MINUTES
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 28, 1971
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 the Santa
Barbara Community College District was called to order by President
Sidney R. Frank on Thursday, October 28, 1971, at 4:05 p.m. in the
Board Room of Santa Barbara City College, Santa Barbara, California.

1.2 Roll Call

Members Present:
Mr. Sidney R. Frank, President
Mr. Benjamin P. J. Wells, Vice-President
Mrs. Kathryn O. Alexander
Mr. James R. Garvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs

Members Absent:
None

Others present for all or a portion of the meeting:
Dr. Glenn G. Gooder, Superintendent-President and Secretary-
Clerk to the Board of Trustees
Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Alfred L. Silvera, Administrative Dean, Students Activities
and Services
Mr. James M. Williams, Director, College Information
Mrs. Katherine McCloskey, Santa Barbara News-Press Staff Writer
Mr. William Regis, President of CSEA
Mr. Joe D. Tanner, President, Associated Students
Mr. Conrad P. Weiler, Vice-President, Academic Senate
Miss Emily Zanesco, Associate Editor, Channels
Mr. Dean Ankeny, Director of Purchasing
Mrs. Elizabeth Bixby, Secretary, Continuing Education
Dr. Martin M. Bobgan, Asst. Dean, Continuing Education
Miss Elsie Cole
Dr. Joe W. Dobbs, Candidate for Board of Trustees Vacancy
Mr. Melvin Elkins, Asst. Dean, Vocational-Technical
Minutes - Regular Meeting
Board of Trustees, SBCCD
October 28, 1971

Others present for all or a portion of the meeting (cont'd):

Mrs. Margaret M. McKinney
Mr. David L. Pickering, Controller, Accounting Services
Mr. John M. Sullivan, Jr., Candidate for Board of Trustees Vacancy
Mr. Russell S. Wenzlau, Asst. Dean, Eve. College & Summer Session
Mr. Theron E. Barnes, Audio-Visual Supervisor
Mrs. Barbara Tinker, Secretary to Superintendent-President

1.3 Welcome to Guests

Mr. Frank welcomed guests and invited their participation during the course of the meeting.

1.4 Executive Session

Mr. Frank stated there would not be an executive session.

1.5 Minutes of Regular Meeting of October 14, 1971

Upon motion of Mr. Carvin, seconded by Mrs. Gutshall, the Board unanimously approved the minutes of the regular meeting of October 14, 1971, as delivered.

1.6 Hearing of Citizens

None

1.7 Communications

a. Notice of CSBA Annual Conference, December 4-7, 1971

The Superintendent called the Board's attention to the information item contained in Attachment 1.7-a.

b. Letter from Mr. Gary M. Cook, dated October 18, 1971

The Superintendent informed the Board that Attachment 1.7-b contained a letter from Mr. Cook indicating his regret because he felt it necessary to withdraw as a candidate for the vacant position on the Board of Trustees.

(ADDED ITEM) c. Letter from Mr. Robert W. Webb, Professor of Geology, UCSB

The Superintendent stated he had received a letter from Mr. Webb (copies of which were distributed to the Board members) on behalf of the Far Western Section of the National Association for his enthusiastic appreciation to
Mr. Dave Williams and the Geology staff for the outstanding conference they hosted on Santa Barbara City College campus.

Mrs. Alexander stated that she had attended the conference banquet and remarked on the excellent attendance and commended Mr. John Dunn for his "very professional" work and the contribution of his services to the entire college.

Mr. Frank commented that he thought hosting such conferences, as the Far Western Geology Teachers Conference, should be encouraged because it "adds stature to the college . . . and the students have an opportunity to benefit" by their attendance. On behalf of the entire college, Mr. Frank complimented Mr. Williams and the Geology staff for their work.

Mrs. Meigs remarked about the amount of work involved in hosting such events and her appreciation of the efforts by the Geology Department.

2. PERSONNEL

2.1 Certificated Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Alexander, and unanimously carried by the Board to approve the following certificated personnel action items as indicated in attachments:

1. Approval of Additional Hourly Instructors
   (Replacement, Overload Beyond Contract Assignments, and Substitutes) for 1971 Fall Semester - Attachment 2.1-a (1)

2. Approval of Additional Hourly Instructors - Continuing Education Division - Attachment 2.1-a (2)

3. Authorization of Travel and Conference Attendance - Attachment 2.1-a (3)

b. Non-Routine

1. Approval of Extension of Sabbatical Leave

The Superintendent stated that Attachment 2.1-b (1) contained a recommendation for approval of an extension of the sabbatical leave of Mr. Elwood Schapansky from one
semester to a full year. The Superintendent informed the Board that the sabbatical leave budget was well below the established maximum permitted and somewhat below original estimates because of various adjustments. The net increase in costs amounted to $852.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander, and unanimously carried by the Board to approve the sabbatical leave extension for Mr. Schapansky as indicated in Attachment 2.1-b (1).

2.2 Classified Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mr. Carvin, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the following classified personnel action items as indicated in the attachments:

(1) Approval of Hourly Appointments - Attachment 2.2-a (1)

(2) Approval of Students Appointments - Attachment 2.2-a (2)

General, EOA, EOP, and VEA Student Programs

(3) Authorization of Travel and Conference Attendnace and Approval of Advancement of Funds - Attachment 2.2-a (3)

b. Non-Routine

(1) Approval of Replacement Appointment

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the appointment of Mrs. Elizabeth Bixby as secretary for the Continuing Education Division, replacing Catherine Scott, as indicated in Attachment 2.2-b (1).

Dr. Bogdan, Assistant Dean of Continuing Education, introduced Mrs. Bixby (who was present) to the Board members.
(2) Approval of Six-Month and Yearly Salary Increments

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the Board to approve the six-month salary increments for two classified employees, the yearly salary increments for three employees, and the correction in the amount of an increment for Edna Arnold, as listed in Attachment 2.2-b (2), all subject to the lifting of President's Nixon's "Wage-Price Freeze".

(3) Approval of Longevity Increment

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and unanimously carried by the Board to approve the 10-year longevity increment for Mr. Lorenzo Rivera, Groundsman-Gardener, as indicated in Attachment 2.2-b (3).

(4) Approval of Personal Leave of Absence

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the personal leave of absence for Miss Linda McCullough, Student Activities Advisor, from December 20, 1971 through February 29, 1972, as shown in Attachment 2.2-b (4). The Superintendent informed the Board that Miss McCullough was getting married and has arranged her plans for the slowest part of the semester so that the college would not have to hire a substitute.

(ADDENDA ITEM) (5) Approval of Reassignment of Building Operations Supervisor Position to Graveyard Shift

The Superintendent explained that since the College now has a Director of Facilities, it is believed that the custodial and maintenance program could be strengthened by assignment Mr. Willard Johnson, the Building Operations Supervisor, to the graveyard shift, the same time as the main crew is working. Attention was called to the fact
that the change in shift involved a 5-percent salary differential and that the effective date should read November 1, 1971, instead of October 28 as shown in addenda Attachment 2.2-b (5).

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mr. Garvin, and carried by the Board to approve the reassignment of the Building Operations Supervisor position to graveyard shift as indicated in the attachment, effective November 1, 1971.

3. **STUDENT PERSONNEL**

   No Agenda Items

4. **CURRICULUM AND INSTRUCTION**

   4.1 **Results of the National Certification Examination, Dental Assisting**

   The Superintendent called the Board's attention to Attachment 4.1 which contained the results of the National Certification Examination taken by the first graduating class from the SBCC Dental Assisting Program. All eight passed the examination except for one student who failed one portion of the clinical examination.

   Mrs. Meigs asked if the College would look into the possibility of offering shorter courses for vocational and apprenticeship classes, and particularly in the area of dental assisting which is currently a two-year course.

   There was considerable discussion regarding the requirements for certification and accreditation in the Dental Assisting Program. It was suggested that a report be made at the next meeting of the Board on the certification and accreditation requirements of the Dental Assisting Program with particular reference to the length of time involved and the kind of experience that is required.

   Mr. Huglin, Administrative Dean of Instruction, informed the Board that the "whole Dental Assisting Program (offered at SBCC) was the result of the Dental Association from the two local counties espousing this approach to the profession," which includes general education requirements. The Dental Association even subsidized the salary of the Dental Assisting Instructor for the first year.
The Superintendent in voicing his personal opinion with regards to the length of courses for vocational programs, stated that the "ultimate solution" would be to have "a core around which students could work for a short time in school, get a job, and then return to school in order to move up. . . ."

5. BUSINESS SERVICES

5.1 Routine

After a brief review of the routine agenda items by the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the Board to approve the action requested in Items 5.1-a, 5.1-b, and 5.1-c as indicated in the attachments:

a. Authorization and/or Ratification of Purchase Order Nos. P12-00846 through P12-00936 for Supplies, Equipment, and Services - Attachment 5.1-a

b. Authorization and/or Ratification of Payment of Claims as Listed on Attachment 5.1-b and such other Claims that may have been submitted prior to the meeting.

c. Declaration of Surplus Property Valued at Less than $200 and Authorized the Director of Purchasing to Dispose of the Property

The following items were declared as surplus property:

One - Wooden, 4-drawer file cabinet
Two - Manual, Royal typewriters
  Serial No. HHE-16-937043 (purchased in 1955)
  Serial No. HHE-16-939202

5.2 Non-Routine

a. Acceptance of $3,099 Allocation for Consumer and Homemaking Education under Part F (P.L. 90-576)

The Superintendent stated that Attachment 5.2-a contained notice from the Chancellor's office indicating that $3,099 in federal funds had been allocated to the District for Consumer and Homemaking Education.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and carried by the Board to accept the $3,099 in financial assistance under the provisions of Part F (Vocational Education), P. L. 90-576.
Mrs. Meigs asked if the College would consider giving some publicity to the "Consumer and Homemaking Education" programs being offered.


The Superintendent called the Board's attention to Enclosure 1 (distributed at the meeting) containing the proposed application for funds under the Federal Student Financial Aid Program. The following comparison breakdown was outlined to the Board:

<table>
<thead>
<tr>
<th>Grant</th>
<th>Last Year's Requested</th>
<th>Last Year's Grant Received</th>
<th>This Year's Grant Request</th>
<th>Matching</th>
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</thead>
<tbody>
<tr>
<td>EOG</td>
<td>$84,600</td>
<td>$43,000</td>
<td>$152,345</td>
<td>none</td>
</tr>
<tr>
<td>opp. grant</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CWSP</td>
<td>115,000</td>
<td>61,000</td>
<td>253,895</td>
<td>20%</td>
</tr>
<tr>
<td>on-campus</td>
<td></td>
<td></td>
<td></td>
<td>($50,000)</td>
</tr>
<tr>
<td>off-campus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NDSL</td>
<td>23,600</td>
<td>20,300</td>
<td>58,895</td>
<td>1/9th</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>($6,543)</td>
</tr>
<tr>
<td></td>
<td>$223,200</td>
<td>$124,300</td>
<td>$465,135</td>
<td></td>
</tr>
</tbody>
</table>

Mr. Al Silvera, Administrative Dean of Student Activities and Services, described the proposed application. As an overview, Mr. Silvera read the last two paragraphs of the narrative on page 4 of the proposed "Institutional Application to Participate in Federal Student Financial Aid Programs" for the period of July 1, 1972 to June 30, 1973. This application includes funding requests for three programs: (1) National Defense Student Loans (NDSL), (2) College Work Study Program (CWSP), and (3) Economic Opportunity Grants (EOG). This application constitutes a request for an increase in funds for programs in which the College is already engaged, and not an application to enter into new programs.

As the result of questions from the Board members, Mr. Silvera gave a breakdown on the number of students being served under the three programs now and the number of students they hope to serve next year:
<table>
<thead>
<tr>
<th>Program</th>
<th>No. of Students Being Served Now</th>
<th>No. of Students Hope to Serve Next Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>EOG</td>
<td>160</td>
<td>251</td>
</tr>
<tr>
<td>CWSP</td>
<td>130</td>
<td>463</td>
</tr>
<tr>
<td>NDSL</td>
<td>64</td>
<td>109</td>
</tr>
</tbody>
</table>

Mr. Silvera explained that some of the increase in College Work Study funds, if obtained, will be used for off-campus Work-Study Programs. For these programs no matching funds are required by the District; the matching funds necessary will be taken care of by contracting agencies in the community.

There was some discussion concerning the possibilities for funding of these programs in the future. In addition, the Board members were informed by Mr. Silvera that Mr. William Cordero, SBCC Director of Placement and Financial Aids, has been selected to serve on the Region 9 Screening Committee -- the committee which reviews all applications from the eight Western states (all colleges and universities).

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Garvin, and unanimously carried by the Board to authorize the submittal of the "Institutional Application to Participate in Federal Student Financial Aid Programs", requesting $465,135 in funding from the Department of Health, Education, and Welfare, Office of Education, as shown in Enclosure 1.

c. **Acceptance of a Picker X-ray Machine from Dr. Abowitz**

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and unanimously carried by the Board to accept the gift of a Picker x-ray machine, valued at approximately $1,000, from Dr. Murray Abowitz -- 6333 Wilshire Blvd., Los Angeles, California -- for use by Health Occupations as a training aid in the X-ray Technician's course. The Superintendent was directed to send a letter of appreciation to Dr. Abowitz on behalf of the Board of Trustees.
d. **Acceptance of Campus Entrance Lighting and Motorcycle Parking.**

*O. K. Industries, General Contractor - Cost: Approximately $25,000*

The Superintendent informed the Board that work on the campus entrance lighting and motorcycle parking project has been completed satisfactorily -- in accordance with the plans and specifications and in compliance with Title 21 of the California Administrative Code and applicable statutes, ordinances, and codes.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the Board to accept the project, and the administration was authorized to file a notice of completion to proceed with final payment in accordance with contract agreements with O. K. Industries, Inc.

e. **Approval of Agreement for Supervised Student Teaching - UCSB**

The Superintendent stated that Attachment 5.2-e contained a renewal of an annual agreement with UCSB for supervised student teaching. Under the terms of the agreement, the Board authorizes students to complete the supervised teaching requirements under the direction of selected faculty members. In consideration, the selected faculty members are paid by the Santa Barbara Community College District at the rate of $5 per quarter unit of supervised teaching. The District is reimbursed by UCSB at the same rate.

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the agreement with UCSB, whereby the District provides teaching experience through supervised teaching for a maximum of 20 students and a maximum of 240 quarter units for which the District is paid $5 per quarter unit which is subsequently paid to the supervising teachers.
6. GENERAL INFORMATION

6.1 Setting of Board Meeting Dates for the Month of November

The Superintendent called the Board's attention to the fact that the second regular meeting date of the Board of Trustees in the month of November falls on November 25 (Thanksgiving Day), a legal holiday. Board policies call for the meeting to be held on either the next business day or on an alternate date established by official action of the Board of Trustees. In addition, the Superintendent stated that the Board had expressed interest in having a workshop session or special meeting on the general topic of "Facilities" and that they might wish to consider scheduling such a meeting sometime in November or December as an alternate to the legal holiday.

Upon motion of Mrs. Meigs, seconded by Mr. Garvin, the Board voted unanimously to cancel the second meeting in November (November 25) and to hold a Special Meeting on Tuesday, November 30, 1971, at 4:00 p.m. in the Board Room, as a "Workshop on Facilities". The Board decided to hold this special informational meeting on November 30, one week after the Board of Governor's Election to fill the vacant seat on the SBCCD Board of Trustees, in order that the newly elected Board member will have an opportunity to participate in the Facilities Workshop.

6.2 Report on Coming Events

Mr. James Williams, Director of College Information, reported on items of interest which had been scheduled by the Santa Barbara City College and its Continuing Education Division, and community on-campus activities, for the period of October 29 to November 11, 1971.

7. ADJOURNMENT

Upon motion of Mr. Garvin, the Board voted to adjourn the meeting at 4:59 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, November 11, 1971, at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.
Minutes - Regular Meeting
Board of Trustees, SBCCD
October 28, 1971

Attest:

Sidney R. Frank
President, Board of Trustees
Santa Barbara Community College Dist.

Glenn G. Gooder
Superintendent-President & Secretary-
Clerk to the Board of Trustees
Santa Barbara Community College Dist.

Approved by the Board of Trustees:

on November 11, 1971