ADJOURNED AND ANNUAL ORGANIZATIONAL MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

July 13, 1965, 4:00 P.M., Room PS-101

1. GENERAL FUNCTIONS

1.1 Call to Order

An adjourned and annual organizational meeting of the Board of Trustees of the Santa Barbara Junior College District was called to order by President Garvin on Tuesday, July 13, 1965 at 4:00 p.m. in Room 101 of the Physical Science Building of Santa Barbara City College.

1.2 Roll Call

Present: Mr. Sidney R. Frank
Mr. James R. Garvin
Mrs. Winifred H. Lancaster
Mrs. Dorothy N. Meigs
Mr. Benjamin P. J. Wells

Absent: Mrs. Kathryn O. Alexander
Mr. Wilbur L. Fillippini

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

Dr. Robert C. Rockwell, Superintendent-President, Santa Barbara City College
Mr. Lorenzo Dall'Armi, Administrative Dean, Business Services, Santa Barbara City College
Mr. M. L. Huglin, Administrative Dean, Instruction, Santa Barbara City College
Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education, Santa Barbara City College
Dr. John Forsyth, President, Academic Senate, Santa Barbara City College
Mr. Spencer Blickenstaff, Assistant Director, Adult Education, Santa Barbara City College
Mrs. Alma R. Ritchie, Coordinator, Adult Education, Santa Barbara City College
Mrs. Ruth O. Little, Head Librarian, Santa Barbara City College
Mr. David Martin, Member, Adult Education Advisory Council
Mrs. Rose Varni, Member, Adult Education Advisory Council

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. Frank, seconded by Mr. Wells, and unanimously carried, to approve the minutes as submitted for the regular meeting of June 24, 1965, with the following corrections to Section 2.3, Certificated and Administrative Salary Schedules for 1965-66:

Page 4, paragraph 1, line 5, and paragraph 2, line 1: the figure of "15 per cent" should be changed to "6 per cent."

Page 6, paragraph 1, line 1, should be expanded to read as follows:

"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 mid-point 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."

Page 6, paragraph 5, line 1: Sentence should read, "Mr. Miller offered as his personal opinion the belief that his committee supported..."

1.5 Hearing of Citizens and Petitions

None

1.6 Organization of Board of Trustees

It was moved by Mr. Wells, seconded by Mrs. Meigs, and unanimously carried, that Mr. Garvin be elected President. It was moved by Mr. Wells, seconded by Mrs. Lancaster, and unanimously carried, that Mr. Fillippini be elected Vice-President. It was moved by Mr. Wells, seconded by Mr. Frank, and unanimously carried, that Dr. Rockwell be elected Secretary-Clerk.

It was moved by Mr. Frank, seconded by Mrs. Lancaster, and unanimously carried, that the Board of Trustees of the Santa Barbara Junior College District hold its regular meetings on the fourth Thursday of each calendar month, at 4:00 p.m. in room 101 of the Physical Science Building of Santa Barbara City College, until the future Board Room is completed.

1.7 Communications

a. Orientation Dinner Meeting in Buellton, July 7, 1965

Mr. Garvin reported that he and Dr. Rockwell had attended this
meeting and said he hoped that other Board members would be able to
attend the next conference, which will be held in October at San
Marcos High School. Dr. Rockwell said he would send to Board members
copies of materials received at the July 7 meeting.

b. Letter from Mr. James D. Driscoll, Chief Clerk of the California
Assembly re Assembly Concurrent Resolution No. 71, dated June 24, 1965

Mr. Garvin read the resolution, which urges junior colleges to
consider the installation of programs in techniques of personnel
recruiting and management with respect to farm employment.

2. PERSONNEL

2.1 Certificated Personnel Recommendations

It was moved by Mrs. Meigs, seconded by Mr. Wells, and unanimously
carried, that certificated personnel assignments recommended in Attach-
ments 2.1-a, 2.1-b, and the addenda sheet, be approved.

2.2 Classified Personnel Recommendations

In reply to Mrs. Lancaster's query about the increase in item 0220
in Attachment 5,3-d, Mr. Dall'Armi said that if EOA help should not
be approved, this extra amount would be needed for student help; if
EOA is approved, this sum will not be spent.

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

3. CURRICULUM AND INSTRUCTION

3.1 Curriculum and Course Titles for Adult Education, 1965-66

Mr. Wake discussed course offerings, requirements for certificates
and high school diplomas, transferability of evening credit courses,
and the general adult education program. He said that 61 per cent of
adult education students are between the ages of 21 and 49, and that
60 per cent have no children in school. Speaking of the Advisory Council's role, he introduced Mrs. Rose Varni and Mr. David Martin, Council representatives. Mr. Wake said he felt that one of the chief characteristics of the program was the great number of short series offered. He pointed out the loss of three classrooms, saying he hoped that the new building program would provide more space.

Following his presentation, Board members complimented Mr. Wake upon the excellent program and asked questions about fees, payment for building use, and the financing of the high school section of the program. He told of plans for publicity in the Carpinteria Herald, as well as in the Santa Barbara and Goleta newspapers.

It was moved by Mr. Frank, seconded by Mr. Wells, and unanimously carried, that the curriculum and course titles as outlined by Mr. Wake for Adult Education in 1965-66 be approved.

3.2 Revised Plan for NDEA Applications

Dr. Rockwell explained that certain items within an appropriation already approved are being shifted because the federal government did not approve the District's request for funds to the the full amount.

Answering the Board's question, Mr. Huglin said that because geology needs are of the first priority, requests for NDEA funds for reading, foreign languages, history, and English (except for certain books) are being eliminated. He outlined the scope of the geology program.

Mrs. Lancaster asked about item 1261 in Attachment 5.3-e, in this connection, and Mr. Dall'Armi said that the final budget will reflect the change.

It was moved by Mrs. Lancaster, seconded by Mr. Frank, and unanimously carried, that the Superintendent's recommendation as to allocation of the District's share of NDEA funds be approved.
3.3 Library Report

At Mrs. Lancaster's suggestion, Mrs. Ruth O. Little, head librarian, sketched her background of education and experience and described the goals striven for in library services at Santa Barbara City College. Mr. Huglin then reviewed the points of his report, distributed at the meeting, thanking Mr. Dall'Armi for assistance in compiling statistics, and complimenting Mrs. Little on the progress made during her tenure as librarian.

Mrs. Little then elaborated on points of her report (Attachment 3.3-a through 3.3-e). Board members asked questions about accreditation standards, circulation figures, and security measures. Mr. Frank mentioned the possibility, considered a few years ago, that local technical and professional organizations might contribute to and use a central technical library based at Santa Barbara City College. Mrs. Little expressed a desire to have this idea revived.

Mr. Garvin thanked those participating in the discussion and said that the Board very much wanted to have an above-average library at the college but, as in salary considerations, some compromises must be made because of the financial limitations. The Board, he said, is 100 per cent behind the librarian in her efforts to furnish superior service, and will make every possible effort to support the program.

4. COLLEGE PLANTS AND PROPERTY

4.1 Board Room Platform

Mr. Garvin said it had been suggested that, in the interests of better visibility for the audience, the Board sit on a platform at one end of the new Board Room. Construction of such a platform would cost $809.00. For acoustical purposes, carpeting would be desirable. To cover the platform would cost $645.00; to cover the remainder of the
Board Room floor would cost $1724.00. Total for this project would be $3178.00, which would be over and above the cost of the flooring already planned.

Following discussion of the advantages and disadvantages of a movable platform, of the multi-purposes of the room, and of budget limitations, it was moved by Mr. Frank, seconded by Mrs. Lancaster, and unanimously carried, that the platform be installed now but that decision on carpeting be deferred until the acoustics have been tested during use of the room.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

It was moved by Mrs. Lancaster, seconded by Mr. Frank, and unanimously carried, that the purchase of supplies, equipment, and services on purchase order numbers 1657-1734 and numbers 9001-9092 pertaining to the Santa Barbara Junior College District (Attachments 5.1-a through 5.1-d dated July 1, 1965, and Attachments 5.1-a through 5.1-c dated July 13, 1965) be approved.

5.2 Payment of Claims

It was moved by Mr. Wells, seconded by Mrs. Lancaster, and unanimously carried, that claims pertaining to the Santa Barbara Junior College District, as listed in Attachment 5.2-a, be approved.

5.3 Publication Budget for 1965-66

Mr. Dall'Armi explained that he had used the figure of $276,000,000 total assessed valuation, which includes a 4 per cent delinquency factor, in working out the budget.

It was moved by Mrs. Lancaster, seconded by Mr. Frank, and unanimously carried, to adopt the publication budget for 1965-66, with the qualification that $21,112.00 be included in the library allotment.
5.4 Second Progress Payment to Don Greene, General Contractor for Rehabilitation of Administration Building

It was moved by Mr. Wells, seconded by Mr. Frank, and unanimously carried, that payment of $56,870.68 be made to Don Greene, General Contractor, for work done in rehabilitating the Administration Building, this sum constituting the second progress payment for the total project.

6. STUDENT PERSONNEL

No report

7. COMMUNITY RELATIONS

No report

8. GENERAL INFORMATION

9. ADJOURNMENT

No further business being presented, the meeting was adjourned at 6:15 p.m. to a meeting on Thursday, August 5, 1965 at 4:00 p.m. in Room 101 of the Physical Science Building of Santa Barbara City College, for the budget hearing and its final adoption, as well as for the consideration of other necessary business.

Attest:

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

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

Approved by Board of Trustees on August 5, 1965