SUGGESTED PROCEDURES FOR SELECTION OF A SUPERINTENDENT-PRESIDENT

1. Circulate a notice throughout the state and outside the state that the Santa Barbara Junior College District is still seeking a Superintendent-President to fill the vacancy created by the resignation of Dr. Robert C. Rockwell.

2. Mail copies of the brochure developed for purposes of advertising the vacancy (see attachment 2.1-b) at the earliest possible date.

3. Set a deadline of December 1, 1968 for accepting applications. This will give ample time for papers to be forwarded and will allow sufficient lead time to bring the new Superintendent-President in at a time prior to July 1, 1969.

4. Establish a screening committee for reviewing initial applications. This committee will be composed of three Board members, two administrators to be appointed by the Acting Superintendent-President, and two representatives from the Academic Senate. It is recommended that the members of the screening committee assume the responsibility of keeping their constituents informed as to the progress being made in the search for a new Superintendent-President.

5. Re-establish the Academic Senate and Administrative interview committees. It is recommended that interviews by these two groups be conducted separately. The Board will conduct interviews as a Committee of the Whole.

6. The chairman of each interview committee (Administrative and Academic Senate) will report to the Board.

7. A Board decision on offer of employment will be made in consideration of feed-in from the Academic Senate and the administrative staff.
SUGGESTED CONTENTS OF BROCHURE
ADVERTISING THE POSITION OF SUPERINTENDENT-PRESIDENT

APPLICATION PROCEDURE
Submit application and confidential papers to
Office of the Superintendent-President
Santa Barbara Junior College District
721 Cliff Drive
Santa Barbara, California 93105

Deadline for applying - December 1, 1968

DATE OF APPOINTMENT
Prior to July 1, 1969

PROFESSIONAL QUALIFICATIONS
A California administrative credential.
Earned doctorate preferred

PERSONAL QUALIFICATIONS
Ability to work with people and to provide imaginative and vigorous leadership for the District and in the community

EXPERIENCE
Several years of successful teaching and administrative experience at the junior college level
An understanding of school finances
Awareness of the Federal and State programs as they affect junior colleges
Knowledge of and/or direct experience with construction programs
Indication of successful involvement with faculty senates in arriving at District policies

PHILOSOPHY
Belief in and endorsement of the principle of academic freedom for faculty and students
Commitment to all phases of the function of the community college

SALARY
Open to negotiation
CONTRACT
Four-year, open-end contract

SELECTION PROCEDURES
Screening and interviews will be conducted by faculty, administration, and Board of Trustees
REPORT OF INSTRUCTION STUDY COMMITTEE

SUBJECT: Evening Credit and Non-Credit Classes (Administration of)

COMMITTEE composed of: Mr. Fillippini, Chairman
Mrs. Alexander
Mrs. Meigs

This Committee was charged with the responsibility to "study and make a report only" on evening credit and non-credit classes. It was instructed not to project recommendations. Therefore, the Committee will report its findings and make no recommendations relative to the subject matter; however, the Committee does submit procedural recommendations for the Board as the whole to consider.

In order to make a report your Committee has studied in depth the volumes of paper submitted some months ago to all Board members, plus other interested parties. In addition the Committee has personally interviewed representatives of the Administration, the Division of Adult Education, and the Academic Senate.

1. We have found that the problem is mainly of an academic or philosophical nature. It does not involve the financial or tax structure of this District to any worthwhile degree.

2. Because of its nature the problem can and has become one of considerable emotion along with that of objectivity. Due to these circumstances your Committee feels that more than enough time has been spent in conversation, preparation of materials, and genuine debate of the subject matter.

3. Your Committee feels that for the Board of Trustees to prolong a final decision of the subject matter would be detrimental to the best interest of the District; therefore we recommend the following procedure be adopted:

That the Board of Trustees concur in a motion to take a vote on the following questions. Each Trustee will vote for one, (A) or (B):

A. Yes, I vote that the Administration of evening credit classes remain under the direction of the Dean of Adult Education.

B. Yes, I vote that the Administration of evening credit classes be under the direction of the Dean of Instruction.