REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT
June 24, 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, June 24, 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
Mr. Selmer O. Wake, Director of Adult Division, Santa Barbara City College
Mr. Lisle C. Bresslin, Assistant Dean of Student Personnel, Santa Barbara City College
Mr. Carl M. Hentschke, Coordinator of Student Activities, Santa Barbara City College
Dr. John Forsyth, President, Academic Senate of Santa Barbara City College
Mr. Gary Mouck, President, Santa Barbara City College Instructors' Association
Mr. William E. Miller, Chairman, Salary Study Subcommittee of SBCC Instructors' Association
Mr. Charles F. Rheinschmidt, newly-appointed Assistant Dean, Student Activities
Mr. Spencer Blickenstaff, Assistant Director of Adult Division, Santa Barbara City College
Mr. Eric Maurer, President, Adult Education Advisory Council  
Mr. David Martin, Member, Adult Education Advisory Council  
Mr. Richard B. Taylor, Landscape Architect

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. Fillippini, seconded by Mr. Wells, and unanimously carried, to approve the minutes as submitted for the adjourned meeting of June 10, 1965.

1.5 Hearing of Citizens and Petitions

None

1.6 Communications

None

2. PERSONNEL

2.1 Certificated Personnel Assignments

a. It was moved by Mrs. Lancaster, seconded by Mr. Fillippini, and carried unanimously, that the items in Attachments 2.1-c, 2.1-d, and 2.1 addenda, which were approved by the Board of Education, SBJCD, at its June 10, 1965 adjourned meeting and at its June 17, 1965 regular meeting be approved and made a part of the minutes of the Board of Trustees' June 24, 1965 meeting.

In answer to Mr. Wells' query about Mr. Dall'Armi's $600 transportation allowance, Dr. Rockwell and Mr. Dall'Armi explained the basis on which this amount was figured. The latter will give a verbal accounting at a future Board Meeting.
b. It was moved by Mr. Fillippini, seconded by Mr. Frank, and carried unanimously, that personnel assignments be approved as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Action</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Sydney Jo Siemens</td>
<td>(Vocational Nursing)</td>
<td>Salary according to placement on new salary schedule</td>
<td>July 1, 1965</td>
</tr>
<tr>
<td>Mrs. Ruth A. Little</td>
<td>(Head Librarian)</td>
<td>Corrected to $28.00 a day for full-time teaching load of 4 hours a day or equivalent thereof; instead of $6.00 per hour as listed in June 17, 1965 agenda of Board of Education special meeting</td>
<td>June 21, 1965 through July 30, 1965 summer session</td>
</tr>
</tbody>
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2.2 Classified Personnel Assignments

a. It was moved by Mrs. Lancaster, seconded by Mr. Fillippini, and carried unanimously, that all items in Attachment 2.2-a, which were approved by the Board of Education, SBJCD, at its June 10, 1965 adjourned meeting and at its June 17, 1965 regular meeting be approved and made a part of the minutes of the Board of Trustees' June 24, 1965 meeting.

b. It was moved by Mr. Fillippini, seconded by Mrs. Meigs, and carried unanimously, that personnel assignments be approved as follows:

**SEPARATION**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
<th>Effective Date</th>
</tr>
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**APPOINTMENT (Hourly)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yarbrough, David</td>
<td>Student help-gardnr.</td>
<td>$1.74 hr.</td>
<td>June 19-30,'65</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>July 1, 1965</td>
</tr>
</tbody>
</table>

**RECLASSIFICATION**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Range</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overmeyer, George</td>
<td>Traffic Control Guard</td>
<td>Range 8</td>
<td>July 1, 1965</td>
</tr>
</tbody>
</table>
2.3 Certificated and Administrative Salary Schedules for 1965-66

Mr. Wells, Chairman of a Salary Committee, composed of
Mr. Fillippini and Mr. Frank, reported that the Committee had
found some inequities in the current salary schedule, the most
significant one being that the instructors' salary schedule for
1964-65 was about 6 percent lower than the California Junior
College median.

The Committee felt that it could not make up the 6 percent
this year, preferring to improve the schedule over a two-year
period; at its first meeting, the Committee, meeting with Mr.
Dall'Armi, Mr. Miller and Dr. Rockwell, asked that salary
proposals be drafted to reflect an 8.5 percent increase for 1965-66.
The Committee also indicated its desire to achieve an additional
6 or 7 percent increase for the 1966-67 year.

Replying to Mrs. Alexander's and Mrs. Meigs' comments
that they understood the tentative budget had provided for the total
increase requested by the teachers, Mr. Fillippini said that the
Committee also had to consider some unknowns for next year's
operations.

Mrs. Alexander asked what unexpected expenses were facing
the District. Explaining that almost all of the District's bonds had
been expended for rehabilitation of the Administration Building,
Dr. Rockwell said that some unexpected additional work had become
necessary, as it often does in the remodeling of old buildings. There
are no funds for equipment of this building, not enough money to
landscape as extensively as is desirable, and a $77,000 lawsuit faces
the District. Thus, the District must be on the cautious side in
budgeting.
Mrs. Lancaster asked Mr. Garvin if the Board's Salary Study Committee would be a continuing committee, and he said that he planned to appoint another committee to study salaries with faculty representatives at a later date.

It was moved by Mr. Wells, seconded by Mr. Frank, and carried unanimously, to adopt the proposed basic schedule for certificated personnel for 1965-66. (See attached sheet, Proposed Basic Salary Schedule for 1965-66).

Dr. Casier, new chairman of the Salary Study Committee and the City College Instructors' Association, asked the Board where it thought SBCC should be with regard to salaries, as compared with other junior colleges, because his committee would like a guideline in planning for next year. Mr. Garvin answered that the Board wanted SBCC to be above average and would shoot high - although some concessions might have to be made depending on availability of finances.

It was moved by Mr. Wells, seconded by Mr. Fillippini, and carried unanimously, to adopt the "Interim Adjustments," items 2, 3, and 4 (see attached sheet, Interim Adjustments).

Regarding the proposed administrative salary schedule, (see Proposed Administrative Salary Schedule, attached) Mr. Fillippini explained that the Board's committee had tried to equate administrators' increases with those of teachers. Mrs. Lancaster pointed out some administrative increases which were over the 8.5 percent increase allowed the teachers, and said she objected to widening the gap between the two schedules, feeling that the administrators should accept the same lowered percentage of increase as the teachers.
Mr. Frank reviewed the thinking of the Committee. He stated that, in calculating the dispersion of salaries around the mean, it was determined that one standard deviation amounted to $+\ 6$ per cent with Santa Barbara 5.6 per cent below the mean.

The faculty salary committee presented a new schedule for the Board's consideration, amounting to a 12 per cent increase. Although the Board is on record as favoring as high a salary as possible to place Santa Barbara City College near the top of the list, it also is responsible for equating both anticipated income and expense. In view of the fact that the Board desired at least to bring the salaries up to the midpoint of all California junior college salaries (regardless of the obvious difficulty of finding an acceptable base for comparison), it requested the faculty salary committee to reduce the net increase to 8 per cent (approximately 5 per cent to bring Santa Barbara City College up to the mean and 3 per cent to anticipate the cost-of-living increase for next year), although the DHEW has shown only a 1.5 per cent annual increase during the past six years.

The faculty came back with an 8.5 per cent increase which was accepted by the Board. Mr. Frank pointed out that this increase places Santa Barbara City College 4 per cent above the present median and in the top quartile of all California junior colleges. This, plus an indicated desire to consider additional increases for next year, proved acceptable to both committees.

One major change of the new schedule was the merging of the first three classes of the schedule and the addition of two new classes. The Board committee felt that this constituted a considered equalization of salary increments in both class and step. Again, the Board committee indicated, stated Mr. Frank, that it would consider a reduction of the number of steps to maximum in each class next year.

Mr. Dall'Armi said that the administrators' increase would be 9.7 per cent as compared with 8.5 per cent for the teachers.

Mrs. Lancaster said she thought that administrators should be on an interim basis, the same as teachers, and that the Board should commit the college to the administrative
schedule for only this year. Mr. Garvin replied that the schedule would be for only this year and that a representative from administration would be on the committee he plans to appoint.

Mrs. Lancaster, speaking against 'the ratio plan', said that the City Schools had replaced the ratio basis with a monetary basis. Dr. Rockwell said he felt that all the college's administrative staff members were outstanding, ranking with the teachers in that regard, and suggested that if the Board puts teachers' salaries at a certain position statewide, it should go on record as wishing to do the same for the administrators. Mr. Garvin stated that there is a need for incentive for administrators as well as teachers.

Mrs. Alexander said she believed that CTA had backed the ratio plan for administrators, and Mr. Garvin--in stressing the need for a good administration and the need for an attractive schedule--said that the trend seems to be toward a ratio.

Mr. Miller offered as his personal opinion the belief that his committee supported the principle of a ratio rather than a monetary basis, and Mr. Fillippini said that it did not seem feasible to have one principle for teachers and another for administrators.

It was moved by Mrs. Alexander and seconded by Mr. Fillippini to adopt the proposed administrative salary schedule. The motion carried, with Mrs. Lancaster dissenting.
2.4 **Re-employment of Personnel for 1965-66**

a. **Certificated Personnel:** It was moved by Mr. Frank, seconded by Mr. Wells, and carried unanimously, to employ certificated personnel for 1965-66, following the adoption of the tentative budget for 1965-66, as follows:

Election of certificated personnel as defined below and authorization to issue contracts when applicable in the Santa Barbara Junior College District to said employees, according to applicable laws and Board regulations and including the certificated salary schedule adopted by the Board for the school year of 1965-66:

Those certificated staff members who were employed on an annual basis during 1964-65 with the exception of those who have resigned, retired, died, been reassigned, transferred, released, or granted leaves of absence without salary for 1965-66.

b. **Classified Personnel:** It was moved by Mr. Frank, seconded by Mr. Wells, and carried unanimously, to employ classified personnel for 1965-66, following the adoption of the tentative budget for 1965-66, as follows:

Re-employment of classified employees as of July 1, 1965, in the Santa Barbara Junior College District, according to applicable laws and Board regulations and including the salary schedule adopted by the Board for the school year of 1965-66:

Those classified staff members employed June 30, 1965, excepting for those who have resigned, retired, died, been reassigned, transferred, released, or granted leaves of absence without salary for 1965-66.
3. CURRICULUM AND INSTRUCTION

No report.

4. COLLEGE PLANTS AND PROPERTY

4.1 Report of Landscape Architect

Mr. Richard B. Taylor, Landscape Architect, displayed a drawing showing landscaping now under way and work contemplated in the future. Being installed at this time are sprinkling systems and plantings around the Library and in the area above the Physical Education unit, where an erosion problem exists.

These areas, plus some planters in the vicinity of the Library and Campus Center, are covered by the present $22,000 contract ($11,000 each for sprinkler systems and plantings).

Mr. Taylor said that an additional $28,000 is needed to complete landscaping for certain other areas around the Administration and new buildings; the plans and specifications are all prepared. If the Board is interested in alleviating the dust problem by temporary seeding before fall, Mr. Taylor will submit an estimate to the Board, on the basis of approximately one cent per square foot. He said that the complete landscaping job, as shown on his drawing, would cost $60,000.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

a. It was moved by Mr. Wells, seconded by Mrs. Lancaster, and carried unanimously, that the items in Attachments 5.1-a through 5.1-g, which were approved by the Board of Education, SBJCD, at its June 17, 1965 meeting, be approved and made a part of the minutes of the Board of Trustees' June 24, 1965 meeting.
b. It was moved by Mrs. Lancaster, seconded by Mr. Wells, and carried unanimously, to approve the printing of the Adult Education Schedule of Classes, including 5000 reprints on August 31, 1965, the vendor to be the Santa Barbara News-Press and for the sum of $830.00.

5.2 Payment of Claims
a. It was moved by Mr. Frank, seconded by Mrs. Lancaster, and carried unanimously, that the items in Attachments 5.2-a and 5.2-b, which were approved by the Board of Education, SBJCD, at its June 17, 1965 meeting, be approved and made a part of the minutes of the Board of Trustees' June 24, 1965 meeting.

5.3 Tentative Budget for 1965-66

Mrs. Alexander, Chairman of the Board's Budget Study Committee, made up of Mrs. Lancaster and Mrs. Meigs, in reporting for the Committee, recommended the adoption of the Tentative Budget for 1965-66.

In the ensuing discussion, Mrs. Lancaster made the following suggestions:
(1) that an item analysis of the budget be made available; (2) that work begin in August on the 1966-67 budget; (3) that, because the Library appropriation appeared to have been cut, a report on the Library needs in staff, volumes, and finances be given, perhaps at the next meeting; and (4) that it be noted in the minutes that Mrs. Lancaster has begun to explore the reasons why the increase in financial support from the State for junior colleges, called for in the Master Plan, has not been received. With respect to No. 4, she suggested that a committee might be appointed to assist her.
Mr. Dall'Armi pointed out that the Library budget had not been cut and that the other funds were in the NDEA project; Mr. Huglin is to attend a meeting on NDEA projects to learn if the Library NDEA project is to be reduced. Dr. Rockwell thought Mrs. Lancaster's proposal for a Library report an excellent one; he said he planned to have all departments of the college report to the Board at future meetings. It was decided that Mrs. Ruth Little, Head Librarian, and Mr. Huglin would present a joint report at the July 13th meeting.

It was moved by Mrs. Alexander, seconded by Mrs. Lancaster, and carried unanimously, to adopt the Tentative Budget, with these provisions: that the approximately $25,000 to be saved by reducing salaries be added to the undistributed reserve; that an additional $25,000 be transferred from the general reserve to the undistributed reserve.

5.4 Request for Payment of Excess Costs for Construction of New Buildings by Viola, Inc.

Dr. Rockwell said he would send copies of Viola, Inc.'s letter to the Board members so that they might be informed of the claims against the district.

5.5 Authorization of Signatures of Board Representatives

It was moved by Mrs. Meigs, seconded by Mrs. Lancaster, and carried unanimously, that Mr. Garvin's signature be added to those of Dr. Rockwell and Mr. Dall'Armi as persons authorized and directed to sign orders on school district funds in the name of the Board of Trustees of the Santa Barbara Junior College District, said authorization to be effective July 1, 1965.

It was moved by Mr. Wells, seconded by Mr. Fillippini, and carried unanimously, that the following persons be authorized to sign documents, as indicated below, on behalf of the Board of Trustees of The Santa Barbara Junior College District, effective July 1, 1965:
5.6 **Financial Statement**

Attachments 5.6-a through 5.6-d were for the Board's information only.

5.7 **Purchase of Portion of Warehouse Revolving Fund by High School District from Junior College District**

It was moved by Mr. Wells, seconded by Mrs. Lancaster, and carried unanimously, that the following action of the Board of Education of the Santa Barbara High School District be approved by the Board of Trustees of the Santa Barbara Junior College District, and made a part of the minutes of this meeting:

The Board of Education of the Santa Barbara High School District approved the purchase by the High School District of the share of the Junior College District in the Warehouse Revolving Fund for the sum of $12,550.00.

6. **STUDENT PERSONNEL**

No report.

7. **COMMUNITY RELATIONS**

It was moved by Mrs. Alexander, seconded by Mr. Fillippini, and carried unanimously, that the following new members of the Advisory Council of the Adult Education Division be approved (as replacements for those whose terms expire), effective July 1, 1965:
Dr. W. D. Armentrout  
Mrs. Paul M. Brickley  
Mrs. Guy Calden  
Mrs. George Clyde  
Mrs. Van A. Christy  
Mr. Jack M. Eakins  
Mr. Max Egar

Mr. John R. Fox  
Mr. A. L. Gralapp  
Mr. Carl L. Hehnke  
Mr. Roy John  
Mrs. Robert M. Jones  
Mrs. Don MacGillivray  
Judge Walter E. Parent

Mrs. Gladys Swackhammer  
Mr. Mathew Towar  
Mrs. Franklin I. Webb  
Mrs. Katherine L. Westen

In answer to Mrs. Meigs' question about the number of Council members from Carpinteria, Mr. Wake replied that it is planned to bring in more and, perhaps, form a sub-committee in Carpinteria, under Mr. Eakins' leadership, to advise the Carpinteria area.

8. GENERAL INFORMATION

a. It was moved by Mrs. Alexander, seconded by Mrs. Lancaster, and carried unanimously, that the Board of Trustees accept as part of the minutes of this Board all Board minutes pertaining to the Santa Barbara Junior College District adopted by the Board of Education of the Santa Barbara Junior College District between May 10, 1965 and June 30, 1965.

b. Mr. Garvin appointed the following members to a Planning Committee to study future plans and development for Santa Barbara City College:

   Mr. Fillippini
   Mr. Wells
   Mr. Garvin

It was moved by Mrs. Alexander, seconded by Mr. Frank, and carried unanimously, to concur in the appointment of this committee.

c. Mr. Wells suggested that, instead of an employee of the college being paid mileage to deliver Board agenda to members, the agenda be mailed. Mrs. Lancaster concurred. It was agreed that, after August, the agenda should be mailed.
9. ADJOURNMENT

No further business being presented, the meeting was adjourned at 6:30 p.m. to a meeting on Tuesday, July 13, at 4:00 p.m. in Room 101 of the Physical Science Building of Santa Barbara City College, to adopt a Publication Budget, to hold an Organizational Meeting, and transact other necessary business.

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 July 13, 1965  
as corrected