MINUTES
REGULAR MEETING OF BOARD OF TRUSTEES

July 23, 1970
4:00 p.m. -- Board Room
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 Call to Order

The regular meeting of the Board of Trustees of Santa Barbara Junior College District was called to order by President Fillippini on Thursday, July 23, 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 C. Alexander
Mr. James R. Garvin
Mr. Benjamin P.J. Wells

Members absent:

Mr. Sidney R. Frank (out of town)
Mrs. Ann Gutshall (out of town)

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
Dr. Glenn G. Goorder, Superintendent-President Elect
Dr. Thomas F. MacMillan, Director of Research and Development
Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education
Mr. James E. Foxx, Assistant Dean, Technical-Vocational
Mr. Alfred L. Silvera, Dean, Student Activities
Mr. Russell S. Wenzlau, Coordinator, Evening College
Miss Gloria A. Castleberg, Personnel Assistant
Mr. David Pickering, Controller
Miss Shirley Conklin, Assistant Dean, Health Occupations
Mr. Dean H. Ankeny, Director of Purchasing
Mr. Rob Reilly, Public Relations Assistant
Mr. Theron Barnes, Audio-Visual
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Mr. Jesse L. Coburn, President, Academic Senate  
Mrs. Katherine McCloskey, Santa Barbara News-Press  
Mr. Loring J. McAuliffe, President, CSEA  
Mr. Richard Conklin, Daniel, Mann, Johnson & Mendenhall  
Mr. Richard Taylor, Landscape Architect  
Mrs. Peggy C. Kraemer, Secretary to the Superintendent-President  
A number of other SBCC staff members

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

None

1.5 Minutes of Annual Organizational and Regular Meeting of July 9, 1970

Upon motion of Mr. Garvin and second by Mrs. Meigs, the minutes of the Annual Organizational and Regular Meeting of July 9, 1970, were unanimously approved as delivered.

1.6 Hearing of Citizens and Petitions

None

1.7 Communications

None

2. PERSONNEL

2.1 Certificated Personnel


Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Meigs, and carried unanimously to appoint James P. Belden substitute teacher for U.S. History, 1970 summer session. (Attachment 2.1-a)
b. Additional Appointments, Certificated Personnel, Adult Education Division, 1970-71 College Year.

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Alexander and carried unanimously to approve additional appointments and/or hours for the Adult Education Division, 1970-71 college year. (Attachment 2.1-b)

2.2 Classified Personnel

a. Hourly Appointments, 1970-71 College Year.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to approve the appointment of hourly personnel as needed during the 1970-71 college year. (Attachment 2.2-a)

b. Approval, Yearly and Six-Month Salary Increments.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to approve the yearly and six-month salary increments. (Attachment 2.2-b)


Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Garvin and carried unanimously to approve the appointments of hourly personnel for the Extended Opportunity Program, Tutorial Program, and EOA for the 1970-71 college year. (Attachment 2.2-c)

3. CURRICULUM AND INSTRUCTION

3.1 Approval, Institutional Self-Study and Application for Accreditation Leading to Team Visit, October 12-14, 1970.

The Superintendent presented the Institutional Self-Study and the Accreditation Application for Board Approval. He pointed out that many hundreds of hours of work on the part of the total professional staff and many members of the classified staff had made possible this comprehensive
document. He expressed his appreciation to the Chairman of the Academic Senate Committee on Improvement of Instruction, Mr. Robert A. Carman, who headed up the self-study, and to Dr. Thomas F. MacMillan who prepared the accreditation application.

The Superintendent stated further that because of the Cambodian crisis the faculty meeting for the review and discussion of the self-study had been cancelled. This meeting is now scheduled for the opening of the college year on September 8, 1970.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to approve the Staff Institutional Self-Study report and make application for accreditation leading to the team visit October 12-14, 1970. (Enclosure 1)


The Superintendent presented the final report in both area and chronological forms. He said that the solution of the many institutional problems, as summarized in this report, had required great effort on the part of the total professional staff, especially the administrators. (Enclosure 2)


Dr. Thomas F. MacMillan elaborated on the effectiveness of tutorial assistance, particularly as it benefited the educationally disadvantaged students. He pointed out that not only were there benefits to the students being tutored, but also to the students that were doing the tutoring. (Enclosure 3)

4. PLANTS AND PROPERTY

4.1 Approval, Change Order Number 3, Health and Physical Education Complex, Don Greene, Inc., General Contractor.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander and unanimously carried to approve Change Order Number 3, Health and Physical Education Complex, Don Greene, Inc., General Contractor, at no cost to the District.
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4.2 Approval, Change Order Number 4, Health and Physical Education Complex, Don Greene, Inc., General Contractor.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander and carried unanimously to approve Change Order Number 4, Health and Physical Education Complex, Don Greene, Inc., covering relocation of the service road at a cost of $7,231, and the installation of handrails and relocation of an access door at a cost of $3,201, for a total cost of $10,432.

4.3 Progress Report, Administration Building Remodeling Project.

Dr. Sorsabal reported satisfaction with the progress of the remodeling project and the expectation that the work would be completed in advance of the scheduled completion date, September 8, 1970.

4.4 Acceptance, Clam Project Equipment, Oceanographic Services, Inc.

It was reported that the transfer of the clams from Rincon Point because of freeway construction had resulted in 3,000 hours of work for SBCC students at $3.00 an hour through Oceanographic Services, Inc.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meligs and carried unanimously to accept a gift of equipment for the clam project from Oceanographic Services, Inc. and, further, that the Superintendent direct a letter of acceptance and appreciation to Oceanographic Services, Inc. (Attachment 4.4)

4.5 Progress Report, Health and Physical Education Complex.

Dr. Sorsabal reported that Report Number 15 for the period ending July 18, 1970, showed the construction program to be right on schedule, with 23% of the work completed. He said that the current schedule calls for the rehabilitation of the physical education dressing rooms by the end of August.


Dr. Sorsabal asked that the item be expanded to include authorization to proceed with the working drawings on the Pershing Park project. Mr. Richard Conklin of Daniel, Mann, Johnson & Mendenhall, Architects, used schematic drawings to explain the plans for building and grounds
4.6 Corrected to include:

"Dr. Sorsabal recommended that the Superintendent be authorized to proceed with working drawings for both Pershing Park and the buildings and negotiate a lease with the Fiesta people. Upon motion of Mrs. Alexander and second by Mr. Garvin, the Board approved the recommendation."

which action appeared in the stenographic notes, but inadvertently was omitted from the official transcript.

Peggy Kramer
to meet the concurrent needs of the college, the city, and Fiesta organization (Old Spanish Days in Santa Barbara, Inc.) including 150 parking spaces.

Just prior to adjournment of the meeting, Mr. Richard Taylor, landscape architect, presented a correction to the estimated costs on the Pershing Park project of $523,147, which would include lawn turf, planting, tree moving, 30-day maintenance, and a ten percent contingency.

ADDENDA ITEM:

4.7 Authorization to Call for Bids for a Fire Access Lane and for Parking Expansion.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and carried unanimously to authorize the administration to proceed with advertisement for bids to make possible the conclusion of the project prior to September 1, 1970, at an estimated cost of $5,500 for the fire access lane and $15,000 for an additional 118 parking spaces on the upper campus.

SPECIAL ITEMS:

** RESOLUTIONS COMMENDING DR. JULIO L. BORTOLAZZO

*.1 Resolution 70-1, Commending Dr. Julio L. Bortolazzo.

Mr. Wilbur L. Fillippini on behalf of the Board of Trustees of the Santa Barbara Junior College District presented to Dr. Julio L. Bortolazzo District Resolution 70-1, commending him for his meritorious service. The Board having been previously polled, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the members present to present a properly inscribed and framed copy of Resolution 70-1 to Dr. Bortolazzo.

*.2 Assembly Rules Committee—California Legislature Resolution Number 604.

Mr. Wilbur L. Fillippini presented a framed copy of Assembly Rules Committee—California Legislature Resolution Number 604 by the Honorable W. Don MacGillivray to Dr. Julio L. Bortolazzo, commending him for his distinguished career as an educator and extending to him very best wishes for future success.
Dr. Bortolazzo expressed his appreciation to each of the members of the Board of Trustees, commenting that, if he had his life to live over, he would do it the same way based on his conviction that the junior college is the most dynamic institution on the American educational scene.

5. BUSINESS AND FINANCE

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

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and carried unanimously to authorize and/or ratify the purchase of supplies, equipment and services on purchase orders P165 through P333, inclusive, and R Numbers 5142 through 5147, inclusive, and R 4000 and R 4001. (Attachment 5.1)

5.2 Authorization and/or Ratification of Payment of Claims.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, 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 Authorization for Dr. Glenn G. Goode to Sign Documents and Reports.

Upon the recommendation of the Superintendent-President, it was moved by Mrs. Alexander, seconded by Mr. Garvin and carried unanimously that Dr. Glenn G. Goode be authorized and directed to sign all Santa Barbara Junior College District documents and reports as required, including, but not limited to the following: fiscal reports, project applications, warrants, purchase orders, claims, requisitions, legal documents (escrow papers, etc.), requests for special permits, surplus property orders and government documents, contract documents, and other routine business documents; his signature to become official as of August 3, 1970.

5.4 Acceptance, Gift of $1,250, Santa Barbara-Ventura County Dental Society.

Upon the recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and carried unanimously to accept a
check in the amount of $1,250 from the Santa Barbara-Ventura County Dental Society and, further, that a letter of appreciation be directed to that organization. (Attachment 5.4)

5.5 **Acceptance, Contract for Bookstore, Design Facilities Corporation.**

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried to accept the contract with Design Facilities Corporation for the construction and lease of a bookstore, as approved at the regular meeting of the Board on June 18, 1970.

5.6 **Continued Study and Analysis of the Budget of the Santa Barbara Junior College District, 1970-71 College Year.**

The Superintendent, with the Dean of Business Services, Dr. Sorsabal, presented additional information for study and analysis of the District Budget for the 1970-71 college year. The two studies presented were the analysis of the District fiscal capability for the 1971-72 college year, and an analysis of the adjustments in the 1969-70 college year reserve funds. Dr. Bortolazzo stated that the most serious problem encountered during the construction of the 1970-71 budget was that of estimating income with any accuracy. He pointed out, for example, an error in the County Auditor's office which had placed $72,000 of District funds in another district's account. Fortunately, this was discovered during the week and placed correctly in this district's income account. He also pointed out that state income was not firm, but that at least $19-$20 per ADA was assured. Unfortunately, Senate Bill 250 (Burgener Bill) which would have raised the foundation program to $718 per ADA was referred to interim study by the Senate Finance Committee on Tuesday, July 21.

Dr. Sorsabal presented both studies in some detail. After reviewing the 16 assumptions in his presentation of the fiscal capability of the District for the 1970-71 fiscal year, he concluded that, based on these assumptions, the college could effectively operate in 1971-72.

There was some concern expressed by members of the Board concerning the acceptance of these assumptions since several seemed unrealistic.
Academic Senate President Jesse L. Coburn stated that the faculty needed to know whether the Board accepted these assumptions since this would mean no new programs and courses for the 1971-72 college year which, in turn, would preclude faculty effort in this direction during 1970-71 college year. The Superintendent pointed out that it would be a serious mistake to accept these parameters as other than mere guidelines since there were so many variables that needed careful study during the 1970-71 college year, including class sizes, curricular needs, and more specific financial data. He further said that the state would have to begin to meet its financial commitment to junior colleges as made at the time of the acceptance of the Master Plan for Higher Education. The Board members seemed in general agreement that more careful study of these assumptions would have to be made during the 1970-71 college year. Trustee Alexander requested that a review of these assumptions be made within a three-month period.

Dr. Sorsabal, in analyzing the second study, stated that all of the undistributed and general reserves, totalling $350,714, from the 1969-70 budget had been carried over to the 1970-71 budget, and that $179,502 had not been expended from the 1969-70 budget and would become a part of the carry-over balance to the 1970-71 budget.

5.7 Approval, Lease Agreement for Equipment for Duplicating Center.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander and unanimously carried to approve a lease-agreement with FMA Leasing Company for an A.B. Dick Quick Print Center for a period of six months at a cost of $800 per month. (Attachment 5.7)

ADDENDA ITEM

5.8 Approval, Maintenance Contract with IBM Corporation for Typewriters and Office Machines.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and unanimously carried to approve a contract with IBM Corporation for the maintenance of IBM electric typewriters and other selected IBM office equipment at a cost of approximately $3,000.
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6. STUDENT PERSONNEL

6.1 Report on Follow-Up of Santa Barbara City College Students Who Discontinued Enrollment During 1969-70 College Year.

Dr. MacMillan explained that the report on SBCC students had been a part of a larger report he had compiled for Coordinating Council for Norcal, asking that the Board relate this report with Agenda Item 3.3, the Tutorial Effectiveness in English 42, Research Report Number 13-70. (Enclosure 4)

7. GENERAL INFORMATION

7.1 Approval, August Meeting Date for Public Hearing on 1970-71 District Budget.

Upon recommendation of the Superintendent, in accordance with the Education Code requirement that the public hearing on the District budget be held during the first week in August, it was moved by Mrs. Meigs, seconded by Mr. Wells and carried unanimously to hold the first regular meeting on August 6, 1970, the first Thursday, at 4:00 p.m. instead of August 13th, the second Thursday.

In accordance with Superintendent-Elect Goode's recommendation, the next regular meeting following that on August 6, 1970, will be held on the regular meeting date, the fourth Thursday of the month, August 27, 1970, at 4:00 p.m.

ADDITIONAL ITEM

7.2 National Conference on the Junior College Board of Trustees, UCLA

Dr. Bortolazzo called attention to the honor accorded Mr. Fillippini who was selected to address new members of junior college boards at their national meeting to be held at UCLA on Sunday, August 2, 1970.

8. CLOSING

At 5:40 p.m. upon motion of Mr. Garvin and second by Mr. Wells, it was unanimously voted to adjourn, the next regular meeting to be held on August 6, 1970, at 4:00 p.m.
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Attest:

Wilbur L. Filippini
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 August 6, 1970