AGENDA FOR ADJOURNED MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

June 10, 1965, 4:00 p.m., Room FS-101

1. GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Welcome to Guests

1.4 Minutes

1.5 Hearing of Citizens and Petitions

1.6 Communications

   a. Letter from Michael Daniel, President of Associated Students,
      requesting permission to appear at Board meeting to present gifts
      to Board members.

2. PERSONNEL

2.1 Certificated Personnel Assignments

   a. Approved by Board of Education, SBJCD, at regular meeting, Thursday,
      June 3, 1965. (Please see Attachments 2.1-h and 2.1-i; also addenda
      item on green sheet.) The Superintendent-elect recommends that these
      certificated assignments be made a part of the minutes of this meeting.

   b. Additional assignments: The Superintendent-elect recommends the
      appointment of the following:

         Marilyn M. Nadler   Counselor III   4/5 time   1965-66 college year
         George P. Montgomery  IV-3         12 mon.      Effective date to be
         $8893.                 as of approval from
                               MDTA authorities;
                               also 1965-66 college
                               year

2.2 Classified Personnel Assignments

   a. Approved by Board of Education, SBJCD, at regular meeting, Thursday,
      June 3, 1965. (Please see Attachment 2.2.) The Superintendent-elect
      recommends that/classified assignments be made a part of the minutes
      of this meeting.
b. Additional assignment: The Superintendent-elect recommends the appointment of the following:

Helen C. Capes  Acct. Clk. 10-A  $350 mon.  Effective 6-2-65
Replaces Marion Clemmer

2.3 Resignations and Retirements of Certificated Personnel

The Superintendent-elect would like to call particular attention to the following list of staff members who have served the District with distinction for a number of years:

Robert C. McNeill (Retirement)  24 years of service
Carl M. Hentschke (Resignation)  5 years of service
Ida M. Meier (Resignation)  8 years of service
L. Elisabeth Oster (Resignation)  5 years of service

2.4 Formation of a Faculty Senate at City College

Under Assembly Concurrent Resolution 48, legal authority was granted to California junior colleges to form faculty senates. For over two years, a faculty committee has been studying and developing a Constitution which would best reflect what the faculty members at City College would want their senate to be. Mr. Charles F. Rheinschmidt, chairman of the Committee, will be present to discuss the Constitution of the proposed faculty senate. (Please see Attachment 2.4.) The Superintendent-elect recommends the adoption of the Constitution as presented.

2.5 Administrative Organizational Pattern

At the last Board meeting, a new administrative organizational pattern was presented to the Board and recommended for adoption (please see Attachment 2.5 "First Proposal"). After much discussion, the proposal was tabled. In an effort to exclude what appeared to be objections by the Board to the first proposal, a second proposal for a pattern of organization has been drafted (please see Attachment 2.5 "Second Proposal") and is presented for the Board's consideration.
All members of the administrative staff, as well as teacher representatives from the College Council, have participated in the development of the second proposal and have endorsed it. The Superintendent-elect recommends the adoption of the second proposal for an administrative pattern of organization.

2.6 **Certificated, Classified, and Administrative Salary Schedules for 1965-66**

At the last meeting, the Board decided to continue the discussion of all salary schedules to an adjourned meeting on June 10, 1965.

a. **Certificated Salary Schedule**: Mr. William E. Miller and members of his salary committee will be present to answer any questions regarding his recommendations presented at the last meeting. (Please see Attachment 2.6-a.) The Superintendent-elect recommends the adoption of Salary Schedule "E" and items one through four as set forth in "Interim Adjustments" of Attachment 2.6-a.

b. **Classified Salary Schedule**: After a series of meetings between Mr. Dall'Armi and the Salary Committee of the classified staff, a salary adjustment of five per cent (5%) across the board is proposed. If granted, this increase will maintain a good relationship with the new salary schedule for the certificated staff, as well as attract good classified staff for the college. Mr. Dall'Armi will discuss the proposal at the meeting. The Superintendent-elect recommends the adoption of a 5% increase of the classified salary schedule.

c. **Administrative Salary Schedule**: Mr. Dall'Armi will make the presentation regarding the proposed administrative salary schedule. Board members will note that some changes have been made on the administrative schedule submitted at the last meeting in order to "phase in" the schedule more economically (please see Attachment 2.6-c). The Superintendent-elect recommends adoption of the proposed administrative salary schedule.
3. CURI CULA INST RUTIO

3.1 At the regular meeting of the Board of Education of the SBJCD on June 3, 1965, the list of textbooks previously presented for review was adopted. The Superintendent-elect recommends that this list of textbooks, as adopted, be made a part of these minutes. (Please see Attachment 3.1.)

3.2 Proposed New Courses for 1965-66

Under state law, junior colleges are required to have all new courses approved by the Governing Board and, subsequently, by the State Department of Education. This, then, is the first step necessary to complete approval of all new courses. New courses at City College may be proposed by students, teachers, administrators, or Board members, but before adoption they are given preliminary screening by teachers within the respective instructional division. If approved within the division, they are presented to the Curriculum Advisory Committee, then presented to the President who, if he approves, recommends them for approval to the Governing Board. The Superintendent-elect recommends approval of the new courses presented in Attachment 3.2.

4. COLLEGE PLANTS AND PROPERTY

No Report.

5. BUSINESS AND FINANCE

Inasmuch as the succeeding items were acted upon by the Board of Education of the SBJCD at its regular meeting on June 3, 1965, the Superintendent-elect recommends that they be made a part of the minutes of this meeting:

5.1 Purchase Order Reports (Please see Attachment 5.1.)

5.2 Payment of Claims (Please see Attachment 5.2.)

5.3 Presentation of the 1965-66 Tentative Budget

In October, 1964, the first meeting was held to consider preparation of the 1965-66 budget. Present were administrators and division chairman
who represented every person on the college staff. Budget procedures were explained, a calendar was adopted, and estimated limits of income and expenditures for the 1965-66 year were announced. Each staff member had an opportunity to be involved personally in the preparation of the budget.

After all estimates were in, they were pulled together; several meetings then were held in an effort to bring together the expenditure and the income totals.

The budget presented to the Board today reflects the best efforts of the total staff to achieve a quality program for next year within the financial limits of the District. Mr. Dall'Armi will make the budget presentation. (For the 1965-66 tentative budget, please see Attachment 5.3.)

6. **STUDENT PERSONNEL**
   
   No Report.

7. **COMMUNITY RELATIONS**

   7.1 At a recent meeting of the Community Advisory Council for Santa Barbara City College, Dr. Upton Palmer was elected President for the 1965-66 year, replacing Dr. Franklin Lowance. Mr. William Ducharme was elected Vice-President.

8. **GENERAL INFORMATION**

   No Report.

9. **ADJOURNMENT**

   The next regular meeting will be held on Thursday, June 24, 1965 at 4:00 p.m. in Room 101 of the Physical Science Building at Santa Barbara City College.