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

June 12, 1969 - 3:00 p.m. - Board Room
Santa Barbara City College
Santa Barbara, California

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, June 12, 1969 at 3:00 p.m. in the Board Room, Santa Barbara
City College, Santa Barbara, California.

1.2 Roll Call

Members present:

Mrs. Kathryn O. Alexander
Mr. Wilbur L. Fillippini
Mr. Sidney R. Frank
Mr. James R. Carvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs
Mr. Benjamin F. 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
Dr. Julio L. Bortolazzo, Superintendent-President-Designate of
Santa Barbara Junior College District
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. Cedric Boeseke, Coordinator, Placement
Mr. Maurice E. Ryan, Jr., Coordinator, Apprenticeship
Mr. Raymond F. O'Connor, President, Academic Senate
Mr. Theron Barnes, Audio-Visual Assistant
Miss Trudi Colberg, President, 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

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. He noted the presence of Dr. Julio L. Bortolazzo, Superintendent-President-Designate of the SBJCD.

1.4 Minutes

Mr. Wells said that minutes for the adjourned meeting of June 5, 1969 will be presented at the June 26, 1969 meeting.

1.5 Hearing of Citizens and Petitions

None.

1.6 Communications

a. Announcement of Special Meeting with Senator Lagomarsino and Assemblyman MacGillivray on June 21, 1969

A special meeting has been arranged by the Santa Barbara County Superintendent of Schools, to be held on Saturday, June 21, 1969 at 9:00 a.m. at the Educational Service Center. Senator Lagomarsino and Assemblyman MacGillivray have accepted an invitation to meet with County school administrators and board members. Primary purpose of the meeting is to discuss legislation which will affect school finances. Trustees who wish to attend are asked to notify the Superintendent's office.

b. Announcement of AAJC's 50th Anniversary Convention in 1970

The American Association of Junior Colleges will hold its 50th anniversary convention in Honolulu on February 28-March 6, 1970.
Brochures containing convention details will be given to trustees as soon as they are available.

c. **Receipt of Grant from Ford Foundation for Ronald G. Billingsley**

A grant from the Ford Foundation, in the amount of $9,835.00, has been received for Ronald G. Billingsley, member of the SBCC English division, to assist him in pursuing his doctoral studies at the University of Oregon during the next 14 months.

d. **Official Election Returns - June 3, 1969 Bond Election**

The Santa Barbara County Schools Office has informed the SBJCD that official tabulation of returns in the District's June 3, 1969 bond election shows a "Yes" vote of 80.27 per cent.

2. **PERSONNEL**

2.1 **Executive Session to Discuss Personnel Matters**

The Board adjourned the regular session at 3:08 p.m. to meet in executive session in the Superintendent's office to discuss personnel matters. The meeting was reconvened in regular session at 3:23 p.m.

2.2 **Certificated Personnel Assignments**

Upon recommendation of the Acting Superintendent-President, it was moved by Mrs. Meigs, seconded by Mr. Garvin, and unanimously carried to approve assignments for certificated staff as recommended in item 2.2 of the addenda.

2.3 **Classified Personnel Assignments**

Upon recommendation of the Acting Superintendent-President, it was moved by Mrs. Meigs, seconded by Mr. Garvin, and unanimously carried to approve assignments for classified staff as recommended in item 2.3 of the addenda.
2.4 Adoption of Provision Establishing the Right of the Board to Increase Salaries During the College Year 1969-70

Education Code sections 13510 and 13602 require that appropriate rules and regulations must be adopted by the governing boards to permit salary increases during the school year. Mr. Dall'Armi explained that adoption of such a policy statement does not obligate the Board to take action on salaries during the course of the year. It merely makes it permissible to make changes should a situation arise which merits this kind of action.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and unanimously carried to adopt the following policy statement:

"The Governing Board of the Santa Barbara Junior College District retains the right to increase the annual salaries of any or all employees, both certificated and classified, at any time during the 1969-70 college year."

3. CURRICULUM AND INSTRUCTION

No report.

4. PLANTS AND PROPERTY

No report.

5. BUSINESS AND FINANCE

5.1 Approval to Renew Lease Agreements with El Presidio Properties

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mr. Fillippini, and unanimously carried to approve renewal of lease agreements with El Presidio Properties for the college year 1969-70, to house certain Adult Education classes at 117 and 119 East De la Guerra Street.
5.2 **Payment of Claims**

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Frank, seconded by Mrs. Gutshall, and carried unanimously to authorize and/or ratify the payment of claims as recommended in attachment 5.2-a.

5.3 **Approval of Policy Regarding Payment of Warrants Upon Death of an Employee**

Recent changes in the Government Code allow an employee to designate a person who shall, upon the death of said employee, be entitled to receive all warrants or checks that would have been payable to the decedent had he survived.

Upon recommendation of the Acting Superintendent-President, it was moved by Mrs. Meigs, seconded by Mrs. Alexander, and unanimously carried to approve the policy, "Payment of Warrants Upon Death of Employee" as outlined in attachment 5.3-a; and to direct the administration to develop procedures for implementation of said policy.

5.4 **Approval of Lien Release for Frank D. Dobyns**

In 1967, an agreement and lien in the amount of $4,563.00 was executed by Frank D. Dobyns and the Santa Barbara Junior College District to furnish a suitable bond indemnifying the Governing Board of the District against the loss in the event the employee failed to render at least two years' service following the return of the employee from sabbatical leave. Mr. Dobyns did not return for the required service and subsequently paid the amount due.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and unanimously carried to approve the lien release to finalize the settlement with respect to the bond furnished by Frank D. Dobyns to the Santa Barbara Junior College District, and to authorize the Administrative Dean, Business Services,
to sign all documents necessary to validate the lien release.

5.5 Adoption of Recommendations on Classified Salary Proposals and Position Classification Plan

The matter of accepting the Griffenhagen-Kroeger, Inc., Survey Report on classified salary proposals and position classification was tabled during the June 5, 1969 meeting of the Board. Mr. Dall'Armi explained that attachment 5.5 is comprised of the same proposals as those presented at the June 5, 1969 meeting. He added that any fringe benefit proposals could be considered at a later date, as provided in item 2.4 of these minutes.

Mr. Dall'Armi explained that if any supervisor of classified employees feels that the particular position is classified improperly according to the job specifications or that the specifications don't cover the position, he may submit to Dr. Sorsabal a request for review. The survey team will then be asked to review the position and make recommendations. If the team and the District administration believe that changes are in order, such changes will be recommended to the Board.

Mr. Dall'Armi repeated his earlier opinion that the survey was well done and that the job specifications turned out pretty much as expected. He recommended that the proposals be adopted with the provision that classified employees and their supervisors have the opportunity to request review if they wish.

Mr. Frank asked about the cost-of-living increase--an average of 7 per cent--mentioned at the June 5, 1969 meeting. Dr. Sorsabal replied that this referred to the total money invested in this approach and that it is included in the 1969-70 budget.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Frank, seconded by Mr. Garvin, and carried unanimously to adopt the salary and policy proposals for classified personnel as set
forth in attachment 5.5 (including addenda item 5.5).

Miss Trudi Colberg, president of Chapter 289, California School Employees Association, expressed thanks for the Board's efforts in behalf of the classified staff, and proffered assistance in the future if it were needed.

5.6 Authorization to Call for Bids for Casework for Life Science-Geology Building

Authorization has been received from both the Department of Health, Education, and Welfare and the State for the advertising for receipt of bids for the casework to be installed in the Life Science-Geology Building. The estimated cost for this equipment is $143,000; the State allowable cost is $154,000.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Frank and seconded by Mrs. Alexander to authorize the Business Office to call for bids for casework for the Life Science-Geology Building and to require that all bids be received on or before 2:00 p.m. (DST), July 3, 1969.

Replying to Mr. Fillipponi, Mr. Dall'Armi said that specifications meeting W.I.C. standards are being used. The specifications are the same ones used in the alternate bid requested when the Life Science-Geology base bid was requested last year.

Mr. Frank's motion was voted on and carried unanimously.

6. STUDENT PERSONNEL

No report.

7. GENERAL INFORMATION

No report.
8. ADJOURNMENT

At 3:40 p.m., it was moved by Mr. Frank, seconded by Mr. Fillippini, and unanimously carried to adjourn. The next regular meeting will be held on Thursday, June 26, 1969 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

Attest:

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

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

Approved by the Board of Trustees
on June 26, 1969