AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

November 9, 1967 - 4:00 p.m. - Board Room

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 Mr. Garvin, Chairman of County Committee on School District Organization, Regarding State Board of Education Action on Petition for Extension of Time for the Junior College District Study

      In his letter to members of the County Committee on School District organization, dated October 19, 1967, Mr. Garvin states that the State Board of Education (at its meeting in San Francisco on October 13, 1967) granted an extension of one year for the study of the annexation of the Channel Islands to the Santa Barbara Junior College District.

   b. Letter from Mrs. Keaster, Assistant Secretary, State Board of Education, Notifying Dr. Greenough, Santa Barbara County Superintendent of Schools, of Action Taken on Master Plan

      Mrs. Keaster's letter, dated October 19, 1967, reports that at the State Board of Education meeting on October 13, 1967, the date of submission of the master plan for the junior college district organization of Santa Barbara County was extended from September 15, 1967, to September 15, 1968.

   c. Letter from Mr. Chace Concerning Ways to Pass a Successful Bond Election

      Mr. Chace proposes that the Board make a master plan outlining the City College's needs for 10-15 years. A copy of a reply to Mr. Chace from President Wells is attached for your information. (Please see attachment 1.6-c.)

2. PERSONNEL

2.1 Certificated Personnel Assignments

    The Superintendent recommends authorization and/or ratification of certificated personnel assignments according to the recommendations noted in attachment 2.1.
2.2 Classified Personnel Assignments

The Superintendent recommends authorization and/or ratification of classified personnel assignments according to recommendations noted in attachment 2.2.

3. CURRICULUM AND INSTRUCTION

3.1 Vocational Education Act Project Applications

The following VEA project applications were submitted to the Bureau of Junior College Vocational-Technical Education prior to the October 30, 1967 deadline. If these projects are approved, reimbursable expenditures will be retroactive to July 1, 1967. Mrs. McGillin and Mr. Foxx will be present to answer questions pertaining to these projects.

a. Medical Assisting

Initiates a full daytime program for preparation of medical assistants with emphasis on clinical learning experiences.

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<tr>
<th>Total Project</th>
<th>Local</th>
<th>VEA 1963</th>
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<tr>
<td>$10,052.00</td>
<td>$5,897.00</td>
<td>$4,155.00</td>
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b. Radiologic Technology

Provides a quality program in the preparation of radiologic technicians which includes a broad base in general education.

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<tr>
<th>Total Project</th>
<th>Local</th>
<th>VEA 1963</th>
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<tr>
<td>$6,449.00</td>
<td>$3,555.00</td>
<td>$2,894.00</td>
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c. Supervision and Coordination in Vocational and Technical Education: Supplement to VEA Project 8-1340

Increases VEA support for Assistant Dean, Technical-Vocational, from 25% to 50% and provides for VEA support for Stenographer-Clerk.

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<tr>
<th>Total Project</th>
<th>Local</th>
<th>VEA 1963</th>
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<td>$11,689.00</td>
<td>$5,845.00</td>
<td>$5,844.00</td>
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(No increase in budget.)


Provides for instructional supplies, travel allowance for business teachers, service contracts for maintenance of equipment purchased on prior VEA projects and supplemental equipment for secretarial and business machine laboratories.

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<th>Total Project</th>
<th>Local</th>
<th>VEA 1963</th>
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<td>$4,378.00</td>
<td>$2,189.00</td>
<td>$2,189.00</td>
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(No increase in budget.)
e. **Business Data Processing D.O.T. 020.188**

Provides VEA reimbursement for instructors' salary, clerical assistance, instructional supplies, travel allowance, and equipment rental for the "day" data processing program.

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<th>Total Project</th>
<th>Local</th>
<th>VEA 1963</th>
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<tr>
<td>$17,144.00</td>
<td>$10,272.00</td>
<td>$6,872.00</td>
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f. **Landscape Maintenance D.O.T. 407.181**

An in-service training program designed to upgrade personnel employed as groundkeepers or landscapers. A non-credit program offered by Adult Division.

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<th>Total Project</th>
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<th>VEA 1963</th>
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<td>$4,076.00</td>
<td>$2,524.00</td>
<td>$1,552.00</td>
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(This project to be operated within limits of current budget.)

3.2 **Request for Approval of Membership Lists for Advisory Committees in Health Occupations**

The Superintendent recommends approval of the membership lists for the following advisory committees in Health Occupations:

- Associate Degree Nursing Program Advisory Committee
- Medical Assistants Advisory Committee
- Radiologic Technology Advisory Committee
- Vocational Nursing Advisory Committee

Please see attachments 3.2-a, 3.2-b, 3.2-c, and 3.2-d.

3.3 **Negotiating Council Not to be Established This Year**

Under the Board's **Policy on Employer-Employee Relations**, various certificated employee organizations have the right to be recognized on the Negotiating Council. Inasmuch as no requests for representation were received from organizations by the Superintendent, no Negotiating Council will be established this year.

3.4 **Proposed Change in Policy on Employer-Employee Relations**

Mr. Curiel of the County Counsel's office has advised the Superintendent of a recent court ruling which requires a change in the District's **Policy on Employer-Employee Relations**.

The new ruling would change sub-paragraph 7.2 of paragraph 7, **Audit of Employer-Employee Organization Membership**, as follows:

**Present ruling:** 7.2 If an employee is a member of more than one employee organization, he has the right to identify himself with one organization for the purpose of participating in their procedures for representation on the Negotiating Council.

**Proposed change:** 7.2 If an employee is a member of more than one employee organization, he has the right to identify himself with one organization for the purpose of participating in their procedures for representation on the Negotiating Council.
Proposed change: 7.2 If an employee is a member of more than one employee organization, his membership in all organizations shall be counted for the purpose of participating in their procedures for representation on the Negotiating Council.

The Superintendent recommends the adoption of the changed paragraph as indicated above.

4. COLLEGE PLANTS AND PROPERTY

4.1 Acceptance of Completion Date on Relocatable Buildings

The four new relocatables are now in full use. Except for power, these buildings were complete as of October 3, 1967. Delay in the delivery of a transformer, through no fault of the general contractor or sub-contractor, caused postponement of the final inspection until October 23, 1967. The architects (Arendt/Mosher/Grant) recommend that the Board grant the contractor relief with regard to the penalty clause written into the contract agreement. The Administrative Dean, Business Services, concurs.

4.2 Report on Ten-Year Plan Submitted to the State Department of Education

SB 691 requires that all junior college districts in the state submit a ten-year plan for future growth and expansion. The deadline for submitting this plan was November 1, 1967. Mr. Mouck complied with this deadline, utilizing the previously approved building master plan for the District.

The Administrative Dean, Business Services, will comment briefly on the contents of the ten-year plan.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment, and services on purchase orders 12555 and 13869 through 14029. Please see attachment 5.1-a.

5.2 Payment of Claims

The Superintendent recommends authorization and/or ratification of the payment of the claims on attachments 5.2-a and 5.2-b and such other claims as may arise prior to the meeting, in conjunction with the Santa Barbara Junior College District.

5.3 Changes in Policies for Purchase of Supplies and Equipment

On May 25, 1967, the Board adopted a set of policies related to Authorization and Ratification of Purchase of Supplies and Equipment. Since that time, there have been some changes in the Education Code regarding the limits applicable in situations requiring bids. The underlined sections of the policies covered in attachment 5.3 represent the changes. The Administrative Dean, Business Services, recommends adoption of this policy as revised.
5.4 Request for Ratification of Rental Agreement with El Presidio Properties

Studio G in the El Presidio Properties is being used as a classroom by the Adult Division of the Santa Barbara Junior College District. Heretofore, the Adult Division had been renting space originally leased to the Headquarters Property Committee. This agreement covers the substitution of premises and the transfer of Lessor responsibilities. The Administrative Dean, Business Services, recommends ratification of this rental agreement.

6. STUDENT PERSONNEL

6.1 Scholarship Fund Presented to SBCC

The Santa Barbara County Sheriff's Relief and Benefit Association has presented the Lt. Patrick J. Lennon Memorial Scholarship Fund to Santa Barbara City College. This fund, with its initial contribution of $1,000, will provide assistance to the many deserving students who have attended high schools in Santa Barbara County. The Superintendent recommends that this generous gift be accepted and that an appropriate letter of appreciation be sent to the donors.

7. COMMUNITY RELATIONS

No report.

8. GENERAL INFORMATION

8.1 Conclusions and Implications Drawn from Board Study Sub-Committees and Committee of the Whole Regarding the October 10, 1967 Election

Listed below are some of the conclusions drawn by Board members individually and/or collectively regarding the future plans for the Santa Barbara Junior College District. These conclusions resulted from two sub-committee meetings and a Committee of the Whole meeting.

a. Every effort should be made to protect the federal and state grants committed to the District. The Board concurs with the project change submitted to Sacramento which, if approved, will permit state funds to be transferred from the Physical Education complex to the Geology-Life Science building.

Also, the Board approves a plan to bring about the construction of the Health Occupations unit by a combination of federal funds and private subscriptions.

b. Any further applications for state and federal grants should be held in abeyance until such time as the District has a reasonable prospect of raising the required matching funds.

c. Architectural planning should be held at the status quo for the present.

d. The offer of a gift of property in Winchester Canyon should be accepted, providing that the feasibility study is favorable.
e. No position should be taken by the Board on the construction of relocatable buildings until such time as the disposition of the Geology-Life Science building has been determined.

f. Decisions regarding new curricular offerings and curtailment of enrollments should be considered in the light of District needs and ability to house them.

g. A position paper should be developed, clarifying the reasons why the Board has gone on record as favoring the development of the Mesa Campus to accommodate 5,000 students and the eventual development of a second campus in the Goleta Valley.

h. The Board pledges itself to continue to provide a high quality educational program for all eligible students. (Eliminated by vote 11-9-67)

9. ADJOURNMENT

Because the date of the next regular meeting conflicts with the date of Thanksgiving holidays, it is suggested that the next meeting of the Board be held either Thursday, November 30, 1967, or Thursday, December 14, 1967.

Revised at November 30, 1967 Board meeting, to read:

h. The Board re-states that one of the basic objectives of the Santa Barbara Junior College District is to provide the highest quality education for all students.