1979 which made the following recommendation:

- "5. Recommended that the Curriculum Committee take the issue of General Education as a separate study item (from the Three-Year Curriculum Plan) and consider these points in the review:
 - a. Definition of a general education course.
 - b. Criteria for placement in the four (State mandated) categories.
 - c. Criteria for individual courses meeting general education requirements."

It was suggested that each department review and develop a position on a., b., and c., above.

M (Rippe): To request specific information from the
S (Ullom) Instruction Office, as contained in the
P following statement:

"This cluster wishes to move toward its various three-year plans effectively. To do so requires efficient time allocation; hence, we ask the following:

We would like to know from the Instruction Office (1) what requests for information you will be making from our departments, (2) in what priority these requests will be made, (3) what approximate times during the semester they will be due, and (4) how these requests will fit into an administrative three-year plan.

We think it would be helpful to know how each request fits into long-range goals so as to complete the request effectively."

VI. *The Chairman indicated that it was his hope that this will become a very close Cluster with increased interaction between departments. Specific suggestions and ideas for exploration included:*

- 1. The creation of a Fine Arts Calendar published each term (perhaps through the allocation of Community Service funds) that would promote the state of the arts at Santa Barbara City College, and the many art, music, and drama events now available to the public.*
- 2. Ethnic Studies, Music, Drama, and Art developing means whereby ethnic art, music, and drama could be performed or displayed as well as studied.*
- 3. Speech and Theatre developing together and supporting programs in Readers' Theatre and debate.*
- 4. Enhancing music and drama events by providing art exhibitions in the lobby of the Garvin Theatre of work by S.B.C.C. students, faculty, and guest artists.*

Further discussion of these possibilities was tabled until the next Cluster meeting.

There being no further business, the meeting was adjourned.

Respectfully submitted,

*John Egger
Secretary*

*Prepared by
Darlene Gutierrez*

/dg