ADJOURNED MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT
October 21, 1965, 4:00 P.M., Board Room

1. GENERAL FUNCTIONS

1.1 Call to Order

An adjourned meeting of the Board of Trustees of the Santa Barbara Junior College District was called to order by President Garvin on Thursday, October 21, 1965, at 4:00 p.m. in the Board Room at Santa Barbara City College

1.2 Roll Call

Members present: Mrs. Kathryn O. Alexander
Mr. Wilbur L. Fillippini
Mr. Sidney R. Frank
Mr. James R. Garvin
Mrs. Winifred H. Lancaster
Mrs. Dorothy N. Meigs
Mr. Benjamin P. J. Wells

Members absent: None

Others present for all or a portion of the meeting included:

Dr. Robert C. Rockwell, Superintendent-President
Mr. Lorenzo Dall'Armi, Administrative Dean, Business Services
Mr. M. L. Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education
Mr. Lisle C. Bresslin, Assistant Dean, Admissions and Records
Mr. Charles F. Rheinschmidt, Assistant Dean, Student Activities
Dr. John Forsyth, President, Academic Senate
Mr. Ralph E. Vernon, President, Instructors' Association
Mr. James G. Cook, President, SBCC chapter, California Junior College Faculty Association
Mr. Hans Engh, Santa Barbara News-Press reporter
Mrs. Laverne Marcy, observer, League of Women Voters
Mr. Richard Taylor, landscape architect
A few other staff members

The President declared that a quorum was present and ordered that the Board proceed with the regular order of business.
1.3 Welcome to Guests

Mr. Garvin welcomed the guests and staff members present.

1.4 Minutes

It was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously carried, to approve the minutes as submitted for the regular meeting of September 23, 1965.

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

a. Board members wishing to attend the California School Boards Association meeting December 1-4, 1965 at the Hilton Hotel in San Francisco are asked to notify the Superintendent's office as early as possible, Dr. Rockwell said.

2. PERSONNEL

2.1 Certificated Personnel Assignments

After a brief discussion by Mr. Wake of the National Conference on Adult Education in New York City on November 18-23, it was moved by Mr. Frank, seconded by Mrs. Lancaster, and unanimously carried, that certificated personnel assignments recommended in Attachments 2.1-a and 2.1-b (including addenda items) be approved.

2.2 Classified Personnel Assignments

Explaining the large number of student employees listed, Dr. Rockwell and Mr. Dall'Armi described the nature of the work of the students employed by the District under the EOA program, and of students paid entirely from District funds. Selection of students under EOA is based on family income as well as other qualifications.

It was moved by Mr. Fillippini, seconded by Mrs. Lancaster, and unanimously carried, that classified personnel assignments recommended
in Attachments 2.2-a through 2.2-c (including addenda items) be approved.

(Mrs. Alexander entered the meeting at 4:10 p.m.)

3. CURRICULUM AND INSTRUCTION

3.1 Accreditation Visit November 17-18, 1965

Dr. Rockwell announced that Santa Barbara City College will be visited by an accrediting team on November 17-18, 1965 and asked the Board to reserve the evening of November 16 for a dinner honoring the team; further details will be presented at a later date. He explained how an accrediting team operates and how members are appointed. Mrs. Meigs and Mr. Frank complimented Mr. Huglin and his staff for the excellence of the Application for Accreditation and said that the material therein would help Board members become better acquainted with the problems and program of the college. Mr. Garvin asked that as many Board members as possible attend the dinner.

3.2 R. N. Program

The recent action of the Board of Directors of the Knapp College of Nursing regarding discontinuance of its school by 1968 and its request for Santa Barbara City College to form a two-year R.N. program were discussed. Mr. Huglin said that within the next two months he would complete a feasibility study of this matter and would have a recommendation at that time.

3.3 Report on Class Sizes - Fourth Attendance Week

Mr. Huglin pointed out that the over-all class size average was up 1.7 per cent from last year. With respect to the retention factor, attrition; last year's figure was 16 per cent /this year's figure will not be known until the thirteenth week. Mrs. Lancaster requested a detailed teacher load report which would be helpful in the study of salaries. Mr. Huglin replied that such a report will be available by the time of the accreditation visit.
Dr. Rockwell said that these figures are representative of good
class size averages; some junior colleges have an average of only 16.
Anything below 20 is costly, he added. Mr. Huglin said that the only
small classes at City College are those at the sophomore level which
are needed to carry students on to the completion of a sequence (engi-
nering, mathematics, physics, foreign language). Mr. Frank expressed
his hope that the pilot training classes were well attended, because
there is a great need for trained men in this field.

4. COLLEGE PLANTS AND PROPERTY

4.1 Acceptance of the Landscaping Work Rendered by the Barnes Landscape
Construction Company

Following a brief discussion of the details of the work completed,
it was moved by Mr. Wells, seconded by Mr. Frank, and unanimously
carried, to accept the work performed by the Barnes Landscape Con-
struction Company on the Santa Barbara City College campus, and to
authorize the Business Office to file notice of completion.

4.2 Lease Agreement for Rental of Property to House MDTA Vocational Classes

It was moved by Mr. Fillippini, seconded by Mr. Frank, and unani-
mously carried, to approve the lease agreement of $105.00 per month
per unit for a 14-month period beginning November 1, 1965, of the duplex
building at 1117-A and 1117-B Quinientos Street, for use as a training
facility for vocational classes under the Manpower Development and
Training Act program; and to authorize the Business Office to enter
into the contract.

4.3 Change Order No. 4 - Administration Building Rehabilitation

It was moved by Mr. Frank, seconded by Mr. Wells, and unanimously
carried, to approve Change Order No. 4 on the administration building
rehabilitation, as follows:
A. Construction of platform in Board Room
   (This work was approved by the Board at
   an adjourned meeting on July 13, 1965) ...... Plus $ 809.00

B. Installation of weatherproof pull box
   as required by the telephone company ...... Plus 576.00

Total Change Order No. 4 ............... $1,385.00

Summary of expenditures to date on Administration Building rehabilitation:

| Original contract price             | $199,690.00 |
| Change Order No. 1                  | Plus 3,181.00 |
| Change Order No. 2                  | Plus 10,918.00 |
| Change Order No. 3                  | Plus 3,340.00 |
|                                      | $217,129.00 |
| Change Order No. 4                  | Plus 1,385.00 |

New contract price $218,514.00

4.4 Authorization to Proceed With the Planning to Expand the Landscaping on the Campus

Mr. Dall'Armi distributed reference material on estimated costs for expansion of landscaping on campus and discussed plans for completing campus landscaping.

During the discussion, it was pointed out that a serious problem existed from the dust which was clogging the ventilating system and discoloring the buildings. Mr. Dall'Armi noted that a putting green for physical education classes was included in the landscaping plans.

Mr. Garvin urged that specifications be ready by the next Board meeting, so that the Board could advertise for bids and get the work done before the rainy season. Mr. Dall'Armi assured the Board that money was available from Proposition IA funds and from the Junior College Facilities Act funds due the first part of next year.

It was moved by Mr. Fillippani, seconded by Mr. Wells, and unanimously carried, that Mr. Richard Taylor, landscape architect, be authorized to proceed immediately with the necessary planning to complete
the landscaping of the areas around the existing buildings (excluding the alternates) as follows:

Item 1 - Estimated cost of landscaping the areas around the existing buildings ............... $66,036.00

Item 2 - Architects' fees for completion of the planning necessary to accomplish Item 1 ....  3,000.00

Item 3 - Architects' fees due on balance of the original planning (supervision of work) ....  531.00

Item 4 - Temporary fencing to protect seeded areas .. 2,000.00

Total ... $71,567.00

At this point, Dr. Rockwell complimented Mr. Dall'Armi on securing an increased entitlement from Proposition 1A funds. The first allotment was $103,000.00. Mr. Dall'Armi succeeded in having this raised to $192,000.00.

4.5 Study on Parking and Traffic Flow

Dr. Rockwell reported that Mr. Dunsmore of Daniel, Mann, Johnson, and Mendenhall will present his study on parking and traffic flow at the November Board meeting, or perhaps at a meeting of the Committee of the Whole the week of November 15. In this connection, Mr. Garvin said he felt it advisable to study the safety hazard presented at the main entrance to the college; a safer and more attractive entrance is needed. Mr. Dall'Armi said that Mr. Lefler, traffic engineer, is coming to the campus on October 22 to study the alignment and marking of parking areas near La Playa Field and the possible dismantling of a portion of the entrance wall to afford better visibility.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

It was moved by Mr. Wells, seconded by Mrs. Meigs, and carried unanimously, that the purchase of supplies, equipment, and services
on purchase order numbers 9500 through 9622, as listed in Attachments 5.1-a through 5.1-d, be approved.

5.2 Payment of Claims

It was moved by Mr. Fillippini, seconded by Mrs. Lancaster, and unanimously carried, that payment of claims listed in Attachments 5.2-a and 5.2-b (including addenda items) be approved.

5.3 Agreement with the Office of the County Superintendent of Schools for Audio-Visual Services

Mr. Dall'Armi explained that the District has previously contracted with the Office of the County Superintendent of Schools for the use of films, at a cost of $1.00 per unit of ADA per year. An analysis shows that because the District doesn't use as many films as the junior and senior high schools do, it has been paying $7.00 rental per film. Because this seemed high, an agreement has been worked out with the Office of the County Superintendent of Schools to charge the Santa Barbara Junior College District $4.00 for each successful booking of a film. This will result in a saving of $800-1000 per year. It is still financially advantageous for the District to contract with the County Office, rather than contract independently.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and unanimously carried, to approve contracting with the Office of the County Superintendent of Schools for rental of films at $4.00 for each successful booking, and to authorize the Administrative Dean, Business Services, to provide the necessary signatures.

6. STUDENT PERSONNEL

No report.

7. COMMUNITY RELATIONS

No report.
8. GENERAL INFORMATION

8.1 Policy on Employer-Employee Relations, According to Education Code 13080-13088 (The Winton Act)

Dr. Rockwell explained the difficulties involved in developing a policy on employer-employee relations, mentioning shortness of time and the legal problems. The proposed policy available to the Board represented a policy approved by Mr. Robert Curiel, Deputy County Counsel, as well as approval by Dr. John Forsyth, President of the Academic Senate, and Mr. Ralph Vernon, President of the Instructors' Association. Dr. Rockwell pointed out that the proposal had not been submitted to the general faculty because there had not been time to do so.

He then explained to the Board members that, under the law, they must adopt a policy by October 31, 1965. He also explained that they had two alternative actions at this meeting: (1) they could adopt the proposed policy without having read it but with a review of its content by the Superintendent, or (2) they could hold another meeting before the deadline which would give both the Board and the staff an opportunity to read the proposal and discuss it further before adoption.

Dr. Rockwell stressed the importance of having approval of the policy by the County Counsel before its adoption, pointing out that the shortness of time almost precluded any changes of the policy if the Board decided to adopt it at a subsequent meeting. He noted, however, the advantages of giving both the Board and the staff an opportunity to read and study the proposal if the Board were to schedule another meeting for its adoption.

During the general discussion which followed, a number of points were brought out relative to the proposal and its adoption. Among
these, the following appear to be most pertinent:

a. There appears to be no conflict between the Negotiating Council and the Academic Senate, although there may be a request for exclusion of junior colleges from this law in the next legislature.

b. There is a problem in determining representation on the Negotiating Council when an instructor is a member of more than one organization. It appears to be illegal for the teacher to indicate his preference as to his membership, the preferred method being to assign a fraction of the teacher's membership to each organization of which he is a member.

c. Mr. James Cook, President of the Santa Barbara City College chapter of the California Junior College Faculty Association, requested that the policy include a statement requiring that a majority vote of the members of an organization be required prior to filing for recognition of the organization. Dr. Rockwell suggested that this might be preferably a part of the organization's constitution and by-laws rather than in the policy.

d. At Santa Barbara City College, there appears to be an agreement among the different instructor organizations to have the Instructors' Association be their sole representative on the Negotiating Council.

e. It was explained that the Negotiating Council doesn't actually "negotiate"; it "meets and confers" with instructors and is a matter of recognition only.

f. The Superintendent was directed by the Board to ask the County Counsel for an opinion regarding a majority vote being required by an organization prior to its filing (see paragraph "c" above).

g. Mrs. Maigs asked if the faculty members present would favor adopting the proposed policy in good faith. Mr. Vernon answered in the
affirmative. Mr. Cook said "yes" if it included the provision regarding membership.

h. The Board preferred to postpone adoption of the proposed policy until a later meeting, wishing to allow more time for study, both for faculty and themselves.

9. ADJOURNMENT

No further business being presented, it was moved by Mrs. Lancaster, seconded by Mr. Frank, and unanimously carried, that the meeting be adjourned at 6:15 p.m. to a meeting on Friday, October 29, 1965 at 4:00 p.m. in the Board Room at Santa Barbara City College; that the proposed policy on employer-employee relations be discussed and voted on at that time; that copies of the draft be mailed immediately to Board members; and that Dr. Rockwell consult with the County Counsel on the matter of the majority of the members of an organization having to favor filing of that organization for representation on the Negotiating Council.

Attest:

James R. Carvin
President, Board of Trustees
Santa Barbara Junior College District

Robert C. Rockwell
Superintendent-President and Secretary-Clerk to the Board of Trustees
Santa Barbara Junior College District

Approved by the Board of Trustees
on October 29, 1965