MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES  
SANTA BARBARA JUNIOR COLLEGE DISTRICT  
January 9, 1969 - 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, January 9, 1969 at 4:00 p.m. in the Board Room at Santa Barbara City College, Santa Barbara, California

1.2 Roll Call

Members present:

Mr. Wilbur L. Fillippini  
Mr. James R. Garvin  
Mrs. Ann Cutshall  
Mrs. Dorothy N. Meigs  
Mr. Benjamin P. J. Wells

Members absent:

Mrs. Kathryn O. Alexander  
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  
Dr. 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  
Mr. Lisle C. Bresslin, Assistant Dean, Admissions and Records  
Mr. Charles F. Rheinschmidt, Assistant Dean, Student Activities  
Dr. Richard Gillies, Coordinator, Evening College  
Dr. David B. Probert, Supervisor-Counselor, MDTA Training  
Mr. Maurice Ryan, Coordinator, Apprenticeship  
Mr. Henry H. Bagish, President, Academic Senate  
Mr. Theron Barnes, Audio-Visual Assistant and representative of Chapter 289, CSEA  
Mr. Jerry Morin, student, tape recorder operator  
Mrs. Louise H. Thornton, Secretary to the Superintendent  
A number of other SBCC staff members  
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. Meigs, and carried unanimously to approve the minutes for the regular meeting of December 12, 1968.

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

a. Announcement of NSBA Conference

Notice has been received of the annual convention of the National School Boards Association to be held April 12-15, 1969 in Miami Beach, Florida. Trustees wishing to attend should call the Acting Superintendent-President's office.

b. Filing of Declaration of Candidacy Papers by Trustees

Trustees whose terms expire at the end of this college year were reminded that papers declaring intention to run for re-election must be filed by February 20, 1969. The election will be held April 15, 1969. The Acting Superintendent-President's office has the forms to be used.

c. Report of Screening Committee for Selection of Superintendent-President

In the absence of Mr. Frank, chairman, Mr. Fillippini read the report of the screening committee established to review applications for the position of Superintendent-President. Copies
of the statement prepared by the committee for the press were given to Board members at the meeting. (See attachment 1.6-c.) Mr. Fillippini stated that a most important point was that none of the candidates interviewed to date has been eliminated and that additional candidates will be interviewed in the near future when all Board members are available to participate.

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

2.3 Degree Granted to Administrative Dean, Business Services

Mr. Dall'Armi said he was pleased to announce that on January 6, 1969, the degree of Doctor of Education was conferred upon Dr. Sorsabal by the University of Southern California. Dr. Sorsabal's dissertation was entitled, "A Critical Evaluation of In-Service Training for Classified Employees." Trustees extended congratulations and expressed interest in his dissertation.

3. CURRICULUM AND INSTRUCTION

3.1 Exhibit by Mr. Nack of Art Department

Mr. Huglin announced that Mr. Kenneth Nack, Assistant Professor, Fine Arts Division, has a one-man show at Galeria del Sol through the month of January.
4. PLANTS AND PROPERTY

4.1 Authorization to Develop Additional Parking Area

Because dirt must be removed from Cliff Drive as part of the street widening project, the Hermerick Construction Company has offered to bring in, compact, and oil approximately 13,000 cubic yards of fill dirt at no cost to the District. This amount of fill would be sufficient to add approximately 160 feet of parking area which would provide 40-45 additional parking spaces in the upper Leadbetter lot. To accept this offer, it is necessary for the District to expend about $2,500 for site development work (adding gravel and removing about 25 trees, some of which are dead). The project would probably be completed in April 1969. Adding to this sum the amount spent previously to provide additional parking in this same area, the District will have spent about $4,000 to add 80-90 parking spots; the trustees considered this a bargain as compared with building a parking structure.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Fillippini, seconded by Mrs. Meigs, and carried unanimously to authorize the Administrative Dean, Business Services, to conclude negotiations with the Hermerick Construction Company for filling, compacting, and oiling approximately 160 feet of parking area; and to expend the necessary sum to be paid by the District for site development work.

4.2 Authorization to Restore Fire-Damaged Adult Education Building

Mr. Wake stated that because part of the fire-damaged building in the Adult Education Center is open to rain and there are weakened rafters, the situation should qualify as an emergency. Therefore, according to Education Code section 15956, the governing board, with
approval of the county superintendent, should be able to enter into contracts for emergency repairs. These would be negotiated contracts.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Fillippini, seconded by Mr. Garvin, and unanimously carried to authorize the Administrative Dean, Business Services, to enter into contracts for the restoration of the fire-damaged Adult Education building. The major part of the expense will be borne by the insurance coverage.

4.3 Acknowledgment of Receipt of Grant Deeds

After some delay occasioned by a change of administration, the District has received from the Santa Barbara City Schools grant deeds to property located at 914 Santa Barbara Street, 219 East Canon Perdido Street, 215 East Canon Perdido Street, 814 Santa Barbara Street, and a parcel of land at the northeast corner of East Canon Perdido Street and Olive Street. Titles are free and clear.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mr. Fillippini, and unanimously carried, that the Board of Trustees of the Santa Barbara Junior College District accept the grant deeds to the property listed in the foregoing paragraph and authorize the recordation thereof by the Assistant Secretary-Clerk.

4.4 Acceptance of Gift - Bulk Minerals

It was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and carried unanimously to accept five varieties of bulk minerals from Mrs. John C. Grim, a member of the Santa Barbara Mineral and Gem Society; and to send Mrs. Grim a letter of acknowledgment and appreciation.

4.5 Acceptance of Gift - Diesel Marine Engine and Transmission

It was moved by Mrs. Gutshall, seconded by Mr. Fillippini and
carried unanimously to accept from Mr. Bill Forster a Buda four-cylinder Diesel marine engine and transmission with an estimated fair value of $100, and to send a letter of acknowledgment and appreciation to the donor. Mr. Sorsabal noted that the District had planned to purchase this equipment before it was offered as a gift; it will be used solely for training purposes, not for operations.

5. BUSINESS AND FINANCE

5.1 Purchase Order Report

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 16362 through 16522, and R numbers 5032 through 5035. (Please see attachment 5.1-a.)

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 attachments 5.2-a and 5.2-b and the addenda.

5.3 Adoption of Resolution No. 33 Requesting Consolidated Election

The governing board election is scheduled for April 15, 1969, the same day as the City election. For economy and for the voters' convenience, the Acting Superintendent-President has recommended consolidating the two elections.

It was moved by Mr. Fillippini and seconded by Mrs. Meigs to adopt Resolution No. 33 (please see attachment 5.3) requesting the City of Santa Barbara to consolidate the Santa Barbara Junior College District governing board election with the Santa Barbara City election on April 15, 1969. Roll call vote was taken as follows:
Ayes: Mr. Fillippini
      Mr. Garvin
      Mrs. Gutshall
      Mrs. Meigs
      Mr. Wells

Nays: None

Not voting: None

Absent: Mrs. Alexander
       Mr. Frank

5.4 Adoption of Resolutions No. 34, No. 35, and No. 36 Authorizing the Submission of Applications to State Department of Education for Approval of Theater and Music Building, Auditorium Remodeling, and Library Remodeling Projects

Under terms of the Junior College Construction Act of 1967, junior college district project planning guides for capital construction projects proposed in the Ten-Year Plan must be submitted by January 1 of each year. The projects to be submitted by the SBJCD at this time are scheduled for construction during the 1970-71 school year and include a Theater and Music Building, remodeling of the Auditorium, and remodeling of the Library. Submission of the project planning guides at this time does not obligate nor authorize the District to proceed; rather, it serves to alert the State as to the details of the projects before working drawings are authorized and approval for State funds is given.

Dr. Sorsabal explained a problem in connection with the Theater and Music Building: the State will not accept a project with less than 60 per cent space utilization; because the theater and music programs would initially utilize only 46 per cent of the space, the Social Science Office Building space has been assigned to the project (there will be one project but two buildings). Discussion of the State definition of utilization ensued. Mr. Dall'Armi said that it is based on the number of hours used between 8 a.m. and 4 p.m. and net
square footage as compared with gross square footage. He said this seems to be a valid and reasonable requirement to avoid waste space. Mr. Fillippini commented that this would be a good point for the bond campaign: the law requires a high utilization percentage; thus, contrary to some public opinion, the college cannot plan any construction with waste space.

It was moved by Mr. Fillippini and seconded by Mrs. Meigs to adopt Resolution No. 34 authorizing the Administrative Dean, Business Services, to submit an application to the State Department of Education for approval of a Theater and Music Building project under terms of the Junior College Construction Act of 1967 (see attachment 5.4-a). Roll call vote was taken as follows:

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

Nays: None

Not voting: None

Absent: Mrs. Alexander
        Mr. Frank

It was moved by Mr. Fillippini and seconded by Mrs. Gutshall to adopt Resolution No. 35 authorizing the Administrative Dean, Business Services, to submit an application to the State Department of Education for approval to remodel the Auditorium, a project under terms of the Junior College Construction Act of 1967 (see attachment 5.4-b). Roll call was taken as follows:

Ayes: Mr. Fillippini
      Mr. Garvin
      Mrs. Gutshall
      Mrs. Meigs
      Mr. Wells
Nays: None
Not voting: None
Absent: Mrs. Alexander
Mr. Frank

It was moved by Mr. Fillippini and seconded by Mr. Garvin to adopt Resolution No. 36 authorizing the Administrative Dean, Business Services, to submit an application to the State Department of Education for approval to remodel the Library, a project under terms of the Junior College Construction Act of 1967 (see attachment 5.4-c). Roll call vote was taken as follows:

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

Nays: None
Not voting: None
Absent: Mrs. Alexander
Mr. Frank

5.5 Authorization to Modify IBM Contract

The present single disk storage drive is insufficient to maximize the capabilities of the 1401. Presently, the District is not able to program or handle any additional on-going functions. If additional applications, such as accounting and payroll, are to be conducted on this campus, an additional disk storage drive is a necessity. Delivery of such a unit takes about four months. Dr. Sorsabal stated that the additional cost would be $360 per month less 60 per cent discount, and he discussed the details of storage and updating of information.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mrs. Gutshall and carried unanimously to authorize the Administrative Dean, Business Services, to
modify the existing contract with IBM to include one additional disk storage drive.

5.6 **Authorization of Payroll Deductions Related to CJCFA**

The Business Office has received a request for payroll deductions to take care of California Junior College Faculty Association dues, life insurance, family accident protection, and salary continuation. Up to now, additional deductions have not been allowed because of the machine limitations of the County data processing unit. In May, the County data processing will change over to an enlarged computer so that additional payroll deductions may be made, effective July 1, 1969. Dr. Sorsabal specified that such deductions must be a group endeavor by CJCFA members (10 is usually considered sufficient) and that members must authorize these deductions in writing.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Fillippini, seconded by Mrs. Meijs, and carried unanimously to authorize payroll deductions for California Junior College Faculty Association dues and for insurance plans sponsored by CJCFA, effective July 1, 1969; and, further, that only those insurance plans which have a sufficiently large enrollment of local members of CJCFA be authorized.

5.7 **Authorization for Administrative Dean, Business Services, to Sign Documents to be Filed with the Alcohol and Tobacco Tax Division**

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Fillippini, seconded by Mr. Garvin, and unanimously carried that Donald K. Sorsabal, Administrative Dean, Business Services, be authorized to sign any necessary documents in connection with the purchase of tax-free alcohol by the Santa Barbara Junior College District.
6. **STUDENT PERSONNEL**

   No report.

7. **GENERAL INFORMATION**

7.1 **Final Tribute to a Former SBCC President, Dr. Leonard L. Bowman**

   Dr. Leonard L. Bowman, who served as President of Santa Barbara City College from 1952 through 1958, passed away on January 2, 1969. Mr. Dall'Armi noted that the college's courtesy committee has contributed $50 to the fund for Scholarships for Filipino Students, a project of Dr. Bowman's, and that a number of individual contributions have been made by staff members. He recommended that an entry be made into the minutes of this meeting to acknowledge the dedicated service rendered to the District by Dr. Bowman. Mrs. Meigs suggested that a letter be sent to Mrs. Bowman conveying sympathy to the family and expressing the District's appreciation for Dr. Bowman's contributions in the development of the college.

   Mr. Wake noted that a long-time Adult Education teacher, Mrs. Christina Hunt, had also passed away recently and suggested that entry be made into the minutes of her exceptional instructional services in the college's Adult Education division.

   It was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and carried unanimously that these entries be made and these letters written.

7.2 **Report on Plans for the March 4, 1969 Bond Election**

   Mr. Fillippini, chairman of the Board's Planning Subcommittee, reported that the Subcommittee recommends a low-pitched campaign as compared with the previous bond campaigns. This will be a more direct approach to civic and educational groups and to persons who are known to be friends of SBCC. Voluntary help will be welcomed, but no attempt will be made to form a citizens' committee. There is no point, he said,
in spending money to duplicate previous methods which proved unsuccessful.

Board members, as well as staff, should be prepared to take an active role in the speakers' bureau which will be organized, Mr. Fillippini stated. Trustees must convince the public of the Board's responsibility, as elected representatives, to develop the college's programs which, in turn, require development of facilities.

Trustees must convince the taxpayers that "we want to give them a choice", he continued. It is hoped that once the taxpayers understand the difference between the long-range bonds and the pay-as-you-go tax override and their respective costs, they will recognize it is to their advantage to vote for the bonds.

A letter is being prepared, containing the information just outlined by Mr. Fillippini, to be sent to all area educators, staff of educational institutions, all PTA units, SBCC advisory committee members, former citizens' committee members, and local club presidents.

A question and answer fact sheet will be developed to include enrollment projections, buildings to be constructed, the priority list for building under the Ten-Year Plan, bond redemption and tax override rates, the college's programs, and a statement of who is eligible to attend the college.

Direct contact will be made, through luncheon meetings, for example, with people who understand what this college is all about and who are interested in seeing it expand; this includes representatives of minority groups. All these persons will, hopefully, become our agents in campaigning for passage of the bonds.

There will be meetings with the news media and there is hope that their full cooperation will be forthcoming.

Mr. Wells thanked Mr. Fillippini for his comprehensive report.
7.3 Establishment of Scholarship Fund in Memory of Joseph N. Jones

A special scholarship fund has been set up in memory of Joseph N. Jones, Marine Technology student who lost his life in a weekend diving accident. Contributions to this fund have been received from his widow, parents, and friends, as well as from service clubs and other local sources. Funds on deposit will be used to aid students enrolled in the Marine Technology program. Mr. Dall'Armi said that the widow and parents were so impressed by assistance given them by fellow students of Mr. Jones that they wanted the fund set up; it will be administered through Student Personnel according to procedures established by Mrs. Lantagne.

8. ADJOURNMENT

It was moved by Mr. Garvin, seconded by Mrs. Meigs, and unanimously carried to adjourn at 5:06 p.m. The next regular meeting of the Board of Trustees of the Santa Barbara Junior College District will be held on Thursday, January 23, 1969 at 4:00 p.m. in the Board Room of the Santa Barbara City College, Santa Barbara, California.

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

[Signature]
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 23, 1969