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

A regular meeting of the Board of Trustees of the Santa Barbara Junior College District was called to order by President Wells on Thursday, November 9, 1967 at 4:00 p.m. in the Board Room at Santa Barbara City College, Santa Barbara, California.

1.2 Roll Call

Members present:
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank (arrived at beginning of item 3.2)
Mr. James R. Garvin
Mrs. Dorothy N. Meigs
Mr. Benjamin P. J. Wells

Members absent:
Mr. Wilbur L. Fillippini
Mrs. Winifred H. Lancaster

Others present for all or a portion of the meeting included:
Mr. Lorenzo Dall'Armi, Administrative Dean, Business Services, and Assistant Secretary-Clerk to the Board of Trustees
Mr. M. L. Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education
Mr. Spencer Blickenstaff, Assistant Dean, Evening College
Mr. Lisle C. Bresslin, Assistant Dean, Admissions and Records
Mr. James E. Foxx, Assistant Dean, Technical/Vocational
Mrs. Margaret F. McGillin, Assistant Dean, Health Occupations
Mr. Charles F. Rheinschmidt, Assistant Dean, Student Activities
Mr. Henry H. Bagish, President, Academic Senate
Mr. Calvin H. Reynolds, President, SBCC Instructors' Association
Mrs. Louise H. Thornton, Secretary to Superintendent
Mr. Ward Lindenmayer, student, tape recorder operator
A number of other staff members of SBCC
Mr. Stewart Meigs, citizen, Carpenteria
Miss Melody Gillard, editor, Channels (student newspaper)

Mr. Wells declared that a quorum was present and ordered that the Board proceed with the regular order of business.
1.3 Welcome to Guests

Mr. Wells welcomed guests and staff members present and invited comments from the audience during the course of the meeting.

1.4 Minutes

It was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously, to approve the minutes for the regular meeting of October 12, 1967.

1.5 Hearing of Citizens and Petitions

None.

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

Referring to his October 19, 1967 letter to members of the County Committee, stating that the State Board of Education (at its October 13, 1967 meeting) had granted an extension of one year for the study of the annexation of the Channel Islands to the Santa Barbara Junior College District, Mr. Garvin said that this action would enable those involved to study the matter further.

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

The letter from Mrs. Keaster, dated October 19, 1967, reported 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 organizations of Santa Barbara County was extended from September 15, 1967 to September 15, 1968.

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

Mr. Garvin suggested that a letter from Mr. Chace, proposing that the Board make a master plan outlining the City College's needs for
10-15 years, be duly noted as read, and commended Mr. Wells for his reply (see attachment 1.6-c). It was felt that no further action was needed.

2. PERSONNEL

2.1 Certificated Personnel Assignments

It was moved by Mrs. Alexander, seconded by Mrs. Meigs, and carried unanimously, to approve personnel assignments for certificated staff as recommended in attachment 2.1 and the addenda.

2.2 Classified Personnel Assignments

It was moved by Mr. Garvin, seconded by Mrs. Meigs, and unanimously carried, to approve personnel assignments for classified staff as recommended in attachment 2.2 and the addenda.

3. CURRICULUM AND INSTRUCTION

3.1 Vocational Education Act Projects Applications

For the Board's information, it was announced that the following VEA projects applications were submitted to the Bureau of Junior College Vocational-Technical Education in Sacramento prior to the October 30, 1967 deadline. If these projects are approved, reimbursable expenditures will be retroactive to July 1, 1967:

a. Medical Assisting
   Total Project: $10,052; Local: $5,897; VEA '63: $4,155

b. Radiologic Technology
   Total Project: $6,449; Local: $3,555; VEA '63: $2,894

c. Supervision and Coordination in Vocational and Technical Education: Supplement to VEA Project 8-1340
   Total Project: $11,689; Local: $5,845; VEA '63: $5,844

   Total Project: $4,378; Local: $2,189; VEA '63: $2,189

e. Business Data Processing D.O.T. 020.188
   Total Project: $17,144; Local: $10,272; VEA '63: $6,872
f. **Landscape Maintenance D.O.T. 407.181**
   Total Project: $4,076; Local: $2,524; VEA '63: $1,552

Mr. Garvin asked if these would be funded only on the local level, to which Mr. Huglin and Mrs. McGillin replied that these applications represent an attempt to get back more of what the District had already budgeted. Mr. Foxx added that the projects are presently being reviewed in Los Angeles and that there are indications that one or two small cuts may be made.

(Mr. Frank entered at this point in the meeting.)

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

It was moved by Mrs. Meigs, seconded by Mrs. Alexander, and carried unanimously, to approve membership lists for the following advisory committees in Health Occupations, as named in attachments 3.2-a, 3.2-b, 3.2-c, and 3.2-d:

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

Mrs. Meigs commented that the District was lucky to have these persons serve.

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

This item was reported as a matter of information only. 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.

Mr. Bagish explained that organizations did not apply because of the County Counsel's ruling that membership is based on the number of
individuals, regardless of whether they teach one hour or several classes. In the case of dual membership, the faculty member's membership "is counted in both organizations of which he is a member...The formula for determining membership on the Negotiating Council must take into account the total memberships in the respective organizations," states the County Counsel's ruling.

According to this formula, the Adult Education Instructors' Association is entitled to six seats on the Council, whereas the Santa Barbara City College Instructors' Association would have only three. All involved felt this to be unfair, Mr. Bagish noted, so all requests for membership were withdrawn.

3.4 Adoption of Change in Policy on Employer-Employee Relations

After brief clarifying statements by Mr. Dall'Armi, Mr. Wake, Mr. Reynolds, and Mr. Bagish, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and unanimously carried, to adopt a proposed change in the District's Policy on Employer-Employee Relations, so that sub-paragraph 7.2 of paragraph 7, Audit of Employer-Employee Organization Membership, reads as follows:

"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."

4. COLLEGE PLANTS AND PROPERTY

4.1 Acceptance of Completion Date and Granting of Relief with Regard to Penalty Clause in Contract for Relocatable Buildings

Mrs. Meigs expressed interest in seeing the inside of the new relocatables. Mr. Dall'Armi said this could be arranged and suggested that perhaps the most convenient time for the Board would be immediately prior to a Board meeting. To a query about night use, Mr. Huglin said these buildings will see heavy usage at night in the spring semester.
It was moved by Mr. Garvin, seconded by Mr. Frank, and unanimously carried, to accept the completion date of October 3, 1967 in the contract for four new relocatables, and to grant the contractor relief with regard to the penalty clause written into the contract agreement. 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) recommended granting the relief.

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

Mr. Dall'Armi explained that this plan, prepared by Mr. Mouck, had been submitted to the State Department of Education prior to the November 9, 1967 Board meeting because SB 691 (requiring that all junior college districts in the state submit a ten-year plan for future growth and expansion) set a deadline of November 1, 1967. (The second October meeting of the Board was omitted because of a conflict in dates with the California Junior College Association conference.)

Mr. Dall'Armi noted that this is not a fixed plan, for the State may approve or change it, and the Board has the option to make any changes it may see fit on a year-to-year basis. Phases III and IV on the Mesa Campus are involved, plus site development in the Goleta area. Mr. Mouck did not submit District priority numbers, but did include all buildings in Phases III and IV as well as a resume of space available.

Of the 37,894 square feet available for teaching purposes at this time, only 7,044 square feet are located in permanent quarters, Mr. Dall'Armi said, adding that this statistic should be helpful in obtaining high priority.

If the Health Occupations wing and the Life Science-Geology building are not funded, as the ten-year plan assumes they will be, then these two units would have to be inserted into the ten-year plan for State funding.
1969-70 (first year): Approximately $550,000 needed to complete the architectural planning (no construction included); District share = 50 per cent; local tax levy = 6-1/2 to 7 cents.

1970-71 and 1971-72: Begin construction of seven buildings in Phases III and IV; $3,125,000 for each of these two years; District share = 50 per cent; local tax levy = 34.7 cents first year, 32 cents second year. (If federal grants are obtained, these tax levies would be reduced to 23.6 cents and 21.7 cents, respectively.)

Remaining years: Will dwindle from $1,400,000 for 1972-73 and 1973-74, through $1,320,000 for 1974-75 and 1975-76, down to $1,240,000 to complete the Mesa Campus in 1976-77. The estimated local tax levy will range from 3-1/2 to 13-1/2 cents, depending on whether the District obtains federal grants.

Mr. Dall'Armi emphasized that the District has no assurance of State approval; it will depend upon plant capacity and degree of utilization. This bill is an improvement over the former bill because it will grant funds only to those districts with great need.

The complete plan is on file in Mr. Mouck's office, where it will be available to any Board members who may wish to study it. Mrs. Meigs asked for a copy of SB 691; Mr. Dall'Armi said that copies would be ordered for all Board members.

Mr. Dall'Armi also told the Board that over the eight-year period the tax levy would be less than $1.30 cumulative, exclusive of further federal grants; this could be reduced 30 to 40 cents if grants are received.

The District's other approach, outlined in the recently defeated bond/tax election would have involved $1.75 in tax overrides, plus the amount needed to retire the bonds.
(Mrs. Alexander left the meeting at this point.)

Mr. Dall'Armi pointed out that junior colleges constitute the only segment of higher education not guaranteed sufficient funds for building purposes.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

It was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously, to authorize and/or ratify 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

It was moved by Mr. Frank, seconded by Mr. Garvin, and unanimously carried, to authorize and/or ratify the payment of claims as recommended in attachments 5.2-a and 5.2-b and the addenda.

5.3 Adoption of 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. Mr. Dall'Armi said that the rising prices made these proposed changes sensible and realistic.

It was moved by Mr. Garvin, seconded by Mr. Frank, and unanimously carried, to adopt the proposed changes in policies for purchase of supplies and equipment, as outlined in attachment 5.3.

5.4 Ratification of Rental Agreement with El Presidio Properties

Studio G in El Presidio Properties is being used as a classroom by the Adult Division of the District. Heretofore, the Adult Division had
been renting space originally leased to the Headquarters Property Committee. Mr. Wake commented that the new arrangement is a good one.

It was moved by Mr. Frank, seconded by Mrs. Meigs, and unanimously carried, to ratify the agreement with El Presidio Properties for rental of Studio G, said agreement covering the substitution of premises and the transfer of Lessor responsibilities.

6. **STUDENT PERSONNEL**

   6.1 **Acceptance of Scholarship Fund Presented to SBCC**

   It was moved by Mr. Frank, seconded by Mrs. Meigs, and unanimously carried, to accept the generous gift of the $1,000 Lt. Patrick J. Lennon Memorial Scholarship Fund to Santa Barbara City College from the Santa Barbara County Sheriffs' Relief and Benefit Association, and to send a letter of appreciation for this fine gesture. Mrs. Lantagne noted that the late Lt. Lennon's son is currently a student in the police science course at SBCC.

7. **COMMUNITY RELATIONS**

   7.1 **Science-Engineering Council's Employment Seminar for Students**

   On behalf of the Science-Engineering Council, Mr. Frank spoke of the group's interest in recognizing the fact that this community furnishes opportunities for people who work in scientific fields. In appreciation, the Council wishes to try to insure that every interested student has a chance to find out early in the spring what is available in summer employment in the field in which he wants to operate in the future. During Easter vacation, therefore, the Council will hold a seminar at which all personnel managers of the various companies will have application blanks and information for the students who wish to sign up. Mr. Frank will report further on this project at a later date,
8. GENERAL INFORMATION

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

President Wells suggested that at this meeting the Board concur with, delete, or change the statements in item 8.1 of the agenda of November 9, 1967, in order to get them on the record. These conclusions, resulting from two sub-committee meetings and a Committee of the Whole meeting, were drawn by Board members individually and/or collectively regarding the future plans for the Santa Barbara Junior College District.

It was moved by Mr. Garvin and seconded by Mrs. Meigs that the Board reaffirm the conclusions listed in item 8.1 of the agenda for November 9, 1967 (but that it not necessarily be limited to these) and put them on record. Mr. Wells called for reactions, going down the list statement by statement.

With reference to item "h", Mr. Bagish inquired if the phrase "for all eligible students" might not conflict with item "f" regarding curtailment of enrollment. Following brief discussion, Mr. Garvin amended his motion, adding the words, "deleting the phrase 'for all eligible students' in statement 'h'." Mrs. Meigs seconded the motion as amended. The motion was voted on and carried unanimously.

8.2 Selection of Board Representative and Alternates for the Purpose of Electing Members to the County Committee on School District Organization

Correspondence received November 9, 1967 from the Santa Barbara County Superintendent of Schools indicates that the election held October 30, 1967 to elect members for the County Committee on School District Organization may be declared void by the County Counsel. Should this be the case, another election will be held in conjunction with the regularly scheduled meeting of the County Committee on November 27, 1967. Therefore, the County Superintendent of Schools requests that
the Board reappoint a delegate and a first and second alternate so that in the event a special election is called, the Santa Barbara Junior College District will have taken action and its representative can be notified of his official appointment in advance.

Mr. Garvin requested that he not be re-named as representative from this Board. He then nominated Mr. Fillippini as representative, Mr. Wells as first alternate, and Mr. Frank as second alternate. Mrs. Meigs seconded the nominations, which were voted on and approved unanimously.

9. ADJOURNMENT

Mr. Dall'Armi said that because the date of the next regular meeting conflicts with the date of Thanksgiving holidays, it is suggested that the Board meet next on either November 30, 1967 or December 14, 1967. He added that if the December 14 were selected, it should be with the understanding that a special meeting might have to be called between now and then.

It was moved by Mr. Garvin, seconded by Mr. Frank, and unanimously carried, that the Board of Trustees of the Santa Barbara Junior College District adjourn at 5:20 p.m. to a meeting on Thursday, November 30, 1967 at 4:00 p.m. in the Board Room at Santa Barbara City College, Santa Barbara, California, thus omitting the regular meeting of November 23, 1967, which would fall on Thanksgiving Day.

Attest: [Signature]
Mr. Benjamin P. J. Wells
President, Board of Trustees
Santa Barbara Junior College District

[Signature]
Mr. Lorenzo Dall'Armi
Administrative Dean, Business Services, and Assistant Secretary-Clerk to the Board of Trustees
Santa Barbara Junior College District

Approved by Board of Trustees

on _____ October 30 _____, 1967