MINUTES

ADJOURNED MEETING OF BOARD OF TRUSTEES

December 22, 1970

4:00 p.m. -- Board Room

Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 Call To Order

The adjourned meeting of the Board of Trustees of the Santa Barbara Junior College District was called to order by President Wilbur L. Fillippini on Tuesday, December 22, 1970 at 4:03 p.m. in the Board Room, Santa Barbara City College, Santa Barbara, California.

1.2 Roll Call

Members Present:

Mr. Wilbur L. Fillippini
Mrs. Dorothy N. Meigs
Mrs. Kathryn O. Alexander
Mr. James R. Garvin
Mrs. Ann Gutshall
Mr. Benjamin P.J. Wells

Members Absent:

Mr. Sidney R. Frank

Others present for all or a portion of the meeting:

Dr. Glenn G. Gooder, 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
Dr. Martin M. Bobgan, Assistant Dean, Adult Education
Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Dr. Thomas F. MacMillan, Director, Research & Development
Mr. Selmer O. Wake, Administrative Dean, Adult Education
Mr. Russell S. Wenzlau, Assistant Dean, Evening/Summer Session
Mr. Theron Barnes, Audio-Visual Assistant
Mr. Edmund J. Gilligan, President, Academic Senate
Mr. James M. Williams, College Community Relations Assistant
Mr. Dean Ankeny, Director of Purchasing
Mr. Dave Pickering, Controller, Accounting Services
Mr. Robert Poolman, Consultant
A number of other SBJCD staff members
Minutes - Adjourned Meeting
Board of Trustees, SBJCD
December 22, 1970

1.3 Welcome to Guests
Mr. Fillippini welcomed guests and invited comments from the audience during the course of the meeting.

1.4 Executive Session
Mr. Fillippini stated that there would not be an executive session.

1.5 Minutes of Regular Meeting of December 10, 1970
Upon motion of Mr. Garvin and second by Mr. Wells, the minutes of the Regular Meeting of December 10, 1970 were approved as delivered.

1.6 Hearing of Citizens
None

1.7 Communications
Dr. Gooder called attention to the information regarding the AAJC 1971 Annual Convention which had been included in the attachments to the agenda.

Dr. Gooder announced that Mr. Lee Coburn had resigned as president of the Academic Senate. Mr. Edmund J. Gilleran who was formerly vice-president of the Academic Senate has now been elected to serve as president of that organization. Mr. Gilleran was introduced. Mr. Fillippini stated that although Mr. Coburn was not in attendance, the Board would like to express its appreciation to him for his service as president of the Academic Senate.

2. PERSONNEL

2.1 Certificated Personnel

a. Recommended Appointment of Continuing Education Instructors
Upon motion by Mr. Wells and second by Mrs. Meigs, the Board approved appointment of hourly instructors for the Continuing Education Division as listed in attachment 2.1-a.

b. Recommended Appointment of Donald C. Brown as Head Counselor for the 1970-71 Spring Semester
Upon motion by Mrs. Meigs and second by Mr. Garvin, the Board approved the appointment of Donald C. Brown as head counselor for the 1970-71 Spring Semester.
c. **Recommended Adoption of Resolution No. 11, Authorizing Richard L. Cinkel to Teach on a Standard Secondary Credential (Business Education)**

Adoption of Resolution No. 11, authorizing Richard L. Cinkel to teach on a standard secondary credential was approved by the following vote:

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

Noes: None

Absent: Mr. Frank

2.2 **Classified Personnel**

a. **Recommended Appointment of Hourly Classified Employees**

Upon motion of Mrs. Gutshall and second by Mr. Wells, the Board approved the appointment of hourly classified employees as listed on attachment 2.2-a.

b. **Recommended Approval, Six-month Increments**

Upon motion of Mrs. Meigs and second by Mr. Garvin, the Board approved six-month increments as indicated on attachment 2.2-b.

c. **Recommended Approval, Extension of Health Leave of Absence - John Belkowski**

Upon motion of Mr. Garvin and second by Mrs. Gutshall, the Board approved the extension of health leave of absence for Mr. Belkowski as indicated on attachment 2.2-c.

d. **Recommended Approval, Termination of Employment - Martha E. Richards**

Upon motion of Mr. Garvin and second by Mrs. Alexander, the Board approved termination of employment of Martha E. Richards.

e. **Recommended Approval, Appointments of Hourly, EOA & General Students & Recommended Appointment, Food Services Assistant**

Upon motion of Mrs. Meigs and second by Mr. Wells, the Board approved appointment of classified employees as listed on attachment 2.2-e.

f. **Recommended Authorization for Travel and Conference Attendance**

Upon motion of Mrs. Meigs and second by Mrs. Alexander, the Board authorized conference attendance as listed on attachment 2.2-f.
g. **Recommended Approval, Amended Job Description, Adjustment of Salary Range, and Approval of New Position - Audio-Visual Technician (Formerly Audio-Visual Clerk)**

Dr. Gooder described attachment 2.2-g as a three-part recommendation. It recommends that a new position of Audio-Visual Technician be approved replacing that of Audio-Visual Clerk. The former job description was felt to be inappropriate because of the technical nature of the work performed. Further, it is recommended that salary placement for Jerome E. Morin be adjusted to conform to the new job description. Finally, it is recommended that a new position be established for an Audio-Visual Technician in the Foreign Language Lab.

Upon motion of Mr. Wells and second by Mrs. Gutshall, the Board approved the recommendations as indicated on attachment 2.2-g.

3. **CURRICULUM AND INSTRUCTION**

3.1 **College Abroad Programs**

Dr. Gooder explained that this is an information item. Last summer's College Abroad program was very successful, and the District plans to participate again this coming summer. Dr. Gooder asked Dr. Bobgan to report on plans as anticipated at this time.

Dr. Bobgan then discussed the present plans for summer programs and answered questions from the Board regarding them.

4. **PLANTS AND PROPERTY**

4.1 **Recommended Approval for Submission of an Application Under Title VI of the Higher Education Act, Funds to be Used for Instructional Equipment**

Dr. Gooder stated that a great deal of work has gone into the preparation of the application for the HEA grant. He asked Dr. MacMillan to distribute copies of the applications and to discuss the proposed use of the funds. It is planned that this grant would be used for the improvement of instruction in certain programs. Equipment would be purchased to undertake experimental design projects and compare performance of students taught by traditional
methods. It is planned to experiment with various kinds of hardware and multi-media.

Upon motion of Mr. Garvin and second by Mrs. Gutshall, the Board approved submission of the application for funds under Title VI of the Higher Education Act.

4.2 Recommended Approval, Submission of an Application Under Title I of the Higher Education Facilities Act

Dr. Gooder discussed the background leading up to this application. The Nursing Education Building has been high on the priority list on the Ten Year Plan, but it developed that the anticipated federal funds would not be available for the project. State funds have been committed for the building. It now appears that it may be possible to obtain funds under Title I of the Higher Education Facilities Act instead of through the Department of Health, Education and Welfare program previously anticipated. It will require a combination of State, Federal and District funds to complete the project.

Mr. Poolman then discussed the project as presently planned and some of the changes which were necessary to obtain financing under Title I. The proposed site for the building was pointed out on a site map. The Federal funds for such a project are limited to $350,000 for any one project. There is no certainty that we will receive a grant. Matching funds are required and the District is fortunate in having passed the last bond election and having adequate resources. However, bonds must be sold to finance the new project. Since the District is in a good financial position for the project, the chances of receiving the Title I grant are much better than for many districts who have been unable to pass bond elections.

It was pointed out that the building must be designated as a Health Occupations facility in order to meet requirements for the Federal funding and must serve for other than strictly nursing programs.

Upon motion of Mr. Wells and second by Mrs. Alexander, the
Minutes - Adjourned Meeting  
Board of Trustees, SBJCD  
December 22, 1970

Board approved submission of the application under Title I of the Higher Education Facilities Act.

4.3 Recommended Acceptance of Gift - Set of Eleven Volumes Titled "Orchid Album" from Mr. Norman Sherman - Value of $2,400

4.4 Recommended Acceptance of Gift - Collection of Shells from Miss Ella Louise May - Value of $340.00

4.5 Recommended Acceptance of Gift - Ritter Pump Dental Chair from Dr. Arnold A. True - Value of $315.00

Upon motion of Mr. Wells and second by Mrs. Meigs, the Board approved acceptance of gifts to the district as outlined in Attachments 4.3, 4.4 and 4.5.

4.6 Recommended Acceptance of Low Bid for Bleachers - Safeway Steel Products

Dr. Sorsabal explained that Safway's bid originally had not been for enclosed bleachers, but they were able to provide these at $6,800 additional, making a total bid of $73,630, which is still low. Mrs. Gutshall stated that she had made it a point to examine models of bleachers at the recent conference she attended because she knew the district was planning to contract for bleachers for the new P. E. Complex. She had found that some of them were quite unsatisfactory in her opinion. Discussion followed as to the design of the bleachers under bid.

Upon motion of Mrs. Meigs and second by Mr. Garvin, the Board approved acceptance of the low bid of $73,630 from Safeway Steel Products.

4.7 Recommended Acceptance of Low Bid for Library Roof Repair

Dr. Sorsabal explained that last winter there were severe leaks in the Library building. A new roof for the building was recommended at that time. When estimates were obtained they were all over $5,000, so bids were sought. Only two bids were made on the roof repair job---one from H. & H., a local company at $4,700 and one from G.R.D. of Los Angeles at $4,887. H & H reported upon examination of the roof that there were only two small leaks during the recent heavy rains although there was considerable evidence of previous rather severe leaks. They felt that the more severe leaks had been remedied by repair work done last year and that some further
repairs were needed. However, it was not felt necessary or perhaps desirable to proceed with the work as outlined in the present bid specifications.

Dr. Sorsabal recommended that the bids from H & H and G.R.D. be rejected at this time.

Upon motion by Mrs. Gutshall and second by Mr. Garvin, the Board rejected bids received for Library Roof Repair.

4.8 Progress Report - Physical Education Complex

Attachment 4.8 indicated that construction of the P.E. Complex is still considerably ahead of schedule. There will be a request later for an extension of time due to recent heavy rains.

5. BUSINESS AND FINANCE

5.1 Recommended Authorization and/or Ratification of Purchase Order Numbers for Supplies, Equipment, and Services

Upon motion by Mr. Garvin and second by Mr. Wells, the Board authorized and/or ratified the purchase of supplies, equipment and services as indicated on attachment 5.1.

5.2 Recommended Authorization and/or Ratification of Payment of Claims

Upon motion of Mr. Garvin and second by Mrs. Meigs, the Board voted to authorize payment of claims listed on attachment 5.2 and all similar claims presented prior to the Board meeting.

5.3 Recommended Approval for Appropriation Transfers Necessary to Meet Instructional and Operational Needs

Upon motion of Mrs. Gutshall and second by Mrs. Meigs, the Board approved appropriation transfers as outlined on attachments 5.3-a, 5.3-b and 5.3-c.

5.4 Allocation from State Department of Education - $13,200 for 1970-71 Title III-A Projects Under National Defense Education Act

Dr. MacMillan distributed reports indicating his recommendation for allocation of the $13,200 funding received under the National Defense Education Act, Title III-A. Matching district funds will be required for this funding.

5.5 Recommended Approval of Contract for Architectural Services for Health Occupations Building - Daniel, Mann, Johnson & Mendenhall

Dr. Gooder explained that since it now appears possible for the District to fund the construction of the Health Occupations
Building it becomes necessary to enter into an agreement for architectural services for the project. He recommended that the Board approve entering into such an agreement with Daniel, Mann, Johnson & Mendenhall at a fee not to exceed 8%.

Upon motion of Mr. Garvin and second by Mr. Wells, the Board approved the agreement with Daniel, Mann, Johnson & Mendenhall.

Roll call vote was as follows:

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

Noes: None

Absent: Mr. Frank

6. **STUDENT PERSONNEL**

None

7. **GENERAL INFORMATION**

Mr. James Williams reported on items of interest under coming events.

8. **ADJOURNMENT**

Upon motion of Mr. Wells and second by Mr. Garvin, the Board voted to adjourn at 5:13.

Mr. Fillippini wished everyone a Merry Christmas on behalf of the Board.

The next regular meeting of the Board of Trustees will be held on Thursday, January 14, 1971, 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

Glenn G. Gooder  
Superintendent-President and Secretary  
Clerk to the Board of Trustees  
Santa Barbara Junior College District

Approved by the Board of Trustees on **January 14, 1971**