MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

December 12, 1968 - 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, December 12, 1968 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. James R. Garvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs
Mr. Benjamin P. J. Wells

Members absent:

Mr. Wilbur L. Fillippini
Mr. Sidney R. Frank

Others present for all or a portion of the meeting:

Mr. Lorenzo Dall'Armi, Acting Superintendent-President and Secretary-Clerk to the Board of Trustees
Mr. Donald K. Sorsabal, Administrative Dean, Business Services, and Assistant Secretary-Clerk to the Board of Trustees
Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education
Mr. R. Spencer Blickenstaff, Assistant Dean, Community Services and Special Programs
Dr. Martin M. Bobgan, Assistant Dean, Adult Education
Mr. Lisle C. Bresslin, Assistant Dean, Admissions and Records
Mr. James E. Foxx, Assistant Dean, Technical/Vocational
Mrs. Margaret F. McGilllin, Assistant Dean, Health Occupations
Mr. Charles F. Rheinschmidt, Assistant Dean, Student Activities
Mr. Paul Ash, Coordinator, Adult Education
Dr. Richard Gillies, Coordinator, Evening College
Mrs. Alma Ritchie, Coordinator, Adult Education
Mr. Maurice Ryan, Coordinator, Apprenticeship
Mr. Henry H. Bagish, President, Academic Senate
Mr. Theron Barnes, Audio-Visual Assistant and representative of Chapter 289, CSEA
Mrs. Louise H. Thornton, Secretary to the Superintendent
A number of other SBCC staff members
Mrs. Katherine McCloskey, Santa Barbara News-Press staff writer
Miss Ellen Wakefield, SBCC Channels editor

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 adjourned meeting of November 26, 1968.

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

a. Legislative Questionnaire Developed by the Junior College Section Steering Committee of the California School Boards Association

A copy of a legislative questionnaire covering some of the issues coming before the legislature in the 1969 session was included in the materials accompanying the agenda sent to Board members. Mr. Dall'Armi stressed the importance of completing the questionnaires and returning them to his office by December 18, 1968 so that they may be forwarded to the CSBA office for tabulation by December 20, 1968. Trustees having questions about items in the questionnaire are invited to call upon the Acting Superintendent-President or any other staff member for information.

2. PERSONNEL

2.1 Certificated Personnel Assignments

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

Mr. Sorsabal noted that the workers hired for duties at the Nopal Street building, on a temporary basis, include some of the Marine Technology students over 25 years of age.

3. CURRICULUM AND INSTRUCTION

3.1 Approval of Adult Education Courses for Winter Term 1968-69 or Spring Semester 1969

It was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and unanimously carried to approve the Adult Education Division courses to begin the Winter term 1968-69 or the Spring semester 1969, as outlined in attachments 3.1-a and 3.1-b. Mr. Wake briefly discussed a few of the courses to be offered.

4. PLANTS AND PROPERTY

4.1 Authorization to Complete Electrical Connections at Nopal Street Building

It was moved by Mr. Garvin, seconded by Mrs. Gutshall, and unanimously carried to authorize the Business Office to proceed with the final phase of the electrical installations at the Nopal Street building, at a cost not to exceed $3,500.00.

4.2 Report of Fire at Adult Education Center

Mr. Wake gave a report on the fire which gutted one of the office buildings at the Adult Education Center last week and praised the efficient action of the Fire Department. Mr. Sorsabal stated that
it has been estimated that $9,500 will be needed to restore the building to its original condition; insurance will cover approximately 90 per cent. To be determined now are the possible courses open to the District in repairing or rehabilitating the building.

4.3 Report on Projected Use of the Nopal Street Building

Mr. Blickenstaff, facility coordinator, reported that Mr. Fillippini had toured the building with him and was enthusiastic about the potential of the structure. Beginning his report with a history leading up to the leasing of the building, Mr. Blickenstaff said that facilities for Apprenticeship had been inadequate for years and that the establishment of the Marine Technology course created a further need for space.

Target date for moving the Apprenticeship welding shop and Adult Education non-credit welding classes is January 6, 1969; for moving the MDTA classes, January 12, 1969; and for moving the Marine Technology classes, spring semester, February 1, 1969. Mr. Blickenstaff then referred to the floor plans (attachment 4.3) and he and Mr. Ryan answered trustees' questions about the size and use of certain areas. Mr. Sorsabal stated that the total space is about 16,000 square feet. Mr. Arendt, architect, will meet with Mr. Blickenstaff on December 16, 1968 to confer on the loft space and load limit.

To Mrs. Meigs' query about a tour of the building, Mr. Dall'Armi said this would be scheduled after the classrooms and laboratories have been outfitted. Mrs. Meigs then opened a brief discussion of the pros and cons of purchasing the building; Mr. Dall'Armi said that Mr. Sorsabal would obtain information pertinent to this possibility and how such purchase might or might not dovetail with the SBCC Master Plan.
5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

It was moved by Mrs. Alexander, seconded by Mr. Garvin, and carried unanimously to authorize and/or ratify the purchase of supplies, equipment, and services on purchase orders 16279 through 16361, and R number 5031. (Please see attachment 5.1-a.)

5.2 Payment of Claims

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

5.3 Authorization to Purchase Furniture and Equipment for Nopal Street Building

It was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously to authorize the Business Office to proceed with the purchase of necessary furniture and equipment for the Nopal Street building, at a cost not to exceed $4,000.00.

5.4 Adoption of Resolution No. 31 Calling for a Bond Election March 4, 1969

In the absence of Mr. Fillippini, chairman of the Board's Subcommittee on Planning, Mr. Garvin presented the recommendation of the Subcommittee regarding a bond election on March 4, 1969 to raise funds for the Mesa Campus construction program under Senate Bill 691 and the Ten-Year Plan. (Please see attachment 5.4-a.)

In summary, he stated that the Board is offering the alternative of the bond election because it feels that the District owes this to the property taxpayer. The District has an obligation to complete the Mesa Campus, and if the bonds fail there is no way to proceed except to go to the tax override. The Board is strongly convinced that the bond approach will cost the taxpayer less.
Whichever funding method is ultimately used, Mr. Garvin noted, the property taxpayer will get a break because the State provides half the funds. It will be possible to accomplish virtually the same program of construction with 5-1/2 million dollars that the District asked 13 million dollars for three years ago. The State contributions help to make this possible.

He emphasized that the fact must be reiterated over and over again that the District has a commitment to provide a quality post-high school education for any interested person, youngster or adult alike.

It was moved by Mr. Garvin and seconded by Mrs. Gutshall to adopt Resolution No. 31 ordering the County Superintendent of Schools to call a bond election under the authority of Education Code sections 1307, 1323, 21701, and 21751, to be held Tuesday, March 4, 1969. (Please see attachment 5.4-b.)

Mrs. Alexander commended the committee's report as being very explicit.

Roll call vote was then taken as follows:

Ayes: Mrs. Alexander
       Mr. Garvin
       Mrs. Gutshall
       Mrs. Meigs
       Mr. Wells

Nays: None

Not voting: None

Absent: Mr. Fillippini
        Mr. Frank

5.5 Acceptance of 1967-68 Audit Report

The annual report of school district funds and auxiliary activities for the 1967-68 school year has been completed by Mr. William D.
Kendall, CPA, Mr. Dall'Armi announced. Mr. Sorsabal said that there was nothing derogatory in the Audit about the way the District's records are kept; however, the accountant recommends that the District handle its own accounting as soon as feasible. Mr. Dall'Armi stated that the District will handle its own payroll beginning no later than July 1, 1969; the new computer center will be of help in this. Mr. Sorsabal said that if trustees have any questions, after looking over their copies which were distributed at the meeting, these could be answered at the next Board meeting.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously to accept the Audit Report for the 1967-68 school year as submitted by Mr. Kendall.

5.6 Ratification of Agreements with Area Clinics for Use of Clinical Facilities by Medical Assisting Program Students

Mr. Sorsabal noted that the agreements submitted are similar to those previously approved for use of area hospital facilities.

It was moved by Mrs. Moeigs, seconded by Mr. Garvin, and unanimously carried to ratify agreements with the Sansum Medical Clinic and the Santa Barbara Medical Clinic to provide suitable clinical experience for students in the Medical Assisting Program, and to authorize the Administrative Dean, Business Services, to take care of the necessary paper work.

5.7 Approval to Renegotiate for Liability Insurance for Marine Technology Program

The District's insurance carrier has notified the District that it is necessary to reconsider the premium for liability insurance because of an increased exposure caused by offering the Marine Technology Program. Mr. Sorsabal explained that the problem arises because this
is a pilot school and the District has been negotiating with a company that insures professional divers; the company is asking an additional $9,000 premium to cover our program. Because of the careful supervision of the program, the District feels this premium is too high and wishes to investigate further.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously to authorize the Assistant Dean, Business Services, to renegotiate the District's liability insurance to insure adequate coverage for increased exposure brought about by the establishment of a Marine Technology course.

6. STUDENT PERSONNEL

6.1 Approval of Revised Student Probation and Disqualification Policy

The Scholastic Standards Committee has recommended that certain revisions be made in the Student Probation and Disqualification Policy. (Please see attachment 6.1-a, the revised policy; and attachment 6.1-b, the original policy.)

Mrs. Lantagne stated that the most significant point is the simplification of the old policy. She called special attention to the following statements:

"A student is disqualified when he has a deficiency of more than 15 cumulative SBCC grade points below a 'C' average. Such disqualification will take effect only at the end of the spring semester; however, a student who has a deficiency of more than 15 cumulative SBCC grade points at the end of the fall semester will be subject to disqualification and, if enrolled for the spring semester, must see a counselor. If not enrolled for the spring semester, he shall be disqualified."

To a query from Mrs. Meigs, Mrs. Lantagne replied that the Education Code covers the effect of a pass-fail system of grading upon the
probation and disqualification policy.

Mr. Wells opined that in Section II. C. 1., line 3, of the proposed policy, following the word "delegated", the phrase "by the Board of Trustees" should be inserted, even though this may be implied.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and unanimously carried to approve the revised Student Probation and Disqualification Policy as stated in attachment 6.1-a, with the correction made by Mr. Wells.

7. GENERAL INFORMATION

7.1 Report on the City College Academic Senate

To open his report on the history, role, and accomplishments of the Academic Senate, Mr. Bagish, Senate president, said that as far back as the Riviera Campus days the faculty has had a strong interest in helping to run the college and has always felt it had something to contribute outside classroom walls.

The first organization, of a year's duration, was the Liaison Committee, designed to provide liaison between faculty and administrators. Next was the SBCC Instructors' Association, which organized the faculty along the lines of helping to formulate policy; this participation was well received by the administration and Board of Education. In 1963, Assembly Concurrent Resolution 48 authorized the formation of academic senates in junior colleges. This led to the establishment on June 10, 1965, of the SBCC Academic Senate.

Mr. Bagish noted that the main difference today between the Senate and the SBCC Instructors' Association is that by law the Senate is given formal status. The SBCCIA is a voluntary, dues-paying organization
dealing with salary and other bread and butter issues. The Senate deals primarily with major policy issues. Membership of the Senate consists of all faculty members— including teachers, counselors, and librarians, but excepting administrators. Members on half-time or more contract may vote and serve on committees. Meetings are held at least once a month.

Mr. Bagish listed the Senate committees and their specific responsibilities and explained that there are also "College committees" which include administrators in their memberships.

The Senate's executive board is the Representative Council consisting of seven faculty members elected at large and serving two years. The Council meets at least once a week. The following Council members were introduced by Mr. Bagish: Mrs. Siemens, Mr. Billingsley, Mr. Dunn, and Dr. Forsyth. Not able to be present were Mr. Miller and Dr. Frakes. (At this point, Mr. Dunn invited the trustees to the college's annual Christmas musical program and to a winter jazz festival on December 15 and 16, 1968, respectively.)

The role of the Council, continued Mr. Bagish, is to coordinate the efforts of the committees and to prepare the final recommendations that come to the Board of Trustees through the Superintendent-President. (Some recommendations may be taken to the plenary session before they are routed to the Superintendent-President for approval before being forwarded by him to the Board.) If the Superintendent-President does not approve a recommendation, the Senate may present it directly to the Board.

Originally, administrators were members of the Senate. A year ago, the County Counsel ruled that no administrators could belong to the Senate. Believing that Title 5 needed clarification with regard to
this point, Dr. Rockwell and Mr. Bagish wrote to the Board of Directors of the California Junior College Association. A reply received from the Assistant Director of CJCA stated that the request for clarification had gone to the Attorney General; however, as yet no response has been received from that office.

Mr. Bagish then presented some suggestions for furthering the good relationship between the Senate and the Board of Trustees: give the Academic Senate a regular place on the Board agenda; invite Board members to some meetings of the Senate, Representative Council, and committees; join together for social activities; hold a weekend retreat to become better acquainted personally and talk about problems of the college; encourage faculty participation at some Board subcommittee meetings, to provide the faculty viewpoint as has already been done in some instances.

Mrs. Meigs remarked that she would be happy to receive phone calls from faculty members. Mr. Dall'Armi then commented that although there is no written Board policy regarding personal contact of trustees by staff, it is essential and ethical that staff members go through channels if they wish to contact Board members. Mrs. Meigs explained that she was thinking more of personal invitations to college affairs, such as those just mentioned by Mr. Dunn. Mr. Bagish said he agreed with Mr. Dall'Armi and thought that most faculty would hesitate to telephone trustees. Mrs. Alexander said that she was "somewhat gunshy" about being called, but recalled a procedure she liked during her service on an elementary board: teachers sometimes took a board member to lunch at the school cafeteria, where they might be joined by other staff members. She suggested that the Academic Senate might like to assign certain faculty to certain trustees for something of this nature;
however, if this were done, the other trustees should be made aware
of the meeting and any specific topic discussed, by means of an item
on the agenda of the next Board meeting.

Mr. Dall'Armi said, "We have been very pleased with the relation-
ship between the so-called 'establishment'...and the Academic Senate;
this is not always the case in other colleges." Regarding the sug-
gestion that the Senate be given a regular place on the agenda, he
commented that any time the Senate has wished its representative(s)
to appear on the agenda this has always been made possible. Further,
the Senate has always been represented by its president or his designate
at a special table at the Board meetings, and this Senate member has
always been invited to speak out during the meeting. Mr. Dall'Armi
also pointed out that if the Senate were given a special place on
the agenda, all other college organizations should be similarly
recognized; this would make for a rather unwieldy procedure. Mr.
Wells suggested that perhaps the Senate could utilize agenda section
1.6, "Communications", when desired, listing the specific topic to be
discussed.

Mr. Wells then extended the Board's thanks to Mr. Bagish for his
excellent presentation.

Mrs. Meigs praised Channels as a fine medium of communication
between the Board and the college's staff and students. Mr. Wake
added that, compared with other student newspapers, SBCC's is
unusually excellent in every respect. Mr. Dall'Armi reported that
the Channels editor, Miss Wakefield, has just been accepted for spring
semester by California State College at Fresno.

7.2 Adoption of Resolution No. 32 - Request that Top Priority be Given to
Junior College Students Wishing to Transfer to State Colleges

Upon the recommendation of the Acting Superintendent-President,
it was moved by Mr. Garvin and seconded by Mrs. Alexander to adopt Resolution No. 32, requesting support by the Board of Governors of the California Community Colleges in granting top priority to junior college students wishing to transfer to state colleges. (Please see attachment 7.2.) Preparation of this resolution by the administration was requested at the November 26, 1968 Board meeting.

Roll call vote was taken as follows:

Ayes: Mrs. Alexander
      Mr. Garvin
      Mrs. Gutshall
      Mrs. Meigs
      Mr. Wells

Nays: None

Not voting: None

Absent: Mr. Fillippini
        Mr. Frank

7.3 Progress Report on Search for Superintendent-President

In the absence of Mr. Frank, chairman of the screening committee, Mr. Garvin reported that 37 applications have been received for the position of Superintendent-President. Mr. Frank has set up a system for reviewing the applications and supporting papers. A good time for personal interviews would be the Christmas vacation period when finalists from other parts of the country would be more free to travel.

Because of the illness of the other Board members on the committee, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and unanimously carried that Mr. Garvin be authorized to expedite action of the committee within the next week. Mr. Garvin then requested Mr. Dall'Armi to set up a meeting of the screening committee on December 16 or 17, 1968.
8. ADJOURNMENT

It was moved by Mrs. Alexander, seconded by Mr. Garvin, and unanimously carried to adjourn at 5:22 p.m. and, because the next regular meeting date falls on the day after Christmas, to hold the next regular meeting of the Board of Trustees of the Santa Barbara Junior College District on Thursday, January 9, 1969 at 4:00 p.m. in the Board Room of the Santa Barbara City College, Santa Barbara, California.

Attest:

Mr. Benjamin E. J. Wells
President, Board of Trustees
Santa Barbara Junior College District

Mr. Lorenzo Dall'Armi
Acting Superintendent-President and Secretary-Clerk to the Board of Trustees
Santa Barbara Junior College District

Approved by the Board of Trustees
on January 9, 1969