REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT
May 27, 1965, 4:00 p.m., Room PS-101

1. GENERAL FUNCTIONS

1.1 Call to Order

A regular meeting of the Board of Trustees of the Santa Barbara Junior College District was called to order by President Garvin on Thursday, May 27, 1965, at 4:00 p.m. in Room 101 of the Physical Science Building of Santa Barbara City College.

1.2 Roll Call

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

Absent: None

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

Dr. Robert C. Rockwell, Superintendent-elect and President, Santa Barbara City College
Mr. Lorenzo Dall'Armi, Administrative Assistant, Business Services, Santa Barbara City College
Mr. M. L. Huglin, Dean of Instruction, Santa Barbara City College
Mrs. Marie Lantagne, Dean of Student Personnel, Santa Barbara City College
Mr. Selmer O. Wake, Director of Adult Division, Santa Barbara City College
Mr. Carl M. Hentschke, Coordinator of Student Activities, Santa Barbara City College
Dr. John Forsyth, President, Santa Barbara City College Academic Senate
Mr. Gary Mouck, President, Santa Barbara City College Instructors' Association
Mr. William E. Miller, Chairman, Salary Study Sub-committee of Santa Barbara City College Instructors' Association
Mr. Eric Maurer, Chairman, Adult Education Advisory Committee
Mr. David Martin, Member, Adult Education Advisory Committee
Mrs. Katherine McCloskey, News-Press Reporter

1.3 Welcome to Guests

Mr. Garvin welcomed the guests and staff members present at the meeting.
1.4 Minutes

It was moved by Mr. Wells, seconded by Mr. Fillippini, and unanimously carried, to approve the minutes as submitted for the organizational meeting of May 10, 1965.

1.5 Hearing of Citizens and Petitions

None

1.6 Communications

None

1.7 Remarks by Chair

Mr. Garvin said that an effort would be made to streamline future meetings; however, the Board understands the need for the lengthy agenda for its first few meetings, in conjunction with the assimilation of much background material.

He reported that he, Mr. Fillippini, and Mr. Wells attended the May 20, 1965 meeting of the Santa Barbara High School Board of Education, and added that certain actions taken by that Board would be approved and made a part of the minutes of the May 27, 1965 Board of Trustees' meeting.

2. PERSONNEL

2.1 Certificated Personnel Assignments

a. It was moved by Mr. Fillippini, seconded by Mr. Wells, that the items on Attachment 2.1 which were approved at the May 20, 1965 Board of Education meeting, as well as the item in the addenda to the agenda of the same meeting which recommended authorization for Robert D. Rutherford to attend the California Real Estate Association Education Investment Conference in Los Angeles on May 27-28, 1965 with expenses not to exceed $54.36 (this expense being reimbursable from funds available through the Santa Barbara Coordinated Education Project) be approved and made a part of the minutes of the Board of Trustees'
May 27, 1965 meeting. Motion carried unanimously.

b. Following an explanation by Dr. Rockwell of why two 1965-66 art instructors were recommended for employment on an hourly rather than on a contract basis, it was moved by Mrs. Meigs, seconded by Mr. Fillippini, that all personnel on Attachment 2.1 who had not yet been approved by either board be approved. Motion carried unanimously.

At this point, Mr. Garvin interjected remarks on the actual powers of the Board of Trustees prior to July 1, 1965. Because there have been varying interpretations by various authorities, he suggested that the Board act on the basis of limited powers in certain matters until July 1, 1965. He asked for volunteers to attend the next two Santa Barbara High School District Board of Education meetings. Mrs. Meigs agreed to attend on June 3, Mrs. Alexander and Mr. Frank on June 17; others may attend if they wish.

2.2 **Classified Personnel Assignments**

a. and b. It was moved by Mr. Wells, seconded by Mr. Fillippini, that all items on Attachment 2.2 which were approved at the May 20, 1965 Board of Education meeting be approved and made a part of the minutes of the May 27, 1965 Board of Trustees' meeting; and that all personnel on Attachment 2.2 who had not yet been approved by either board be approved at this time. Motion carried unanimously.

2.3 **Administrative Organizational Pattern**

Dr. Rockwell discussed the reasons for setting up the pattern shown on Attachment 2.3. Because administrative personnel duties have increased with the separation from the Santa Barbara High School District, the proposed pattern would adjust certain positions to conform with an organizational pattern most effective for a junior college (for example, upgrading the Coordinator of Student Activities...
to Dean of Student Activities). He said that the following groups should be added to the plan as shown on Attachment 2.3: "The People" (above "Governing Board"), "Faculty" (above "Students"), "Counselors" (responsible to "Vice-President, Student Personnel"), and "Audio-Visual" (responsible to "Head Librarian"). He explained that the new positions of "Supervisor of Accounts" and "Supervisor of Purchasing" would not be filled for some time; these services will be contracted for with the Santa Barbara High School District, as will certain psychological and health referral services. He stressed that approval at this time should be restricted to this proposed pattern, and that approval of salary increases for each position would be considered later on in the meeting.

It was moved by Mrs. Alexander, seconded by Mr. Fillippini, that the proposed administrative organizational pattern be approved.

Mrs. Lancaster opened the discussion by saying she felt that no decision should be made on adoption of the pattern without some further thought. She did not believe that Mr. Wake should be equated with the other vice-presidents' positions, but thought that he deserved placement on a higher level because of his national reputation and long experience in the field of adult education.

Mrs. Alexander said that she felt the Board should proceed as recommended by the Superintendent-elect, who had been employed by the Board to make such recommendations.

Mrs. Lancaster proposed that decision on this item be delayed either until the next meeting of the Board, or until a year from now.

Dr. Rockwell brought up the fact that this pattern had been discussed previously with Mr. Wake, who would be placed on a higher salary level than the other three vice-presidents. He pointed out that most junior colleges place the adult education program under the person in charge of
instruction; however, because of Mr. Wake's special capabilities in his field, the proposed pattern for Santa Barbara City College would establish a separate vice-presidency for the head of the adult education program. He said that most junior colleges do not feel it appropriate to have as the number two administrator a person who has been identified solely with adult education. In establishing an organizational pattern, Dr. Rockwell said, the position and not the personality should be the consideration.

Mr. Fillippini expressed his opinion that Santa Barbara City College's pattern does not have to follow the format of other junior colleges, and that monetary gain is not necessarily the most important thing to many people, but that stature may be. He said he agreed with Mrs. Lancaster that this situation demands special consideration, for it did not seem to him to be equal upgrading when one who has been on a level above the other administrators now being considered for vice-presidencies is now to be equated on the same level with them.

Dr. Rockwell replied that he was concerned with having a pattern that would be most effective for the college.

Mr. Garvin said that he would like a delay on the decision, so that he could confer with Mr. Wake before the next Board meeting, Mr. Wake having preferred not to speak regarding this question at the meeting.

Mr. Frank felt that the Board should think in terms of the District in establishing the lines of command.

It was moved by Mr. Frank, seconded by Mrs. Meigs, that the motion be tabled. Motion was carried, with Mrs. Alexander dissenting.

2.4 Reclassification of Certain Classified Positions

It was moved by Mrs. Lancaster, seconded by Mr. Fillippini, to approve the reclassifications as listed in Attachment 2.4. Motion carried unanimously.
2.5 **Certificated, Classified, and Administrative Salary Schedules for 1965-66**

a. **Certificated Salary Schedule**: Mr. William E. Miller, chairman of the Salary Study Sub-committee of the Santa Barbara City College Instructors' Association, presented the position of the faculty with regard to a salary schedule for 1965-66 (please see Attachment 2.5-a). To attract and retain outstanding faculty members, to maintain the college's high standards, and to encourage the faculty to increase their professional competence without undue financial hardship, Mr. Miller said, the Committee recommends—as an interim measure—the adoption of Schedule "E" for 1965-66.

Adjustment at this time to a superior schedule, such as "A", would require drastic changes which may not be feasible right now. The Committee therefore proposes that, in the meantime, the revisions in the existing schedule as listed on page 10 of Attachment 2.5-A be adopted. Future negotiations would be moving toward Schedule "A" with seven classes, twelve steps, a beginning salary of $6500, and a maximum salary of $13,490.

In terms of cost, the over-all increase for Schedule "E" would amount to about 11 per cent. The Committee would also like to see adoption of the concept of contract salaries for evening and summer session instructors; however, the Committee realizes that this is presently economically unfeasible. Until it is feasible, the Committee would like, in retaining the hourly basis of pay, to increase the hourly rate for lecture-type classes to $8.00 per hour, and for laboratory-type classes to $6.25 per hour.

Board members and Dr. Rockwell complimented Mr. Miller on his thorough presentation. Mr. Garvin suggested that the Board might wish
to hold an adjourned session for further discussion, with any persons wishing to participate, in conjunction with discussion of the proposed budget for 1965-66. Dr. Rockwell said that he and Mr. Dall'Armi would find it helpful to know the Board's feelings about the proposed schedules before they completed preparation of the budget. In reply to the Board's query, he said that no contracts have been issued for 1955-66 as yet.

Mr. Garvin asked if the money were available for a schedule such as "E" and Dr. Rockwell answered in the affirmative. Mr. Garvin then asked Board members for their reactions to this schedule. Mrs. Lancaster said she believed that the Board should consider it favorably. Mr. Wells said he favored the schedule but would not want to move on adoption at this meeting.

Mr. Fillippini favored the schedule but wondered if the Board needed to be concerned if the Board of Education of the Santa Barbara High School District should differ in its reaction to the schedule. To this, Mr. Garvin replied that the Board of Education has indicated that it prefers the Board of Trustees to make its own decisions on budget and salaries. Dr. Rockwell affirmed that the Trustees have the power to make these decisions; however, although the Board of Education has so expressed itself, it is the desire of the Board of Trustees and the Superintendent-elect to continue to coordinate with the Board of Education. Dr. Rockwell said he would check further with Dr. Scharer regarding procedures.

Mrs. Meigs felt that the schedule was in line and a reasonable one, and that the Board should move quickly.

Mrs. Alexander inquired of Mr. Miller if, after the 11 per cent increase were approved for next year, the Committee would expect
the Board to approve another increase at the going rate for that year. Mr. Miller said that the basic structure would not be revised each year, but that an annual increase of 4½ per cent or 5 per cent--whatever is fair--would be hoped for.

Mr. Fillippini moved that the matter of all salary schedules--certificated, classified, and administrative (Attachments 2.5-a, 2.5-b, and 2.5-c) be continued to an adjourned meeting on June 10, 1965, at 4:00 p.m. in PS-101, when the tentative budget will also be discussed. Mrs. Lancaster seconded the motion. Motion carried unanimously.

b. See last paragraph of 2.5-a above.
c. See last paragraph of 2.5-c above.

3. CURRICULUM AND INSTRUCTION

3.1 Presentation of Books to be Recommended for Adoption

It was agreed by the Board to approve and make this booklist a part of the minutes of this May 27, 1965 meeting; they will be adopted by the Santa Barbara High School District Board of Education at its June 3, 1965 meeting.

3.2 Approval of Vocational Education Act Projects

It was moved by Mr. Wells, seconded by Mr. Fillippini, that the following projects be approved: Data Processing - Business Data Processing, and Further Implementation of VEA-63 Project No. 5-920 entitled, "The Occupational Preparation of a General Office Worker Through a Technical Clerk-Typist, Secretarial, and Stenographic Program." Motion carried unanimously. Mr. Frank commented on the high caliber of membership of the Data Processing Advisory Committee.

4. COLLEGE PLANTS AND PROPERTY

No Report.
5. **BUSINESS AND FINANCE**

5.1, **Purchase Order Report**; 5.2, **Payment of Claims**; and 5.3, **Financial Statements**

It was moved by Mrs. Lancaster, seconded by Mr. Wells, that Attachments 5.1, 5.2, and 5.3, as well as the addenda item in 5.2 of the Board of Education May 20, 1965 agenda (final payment to Viola, Inc., from the Santa Barbara Junior College District Bond Fund for Junior College Construction, in the amount of $254,916.26) be approved and made a part of the minutes of this May 27, 1965 meeting. Motion carried unanimously.

5.4 **Presentation and Approval of Budget Calendar**

It was moved by Mr. Wells, seconded by Mr. Fillippini, to refer to the adjourned meeting of June 10, 1965 any discussion of this item. Motion carried unanimously.

6. **STUDENT PERSONNEL**

No Report.

7. **COMMUNITY RELATIONS**

No Report.

8. **GENERAL INFORMATION**

Dr. Rockwell announced that Commencement would be held Thursday, June 17, at 4:00 p.m. inside the Campus Center. Participants who will sit on the platform will be asked to meet in CC-123 at 3:30 p.m. to assemble for the proccessional. Details will be mailed in a few days. The ceremonies will last approximately one and three-fourths hours. All Board members who can be present are invited to sit on the platform.
9. ADJOURNMENT

No further business being presented, the meeting was adjourned at 6:30 p.m.,
to a meeting on June 10, 1965 at 4:00 p.m. in room 101 of the Physical Science
Building at Santa Barbara City College.

Attest:  

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

Dr. Norman B. Scharer, Superintendent
and Secretary-Clerk to Board of Education

Dr. Robert C. Rockwell, Superintendent-elect and Secretary-Clerk-elect to Board
of Trustees, Santa Barbara Junior College District

Approved by Board of Trustees
on June 10, 1965