ADJOURNED REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

February 29, 1968 - 4:00 p.m. - Board Room

1. GENERAL FUNCTIONS

1.1 Call to Order

An adjourned regular meeting of the Board of Trustees of the Santa Barbara Junior College District was called to order by President Wells on Thursday, February 29, 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. Wilbur L. Fillipponi
Mr. Sidney R. Frank
Mr. James R. Garvin
Mrs. Dorothy N. Meigs
Mr. Benjamin P. J. Wells

Members absent:
None

Others present for all or a portion of the meeting included:
Mr. Lorenzo Dall'Armi, Acting Superintendent 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. Spencer Bickenstaff, Assistant Dean, Evening College
Dr. Martin 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. McGillin, Assistant Dean, Health Occupations
Mr. Gary Mouck, Administrative Assistant, Research and Development
Mr. Charles F. Rheinschmidt, Assistant Dean, Student Activities
Mr. Paul Ash, Coordinator, Adult Education
Mrs. Alma Ritchie, Coordinator, Adult Education
Mr. Maurice Ryan, Coordinator, Technical/Industrial Education Classes
Mr. Henry H. Bagish, President, Academic Senate
Mr. Calvin H. Reynolds, President, SBCC Instructors' Association
Mr. Theron Barnes, Audio-Visual Assistant, and Representative of Chapter 289, California School Employees' Association
Mrs. Louise H. Thornton, Secretary to Superintendent
Mr. Robert Sollin, Santa Barbara News-Press staff writer
Mr. William Lange, Communications Consultant, Telecomony, Inc., Pasadena, California
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. Frank, seconded by Mrs. Meigs, and carried unanimously, to approve the minutes for the regular meeting of February 8, 1968.

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

a. Letter from Dr. William T. Carty, Superintendent, Carpinteria Unified School District

At Mr. Garvin's suggestion, the Board will be polled by the Superintendent's office, to ascertain a mutually convenient time for the trustees to accept Dr. Carty's invitation (please see attachment 1.6-a) to visit the new facilities of the Carpinteria District. The following choices are to be offered for consideration:

(1) lunch, tour, and regular Board meeting, all in Carpinteria;
(2) 2:00 p.m. tour in Carpinteria; return to Santa Barbara for regular Board meeting; (3) lunch and tour in Carpinteria; return to Santa Barbara for regular Board meeting.

b. Letter from John Nordbak, Vice President and Legislative Representative, Board of Trustees, Cerritos Junior College District

President Wells called attention to the trustees' copies of Mr. Nordbak's letter (distributed at the meeting--please see attachment 1.6-b) which was concerned with Chabot College's letter to Cerritos regarding "State tendencies toward full State tax
support of Junior Colleges in deference to forfeiting local board control of our Junior Colleges." The Cerritos Junior College District urges "any and all citizens, legislatures, and our Governor to seriously weight the history of the success of our Junior College System before in any way compromising future success, by casting aside proven methods/concepts of controls of the past."

2. PERSONNEL

2.1 Certificated Personnel Assignments

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

To the Board's query about Mr. Atkinson, chairman of the fine arts division who recently suffered a heart attack, Mr. Huglin and Mr. Dall'Armi reported that he was improving. Mrs. Meigs asked that the Superintendent's office extend the Board's best wishes to Mr. Atkinson.

3. CURRICULUM AND INSTRUCTION

No report.

4. COLLEGE PLANTS AND PROPERTY

No report.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

It was moved by Mr. Garvin, seconded by Mr. Fillippini, and carried
unanimously, to authorize and/or ratify the purchase of supplies, 
equipment, and services on purchase orders 14504 through 14599, 
and R numbers 1, 126, 127, 128, 138, and 2000 through 2011. (Please 
see attachment 5.1-a.)

5.2 Payment of Claims

It was moved by Mrs. Alexander, seconded by Mr. Frank, 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 of Telephone System Survey by Teleconomy, Inc.

At the February 8, 1968 meeting, Board members were advised of a 
recently completed telephone system survey conducted for the City 
Schools by Teleconomy, Inc., of Pasadena. It was agreed to invite 
a representative of that firm to appear at the February 29, 1968 
meeting to answer questions and present further details.

Mr. William Lange, communications consultant for Teleconomy, 
explained that the firm is an independent one which works with the 
television industry to create efficiency and cut costs, and it is not 
affiliated with any supplying company. The proposed survey would 
include a physical survey of the installation, an analysis of 
communication costs, and interviews with users. The firm would 
work as the District's agent to look at the user's side as opposed to 
the telephone company's side of the picture.

Mr. Lange stated that the fee for conducting this type of survey 
may be paid in one of two ways: (a) a direct 5 per cent of the 
1966-67 District telephone expenditures, or (b) the actual amount 
of savings realized by the District for a nine-month period subsequent 
to the survey. Teleconomy would also receive 50 per cent of any 
refunds obtained. Ten per cent is the average reduction of costs 
his firm has succeeded in effecting, Mr. Lange added. There may
also be savings in personnel costs. To Mr. Garvin's query if Teleconomy works with the full cooperation and knowledge of the local phone company, Mr. Lange said it does, although it does not solicit the phone company's advice and comments early in the survey.

Mr. Fillippini asked who paid for any capital outlay if it were required; Mr. Lange replied that the College would absorb the installation cost. Mr. Fillippini also asked about getting an estimate of capital outlay costs so the Board could ascertain whether or not the effort to save money would be worthwhile. Mr. Lange said that in order to give an estimate, a complete survey would have to be made. Mr. Frank suggested that since there would be certain checkpoints along the way, perhaps costs could be estimated at each point. Mr. Lange said there is no obligation on the Board's part, up to the time it accepts the recommendations. Mr. Fillippini stressed the fact that while it might be desirable to effect cuts in costs, the need factor is important and the firm would have to work very closely with administration and staff of the College. To this, Mr. Lange replied that he was speaking of equal or improved service with reduced costs. Mrs. Meigs inquired if the survey should be done before the new buildings are constructed; Mr. Dall'Armi stated that a new PBX will be installed this summer.

At Mr. Fillippini's request for a strong statement of opinion from administration, Mr. Dall'Armi said that the Superintendent and he believe that the survey should be made and that they lean toward the straight 5 per cent fee.

It was moved by Mr. Fillippini, seconded by Mr. Garvin, and carried unanimously, to authorize a telephone system survey for the Santa Barbara Junior College District by Teleconomy, Inc.
Pasadena, with the fee to be a direct 5 per cent of the 1966-67 District telephone expenditures.

5.4 Approval of Contract with Santa Barbara County Medical Society for Participation in Santa Barbara City College Medical Assisting Program

To implement successfully the Medical Assisting Program at City College, the participation of several area doctors is needed. Mr. Dall'Armi said that a standard type of contract form has been developed which spells out the terms of the agreement for the College and its students, as well as for the doctors to be involved. The coordination of the effort on the part of the doctors is handled by the Santa Barbara County Medical Society.

Asked for comments, Mrs. McGillin explained that the course is for those wanting to work in a doctor's office but not in a hospital. The students are prepared for what used to be called "back office nursing." They will not receive any pay for working during class hours. (However, Mrs. McGillin told the Board, sometimes the students are requested by doctors to work in their free time during their training period and for this work they may receive pay from their employers.) After students receive their AA degree, it should be possible to place them in jobs immediately, she said.

It was moved by Mr. Fillippini, seconded by Mr. Frank, and carried unanimously, to approve a contract with the Santa Barbara County Medical Society for participation in the Santa Barbara City College Medical Assisting Program, and to authorize the Administrative Dean, Business Services, and the Assistant Dean, Health Occupations, to provide the necessary signatures for the District.

6. STUDENT PERSONNEL

6.1 Adoption of Interdistrict Attendance Agreements Policy for 1968-69

Following brief discussion, it was moved by Mr. Fillippini and
seconded by Mrs. Alexander to adopt the policy on interdistrict attendance agreements for the 1968-69 fiscal year, as presented in attachment 6.1-a.

Mr. Dall'Armi's commendation of Mr. Bresslin's statement of explanation, proposed policy, and form of contract presented, was concurred with by the Board. Mr. Dall'Armi told the Board that implementing the new policy would mean more difficulties for the staff, and that Board members could expect to be pressured by parents whose children want to attend junior college elsewhere in the State. He added that the District, however, just cannot afford to continue a free exchange policy. Mr. Fillippini commented that the change would help in the District's relationship with the taxpayers and the new policy should be publicized. To this, Mr. Dall'Armi added that the policy should eradicate much criticism.

Mr. Fillippini's motion was then voted on and carried unanimously.

7. **GENERAL INFORMATION**

7.1 **Selection of New Member to Fill Board Vacancy**

Mr. Frank, Chairman of the Board's subcommittee appointed by the President to select a successor to Mrs. Lancaster on the Board, commended his committee for their efforts. He said he would like to meet with all Board members in an executive session at this time, to present a report for their consideration.

It was moved by Mr. Fillippini, seconded by Mrs. Alexander, and unanimously carried, to adjourn the regular session at 4:45 p.m. to permit the Board to go into executive session in the Superintendent's office, and then to reconvene in regular session in the Board Room for the remainder of the meeting.

At 5:45 p.m., the Board reconvened in regular session in the Board
Room of Santa Barbara City College. Mr. Frank said that the Board was pleased to announce its recommendation, by unanimous vote through an informal poll, of Mrs. Ann Gutshall to fill the vacancy on the Board.

It was then moved by Mr. Frank, seconded by Mrs. Alexander, and carried unanimously, that Mrs. Ann Gutshall be appointed a member of the Board of Trustees of the Santa Barbara Junior College District to fill the unexpired term of Mrs. Winifred H. Lancaster, said term ending June 30, 1969. The appointment is effective February 29, 1968, and Mrs. Gutshall will be seated formally at the next regular meeting, March 14, 1968.

President Wells congratulated Mr. Frank and his committee for their fine job, recognizing the many hours involved for them in discussion and interviews.

8. ADJOURNMENT

President Wells declared the meeting adjourned at 5:55 p.m. The next regular meeting of the Board of Trustees of the Santa Barbara Junior College District will be held Thursday, March 14, 1968 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

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

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

Approved by Board of Trustees

on March 14, 1968