1. GENERAL FUNCTIONS

1.1 Call to Order

A regular meeting of the Board of Trustees of Santa Barbara Junior College District was called to order by President Fillippini on Thursday, June 18, 1970, at 4:00 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. Sidney R. Frank
- Mr. James R. Garvin
- Mrs. Ann Gutshall
- Mr. Benjamin P. J. Wells

Members absent:

None

Others present for all or a portion of the meeting:

- Dr. Julio L. Bortolazzo, 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
- Dr. Thomas F. MacMillan, Director of Research and Development
- Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education
- Mr. Lisle C. Bresslin, Assistant Dean, Admissions and Records
- Mrs. Margaret F. McGillin, Assistant Dean, Instruction (Health Occupations)
- Mr. Alfred L. Silvera, Assistant Dean, Student Activities
- Mr. Russell S. Wenzlau, Coordinator, Evening College
- Mr. James M. Williams, College Community Relations Assistant
- Mr. Jerry Morin, Audio Visual Dept.
- Mr. Jesse L. Coburn, President, Academic Senate
- Miss Gloria Castleberg, Personnel Assistant
- Mr. Dean H. Ankeny, Director of Purchasing
- Mr. Loring J. McAuliffe, Director, Data Processing
- Mr. David L. Pickering, Controller, Accounting Services
- Mr. Louis M. Torres, Grounds Supervisor
- Mr. Mike Ramirez, Custodian

A number of other SBCC Staff members
- Miss Toby Osos, Griffenhagen-Kroeger, Inc.
- Mr. William J. Cordero, SBJCD Counselor
- Mrs. Peggy C. Kraemer, Secretary to the Superintendent
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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  
At 4:02 p.m. the Board adjourned to go into executive session with Dr. Bortolazzo in the Superintendent's office.

At 4:45 p.m. the regular meeting of the Board of Trustees of the Santa Barbara Junior College District reconvened in regular session in the Board Room of Santa Barbara City College. Mr. Fillippini stated that the executive session had been devoted to discussion of personnel matters. Mr. Wells was excused at this time and withdrew from the meeting.

1.5 Minutes of Regular Meeting, May 28, 1970  
Upon motion of Mrs. Meigs, second by Mrs. Gutshall, the minutes of the Regular Meeting of May 28, 1970, were unanimously approved as delivered.

1.6 Hearing of Citizens and Petitions
None

1.7 Communications  
Dr. Bortolazzo introduced Mrs. Peggy C. Kraemer, his new secretary who is replacing Mrs. Irene W. Evans.

Dr. Bortolazzo reported that he had written Assemblyman W. Don MacGillivray urging support of AB 2006 relating to vocational education. He, not only was very interested in vocational education, but had, in fact, presented his own bill AB 2124. Dr. Bortolazzo commented that our legislators had responded well on all occasions. (Attachment 1.7-a)

Dr. Bortolazzo reported Senator Lagomarsino's support of SB 250 and AB 412, but his concern about additional funding. (Attachment 1.7-b)

Upon the recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mr. Carvin, and carried unanimously, to endorse Compton Junior College District's Resolution No. 144, urging full funding of SB 164, and authorize Dr. Bortolazzo to write the concerned legislators accordingly. (Attachment 1.7-c)

2. Personnel

2.1 Certificated Personnel

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank, and carried unanimously, to accept the resignation of Mr. Ash, and to accept a second trust deed in lieu of bond to satisfy his sabbatical leave commitment. (Attachment 2.1-a)

b. **Acceptance, Resignation, Frederick W. Schwartz, Psychology Instructor, Social Science Division, 1970-71 College Year (Appointed April 9, 1970)**

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Meigs, and carried unanimously, to accept the resignation of Frederick W. Schwartz. (Attachment 2.1-b)

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

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mrs. Gutfshall, and carried unanimously, to assign R. Spencer Blickenstaff as teacher in the Work Experience Program. (Attachment 2.1-c)

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

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously, to assign Margaret F. McGillin as counselor. (Attachment 2.1-d)

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

After correction of the Class and Rate to Coordinator, Step III, upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mr. Garvin, and carried unanimously, to appoint Dr. David B. Probert as coordinator. (Attachment 2.1-e)

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

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mrs. Alexander, and carried unanimously, to appoint Dr. Isabel H. Beck as psychology instructor. (Attachment 2.1-f)

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

Miss Toby Osos, Principal Consultant for Griffenhagen-Kroeger, Inc., presented the report "Review of the Administrative Structure, Santa Barbara Junior College." She explained that the primary concern of the study was to improve management by making changes in the administrative structure. The major change in the administrative organization of the college is the establishment of a new position,
Administrative Dean, Student Activities. Her justification for this important change is made on Pages 3 to 7, inclusive. She advised the Board of the need to look at the study objectively from year to year to maintain the necessary fluidity. Superintendent Bortolazzo recommended the approval of the organization chart with the understanding that no new additional persons would be appointed for the 1970-71 college year. It was moved by Mr. Garvin, seconded by Mr. Frank, and unanimously carried, that the organization chart and the positions outlined in the chart be approved. (Enclosure)

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

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously, to reclassify Alfred L. Silvera as Administrative Dean, Student Activities. (Attachment 2.1-h) Mr. Silvera was again introduced to the members of the Board.


Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously, to place Administrators on 1970-71 Administrative Salary Schedule. (Attachment 2.1-i)

j. Approval, Policy on Administrator Vacations.

Upon the recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank, and carried unanimously, to approve the Policy on Administrator Vacations, as revised on June 18, 1970. (Attachment 2.1-j)

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

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and carried unanimously, to approve appointment and assignment on Salary Schedule of Certificated Personnel. (Attachment 2.1-k)

l. Approval, Certificated Personnel Assignments.

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mr. Garvin, and carried unanimously, to approve the certificated personnel assignments. (Attachment 2.1-l)
m. 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.

Upon recommendation of the Superintendent, it was moved by Mrs.
Gutshall, seconded by Mrs. Meigs, and carried unanimously, to ap-
prove the correction of the May 28, 1970, appointment of John W.
Dunn to Class III, Step 10, plus 29 additional days. (Attachment
2.1-m)

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

Upon recommendation of the Superintendent, it was moved by Mr.
Carvin, seconded by Mrs. Gutshall, and carried unanimously, to es-
establish a working schedule for Administrative Personnel of 253 days
and for Certificated, Non-Administrative Personnel of 176 days.

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

Upon recommendation of Mr. Fillippini, it was moved by Mr.
Carvin, seconded by Mrs. Alexander, and carried unanimously, to ex-
tend the contract of Dr. Julio L. Bortolazzo from July 1 to August 7,
1970, making termination of his contract effective September 16, 1970,
at the expiration of earned vacation time. (Attachment 2.1-o, reading
Aug. 7, should be July 1-Sept. 16, 1970)

2.2 Classified Personnel

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

Upon recommendation of the Superintendent, based on a classifi-
cation study by Miss Toby Osos of Griffenhagen-Kroeger, Inc., it
was moved by Mrs. Alexander, seconded by Mr. Frank, and carried un-
animously, to appoint William J. Cordero, Director of Placement and
Financial Aids, beginning June 19, 1970, in Range 49, Step B. (At-
tachment 2.2-a) He was introduced to the members of the Board.

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

Upon recommendation of the Superintendent, based on a classifi-
cation study by Miss Toby Osos of Griffenhagen-Kroeger, Inc., it
was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and carried
unanimously, to reclassify Jackman L. Le Blanc as Director, Tutorial
Center, and Assistant for Human Relations, Range 39, Step B, as rec-
ommended in the Griffenhagen-Kroeger, Inc. report. (Attachment 2.2-b)
c. Approval of Classified Personnel Resignations and Assignments.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously, to approve the classified personnel resignations and assignments as enumerated in Attachment 2.2-c.

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

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and carried unanimously, to approve appointment of classified personnel assignments as enumerated in Attachment 2.2-d.

e. Adopted Provision Establishing Right of the Board to Increase Salaries During College Year.

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mr. Garvin, and carried unanimously to adopt a policy establishing the right of the Board to increase salaries during the college year. (Education Code Sec. 13602)

3. CURRICULUM AND INSTRUCTION

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

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mr. Garvin, and carried unanimously to approve Application for Funds, Elementary and Secondary Education Act, Title III, Adult Basic Education, in the amount of $69,533.12. (Attachment 3.1)

ADDENDA ITEM

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

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously to approve the plan for Vocational Education of the Santa Barbara Junior College District. (Addenda Attachment 3.2)

ADDITIONAL ITEM - Report on Summer Session

Mr. Wenzlau reported that approximately 1460 students had enrolled in the summer session, an increase of 200 over last year. Approximately 50 students are in the new Summer Readiness Program. The Library will be open on Tuesday and Thursday evenings from 7:00 to 10:00 p.m.

4. PLANTS AND PROPERTY

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

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander,
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secended by Mrs. Meigs, and carried unanimously to approve Change Order  
No. 2, Health and Physical Education Complex.

4.2 Progress Report, Health and Physical Education Complex.  
Dr. Sorsabal gave a progress report on the Health and Physical Education  
Complex, stating that construction was about two months, or one phase, ahead  
of schedule.

4.3 Authorized Superintendent to Order Supplies and Equipment Items, 1970-71  
College Year.  
Upon recommendation of the Superintendent, it was moved by Mr. Frank,  
secended by Mr. Garvin, and carried unanimously, to authorize advance  
purchase of equipment and supplies for 1970-71 college year, subject to  
an amount limitation not in excess of that budgeted for the 1969-70  
college year.

4.4 Acceptance of Bid for Bookstore - Designed Facilities Corporation -  
$16,018. per year.  
Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall,  
secended by Mrs. Meigs, and carried unanimously, to accept the bid for the  
bookstore from Designed Facilities Corporation in the amount of $16,018. per  
year, and that the administration be authorized to sign any and all papers  
required to expedite the project.

ADDITIONAL ITEMS

Building Defect in Campus Center.  
Dr. Sorsabal reported that a latent building defect had been discovered  
in the Campus Center foyer when the studs and pins of a hanging wall had  
given way. The wall has now been removed and the safety problem alleviated.  
The problem of determining liability for cost of replacement will have to  
be determined.

Progress Report, Building T-4, Math Complex.  
Dr. Sorsabal reported that work on Building T-4 had to be stopped during  
finals week because of the noise, but that it would start again the week  
of June 22nd and be completed by August 1st.

5. BUSINESS AND FINANCE  
5.1 Authorized and/or Ratified Purchase Orders and R Numbers for Supplies,  
Equipment and Services.  
Upon recommendation of the Superintendent, it was moved by Mr. Garvin,  
secended by Mrs. Gutshall, and carried unanimously, to authorize and/or  
ratify 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 Authorized and/or Ratified Payment of Claims.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously to authorize and/or ratify payment of claims listed on Attachment 5.2, and all similar claims presented prior to the Board meeting.

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

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and carried unanimously, to renew the Work-Study agreement with UCSB for the utilization of student readers.

5.4 Acceptance of Gift, Ford Motor Company Fund.

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mrs. Meigs, and carried unanimously, to accept $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.

Dr. Tom MacMillan gave an explanation of the Data Comparison of Santa Barbara Junior College District with Thirty-Two Southern California Districts. (Attachment 5.5)

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

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried unanimously to accept 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.

(Because of its potential impact on the Budget, AB 1000 was discussed at this point.)

7.2 Progress Report on Assembly Bill 1000.

Copies of a letter dated June 16, 1970, from the California School Boards Association concerning AB 1000 were given to the members of the Board. Dr. Sorsabal reported on the special meeting of the California Junior College Association in Sacramento on June 11, 1970, and plans for a follow-up meeting on June 24th. Dr. Sorsabal believes the bill as now written does not accomplish its purpose of property tax relief. He further specified serious defects in the bill, namely, the establishment of the 1969-70 college year as the basis for the bill's expenditure concept and the elimination of local override taxes such as the Adult Education and
and Community Service Tax.

Upon the Recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, to direct Dr. Bortolazzo to prepare, subject to the approval of Mr. Fillippini and Mrs. Meigs, and signatures of all Board members, Resolution No. 26 which will point out the serious problems in the Bill primarily as it concerns junior colleges.

On poll of the Board, the vote was as follows:

Aye: Mrs. Gutshall
     Mr. Garvin
     Mrs. Alexander
     Mr. Fillippini
     Mrs. Meigs
     Mr. Frank

Nay: None

Resolution No. 26 was thereby adopted by unanimous vote of the Board of Trustees. The Resolution will be sent to Senator Lagomarsino of the Senate who is a member of the Senate Revenue and Taxation Committee and to Assemblyman W. Don MacGillivray. (Resolution No. 26 is attached and is hereby made part of these minutes.)

5. BUSINESS AND FINANCE (cont'd)

5.7 Continued Study and Approval of Tentative District Budget, 1970-71 College Year.

Mrs. Alexander stated she felt it was time for the Board to come to general policy agreement as to where it stands on the 1970-71 budget in anticipation of the necessity to make budgetary cuts because of lack of funds. To avoid unnecessary effort, Dr. Bortolazzo recommended waiting until after July 1st to see what funds would be made available by the legislature, and to determine the budgetary amounts which were not expended during the 1969-70 college year.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Meigs, and carried unanimously, to approve the tentative District Budget for the 1970-71 college year. (Attachment 5.7)

ADDENDA ITEM

5.8 Approval for Payment of Personnel Benefits

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and carried unanimously, to approve payment of personnel benefits for life insurance and income protection for the 1970-71 college year.
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6. STUDENT PERSONNEL

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

Mrs. Marie Lantagne reported awards to Santa Barbara City College students totaling $8,300 for the 1970-71 college year as compared with $5,575 for the 1969-70 college year. She expressed her appreciation to Mr. Garvin for the cooperation given during his presidency. (Reports on scholarships were given at this time because Mr. Garvin had to leave to preside at the Annual Dinner of the Santa Barbara Scholarship Foundation.)

Mr. Garvin was excused and withdrew at 6:05 p.m.

7. GENERAL INFORMATION

7.1 Report on Senate Bill 171.

The Superintendent called the Board's attention to SB 171 which has been signed by the Governor and which provides the districts the opportunity to use "Community College" both in the name of the college and the district. (Attachment 7.1)

7.2 Progress Report on Assembly Bill 1000.

(See pages 8 and 9)

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

The Board's attention was called to the National Conference on the Junior College Board of Trustees to be held at the University of California, Los Angeles, on August 3-5, 1970. Dr. Bortolazzo also noted that the Invitational National Workshop for New Members of the Junior College Boards of Trustees will also be held at the University of California, Los Angeles, July 31-August 2, 1970. Mr. Fillippini will address the meeting on Sunday, August 2nd, on the subject, "The Board and the Community."

(Attachment 7.3)

Mr. Fillippini, President, was excused at 6:35 to go to another meeting at 7:00 p.m., and Mrs. Meigs, Vice-President, took over.

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

8. ADJOURNMENT

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mrs. Alexander, and carried unanimously, to cancel the Regular Meeting of June 25, 1970, and to hold the Regular Meetings on July 9 and July 23, 1970, the July 9th meeting being the annual Board organizational meeting and the time when
meeting dates, time and place for the 1970-71 college year are specified.

At 6:40 p.m., it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and carried unanimously, to adjourn. The next Regular Meeting of the Board will be on Thursday, July 9, 4:00 p.m., in the Board Room, Santa Barbara City College.

Attest:

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

Julio L. Bortolazzo
Superintendent-President and Secretary-Clerk to the Board of Trustees
Santa Barbara Junior College District

Approved by the Board of Trustees on 7-9, 1970.