REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

September 23, 1965, 4:00 p.m., Board Room

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, September 23, 1965, at 4:00 p.m. in the new Board Room in the Administration Building of Santa Barbara City College.

1.2 Roll Call

Members present: Mr. Wilbur L. Fillippini
                 Mr. Sidney R. Frank
                 Mr. James R. Garvin
                 Mrs. Winifred H. Lancaster
                 Mrs. Dorothy N. Meigs
                 Mr. Benjamin P. J. Wells

Member absent: Mrs. Kathryn O. Alexander

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

Dr. Robert C. Rockwell, Superintendent-President
Mr. Lorenzo Dall'Armi, Administrative Dean, Business Services
Mr. M. L. Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Selmer O. Wake, Director-Administrative 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. Ralph E. Vernon, President, Instructors' Association
Mr. Reidar Dahl, Construction Inspector
Mr. Barclay Brantingham, Santa Barbara News-Press 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 Mr. Frank, and unanimously carried, to approve the minutes as submitted for the regular meeting of August 26, 1965, with the following correction: on page 4, section 4.1, paragraph 4, add: "Mr. Fillippini stated that Adult Education needs should be considered in the course of the study."

1.5 Hearing of Citizens and Petitions

None

1.6 Communications

a. Correction of Bond Interest and Redemption Tax Rates

The Board acknowledged with thanks the part Dr. Rockwell and Mr. Dall’Armi played in detecting this error. As a result of this discovery, the Board of Supervisors has reset the tax rate at 12 cents less.

b. Expression of Appreciation from Daniel, Mann, Johnson, and Mendenhall

A letter of appreciation for being awarded the architectural-engineering commission providing for continuing services to the District was read by Mr. Garvin and ordered filed.

c. Election of Board Member of State Employees' Retirement System

Dr. Rockwell said that if the Board wished to nominate one of its own members, it might. Voting on the nominees will be conducted at a later date. It was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously carried, that the announcement be noted and filed.

2. PERSONNEL

2.1 Certificated Personnel Assignments

Answering Mr. Wells' query as to the District's health leave policy, Dr. Rockwell replied that health leave may be granted after sick leave is exhausted; the employee receives the difference between his salary and the
salary of his substitute. It was moved by Mr. Frank, seconded by Mrs.
Lancaster, and unanimously carried, that certificated personnel assignments
recommended in Attachments 2.1-a and 2.1-b be approved.

2.2 Classified Personnel Assignments

It was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously
carried, that classified personnel assignments recommended in Attachments
2.2-a and 2.2-b be approved.

3. CURRICULUM AND INSTRUCTION

3.1 Request for Approval to Proceed with Application for Training Course Under
the Manpower Development and Training Act of 1962

Mr. Wake explained the nature of the Porter-Janitor Training Project
and said that jobs are available in this category. Mr. Wells suggested
looking into the area of government openings—especially in connection
with veterans. It was moved by Mrs. Lancaster, seconded by Mr. Fillippini,
and unanimously carried, that the Porter-Janitor Training Project under
the Manpower Development and Training Act of 1962 be approved.

4. COLLEGE PLANTS AND PROPERTY

4.1 Change Orders on Administration Building Rehabilitation

a. Change Order No. 2

Mr. Dall'Armi reported on the progress of the items in this change
order, estimates for which were presented for approval at the August 5,
1965 Board meeting. The Board is now asked, he said, to approve the
official change order, but not to authorize payment as yet. It was
moved by Mr. Fillippini, seconded by Mr. Wells, and unanimously carried,
to approve Change Order No. 2, covering the following items:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation of door between rooms A-214 and A-215</td>
<td>Plus $95.00</td>
</tr>
<tr>
<td>Changeover of boiler to gas fuel consumption</td>
<td>Minus $1,368.00</td>
</tr>
<tr>
<td>Conversion of room A-217 into Geology Lab</td>
<td>Plus $5,669.00</td>
</tr>
<tr>
<td>Painting steel sash and doors</td>
<td>Plus $3,442.00</td>
</tr>
<tr>
<td>Renovation of exterior doors</td>
<td>Plus $2,800.00</td>
</tr>
<tr>
<td>Painting of front stairwell</td>
<td>Plus $165.00</td>
</tr>
<tr>
<td>Painting of fence around courtyard</td>
<td>Plus $115.00</td>
</tr>
<tr>
<td>TOTAL INCREASE FOR CHANGE ORDER NO. 2</td>
<td>$10,918.00</td>
</tr>
</tbody>
</table>
b. **Change Order No. 3**

Mr. Dall'Armi described the dangers inherent in the existing deteriorated electrical conduits in the boiler room. It was moved by Mrs. Meigs, seconded by Mr. Frank, and unanimously carried, to approve Change Order No. 3, for replacement of electrical conduits in the boiler room at a cost of $3,340.00.

Mr. Fillippini asked if it is anticipated that any more problems necessitating change orders will be encountered. Mr. Dall'Armi said that a few more official change orders will be presented, dealing with items for which the Board has already approved estimates. The matter of telephone conduits will also be brought up later.

Dr. Rockwell said that there will be a request from the contractor for an extension of time, after approval by the architects. He added that in rehabilitation, change orders are not uncommon and that the District is not paying exorbitant fees.

Replying to Mr. Frank's question about the total amount of remaining change order expenses yet to be approved, Mr. Dall'Armi listed: $32,000.00, window replacement; $900.00, Board Room platform; $500.00, telephone conduits. Grand total of the contract price will, accordingly, be approximately $250,000.00.

4.2 **Renewal of Agreement Between the Santa Barbara Junior College District and the City of Santa Barbara for the Use of Los Banos del Mar Swimming Pool**

Mr. Dall'Armi reviewed the agreement, renewable annually, and described revisions made since the initial agreement in 1962. Henceforth, the District will pay these financial obligations on a six-month, rather than the previous seven-month basis; this will result in a saving to the District. The District will provide men on a matching basis with the City, from now on. Mr. Frank asked about the set-up for the Easter Relays, and Mr. Dall'Armi
replied that because the District has a long-term lease with UCSB for La Playa Field, we must clear with UCSB. The stands, however, belong to the District. With respect to Los Baños del Mar pool, the cost of insurance and major repairs approximates $12,000-$15,000 a year; a cost analysis is being made, Mr. Dall'Armi said. He pointed out that during the fall semester there will be approximately 5400 student contact hours in the pool; spring semester figures will be less. Staff members also use the pool. He said that the District could not maintain its own pool for the amount given above.

At this meeting, Mr. Dall'Armi continued, the Board was being asked to approve the revised contract with the City. It was moved by Mr. Fillippini, seconded by Mr. Wells, and unanimously carried, to approve the revised agreement with the City for joint use of Los Baños del Mar swimming pool.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

Following an explanation of requisitioning and purchasing procedures, it was moved by Mrs. Meigs, seconded by Mr. Wells, and unanimously carried, that the purchase of supplies, equipment, and services on purchase order numbers 9357 through 9499, as listed in Attachments 5.1-a through 5.1-e, be approved.

5.2 Payment of Claims

It was moved by Mrs. Meigs, seconded by Mr. Fillippini, and unanimously carried, that payment of claims listed in Attachments 5.2-a and 5.2-b be approved.

5.3 Request for a Temporary Loan to Meet October Financial Obligations

It was moved by Mr. Wells, seconded by Mrs. Lancaster, and unanimously carried, to adopt Resolution No. 2, authorizing a temporary loan of $100,000.00 from the Santa Barbara County General Fund to meet the financial obligations
of the District for October, 1965. The roll call vote was as follows:

Ayes:    Mr. Fillippini, Mr. Frank, Mr. Garvin,
         Mrs. Lancaster, Mrs. Meigs, Mr. Wells

Nays:    None

Not voting: None

Absent:  Mrs. Alexander

The Board discussed the timing of tax collections. Mr. Dall' Armi
pointed out that this loan will cost the District no interest, but has
limitations—i.e., the District cannot borrow from it to pay for capital
outlay.

5.4 Request for Authorization to Purchase Tax Anticipation Notes for the Purpose
of Meeting District Financial Obligations for the Months of October,
November, and December, 1965

Mr. Dall' Armi said it is hoped that these notes will come in between
\( \frac{1}{2} \) per cent and 2 per cent. Answering the Board's question, he affirmed
that if the fiscal year began October 1, it would help the situation—
although there are other factors involved. The District does draw $20,000.00
interest from its own funds deposited in various accounts, he added. It
was moved by Mrs. Lancaster, seconded by Mr. Wells, and unanimously carried,
to adopt Resolution No. 3, authorizing the purchase of tax anticipation
notes to meet Santa Barbara Junior College District financial obligations
for October, November, and December, 1965, in the following amounts:

$200,000.00 to be dated October 22, 1965
$150,000.00 to be dated November 23, 1965

Roll call vote was as follows:

Ayes:    Mr. Fillippini, Mr. Frank, Mr. Garvin,
         Mrs. Lancaster, Mrs. Meigs, Mr. Wells

Nays:    None

Not voting: None

Absent:  Mrs. Alexander
5.5 Ratification of Agreement with University of California, Santa Barbara, for Student Teaching Services

Mr. Dall'Armi stated that no more than 60 units will be involved, that there will be no more than 15 students at any one time, and that instructors will be reimbursed $5.00 per semester unit. Mr. Huglin added that at present the college has five student teachers and one counselor trainee under this agreement. It was moved by Mr. Wells, seconded by Mr. Fillippini, and unanimously carried, to ratify the agreement with the University of California, Santa Barbara, to provide practice teaching experience for a number of UCSB students.

5.6 Approval of Inter-District Attendance Agreements

Dr. Rockwell said that certain junior college districts are worthy of exception with respect to reciprocal attendance agreements. It was moved by Mrs. Meigs, seconded by Mr. Wells, and unanimously carried, to approve inter-district attendance agreements with (a) Foothill Junior College District, on a cost per unit of ADA basis beyond the first five units; (b) Monterey Peninsula Junior College District, on a cost per unit of ADA basis; (c) Ventura County Junior College District, on a cost per unit of ADA basis, excluding second-year students.

5.7 Resolution Enabling the Santa Barbara Junior College District to Establish a Revolving Fund for the Purpose of Refunding Tuition Fees for Foreign and Out-of-State Students

Mr. Dall'Armi explained that this resolution, drawn by the County Counsel, would enable the District to make immediate refunds. Under present procedures, it takes four to six weeks, invoking an undue hardship on students. This semester, the District has received more than $15,000 in non-resident fees. Although it is hard to estimate the amount of refunds that will be made, Mr. Dall'Armi estimated the amount at $2000-$2500. Mr. Fillippini said he thought that the Board would be interested in knowing
the final disposition of the proposed revolving fund and whether $5000.00 proved to be a satisfactory sum for this purpose; he and Mr. Wells expressed interest in knowing if this fund could be in an interest-accumulating account in future years.

It was moved by Mrs. Meigs, seconded by Mr. Wells, and unanimously carried, to adopt Resolution No. 4, establishing a $5,000.00 revolving fund for the purpose of refunding non-resident tuition fees, with the stipulation that the details regarding the use of this fund be reported on later. The roll call vote was as follows:

Ayes: Mr. Fillippini, Mr. Frank, Mr. Garvin
       Mrs. Lancaster, Mrs. Meigs, Mr. Wells

Nays: None

Not voting: None

Absent: Mrs. Alexander

5.8 Authorization to Draw a Warrant Upon the General Fund for Deposit in the Revolving Fund

Following discussion, it was moved by Mrs. Lancaster, seconded by Mr. Fillippini, and unanimously carried, to authorize the drawing of a warrant for $5,000.00 from the General Fund, payable to Lorenzo Dall'Armi, Administrative Dean, Business Services, as the officer for whose use the revolving cash fund is established. This warrant is to be deposited in Crocker-Citizens Bank, Mesa Branch, in an account known as "The Revolving Fund Account of the Santa Barbara Junior College District." The roll call vote was as follows:

Ayes: Mr. Fillippini, Mr. Frank, Mr. Garvin
       Mrs. Lancaster, Mrs. Meigs, Mr. Wells

Nays: None

Not voting: None

Absent: Mrs. Alexander
5.9 Agreement with the University of California, Santa Barbara, for Work Study Aides Under Provisions of the Economic Opportunity Act of 1964

Mr. Huglin stated that the college has two such aides at the present time. Although Santa Barbara City College students are also employed under the EOA program, the college must use upper-division students as readers. It was moved by Mrs. Lancaster, seconded by Mr. Frank, and unanimously carried, to authorize the Santa Barbara Junior College District to enter into an agreement with the University of California, Santa Barbara, for the services of approximately 21 UCSB students in the Santa Barbara Junior College District during the 1965-66 school year at an estimated cost of $1,700.00.

6. STUDENT PERSONNEL

6.1 Student Housing

This item was presented only for the Board's information, Dr. Rockwell said, to familiarize members with the college's policies and with the current situation, and to offer the Board an opportunity to ask questions. He stressed that the present college policy on student housing is to cooperate with all community agencies as far as possible, although the college does not attempt to supervise housing directly. The college's policies on all phases of student housing will be reviewed and, if desirable, new policies may be recommended. Another report will be made to the Board at a future date.

6.2 Political Activity Related to Students

This item was also presented only for the Board's information, Dr. Rockwell explained. A new policy, based on the County Counsel's opinion, will be framed by a committee of students, instructors, administrators, and Academic Senate members, and will be presented to the Board for approval.

7. COMMUNITY RELATIONS

No report
8. GENERAL INFORMATION

8.1 Important Dates for Board Members

Expressing the hope that Board members would be able to attend some of the meetings listed below, Mr. Garvin said that members would be contacted later by the Superintendent's Office.

September 30, 1965: CSBA - 7:00 p.m., Santa Maria
October 2, 1965: Santa Barbara County SBA - all-day in-service clinic on legislation, La Colina Junior High School
October 19-20, 1965: Santa Barbara County School Administrators conference, Alisal Guest Ranch; theme is "An Appraisal of Educational Values in the Mid 60's"
October 26-28, 1965: California Junior College Association fall conference, Fresno
November 1, 1965: Santa Barbara County SBA - Lompoc
January 31, 1966: Santa Barbara County SBA - Santa Barbara
April 4-5, 1966: California Junior College Association spring conference, Bakersfield
May 2, 1966: Santa Barbara County SBA - Santa Maria

Mrs. Lancaster and Mr. Wells indicated interest in the CJCA conference October 26-28. Agenda for this meeting will be mailed to Board members as soon as received by the Superintendent, and his office will make reservations for interested Board members.

8.2 Cultural Center for Adult Education

Mr. Wake sketched the history of the inception of this project for developing a cultural center in the heart of the City and displayed the original plans for such a center. He told of benefits held to raise money, although no financial goal has yet been specified, and distributed descriptive materials to the Board.

Mrs. Meigs asked about the possibility of selling the Adult Education property at 914 Santa Barbara Street and purchasing property elsewhere, using the profit to help further the project. Mrs. Lancaster added that
parking is a problem in the present location; to this Mr. Wake replied that it is hoped to work out joint use of the City Schools' new administration center parking area.

Mrs. Lancaster said that other local groups are working on similar projects and that coordination among all groups so interested would seem desirable. Mr. Wake said that he hopes to meet with some of these groups soon.

8.3 Fall 1965 Enrollment Figures

The day credit enrollment of 2258 this fall is a 20 per cent increase over fall semester 1964; and the evening credit enrollment of 1230 is a 21 per cent increase. Mr. Wake reported 5267 class enrollments for fall semester 1965 in the not-for-credit classes, and added that 15-20 per cent are taking more than one Adult Education course. He also reported on a number of new short series just beginning. Dr. Rockwell stated that all increases were close to predictions and that about 80 per cent of those enrolled in credit classes are fulltime students.

Mrs. Meigs asked why only 10 per cent of the enrollment receive AA degrees (190 graduates in 1964). Staff members listed the drop-out problem, transfer to four-year institutions, and the "open door" policy which admits many who do not make the grade. It was explained that most junior colleges do not have a high retention rate and that Santa Barbara City College approaches the normal percentage of AA graduates.

8.4 The Winton Act (AB 1474 - Now EC 13080-13088)

Dr. Rockwell said that this item was presented for Board information because of its importance to the Board and staff members. At the October 2 meeting of the Santa Barbara County School Boards Association, much time will be devoted to this subject. A study is underway to ascertain if the Winton Act applies to junior colleges. Because Santa Barbara City College has an Academic Senate, the Board may not have to go through the procedures
of meeting and conferring with the representatives of certificated employees, as specified in the Act. If only one instructor group applies for representation on this campus, then the Negotiating Council mentioned in the Act need not be formed at Santa Barbara City College.

Dr. Rockwell asked for authorization to publish an application deadline for the college's instructor organizations, for, if a Negotiating Council is needed, it must be functioning by November 10, 1965. It was moved by Mr. Frank, seconded by Mr. Wells, and unanimously carried, to establish October 1, 1965 as the deadline for submission of requests for representation on the Negotiating Council from all certificated employee organizations at Santa Barbara City College.

8.5 Board Committees: Planning Committee and Committee of the Whole

Mr. Garvin reported on the Planning Committee's meeting with Mr. Wolff. He said that no conclusions had been reached and that the land may now be more expensive than the District can afford. The possibility of condemnation has been studied. Any decision will come from the Committee of the Whole. Mr. Bill Biggam, local realtor, would like to purchase a piece of the college's cliffside property on which to build a motel; the Committee of the Whole will determine if this parcel is of enough value to retain for District purposes. Mr. Fillippini said that one decision cannot be made without the other; they are tied in together, and decisions should not be postponed.

Mr. Garvin also reported that the Planning Committee has studied work needed on campus. Mr. Huglin said that some instructors have asked if they would have a chance to discuss these items with the Board. Mr. Fillippini replied that the meeting of the Committee of the Whole will be open to the public, and Mrs. Meigs added that staff comments would be valued.

Following discussion of dates, it was moved by Mrs. Meigs, seconded by Mr. Fillippini, and unanimously carried, that the Committee of the Whole
meet on Thursday, September 30, at 4:30 p.m. in the Board Room, to discuss educational philosophy and planning. The press will be notified. Mrs. Meigs suggested that the chairman appoint a secretary—perhaps Mrs. Lancaster or Mrs. Alexander—to assist him. At Mr. Garvin's request, Mrs. Lancaster consented to serve as co-chairman with Mr. Fillippini.

8.6 Appointment to Nominating Committee to Elect a Representative to the County Committee on School District Organization

Mr. Garvin tendered his resignation, as delegate to the Nominating Committee for the County Committee on School District Organization, to the Board. It was moved by Mr. Fillippini, seconded by Mrs. Lancaster, and unanimously carried, to accept Mr. Garvin's resignation. It was moved by Mr. Fillippini, seconded by Mr. Frank, and unanimously carried, that Mr. Wells be appointed as the Board's delegate to the nominating committee for the County Committee on School District Organization.

8.7 Visit to Daniel, Mann, Johnson, and Mendenhall

Board members discussed the invitation extended by DMJM to members and their spouses, for a tour of the firm's facilities, beginning at 5:30 p.m. and followed by dinner. (Mr. Frank left the meeting at 6:25 p.m.) Friday, October 8, was agreed upon and members will be polled later by the Superintendent's Office, regarding their attendance.

8.8 Mailing of Minutes

Mr. Wells asked if minutes could be mailed earlier, rather than with the agenda for the next meeting. Other members concurred in this suggestion, and it was agreed that minutes would be mailed within a week or 10 days following a meeting.

8.9 College Facilities Planning Conference Report

Mrs. Meigs expressed interest in Mr. Dall'Armi's report, distributed to the Board, concerning the College Facilities Planning Conference he recently attended. It was decided to hear his complete report at a regular meeting of
the Board, rather than at the September 30 meeting of the Committee of the Whole.

8.10 Technical Library

Mrs. Lancaster referred to the Board meeting of July 13, 1965, at which there was discussion of librarians from technical and industrial groups establishing a central collection of technical books, based at Santa Barbara City College. Dr. Rockwell said he thought that Mrs. Little was following through on this, and said that she would be contacted to see what progress had been made.

9. ADJOURNMENT

No further business being presented, it was moved by Mr. Fillippini, seconded by Mrs. Lancaster, and unanimously carried, that the meeting be adjourned at 6:35 p.m. to a meeting on Thursday, October 21, 1965 at 4:00 p.m. in the Board Room in the Administration Building of Santa Barbara City College.

Attest:

[Signature]
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 October 21, 1965