ADJOURNED MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

November 22, 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 Monday, November 22, 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

Members absent: Mr. Benjamin P. J. Wells

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

Dr. Robert C. Rockwell, Superintendent-President and Secretary-Clerk to the Board
Mr. Lorenzo Dall'Armi, Administrative Dean, Business Services
Mr. M. L. Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Spencer Blickenstaff, Assistant 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. Gary Mouck, Past President, Instructors' Association
A few other staff members
Mrs. Laverne Marcy, observer, League of Women Voters
Mr. Richard Taylor, landscape architect
Dr. Kermit Seefeld, Professor of Education, UCSB, and members of his class in "The Junior College"
Mrs. Katherine McCloskey, Santa Barbara News-Press reporter
Mr. Mike Parfit, Channels reporter
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 Mrs. Lancaster, and unanimously carried, to approve the minutes as submitted for the adjourned meeting of October 29, 1965.

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

a. National School Boards Association's Information Services

The Board decided not to subscribe at this time to publications of the National School Boards Association's Information Services.

b. Supplementary Educational Center

After discussion, it was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously carried, that the Santa Barbara Junior College District endorse a tri-county project leading to the establishment of a Supplementary Educational Center under Title III of the Elementary-Secondary Education Act of 1965.

2. PERSONNEL

2.1 Certificated Personnel Assignments

It was moved by Mr. Frank, seconded by Mrs. Lancaster, and unanimously carried, that certificated personnel assignments recommended in Attachments 2.1-a through 2.1-c be approved.

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

2.2 Classified Personnel Assignments

It was moved by Mrs. Lancaster, seconded by Mrs. Meigs, and unani-
mously carried, that classified personnel assignments recommended in
Attachments 2.2-a, 2.2-b, and the addenda be approved.

2.3 National Meetings

Board members were asked to notify the Superintendent's office if
they wished to attend the National Association of School Administrators
meeting in Atlantic City on February 12-16, 1966, and/or the American
Association of Junior Colleges meeting in St. Louis on March 1-4, 1966.

2.4 Implementation of Policy on Employer-Employee Relations

It was moved by Mrs. Lancaster, seconded by Mr. Fillippini, and
unanimously carried, to recognize officially the Santa Barbara City
College Instructors' Association as the certificated employee organiza-
tion of the District.

Mrs. Meigs asked if the part-time staff of the Adult Education
Division would be included; Dr. Rockwell explained that they were not
yet organized but will be represented informally in the study of
certain problems.

Mr. Fillippini said he felt that the manner in which the SBOCIA
attempted to give representation to all groups was laudable.

3. CURRICULUM AND INSTRUCTION

3.1 Report on Formation of Regional Technical Library at City College

Mr. Frank complimented Mrs. Little on her comprehensive report,
adding that he had talked with her prior to completion of the report.
Following discussion, it was moved by Mr. Frank, seconded by Mrs.
Lancaster, and unanimously carried, to accept Mrs. Little's report
but to take no action on formation of a regional technical library at
Santa Barbara City College.

Mr. Frank said that the Science-Engineering Council is eager to
represent the scientific community and suggested that Santa Barbara
City College be represented on the Council. The Council may foster a liaison among the City's librarians to list the availability of references on technical subjects.

After some discussion, it was moved by Mr. Frank and seconded by Mrs. Alexander that a delegate be appointed from the science area of Santa Barbara City College to represent the college on the Science-Engineering Council. At Mrs. Lancaster's suggestion, the motion was amended to the effect that two delegates be appointed from SBCC—one from the science area and one from the technical field—to represent the college on the Science-Engineering Council. The motion carried unanimously.

3.2 Textbooks Recommended for Adoption

In answer to Board members' queries, Mr. Huglin explained present procedures for selection, replacement, and approval of textbooks.

It was moved by Mr. Fillippini, seconded by Mrs. Lancaster, and unanimously carried, to adopt the textbooks listed in Attachment 3.2 and the addenda.

4. COLLEGE PLANTS AND PROPERTY

4.1 Authorization to Advertise for Bids on Campus Landscaping

Mr. Richard Taylor, landscape architect, presented schematic plans and tracings and described the plans for additional landscaping. During the ensuing discussion, Mr. Taylor was asked to include in the specifications a protective pipe railing around the putting green.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and unanimously carried, to accept Mr. Taylor's plans at the approximate cost of $70,000.00; to advertise for bids immediately; and to schedule the opening of bids for Monday, December 20, 1965, at 2:00 p.m. in the Board Room, making it possible to award the contract at the first Board meeting following the bid opening.
4.2 Change Orders on Rehabilitation of Administration Building

It was moved by Mrs. Lancaster, seconded by Mr. Fillippini, and unanimously carried, to approve Change Order No. 5 covering the following items:

A. Laboratory Invoices

Deduct from contract price these charges by Buena Engineering Services, Inc.:

<table>
<thead>
<tr>
<th>Invoice No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6728</td>
<td>Reinforcing Steel</td>
<td>$23.25</td>
</tr>
<tr>
<td>6808</td>
<td>Structural Steel</td>
<td>$17.25</td>
</tr>
</tbody>
</table>

Total charge for this item...Minus $40.50

Up-to-date summary of the expenditures on the Administration Building rehabilitation is as follows:

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
Change Order No. 4.................. Plus 1,385.00

$218,514.00

This Change Order No. 5............ Minus 40,50

New Contract Price $218,473.50

Mr. Dall'Armi reported that installation of windows is progressing and that within the next few days draperies will be installed.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

After Mr. Dall'Armi explained that the District will be reimbursed for the MDTA items listed upon presentation of the bill by the District, it was moved by Mrs. Meigs, seconded by Mr. Frank, and unanimously carried, that the purchase of supplies, equipment, and services on purchase order numbers 9623 through 9750, as listed in Attachments 5.1-a through 5.1-e be approved.
5.2 **Payment of Claims**

After some discussion of specific items, it was moved by Mrs. Lancaster, seconded by Mr. Fillippini, and unanimously carried, that payment of claims listed in Attachments 5.2-a through 5.2-c and in the addenda be approved.

5.3 **Statement of Condition of General Fund and Excess Tax Funds Cash Accounts**

Mr. Dall'Armi answered questions on this statement, which was presented for the information of the Board. (See Attachment 5.3.)

5.4 **Statement of Appropriations, Expenditures, Encumbrances, and Balances**

This statement was presented for the information of the Board. Mr. Dall'Armi explained that, contrary to the figures, the District is not over-encumbered in the certificated salaries item. (See Attachment 5.4.)

5.5 **Agreement with the Santa Barbara High School District Regarding Certain Administrative Services**

Mr. Dall'Armi explained that Santa Barbara Junior College District reimburses the Santa Barbara High School District for performing certain business services, on the basis of its ADA as pro rated against the total ADA of the combined junior college and high school districts.

It was moved by Mrs. Alexander and seconded by Mr. Fillippini to ratify this agreement with the Santa Barbara High School District to perform certain business services and to authorize the Assistant Secretary-Clerk to execute same on behalf of the Santa Barbara Junior College District. Roll call vote was as follows:

**Ayes:**
- Mrs. Alexander
- Mr. Fillippini
- Mr. Frank
- Mr. Garvin
- Mrs. Lancaster
- Mrs. Meigs

**Nays:** None

**Absent:** Mr. Wells
5.6 Tuition Agreement with the Santa Barbara High School District for Pupils Attending Evening High School

Mr. Dall'Armi reported that the Santa Barbara Junior College District has received about $30,000.00 in the past fiscal year for maintaining this program for the Santa Barbara High School District.

It was moved by Mrs. Lancaster and seconded by Mr. Frank to approve the agreement covering the terms of reimbursement by the Santa Barbara High School District to the Santa Barbara Junior College District for maintaining the evening high school program, and to authorize the Assistant Secretary-Clerk to execute the agreement in behalf of the Santa Barbara Junior College District. Roll call vote was as follows:

Ayes: Mrs. Alexander
      Mr. Fillippini
      Mr. Frank
      Mr. Garvin
      Mrs. Lancaster
      Mrs. Meigs

Nays: None

Absent: Mr. Wells

In reply to Mrs. Lancaster's question, as to whether this practice was a trend among junior colleges, Dr. Rockwell replied that it is not. Because under the Education Code a junior college cannot give a diploma for high school graduation, Mr. Wake and Dr. Bobgan of the Adult Education Division supervise the program up to the time of graduation and the high school district conducts the graduation ceremonies. The high school district prefers to continue under the present arrangement, Dr. Rockwell said; however, the high school district has the legal right to administer the program itself. Mr. Blickenstaff, upon being asked what percentage of the Adult Education program is involved in the high school diploma program, estimate 7-10 per cent as of last year.
5.7 Resolution Authorizing the Santa Barbara Junior College District to Acquire Federal Surplus Property (Resolution No. 5)

Following brief discussion, it was moved by Mr. Fillippini and seconded by Mr. Frank to adopt a resolution to be filed with the Department of Health, Education, and Welfare, enabling the Santa Barbara Junior College District to acquire Federal surplus property, and to authorize Dr. Rockwell and/or Mr. Dall'Armi to sign for purchase of such surplus property. Roll call vote was as follows:

Ayes:  Mrs. Alexander
      Mr. Fillippini
      Mr. Frank
      Mr. Garvin
      Mrs. Lancaster
      Mrs. Meigs

Nays:  None

Absent: Mr. Wells

5.8 Complaint by Viola, Inc., to Recover Penalty Assessed at an Earlier Date

A suit for $1,000.00 has been filed by Viola, Inc., against the District to recover money paid to the District through error, according to Viola, Inc. Dr. Rockwell said that the County Counsel is handling the matter and that the interests of the Santa Barbara Junior College District are being represented by its attorneys.

5.9 Reimbursement of Evening Instructors for Classes Cancelled Due to Storm Conditions

Mr. Dall'Armi explained the difficulty he was having in finding a legal method to pay hourly instructors for the time lost as a result of cancelling classes on November 16, 1965, because of the heavy rains.

The Board agreed that these instructors should be paid if some legal way could be found. It was moved by Mr. Fillippini, seconded by Mrs. Lancaster, and unanimously carried, to continue this item to the next regular Board meeting. Meanwhile, Mr. Dall'Armi is to find means by which reimbursement can legally be made.
6. STUDENT PERSONNEL

6.1 Study of Former Students

Mrs. Lantagne explained the purpose of the study, made in the spring of 1965 and reviewed the high points of the study (Attachment 6.1):

(1) 25 per cent of our students transfer to four-year institutions;
(2) the grade point differential for all colleges except the University of California continues to be minimal; (3) the total grade point average differential is consistent with those of past records; the extremely low differential of the 1963 study was evidently coincidence and may be related to the relatively small number of transfers to UC that year; (4) given information concerning the transferability of courses, about 30 per cent of the students who transfer need little more advice or counsel in program planning; (5) SBCC continues to provide an educational program for students which truly prepares them for transfer and which allows a warm relationship between students and staff.

Board members expressed appreciation to Mrs. Lantagne for her report and study.

7. COMMUNITY RELATIONS

No report.

8. GENERAL INFORMATION

8.1 Projections of Enrollment, ADA, and Full-Time Equivalency for Graded and Ungraded Classes

Mrs. Meigs said she felt that Mr. Bresslin's excellent report would be appropriate for a meeting of the Committee of the Whole. Mr. Garvin asked members to study the report thoroughly before their next meeting.

8.2 Establishment of Two Regular Meetings Per Month

Mr. Garvin suggested that perhaps the time had arrived for the Board to schedule two meetings per month—perhaps the one in the middle of the month being devoted strictly to business and finance, and the second
Adjourned Meeting, SBJCD Board of Trustees, November 22, 1965

being devoted to other items.

It was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously carried, to hold regular meetings of the Board of Trustees of the Santa Barbara Junior College District on the second and fourth Thursdays at 4:00 p.m. in the Board Room, the next regular meeting to be held on December 9, 1965. The meeting of the Committee of the Whole scheduled for December 8 was cancelled.

Mrs. Alexander and Mr. Garvin both expressed the desire to hear reports from all departments of the college from time to time; other Board members agreed that familiarization with the needs and goals of various departments would be helpful in planning the budget. A schedule will be worked out for departments' reports to the Board.

8.3 Accreditation Visit Report

Dr. Rockwell expressed pleasure with the report given by the accrediting team to Board members and staff on November 18, 1965. Notes taken at the time of the report will be circulated to the Board and staff.

9. ADJOURNMENT

No further business being presented, it was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously carried, that the meeting be adjourned at 5:55 p.m. The next regular meeting will be held Thursday, December 9, 1965, at 4:00 p.m. in the Board Room at Santa Barbara City College.

Attest:

James R. Garvin
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 Board of Trustees

on December 9, 1965