MINUTES OF REGULAR AND ANNUAL ORGANIZATIONAL MEETING
OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

July 11, 1968 - 4:00 p.m. - Board Room

1. GENERAL FUNCTIONS

1.1 Call to Order

A regular and annual organizational meeting of the Board of
Trustees of the Santa Barbara Junior College District was called to
order by President Wells on Thursday, July 11, 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 (left after item 4.1)
Mr. Wilbur L. Fillippini
Mr. Sidney R. Frank
Mr. James R. Carvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs
Mr. Benjamin P. J. Wells

Members absent:

None

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. 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 Blickenstaff, Assistant Dean, Evening College
Mr. James E. Foxx, Assistant Dean, Instruction, Technical/Vocational
Mr. Charles F. Rheinschmidt, Assistant Dean, Student Activities
Mrs. Louise H. Thornton, Secretary to Acting Superintendent-President
Mr. Douglas Gerber, student, tape recorder operator
Mr. William E. Miller, Vice-President, Academic Senate
Mr. Robert Sollen, Santa Barbara News-Press staff writer
A number of other SBCC staff members

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. Meigs, and carried unanimously, to approve the minutes for the regular meeting of June 27, 1968.

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

a. Letter of Thanks from Santa Barbara Athletic Roundtable

Mr. Dall'Armi read from a letter sent by Mr. Harwin, President of the newly-formed Santa Barbara Athletic Roundtable, thanking the Board for the use of the Campus Center and citing the help of Mr. Rheinschmidt, Mr. Revis, and Mr. Johnson.

1.7 Board Action in Connection with 1968-69 Organizational Meeting

a. Election of Board President and Vice-President

Mr. Frank's nomination of Mr. Wells for reelection to the presidency of the Board was seconded by Mr. Garvin. It was moved by Mr. Fillippini, seconded by Mr. Garvin, and carried unanimously, to close the nominations.

Mr. Fillippini's nomination of Mr. Frank for reelection to the vice-presidency of the Board was seconded by Mrs. Alexander. It was moved by Mr. Garvin, seconded by Mr. Fillippini, and carried unanimously, to close the nominations.

It was moved by Mr. Fillippini, seconded by Mrs. Meigs, and
unanimously carried, to cast a unanimous ballot electing Mr. Wells President and Mr. Frank Vice-President of the Board of Trustees of the Santa Barbara Junior College District for the 1968-69 college year.

b. Election of a Secretary-Clerk

It was moved by Mr. Garvin, seconded by Mrs. Gutshall, and unanimously carried, that Mr. Dall'Armi be elected Secretary-Clerk to the Board of Trustees of the Santa Barbara Junior College District for the 1968-69 college year.

1.8 Selection of Representative to the County Committee on School District Organization

It was moved by Mrs. Neigs, seconded by Mr. Fillippini, and unanimously carried, to reelect Mr. Garvin to represent the District at meetings of the Santa Barbara County Committee on School District Organization.

Mr. Dall'Armi announced that the County Committee has scheduled a trip to the Channel Islands on July 15, 1968 from 8:00 a.m. until 8:00 p.m. A public hearing concerning formation of a junior college district will be held at noon on Santa Cruz Island. Time permitting, the party will also visit Santa Rosa Island. All Board members are invited to make the trip; they may call the Acting Superintendent-President's office for further details and to make reservations.

1.9 Selection of Nominee for CSBA Delegate Assembly

Mr. Dall'Armi announced that, in accordance with California School Boards Association bylaws, the period July 1 to August 15, 1968 has been set for receiving from school boards nominations for school board members to serve on the CSBA Delegate Assembly. He read the names of those from this region and county whose terms are expiring.
It was moved by Mr. Garvin, seconded by Mr. Frank, and carried unanimously, that Mr. Wells' name be submitted from the Santa Barbara Junior College District as a nominee for membership in the California School Boards Association Delegate Assembly.

1.10 Reappointment of Board Subcommittees to Study Salaries and Budgets

Mr. Wells reappointed the following members of the Budgets and Salaries subcommittees to serve during the 1968-69 college year:

**Budget:**
- Mr. Fillippini, Chairman
- Mrs. Gutshall
- Mrs. Meigs

**Salaries:**
- Mr. Frank, Chairman
- Mrs. Alexander
- Mr. Garvin

2. **PERSONNEL**

2.1 Certificated Personnel Assignments; Appointment of Administrative & Dean, Business Services

2.3 Mr. Dall'Armi suggested that item 2.3 be considered in conjunction with item 2.1. He then recommended to the Board that Mr. Donald K. Sorsabal, Assistant Superintendent, Administrative and Business Services, for the Santa Barbara County Schools, be appointed to fill the position of Administrative Dean, Business Services, for the Santa Barbara Junior College District, effective August 16, 1968.

Noting that the SBJCD screening committees had recommended Mr. Sorsabal, Mr. Dall'Armi described Mr. Sorsabal's qualifications and stated that he knew of no one better qualified to fill the vacancy. He said Mr. Sorsabal would bring strength and dignity to the college's administrative staff and his experience would be appreciated in the areas of business and computer operation as these functions are moved from the supervision of the City Schools to the SBCC campus. Although an effective date of August 16 was set to facilitate payroll procedures,
Mr. Sorsabal would work on a half-time basis from August 1 to 16, and whenever possible during his free time the remainder of July.

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; and to approve the recommendation of the Acting Superintendent-President that Mr. Donald K. Sorsabal be appointed Administrative Dean, Business Services, as outlined in item 2.1 of the addenda, effective August 16, 1968.

Mr. Dall'Armi then introduced Mr. Sorsabal, who expressed his pleasure at accepting the challenge of his new position and said he hoped to serve as well as Mr. Dall'Armi had. Board members welcomed Mr. Sorsabal to the District staff.

2.2 **Classified Personnel Assignments**

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

3. **CURRICULUM AND INSTRUCTION**

No report.

4. **PLANTS AND PROPERTY**

4.1 **Contract Awarded for Converting Relocatable Building Into Computer Laboratory**

Mr. Dall'Armi distributed copies of the tabulation of bids opened just prior to the meeting, with regard to conversion of Relocatable Building No. 1 into a computer laboratory (please see attachment 4.1). The plans and specifications developed by the architectural firm of Arendt, Mosher, and Grant call for partitions to form office spaces for the equipment (including the IBM 1401 computer), for the Director of Data Processing, and for the Laboratory Assistant-Machine Operator.
The remainder of the building will be devoted to a classroom-laboratory for instructional purposes. When a permanent building becomes available for a computer center, the relocatable will become a regular classroom again.

Mr. Dall'Armi noted that the bids came in a little higher than estimated, but he recommended that Kenneth Urton's bid be accepted. After a contract is signed, he said, it will take 21 calendar days to complete the work. Data processing equipment will be delivered between August 15 and September 1, 1968.

It was moved by Mrs. Alexander and seconded by Mr. Fillippini to accept the low bid of Kenneth Urton, in the amount of $5,470 (which includes a pre-established air conditioning cost of $1,478), to convert R-1 into a computer laboratory, completion of the project to take 21 calendar days after the contract is signed; and to authorize the Acting Superintendent-President to sign said contract.

Replying to Mr. Fillippini's question about installation of air conditioning in the laboratory, Mr. Dall'Armi explained that "pre-established" refers to cost, not to prefabrication. Mr. Frank asked what would happen when the computer's capacity is exceeded and what it would cost to convert. Mr. Dall'Armi answered that this is a rental unit and that the Data Processing Committee recommended the 1401 because it believed the District would not outgrow the computer for many years. Mrs. Meigs asked about replacement of the classroom space lost in converting R-1 to another use. Mr. Dall'Armi replied that, at its next meeting, the Board will be asked to authorize complete enclosure of the three-walled astronomy room atop the Physical Science Building, so that it may be used as a full-time classroom.
Mrs. Alexander's motion was then voted on and carried unanimously.

(Mrs. Alexander left the meeting at 4:32 p.m.)

5. BUSINESS AND FINANCE

5.1 Purchase Order Report

It was moved by Mr. Fillippini, seconded by Mrs. Gutshall, and carried unanimously, to authorize and/or ratify the purchase of supplies, equipment, and services on purchase orders 13002 through 13017 (13001 void); 15001 through 15211; and R numbers 2055 through 2061. (Please see attachments 5.1-a and 5.1-b.)

5.2 Payment of Claims

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

5.3 Adoption of Publication Budgets for 1968-69

Mr. Fillippini, Chairman of the Board's Budget Study Subcommittee (comprised also of Mrs. Gutshall and Mrs. Meigs), noted that the Publication Budgets show an increase of $51,132 over the Tentative Budgets presented at the June 27, 1968 Board meeting. This resulted from salary changes approved since the adoption of the Tentative Budgets, at which time this particular item was an unknown amount. Mr. Fillippini added that, if at all possible, the Board will try to maintain the status quo on the tax rate for the coming year, although there are several unknown factors at this time.

It was moved by Mr. Fillippini and seconded by Mrs. Meigs to adopt the Publications Budgets of the Santa Barbara Junior College District for the 1968-69 college year.
Mr. Dall'Armi said that maintaining the status quo depended on the ending balances and the bond redemption rate. At the time of adoption of the Final Budgets, a fairly good estimate of the final tax rate should be available. Mr. Fillippini commented that if a slight increase became necessary, it certainly could be justified. Pointing out that the District's tax rate has increased only one cent in the past four years, he added that very few school districts could maintain a decent level of salaries, etc., and still keep its tax rate at this level. He said he hoped that this fact would be remembered favorably by the voters in any future request by the District for financial support.

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

5.4 Report on Investment of District Funds in U.S. Treasury Obligations

Referring to the figures shown in the agenda, Mr. Dall'Armi said this is the highest interest rate ever gotten by the District. He told the Board that the District has not committed itself to paying the Viola, Inc., suit as yet; the County Counsel has advised the District to appeal. Thus, funds being held for this purpose are being invested at this time.

Mr. Dall'Armi then explained that, under terms of SB 691, the District would be better off to pay Daniel, Mann, Johnson, and Mendenhall, architects, 6 per cent on the $73,000 balance owed them than to pay off the entire amount and not be able to recover it. Therefore, these funds, also, are being invested at this time. Mrs. Meigs remarked that she felt DMJM's agreement to carry the District was extremely cooperative and that it took a large firm to handle this type of transaction. Mr. Dall'Armi commented that this is not an
uncommon situation and that the District had paid off a great deal to the architects to date.

6. **STUDENT PERSONNEL**

No report.

7. **GENERAL INFORMATION**

7.1 *Progress Report on Search for New Superintendent-President*

Mr. Dall'Armi informed the Board that several inquiries about the position of Superintendent-President have been received. Replies to applicants are worded to indicate that the Board is presently establishing procedures. Mr. Dall'Armi recommended that the Board subcommittee appointed for this purpose meet next week to set up guidelines regarding a timetable, an updated brochure, a decision whether or not to go outside California, salary, deadline for filling the position, and how the staff may be involved. Mr. Frank, subcommittee chairman, said he would arrange a meeting time. Mr. William Miller, Vice-President of the Academic Senate, said that the Senate would appreciate an invitation to participate in setting up the procedure leading to the ultimate selection.

8. **ADJOURNMENT**

Because a meeting is required to hold a public hearing on and to approve the Final Budgets just prior to the August 8, 1968 deadline for filing the Final Budgets with the Santa Barbara County Superintendent of Schools, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously, to omit the regular meeting day of July 25, 1968 and adjourn at 4:48 p.m. to a meeting on Wednesday, August 7, 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-President
and Secretary-Clerk to the
Board of Trustees
Santa Barbara Junior College District

Approved by the Board of Trustees
on _______ August 7 _______, 1968