AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

June 18, 1970
4:00 p.m. -- Board Room
Santa Barbara City College

1. GENERAL FUNCTIONS
   1.1 Call to Order
   1.2 Roll Call
   1.3 Welcome to Guests
   1.4 Executive Session
   1.5 Minutes of Regular Meeting, May 28, 1970
   1.6 Hearing of Citizens and Petitions
   1.7 Communications
         Attachment 1.7-a
         Attachment 1.7-b
      c. Letter from Compton Junior College District Board of Trustees dated
         May 21, 1970, with Attached Resolution 144 dated May 19, 1970,
         Attachment 1.7-c

2. PERSONNEL
   2.1 Certificated Personnel
      a. Recommended Acceptance, Resignation, Paul E. Ash, Coordinator, Adult
         Education, Effective June 30, 1970, and Acceptance of Second Trust
         Deed in Lieu of Bond.

      During the 1969-70 college year, the Board granted Mr. Paul Ash,
      Coordinator, Adult Education, a sabbatical leave to work on his doctoral
      program. A bond was furnished by Mr. Ash to assure his return to the
      district for a period of two years. However, he has now been offered
      a professional opportunity which is to his credit. He has offered to
      exonerate his bond by transferring a second trust deed in the amount of
      $7000 plus interest on his recently sold home. His bond is in the
      amount of $7040.

      The Superintendent recommends that the Board accept the second
      trust deed from Mr. Paul Ash to exonerate his bond which guaranteed
      his return to the District.
      Attachment 2.1-a
b. **Recommended Acceptance, Resignation, Frederick W. Schwartz, Psychology Instructor, Social Science Division, 1970-71 College Year.** (Appointed April 9, 1970)

Attachment 2.1-b

c. **Recommended Assignment, R. Spencer Blickenstaff, Teacher, Work Experience, 1970-71 College Year.**

Attachment 2.1-c

d. **Recommended Assignment, Margaret F. McGillin, Counselor, 1970-71 College Year.**

Attachment 2.1-d

e. **Recommended Appointment, Dr. David B. Probert, Coordinator, Manpower Development Training Act Programs, Adult Education, 1970-71 College Year.**

Attachment 2.1-e

f. **Recommended Appointment, Dr. Isabel H. Beck, Psychology Instructor, Social Science Division, 1970-71 College Year.** (Replacement, Frederick W. Schwartz)

Attachment 2.1-f

g. **Presentation of "Review of the Administrative Structure, Santa Barbara Junior College District," by Griffenhagen-Kroeger, Inc., June, 1970, and Recommended Approval.**

Enclosure

h. **Recommended Reclassification, Alfred L. Silvera, from Assistant Dean, Student Activities to Administrative Dean, Student Activities, as Recommended by Griffenhagen-Kroeger Report.**

Attachment 2.1-h

i. **Recommended Placement of Administrators on 1970-71 Administrative Salary Schedule.**

Attachment 2.1-i

j. **Recommended Policy on Administrator Vacations**

Attachment 2.1-j

k. **Recommended Appointment and Assignment on Salary Schedule of Certificated Personnel, 1970-71 College Year.**

Attachment 2.1-k
Addenda to the Agenda
Regular Meeting
Board of Trustees, SBJCD
June 18, 1970

SANTA BARBARA JUNIOR COLLEGE DISTRICT
Classified Personnel

<table>
<thead>
<tr>
<th>Name</th>
<th>Class &amp; Rate</th>
<th>Effective Date</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECOMMENDED APPOINTMENT – DIRECTOR OF PLACEMENT AND FINANCIAL AIDS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cordero, William J</td>
<td>Range 49, Step B</td>
<td>6/19/70</td>
<td>Replace B. Cedric Boeseke</td>
</tr>
</tbody>
</table>

Education: B.A. Long Beach State College

Experience: 8/67 to 6/69 Teacher, Goleta Union School District
1/20 to present Santa Barbara Junior High School - Reading Specialist
12/69 to present Santa Barbara Junior College District Manpower Development Training Act Counselor

Age 27 – 1/10/43

2.2-a
2. PERSONNEL

2.2 Classified Personnel


Attachment 2.2-a
1. **Recommended Approval, Certificated Personnel Assignments.**

   Attachment 2.1-1

   m. **Recommended Approval, Correction, May 28, 1970 Appointment, John W. Dunn, Hotel-Restaurant Management Program. Approved as Class III, Step 9 Plus Additional Days to be Determined. Should be Class III, Step 10, Plus 29 Additional Days.**

   Attachment 2.1-m

   n. **Recommended Working Days for Certificated Personnel, 1970-71 College Year.**

   Education Code section 13520 requires proportional pay to certificated employees who work less than a full year. This requirement makes it mandatory, therefore, for districts to establish a daily rate for all certificated positions.

   The Board has already adopted a school calendar requiring teaching personnel to be on duty 176 days in 1970-71.

   Administrative personnel are all 12-month positions, requiring 253 working days for 1970-71.

   The Superintendent recommends that the Board establish the following working schedule for certificated personnel for 1970-71:

   Administrative Personnel -- 253 days
   Certificated - Non Administrative -- 176 days

   o. **Extension of Contract for Dr. Julio L. Bortolazzo, Superintendent-President, to September 16, 1970.**

   Attachment 2.1-o

2.2 **Classified Personnel**

   a. **Recommended Appointment, Director of Placement and Financial Aids, 1970-71 College Year.**

   Addenda Item 2.2-a

   b. **Recommended Reclassification of Jackman L. Le Blanc from Human Relations Assistant to Director, Tutorial Center and Assistant for Human Relations, 1970-71 College Year.**

   Attachment 2.2-b

   c. **Recommended Approval of Classified Personnel Resignations and Assignments as Enumerated in Attachment 2.2-c.**

   d. **Recommended Appointment of Classified Personnel Assignments for 1970-71 College Year.**

   Attachment 2.2-d
3. CURRICULUM AND INSTRUCTION

3.2 Recommended Approval of Santa Barbara Junior College District Plan for Vocational Education.

(The documented plan will be distributed at the meeting.)
e. **Recommended Adoption of Provision Establishing Right of the Board to Increase Salaries During College Year.**

Education Code section 13602 requires that appropriate rules and regulations must be adopted by the governing board to permit salary increases during the school year. In accordance with the code section, the Superintendent recommends the adoption of 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 of the classified staff at any time during the 1970-71 college year."

3. **CURRICULUM AND INSTRUCTION**

   3.1 **Recommended Approval of Application for Funds, Elementary and Secondary Education Act, Title III, Adult Basic Education, in the Amount of $69,533.12.**

      Attachment 3.1

4. **PLANTS AND PROPERTY**

   4.1 **Recommended Approval of Change Order No. 2 -- Health and Physical Education Complex, Don Greene, Contractor.**

      Change Order No. 2 is requested to provide labor, material and equipment to expedite necessary field correction. The changes shall be neither an addition to nor a deduction from the contract price.

      | Original Contract Price | $1,834,000 |
      | Change Order to Date   | 0           |
      | Change Order No. 2     | 0           |
      | New Contract Price     | $1,834,000  |

      The Superintendent recommends the approval of Change Order No. 2 for changes due to field conditions. Such change is to be neither an addition to nor a deduction from the original contract price.

   4.2 **Progress Report, Health and Physical Education Complex**

      Attachment 4.2 presents the latest status report for the Health and Physical Education complex. As is noted, the basic work to date is the pouring of concrete.

4.3 **Recommended Authorization for Superintendent to Order Supplies and Equipment Items, 1970-71 College Year.**

      Because of delivery schedules, it is necessary to order certain equipment and supply items for the next college year before the budget is adopted to be certain they arrive in time for the opening of the college in September. It is anticipated such purchases will be minimal.

      The Superintendent recommends that the Board authorize the administration to purchase equipment and supply items as necessary for the 1970-71 college year in advance of the adoption of the budget. Further, that such authorization be limited to an amount not in excess of that amount budgeted for the 1969-70 college year.
4.4 **Recommended Acceptance of Bid for Bookstore - Designed Facilities Corporation - $16,018 per Year.**

Advertised bids were called for the proposed relocatable bookstore. On June 8, 1970, at 1:00 p.m., bids received were opened. Because of the nature of the lease arrangements, only one bid was received. Nevertheless, in the view of the architects, this was an exceedingly good bid. Designed Facilities Corporation of Newark, California, submitted a bid on a five-year lease, including interest, of $16,018 per year, with an option to buy at the end of five years of $1. This makes a total price of $80,091 for purchase after five years. It has been indicated that if the Board wished to purchase the building after construction and acceptance, a savings of approximately $14,000 could be made.

The Superintendent recommends that the Board accept the bid for the bookstore from Designed Facilities Corporation in the amount of $16,018 per year.

Further, the Superintendent recommends that the administration be authorized to sign any and all papers required to expedite this project.

5. **BUSINESS AND FINANCE**

5.1 **Recommended Authorization and/or Ratification of Purchase Orders and R Numbers for Supplies, Equipment and Services.**

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment and services on purchase orders P-001 through P-101, and R numbers 131 through 137.

Attachment 5.1

5.2 **Recommended Authorization and/or Ratification of Payment of Claims.**

The Superintendent recommends authorization and/or ratification of payment of claims on Attachment 5.2, and such other claims as may arise prior to the meeting.

5.3 **Recommended Renewal of Work-Study Agreement with University of California, Santa Barbara, 1970-71 College Year.**

The Santa Barbara Junior College District has, in the past, utilized readers made available under a Work-Study agreement with UCSB. The cost to the District is 20% of the total compensation paid to the students by the University. Funds have been budgeted for this purpose.

The Superintendent recommends renewal of the Work-Study agreement with UCSB for the utilization of student readers.

5.4 **Recommended Acceptance of Gift, Ford Motor Company Fund.**

Under the Technical Scholarship Program of the Ford Motor Company Fund, Patrick M. Kelly of 349 Ash Street, #34, Carpinteria, was granted a scholarship to assist in his attendance at Santa Barbara City College. Because of this award, the Fund also makes a supplementary contribution to the college in the amount of $250 per year toward the college’s educational budget.
ADDENDA to the Agenda

Regular Meeting
Board of Trustees, SBJCD
June 18, 1970

5. BUSINESS AND FINANCE

5.8 Recommended Approval for Payment of Personnel Benefits

The Superintendent recommends approval for payment of personnel benefits for life insurance and income protection in compliance with salary proposals adopted by the Board of Trustees on May 28, 1970. Such payments to be made as follows:

Insurance Company of North America - Income Protection
Insurance at approximately $5.00 per employee working one-half time or more.

Security Life Insurance Company - Life Insurance at $6.00 per employee working one-half time or more.
The Superintendent recommends the acceptance of $250 from the Ford Motor Company Fund and, further, that a letter of appreciation be directed to the Program Director of the Fund.

5.5 **Data Comparison, Santa Barbara Junior College District with Thirty-Two Southern California Districts.**

Attachment 5.5

5.6 **Recommended Acceptance of the New Blue Cross Health Insurance Premium Rates, 1970-71 College Year.**

Dr. Donald K. Sorsabal, Administrative Dean, Business Services, has been informed of a rate increase in the District's Blue Cross Health Insurance premium, effective October 1, 1970. The new rates are indicated below with comparative figures for current premiums:

<table>
<thead>
<tr>
<th></th>
<th>New Rates</th>
<th>Present Rates</th>
<th>% of Increase</th>
</tr>
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<tbody>
<tr>
<td>Employer</td>
<td>$18.05</td>
<td>$15.30</td>
<td>17.97</td>
</tr>
<tr>
<td>Two-party</td>
<td>$34.63</td>
<td>$29.35</td>
<td>17.99</td>
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<tr>
<td>Family</td>
<td>$39.51</td>
<td>$33.48</td>
<td>18.01</td>
</tr>
</tbody>
</table>

The Superintendent recommends acceptance of the new rates with authorization for the Administrative Dean, Business Services, to use the new rate for computing the tax levy necessary to cover District employees for the 1970-71 college year.

5.7 **Continued Study and Recommended Approval of Preliminary District Budget, 1970-71 College Year.**

Attachment 5.7 (PLEASE BRING YOUR BUDGET)

6. **STUDENT PERSONNEL**

6.1 **Report on Santa Barbara Scholarship Foundation Awards to Santa Barbara City College Students, 1970-71 College Year.**

Attachment 6.1

7. **GENERAL INFORMATION**

7.1 **Report on Senate Bill 171.**

Attachment 7.1

7.2 **Progress Report on Assembly Bill 1000.**

Attachment 7.2

7.3 **National Conference on the Junior College Board of Trustees, University of California, Los Angeles, August 3-5, 1970.**

Attachment 7.3

7.4 Mr. James M. Williams, College Community Relations Assistant, will report on the coming events for the period June 12, 1970 to July 9, 1970.
8. CLOSING

The Superintendent recommends cancellation of the Regular Meeting of June 25, 1970. The regular meeting dates for the month of July will be July 9 and July 23. The July 9 meeting will be the annual Board organizational meeting, at which you will elect your President, Vice President, Secretary-Clerk, Assistant Secretary-Clerk, and Representative to the County Committee on School District Organization. Also, you will specify the regular meeting dates, time and place for the 1970-71 college year.