MINUTES
REGULAR MEETING OF BOARD OF TRUSTEES
August 27, 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 Vice President Dorothy N. Meigs on Thursday, August 27, 1970, at 4:02 p.m. in the Board Room, Santa Barbara City College, Santa Barbara, California.

1.2 Roll Call

Members Present:
Mrs. Dorothy N. Meigs
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank
Mr. James R. Garvin (Arrived during Executive Session)
Mrs. Ann Gutshall
Mr. Benjamin P.J. Wells

Members Absent:
Mr. Wilbur L. Fillippini

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
Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records
Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Dr. Thomas F. MacMillan, Director, Research & Development
Mr. Alfred L. Silvera, Administrative Dean, Student Activities
Mr. Selmer O. Wake, Director-Administrative Dean, Adult Education
Mr. Russell S. Wenzlau, Assistant Dean, Evening/Summer Session
Miss Gloria Castleberg, Personnel Assistant
Mr. Jesse L. Coburn, President, Academic Senate
Mr. James M. Williams, College Community Relations Assistant
Mr. Dean Ankeny, Director of Purchasing
Mr. David L. Pickering, Controller
Dr. Isabel Beck, Social Science Division
Mr. Jerry Moore, Audio-Visual Dept.
Mr. Loring McAuliffe, President, CSEA
Mr. Robert C. Poolman, Planning Consultant
Mr. Gerd H. Ernst, Chief Designer, Daniel, Mann, Johnson & Mendenhall
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Col. R. L. Temple, Executive Secretary, Santa Barbara County Taxpayers' Association, Inc.  
Mrs. Katherine McCloskey, Santa Barbara News-Press staff writer  
Mrs. Peggy C. Kraemer, Secretary to the Superintendent  
A number of other SBCCC staff members

1.3 Welcome to Guests

Mrs. Meigs welcomed guests and invited comments from the audience during the course of the meeting.

1.4 Executive Session

At 4:03 p.m. the Board adjourned to go into executive session with Dr. Gooder in the Superintendent's office.

At 4:06 p.m. Mr. James R. Garvin joined the Board members in the executive session.

At 4:15 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. Mrs. Meigs stated that the executive session had been devoted to discussion of personnel matters.

1.5 Minutes of Regular Meeting of August 6, 1970

After correction of the minutes to show Sidney R. Frank "Present," upon motion of Mr. Frank and second by Mr. Garvin, the minutes of the Regular Meeting of August 6, 1970, were unanimously approved as corrected.

1.6 Hearing of Citizens

None

1.7 Communications

a. Letters, Nominations of Candidates for Representative to California School Boards Association Delegate Assembly.

Dr. Gooder called attention to the three letters concerning nominations for candidate for representative to the California School Boards Association Delegate Assembly. He noted that other letters and a ballot to be filled in could be expected later. (Attachment 7.1-a)

b. Letter Reporting on CSEA Conference.

Dr. Gooder called attention to the letter from Loring J. McAuliffe reporting on the CSEA conference. (Attachment 7.1-b)
c. Appointment of Subcommittees of Board of Trustees, 1970-71 College Year.

Attention was directed to the reappointment by the President of the Board of Trustees of the subcommittees, as follows, with no further action by the Board necessary:

1) Budget Study Subcommittee
   Mr. Wells, Chairman
   Mrs. Gutshall
   Mrs. Meigs

2) Planning Subcommittee
   Mr. Fillippini, Chairman
   Mr. Garvin
   Mr. Wells

3) Salary Study Subcommittee
   Mr. Frank, Chairman
   Mrs. Alexander
   Mr. Garvin

(Agenda Item 4.9 and Addenda Items 4.10 and 4.11 were taken up at this point as a courtesy to the guests concerned.)

2. PERSONNEL

2.1 Certificated Personnel

   a. Appointments, Hourly Certificated Personnel, Fall Semester.

      Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall and carried unanimously to make the appointments of certificated hourly personnel as listed on 2.1-a.


      Upon recommendation of the Superintendent, it was moved by Mr. Wells and seconded by Mrs. Alexander to adopt Resolution No. 3, authorizing R. Dennis Ringer, who holds a standard teaching credential with specialization in secondary teaching, to teach his subject field in the Santa Barbara Junior College District for the 1970-71 college year.

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

      Aye: Mr. Wells
            Mrs. Gutshall
            Mr. Garvin
            Mrs. Alexander
            Mrs. Meigs
            Mr. Frank
Nay: None
Absent: Mr. Fillippini (Attachment 2.1-b)

c. Adopted, Resolution No. 4, Authorizing Teaching in Minor Subject Field.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander and seconded by Mr. Garvin to adopt Resolution No. 4, authorizing teachers holding the standard teaching credential with specialization in junior college teaching to teach their subject minors in the Santa Barbara Junior College District for the 1970-71 college year.

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

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

Nay: None

Absent: Mr. Fillippini (Attachment 2.1-c)

d. Adopted, Resolution No. 5, Authorizing Teaching Outside Major and Minor Subject Fields.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander and seconded by Mr. Garvin to adopt Resolution No. 5, authorizing teachers holding the standard teaching credential with specialization in secondary teaching and teachers holding the standard teaching credential with a specialization in junior college teaching to substitute outside their major and minor areas in the Santa Barbara Junior College District during the 1970-71 college year.

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

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

Nay: None

Absent: Mr. Fillippini (Attachment 2.1-d)
e. Appointment, Bruce Montgomery, P.E., Assistant (Water Polo).

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank and carried unanimously to appoint Bruce Montgomery P.E., Coaching Assistant, Water Polo, for the Fall Semester, 1970-71 college year. (Attachment 2.1-e)

f. Accepted Resignation, George Blitz, Instructor (Botany).

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall and carried unanimously to accept the resignation of George Blitz as an Instructor in Botany. (Attachment 2.1-f)

g. Correction, Summer Session Schedule, to Include Guy L. Peterson (English), 3 TLU's.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Garvin and carried unanimously to correct the summer session schedule to include three teaching load units for Guy L. Peterson. (Attachment 2.1-g)

h. Corrections to Faculty Appointments for 1970-71 College Year (June 18, 1970).

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to correct the faculty appointments for the 1970-71 college year as listed on Attachment 2.1-h.

i. Approved Intra-District Travel for Certificated Personnel, 1970-71 College Year.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander and carried unanimously to approve the intra-district travel allowances for certificated personnel as listed on Attachment 2.1-i.

j. Authorized Travel and Conference Attendance for Certificated Personnel.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall and carried unanimously to authorize the travel and conference attendance as listed on Attachment 2.1-j.
k. **Approved, Contract, Ken Allen, Apprenticeship Coordinator.**

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Garvin and carried unanimously to approve the contract of Ken Allen as Apprenticeship Coordinator. (Attachment 2.1-k)

l. **Appointments, Hourly Certificated Personnel, Adult Education, Fall Semester.**

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells and carried unanimously to approve the appointments and additional hours of teachers in the Adult Education Division as listed on Attachment 2.1-l.

**ADDENDA ITEM:**

m. **Accepted, Resignation of David B. Probert, MDTA Coordinator.**

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to accept with regret the resignation of Dr. David B. Probert and to extend best wishes to him in his new position. (Attachment 2.1-m)

2.2 **Classified Personnel**

a. **Appointment, Linda R. McCullough, Advisor, Student Activities.**

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to appoint Linda R. McCullough as Advisor, Student Activities. (Attachment 2.2-a)

b. **Appointments, Hourly Personnel, and Sofia M. Brauner, Teacher's Aide, Life Science.**

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander and carried unanimously to appoint Sofia M. Brauner as Teacher's Aide in the Life Science Department and to approve hourly appointments as listed on Attachment 2.2-b.

c. **Approved 6-Month and Yearly Increments.**

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall and carried unanimously
to approve the 6-month and yearly salary increments for classified employees as listed on Attachment 2.2-c.

d. **Corrections of Reclassifications and Change in Position, Thelma Elizondo, from 12-Month to 11-Month.**

   Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Garvin and carried unanimously to correct the reclassifications and change the 12-month position of Thelma Elizondo, Clerk-Typist, to an 11-month position, as listed on Attachment 2.2-d.

e. **Appointments, EOP Tutorial, General and EOA Students.**

   Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank and carried unanimously to approve the appointments of student workers as listed on Attachment 2.2-e.

f. **Authorized, Travel and Conference, Classified Personnel.**

   Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Garvin and carried unanimously to authorize the travel and conference attended by Miss Gloria A. Castleberg on August 9-12, 1970. (Attachment 2.2-f)

g. **Approved, New Classified Positions, Short Order Cook and Cashier-Food Services Assistant.**

   Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander and carried unanimously to approve the establishment of two new positions, Short Order Cook and Cashier-Food Services Assistant. (Attachment 2.2-g)

h. **Approved, Yearly Increment - Charlotte M. Ley.**

   Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall and carried unanimously to approve the yearly salary increment for Charlotte M. Ley. (Attachment 2.2-h)
1. **Appointment, Teresa A. Standley, Life-Science Laboratory Technician.**
   
   Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Alexander and carried unanimously to appoint Teresa A. Standley as Life-Science Laboratory Technician. (Attachment 2.2-i)

3. **CURRICULUM AND INSTRUCTION**

3.1 **Approved, New Courses, 1970-71 College Year.**

   Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank and carried unanimously to approve the new courses reviewed and approved by the Curriculum Advisory Committee and Representative Council, as listed on Attachment 3.1.

3.2 **Report of Application to California Community Colleges to Support Initial Entitlement under Vocational Education Amendments of 1968 (Education for Handicapped and Disadvantaged).**

   The Superintendent explained that as soon as SBCC expended the sums specified it had established eligibility for entitlement to $73,424 under Part B, P.L. 90-576 (Vocational Education Amendment of 1968). This entitlement includes $7,343 for education for the handicapped and $11,104 for education for the disadvantaged. (Enclosure 1)

3.3 **Report of Application to California Community Colleges to Support Initial Entitlement under Vocational Education Amendments for 1968 (Consumer and Homemaking Education).**

   The Superintendent explained that as soon as SBCC expended the sums specified, it had established eligibility for entitlement to $1,903.91 for Consumer and Homemaking Education. (Enclosure 2)

4. **PLANTS AND PROPERTY**

4.1 **Approved, Change Order No. 18, Life Science-Geology Building.**

   Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall and carried unanimously to approve Change Order No. 18 for a backcharge against the general contractor in the amount of $29,000 for inspection and testing costs which the District paid for MacLeod Construction Co.
4.2 Accepted Gift from Applied Magnetics Corporation, Pratt & Whitney Profiling Milling Machine, Valued at $500.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Frank and carried unanimously to accept the Pratt & Whitney Profiling Milling Machine offered by Applied Magnetics Corporation and to write a letter of appreciation to the donor. (Attachment 4.2)

4.3 Report on Fire Damage to Administration Bldg.

The Superintendent reported that damage to the second floor of the Administration Building resulting from the fire on July 23 amounted to approximately $500. (Attachment 4.3)


The Superintendent called attention to Inspector's Report No. 5, indicating that 58% of the time had elapsed and 70% of the work had been performed. (Attachment 4.4)


The Superintendent called attention to Inspector's Report No. 19 and reported that a subsequent report showed 29.26% of the time elapsed with 29.50% of the work performed. (Attachment 4.5) He noted that the original bid did not include bleachers and that a Change Order or supplemental specifications would be prepared within three or four weeks.

4.6 Progress Report, Relocatable Bookstore.

The Superintendent reported a pleasant reaction to the appearance of the Bookstore, but disappointment in its progress which had been slow until the Building Inspector had intervened. (Attachment 4.6)


The Superintendent reported that Bldg T-4 was virtually completed in a satisfactory manner. (Attachment 4.7)

4.8 Progress Report, Paved Fire Lane and Parking Extension.

The Superintendent reported that satisfactory progress was being made on the installation of the Fire Lane. (Attachment 4.8)
4.9 Approved, Up-Dated 10-Year Plan for Capital Construction.

Dr. Gooder reviewed developments in the building program since the Special Meeting of the Board of Trustees on Facilities and Buildings on May 21. Since Federal funds are not now available, it was recommended that the Health Occupations Building be removed from the priority list and that facilities for the Health Occupations be included in the Vocational-Technical Building. Efforts will continue to secure Federal funding for a Health Occupations Building.

Because of the continuing need for the eight classrooms housed in the Library, it was recommended that the Library remodeling be reassigned to Priority No. 4.

Mr. Poolman then reviewed the 10-Year Plan, up-dated for submission by September 1, 1970, pointing to the recognition of the need for site acquisition by the addition of Priority No. 8. He further explained that the State program of fund distribution was based on the demands placed on a campus in excess of its capabilities as delineated by the projections furnished by the State.

The Superintendent advised the Board that the Up-Dated 10-Year Plan, as presented by Mr. Poolman, meets the State requirements. Upon his recommendation, it was moved by Mr. Wells, seconded by Mr. Frank and unanimously carried to approve the Up-Dated 10-Year Plan for submission to the State. (Enclosure 3)

ADDENDA ITEMS:

Dr. Gooder explained to the Board that, in order to be considered during the present fiscal year at the preliminary drawing stage, plans for buildings must be received in Sacramento by October 1st. To meet this early deadline with plans acceptable to all concerned, conferences were held with the Planning Consultant, Mr. Poolman, with representatives of the architect, with Mr. Coburn, president of the Academic Senate, with members of the faculty, with members of the administrative staff and with the Board of Trustees Subcommittee on Planning which includes Mr. Fillippinini, Mr. Garvin, and Mr. Wells.

Mr. Gerd H. Ernst, Chief Designer, Educational Facilities, for Daniel, Mann, Johnson & Mendenhall, then presented site and perspective drawings for the Art and Communications Building.
4.10 **Authorized Submission of Preliminary Drawings for Theatre Arts and Music Building to State by October 1, 1970.**

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Frank and unanimously carried to authorize the architect to proceed with the preliminary drawings for a Theatre Arts and Music Building and to authorize the Superintendent to submit the preliminary drawings to the State by October 1, 1970.

4.11 **Authorized Submission of Preliminary Drawings for Art and Communications Building to State by October 1, 1970.**

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and unanimously carried to authorize the architect to proceed with the preliminary drawings for an Arts and Communications Building and to authorize the Superintendent to submit the preliminary drawings to the State by October 1, 1970.

5. **BUSINESS AND FINANCE**

5.1 **Authorized and/or Ratified Purchase Orders for Supplies, Equipment and Services.**

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall and unanimously carried to authorize and/or ratify the purchase of supplies, equipment and services listed on 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 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 **Distribution of Budget Document**

Dr. Sorsabal presented copies of the final, itemized edition of the Budget to the Board, explaining and commenting on specific features incorporated into the format. He pointed out that all information was summarized in Pages 1 - 24, with the balance of the information given in detail in succeeding pages; further, that acceptance of the 10-Year Plan would now save 2¢ on the tax rate since a sale of bonds would not be required.
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(At 6:08 p.m. Mr. Frank withdrew from the meeting.)

5.4 Ratification of Acceptance of Low Bid and Award of Contract for Paved Fire Lane and Parking Extension Project.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to ratify acceptance of the low bid of $18,563.80 from C.W. Berry Construction Company and award a contract to them in that amount. (Attachment 5.4)

6. STUDENT PERSONNEL
6.1 Report on Inter-District Agreements, 1970-71 College Year.

The Superintendent gave a report on Inter-District Agreements for the 1970-71 College Year as per Attachment 6.1.

6.2 Referral for Recommendation on Vending Machine Sale of Cigarettes.

The Superintendent reported that the question of cigarette sales in campus vending machines had been referred to the Dean of Student Activities. (Attachment 6.3)

6.3 Approved Change in College Calendar for the 1970-71 College Year.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Garvin and carried unanimously to approve the change in the college calendar to reflect the observance of certain holidays on specific Mondays, Washington's Birthday being celebrated on the third Monday (February 15, 1971). (Attachment 6.2)

7. GENERAL INFORMATION
7.1 Report on Preparations for Opening of School, 1970-71 College Year.
   a. Admissions and Guidance Report

   Mr. Bresslin, Assistant Dean of Admissions and Records, reported an enrollment as of August 27th of 3400 day students, 604 evening credit students, noting that enrollments for the first week averaged 200 a day and 100 a day subsequently, which would meet the 4250 figure projected. (Attachment 7.1-a)
b. Facilities Report

   The Superintendent called attention to the Facilities Report, Attachment 7.1-b.

c. Orientation Week Activities

   The Superintendent called the Board's attention to the activities scheduled for New Faculty Orientation Week, as prepared by the Office of Instruction, and expressed the wish that the Board of Trustees could participate as much as possible, noting particularly the period arranged before the next Board meeting for their introduction to the new faculty.


   The Superintendent called attention to the report prepared by Mrs. Gutshall and Mr. Wells on their attendance at the Conference of Junior College Boards of Trustees and voiced appreciation for the expenditure of their time and effort in sharing the experience and knowledge gained.

8. ADJOURNMENT

   At 6:22 p.m. it was moved by Mr. Garvin, seconded by Mr. Wells and carried unanimously to adjourn. The next regular meeting of the Board of Trustees will be on Thursday, September 10, 1970, at 4:00 p.m. in the Board Room, Santa Barbara City College, preceded by introduction to the new faculty at 3:30 p.m.

Attest:

Dorothy N. Meigs
Vice 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 September 10, 1970