MINUTES OF REGULAR AND ANNUAL ORGANIZATIONAL MEETING
OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

July 10, 1969 - 4:00 p.m. - Board Room
Santa Barbara City College
Santa Barbara, California

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 10, 1969, at 4:00 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. Garvin
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
Dr. Donald K. Sorsabal, Administrative Dean, Business Services,
and Assistant Secretary-Clerk to the Board of Trustees
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education
Mr. James E. Foxx, Assistant Dean, Vocational/Technical
Mrs. Margaret F. McGilllin, Assistant Dean, Health Occupations
Dr. David Probert, Coordinator, Adult Education
Mrs. Alma Ritchie, Coordinator, Adult Education
Mr. Jesse L. Coburn, Vice-President, Academic Senate
Mr. Theron Barnes, Audio-Visual Assistant
Mrs. Louise H. Thornton, Secretary to the Superintendent
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 Mr. Fillippini, and unanimously carried, to approve the minutes as mailed for the regular meeting of June 26, 1969.

1.5 Hearing of Citizens and Petitions

None

1.6 Communications

a. Invitation to Meeting Concerning Development of Pershing Park Area

Mr. Dall'Armi reported that representatives of the Board's Planning Subcommittee have been invited to meet with members of the Park and Recreation commissions and the City Council on Wednesday, July 16, 1969 at 7:30 p.m. in the City Hall council chambers, to discuss the development of the Pershing Park area. It is hoped that the situation will be resolved so that the area soon will be turned over to the Santa Barbara Junior College District. The District has funds to develop facilities for use by the college and the community.

1.7 Board Action in Connection with 1969-70 Organizational Meeting

a. Election of Board President and Vice-President
Mr. Frank nominated Mr. Fillippini for election to the presidency of the Board for the 1969-70 year. It was moved by Mrs. Alexander, seconded by Mr. Garvin, and carried unanimously to close the nominations and cast a unanimous ballot for Mr. Fillippini.

Mrs. Alexander nominated Mrs. Meigs for election to the vice-presidency of the Board for the 1969-70 year. It was moved by Mrs. Gutshall, seconded by Mr. Garvin, and carried unanimously to close the nominations and cast a unanimous ballot for Mrs. Meigs.

b. Election of Secretary-Clerk and Assistant Secretary-Clerk

It was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously that Mr. Dall'Armi be designated to serve as Secretary-Clerk for the period beginning July 1, 1969 and ending August 3, 1969.

It was moved by Mr. Garvin, seconded by Mrs. Gutshall, and carried unanimously that Dr. Bortolazzo be elected to serve as Secretary-Clerk for the period beginning August 4, 1969 and ending June 30, 1970.

It was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously that Dr. Sorsabal be elected to serve as Assistant Secretary-Clerk for the 1969-70 year.

c. Selection of Representative to the County Committee on School District Organization

It was moved by Mr. Fillippini, seconded by Mrs. Gutshall, and carried unanimously to elect Mr. Garvin as the Board's representative to the County Committee on School District Organization for the 1969-70 year.
d. **Establishment of Meeting Dates, Time, and Place**

   It was moved by Mr. Garvin, seconded by Mrs. Gutshall, and carried unanimously to maintain the present meeting schedule of the second and fourth Thursdays of each calendar month at 4:00 p.m. in the Board Room of Santa Barbara City College.

   Mr. Wells handed the president's gavel to Mr. Fillippini and thanked the trustees and staff for their assistance during his tenure of office.

   Mr. Fillippini responded by thanking the Board for its confidence in electing him and Mrs. Meigs to their offices, and commended the outgoing president and vice-president on their outstanding work during the past two years. He stated that the success of the bond election and of the college in general was due to the close liaison among faculty, students, administration, and trustees.

2. **PERSONNEL**

2.1 **Certificated Personnel Assignments**

   Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried, to approve assignments for certificated staff as recommended in Attachment 2.1 and the addenda.

2.2 **Classified Personnel Assignments**

   Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried, to approve assignments for classified staff as recommended in attachment 2.2 and the addenda.
3. CURRICULUM AND INSTRUCTION

3.1 Approval of Classes and Instructors for 1969-70 Adult Education Division Fall Program

Mr. Wake reported that this is the 50th anniversary of adult education in Santa Barbara. Dr. John Gardener, former head of HEW, has been invited as "kickoff" speaker in October. Reviewing various courses to be offered this coming year and the background of some of the instructional staff, Mr. Wake noted that Dr. Bortolazzo is listed as a speaker on student activism.

The advisory group and staff of the Adult Education Division favors use of the title, "Continuing Education" rather than "Adult Education", Mr. Wake said. This will be proposed to Dr. Bortolazzo. He told the trustees that classes were held in more than 54 locations last year, thus carrying out the spirit of a community-wide program.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Wells, seconded by Mr. Frank, and unanimously carried to approve the courses and instructors for the 1969-70 Adult Education Division fall program, as outlined in attachment 3.1. Board members complimented Mr. Wake and his staff for the excellent selection of offerings and teachers.

4. PLANTS AND PROPERTY

4.1 Authorization to Rent or Lease Trailers for Office Space

To house new personnel, including the EOP counselor and his assistant, it has become necessary to rent or lease two trailers for the 1969-70 college year. The situation will be alleviated with completion of the Life Science-Geology Building. Mr. Dall'Armi stated that the 55 ft. trailers, to
be located near the Campus Center and the Administration Building, if feasible, are the least expensive method of providing this temporary office space. Mrs. Alexander suggested asking University of California, Santa Barbara if they had any used trailers.

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mr. Wells, and carried unanimously to authorize the Administrative Dean, Business Services, to proceed with the rental or lease of two trailers to be used for office space during the 1969-70 college year.

5. BUSINESS AND FINANCE

5.1 Purchase Order Report

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Wells, seconded by Mrs. Alexander, and unanimously carried, to authorize and/or ratify the purchase of supplies, equipment, and services on purchase orders 17610 through 17635 and 18001 through 18183, and R numbers 5097 and 5098, as listed on attachments 5.1-a and 5.1-b.

5.2 Payment of Claims

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Wells, seconded by Mrs. Alexander, and unanimously carried, to authorize and/or ratify the payment of claims as listed on attachment 5.2-a.

5.3 Adoption of 1969-70 Publication Budgets

Mrs. Meigs, member of the Budget Study Subcommittee of the Board, said that there was no great difference between the Publication Budgets and the Tentative Budgets
adopted by the Board on June 26, 1969, except for some basic income changes (see paragraph 2, page 1, of attachment 5.3-a).

Replying to Mr. Frank's query, Dr. Sorsabal said that it will be necessary to allocate funds for Pershing Park development, prior to adoption of the Final Budgets.

Mr. Dall'Armé noted that some funds have been put aside for this purpose; also, if the Physical Education Complex bid comes in under the estimate, there will be funds available from the sale of the first issue of bonds.

It was moved by Mrs. Meigs, seconded by Mr. Frank, and unanimously carried to adopt the 1969-70 Publication Budgets as printed in attachments 5.3-b through 5.3-h.

5.4 Authorization for Controller, Accounting Services, to Sign Orders on District Business

Upon recommendation of the Acting Superintendent-President, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried that Mr. David Pickering, Controller, Accounting Services, be authorized to sign checks drawn from the Revolving Cash Fund, requisitions and work orders, requests for special permits, and other routine business documents. (The authorization for the Administrative Dean, Business Services, to sign these and other documents will remain in effect.)

At Mr. Frank's request, Dr. Sorsabal explained the procedures involved in operation of the Revolving Cash Fund.

5.5 Progress Report on Bond Sale

Dr. Sorsabal noted that bonds in the amount of $1,500,000
have been offered for public sale and that July 28, 1969 is the date
set for receipt of any and all bids. Discussion ensued pertaining
to interest rates.

5.6 Acceptance of Bid for Casework for Life Science-Geology Building

Upon recommendation of the Acting Superintendent-President
it was moved by Mr. Wells and seconded by Mrs. Alexander to accept
the low bid in the amount of $173,694 from Watson-Dreps Company
for casework for the Life Science-Geology Building. Dr. Sorsabal
recommended that the Board make this acceptance contingent upon
approval by the State Public Works Board.

Mr. Wells amended his motion, and Mrs. Alexander her second
to indicate that the Board intends to accept the low bid of $173,694
from Watson-Dreps contingent upon approval of the State Public
Works Board for funding. The motion was voted on and carried
unanimously. (Please see attachment 5.6 for bid tabulation.)

Dr. Sorsabal warned the Board that the District cannot
be hopeful of obtaining bids in the future at the amounts
estimated originally, because of escalating labor costs.

6. STUDENT PERSONNEL

No report.

7. GENERAL INFORMATION

7.1 Announcement of Newly-elected Adult Education Instructors'
Association Officers

For the Board's information, it was reported that the
following have been elected to serve as officers of the Adult
Education Instructors' Association during the 1969-70 college
year:

President .................... Mr. Dennis J. Staley
Vice-President ............. Mr. Bruce Van Dyke
Secretary-Treasurer........... Mrs. Loretta Soske
7.2 Approval of New Adult Education Advisory Council Members

Upon recommendation of the Acting Superintendent-President, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and unanimously carried to approve the list of new members of the Adult Education Advisory Council printed in the agenda of July 10, 1969.

Mr. Wake announced that the following were elected officers of said Council:

President ........ Mr. William Riordan
Vice-President ..... Mr. Clayton Clark

7.3 Change of Board Meeting Date for Adoption of Final Budgets

The budget calendar adopted by the Board on May 8, 1969 calls for an adjourned meeting on August 7, 1969, at which time the Final Budgets for the 1969-70 college year are to be adopted. This meeting date falls on the same day as the Old Spanish Days Fiesta Parade.

After brief discussion, it was moved by Mr. Garvin, seconded by Mr. Wells, and carried unanimously to hold an adjourned meeting on Tuesday, August 5, 1969 at 4:00 p.m. in the Board Room of Santa Barbara City College, at which time the Final Budgets for the 1969-70 college year will be presented for adoption.

8. ADJOURNMENT

It was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried, to adjourn the meeting at 4:55 p.m. The next regular meeting will be held on Thursday, July 24, 1969, at 4:00 p.m. in the
Board Room of Santa Barbara City College, Santa Barbara, California.

Attest:

Wilbur L. Fillippini
President, Board of Trustees
Santa Barbara Junior College District

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 July 24, 1969