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

December 9, 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, December 9, 1971, at 4:01 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
Dr. Joe W. Dobbs
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. Goeder, Superintendent-President and Secretary-Clerk to the Board of Trustees
Dr. Donald K. Sorsabal, Admin. Dean, Business Services, and Assistant Secretary-Clerk to the Board of Trustees

Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Dr. Thomas F. MacMillan, Director, Research & Development
Mr. Alfred L. Silvera, Administrative Dean, Student Activities and Services
Mr. Selmer O. Wake, Director/Administrative Dean, Continuing Ed.
Mr. James M. Williams, Director, College Information

Mrs. Katherine McCloskey, S. B. News-Press Staff Writer
Mr. Ronald W. Ranft, Vice-President, Associated Students
Mr. William Regis, President, CSFA
Mr. Joe D. Tanner, President, Associated Students
Mrs. Jackie Trotter, Student Senator-at-Large
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Others present for all or a portion of the meeting (cont'd):

Mr. Conrad P. Weiler, Vice-President, Academic Senate
Miss Emily Zanesco, Channels
Mr. Dean Ankeny, Director of Purchasing
Mr. Joseph A. Bagnall, Asst. Dean, Continuing Education
Mr. Abelino M. Bailon, Coordinator, Continuing Education
Dr. Isabel H. Beck, Professor, Social Science
Dr. Martin M. Bobgan, Asst. Dean, Continuing Education
Mr. Lisle C. Bresslin, Asst. Dean, Admissions & Records
Mr. Carl W. Davis
Mr. Melvin J. Elkins, Asst. Dean, Vocational Education
Miss Susan Jones
Mrs. Alma R. Ritchie, Coordinator, Continuing Education
Mrs. Evalyn Stafford, Public Information Secretary, Cont. Ed.
Mr. Russell S. Wenzlau, Asst. Dean, Eve. College and
Summer Session
Miss Kristen Whitecap
Mr. Vernon Smith, Audio-Visual Assistant
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 indicated no executive session would be held.

1.5 Minutes of Regular Meeting of November 11, 1971 and
Minutes of Special Meeting of November 30, 1971

Upon motion of Mr. Garvin, seconded by Mrs. Alexander, the
Board unanimously approved the minutes of the regular meeting of
November 11, 1971, and the special meeting of November 30, 1971,
as delivered.

1.6 Hearing of Citizens

None

1.7 Communications

(Item 1.7-b was taken first, as suggested by the Superintendent)
a. Presentation of Registration Award from Association of School Business Officials of the United States and Canada

The Superintendent called the Board's attention to Attachment 1.7-a, a letter from Dr. Charles Foster, Executive Director and Director of Registration of the Association of School Business Officials, indicating that Dr. Sorsabal, the Administrative Dean of Business Services, had been "qualified as a Registered School Business Administrator in the Association."

The Superintendent presented Dr. Sorsabal with the original letter from the Association, a certificate and professional key signifying the special honor and congratulated him on the national recognition bestowed upon him, noting the "requirements of this recognition are stringent and demanding".

Members of the Board of Trustees voiced their congratulations to Dr. Sorsabal.

b. Certification of Election of Dr. Joe W. Dobbs as Trustee of the Santa Barbara Community College District

The Superintendent informed the Board of the official results of the November 23 Board of Trustee's Election:

- Dr. Dobbs ............ 3,497
- Mr. Sullivan ............ 2,057
- Mr. Kirkwood ........... 1,007
- Mr. Mangle ............. 345

Mr. Frank administered the Oath of Office to Dr. Dobbs, after which he was welcomed officially as a member of the Board of Trustees of the Santa Barbara Community College District.

(ADDED ITEM) c. Report on the CSBA's 41st Annual Conference and Membership Meeting held in San Francisco, December 3-7, 1971

Mrs. Gutshall and Messrs. Wells and Frank gave brief reports on the conference they attended, noting the areas of particular interest to them.
The following subject areas were discussed:
(1) Education Code sections pertaining to community colleges, a permissive education code; (2) insurance availability for special programs, for all school systems; (3) 5 goals of the Delegate Assembly-CSBA; (4) teacher tenure; (5) career education, "New Dimensions of Learning"; (6) Study of "the defined adult" - implications for adult education; (7) funding of education; (8) speeches and speakers of interest; (9) how to be most effective in fulfilling needs of the District, and the most direct line to the legislature; (10) "The Prognosis for '72 for the Community Colleges".

The Trustees who attended the conference were enthusiastic about the informative nature of the topics covered. Mrs. Gutsholl stated she had copies of the "Spotlights" from each day of the conference and they would be available in the Superintendent's office.

After some discussion on the subject of "career education", Mr. Frank stated that "in view of the new emphasis on career education, the Board should have a committee to pursue this area of interest." The following Trustees were named to serve on the Board's Career Education Subcommittee:

Mr. Benjamin P. J. Wells, Chairman
Mrs. Ann Gutsholl
Dr. Joe W. Dobbs

Mr. Frank discussed the relationship of the local district to the Board of Governors and expressed concern over the fact that the State board is appointed rather than elected. He indicated that he would discuss this matter at greater length when there was more time.
2. PERSONNEL

2.1 Certificated Personnel

a. Routine

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

(1) Approval of Additional Hourly Instructors - Continuing Education Division - Attachment 2.1-a (1)

(2) Approval of Additional Hours for Previously Approved Hourly Instructors - Continuing Education Division - Attachment 2.1-a (2)

(3) Approval of Additional Substitute Instructors - Continuing Education Division - Attachment 2.1-a (3)

(4) Approval of Additional Special Lecturers - Continuing Education Division - Attachment 2.1-a (4)

(5) Approval of Additional Hourly Instructor, Fall Semester, 1971 - Attachment 2.1-a (5)

(6) Authorization of Travel and Conference Attendance - Attachment 2.1-a (6)

b. Non-Routine

(1) Approval of Contract Change, Spring Semester, 1972

The Superintendent informed the Board that Mr. Tony Gilleran had requested a two-fifths reduction in his teaching load for the Spring semester in order to work on his dissertation at UCSB.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Cutshall, and carried by the Board to approve the two-fifths personal leave and the reduction to three-fifths contract time for Mr. Gilleran for the Spring semester, 1972, as indicated in Attachment 2.1-b (1).
(2) Acceptance of Resignation - Mr. Ken Allen

The Superintendent informed the Board of the resignation submitted by Mr. Ken Allen, Coordinator for Apprenticeship Education, on a two-fifths assignment, to be effective January 2, 1972. The Superintendent commended Mr. Allen on contributions to the District and noted how hard he had worked on the new facility.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Garvin, and unanimously carried by the Board to accept Mr. Allen's resignation with regret, as indicated in Attachment 2.1-b (2), and the Superintendent was directed to send a letter on behalf of the Board, expressing appreciation to Mr. Allen for his service to the District.

(3) Acceptance of Request for Retirement - Mrs. Alma Ritchie

The Superintendent called the Board's attention to Attachment 2.1-b (3) which contained a letter from Mrs. Alma Ritchie, Coordinator for Continuing Education, indicating that she plans to retire on June 30, 1972.

The Superintendent stated that "it is impossible to measure the significance of Mrs. Ritchie's influence on the adult education program of this city since she began her work 24 years' ago." Mr. Wake, Director/Administrative Dean of Continuing Education, who has known Mrs. Ritchie since he came to Santa Barbara in 1939 and has worked with her during her 24-year affiliation with adult education, spoke with strong feelings about her contributions. Mr. Wake stated, "Alma cannot be replaced; she can only be followed... (she) will be missed by everyone who has ever been touched by her gracious personality."
Mr. Wake summed up the feelings of the Continuing Education Division by saying: "It was their wish that her (Mrs. Ritchie's) happiness in retirement could be matched by the happiness the Division has felt in working with her."

Mr. Garvin moved, reluctantly, that Mrs. Ritchie's request for retirement be accepted. Mrs. Alexander seconded the motion and the Board voted to approve the action as indicated in Attachment 2.1-b (3).

Members of the Board commented on their personal contacts with Mrs. Ritchie, noting the "feminine touch she brought to the adult education programs, . . . her willingness to help . . . her endearing qualities, and her extensive knowledge." Mr. Frank asked that Mr. Wake's words be put into the form of a resolution to Mrs. Ritchie, in recognition of her contributions and service to the District to show their appreciation.

Mrs. Ritchie, who was present at the meeting, "thanked everyone for their kind words."

2.2 Classified Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, 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 Student Appointments - Attachment 2.2-a (2)
   General, EOA, EOP Tutorial, and VEA Student Programs
(3) Approval of Six-Month & Yearly Salary Increments - Attachment 2.2-a (3)
(4) Authorization of Travel & Conference Attendance and Advancement of Funds - Attachment 2.2-a (4)
b. Non-Routine

(1) Approval of Replacement Appointment

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and carried by the Board to approve the appointment of Mr. Edward Dominguez as Custodian, as a permanent replacement for Mr. J. Philip, as indicated in Attachment 2.2-b (1).

(2) Approval of Personal Leave of Absence

The Superintendent informed the Board that Mr. Harold Davidson, Data Processing Computer Operator, had requested a personal leave of absence for a six-month period in order to complete his work on the life of Ed Borein, a famous Santa Barbara artist.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Wells, and unanimously carried by the Board to approve the six-month leave of absence without pay for Mr. Davidson as indicated in Attachment 2.2-b (2).

(3) Approval of Requests to Hire Three Consultants

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Garvin, and carried by the Board to approve the hiring of three persons as consultants as indicated in Attachment 2.2-b (3).

Leonard Edmondson  1 Day  $100
Consultant to design ceramic and sculpture room for the Arts and Communications Building

Larry Goodwin  1 Day  $100
Consultant to design an instructional television studio

Stanley Mendes  $25/hour (not to exceed $100)
Consulting Engineer to provide estimates on the cost of bringing the Nopal Street facility up to the standards provided by the Field Act provisions
3. STUDENT PERSONNEL

3.1 Report by Associated Students

Mr. Ronald Ranft, Vice President of the Associated Students, reported to the Board of Trustees on the various activities and programs being worked on by the Associated Student Body.

(1) Students are Involved and Working in the Community:

(a) SBCC students participated in the South Coast Youth Football League Program.

(b) SBCC students are working with Dr. Trotter and Mr. Kay to set up a youth program in Carpinteria -- are currently studying the type of youth problems in Carpinteria.

(2) Student Government Projects:

(a) December 9th - Ernest Gruening (former Senator from Alaska) spoke on campus -- ASB hopes to have other speakers come to inform the students and the local community of the political issues.

(b) They have been approached by the "New Shakesperan Company of San Francisco", who wishes to appear at the College. A presentation of "AS YOU LIKE IT" is tentatively planned for February 21.

(c) They are working on the possibility of having a concert on February 6 (tentatively).

(d) Student Senate has set up a Student Senate Scholarship Fund and appropriated $1000. The scholarships are being designed to handle the need for financial aids for students of the 6-12 unit level. Plan to distribute six scholarships -- one to each high school -- based on the highest gpa and greatest amount of need, not on the basis of race or sex. Scholarships are to be financed by student activities as well as solicitations from the community.

(e) Student Senate plans to set up book scholarships and book loans -- criteria to be determined.

It was noted that the Student Senate considers itself to be a lending agency only. Funds are offered only to get the programs started and to help them to be self-sustaining.

Mr. Ranft emphasized that the Student Senate would like it known that (when addressing the Board) they are speaking as
representatives of the students, not just for themselves, on matters of general concern to all students and to their student government.

Mr. Frank, on behalf of the Board of Trustees, thanked Mr. Ranft for the "excellent report" and wished them well in the future, and offered the Board's assistance.

3.2 Year-End Report on the College's EOP Program

Dr. Thomas MacMillan, Director of Research & Development, reported on an evaluation of the Extended Opportunity Programs (EOP) at Santa Barbara City College as submitted to the Chancellor's Office on November 30, 1971, copies of which were distributed at the meeting -- Enclosure 1.

Dr. MacMillan indicated that the Board had received the same kind of information before in the form of two Research Office Memos, early in the Fall. This particular report was provided to let the Board know how close they came to meeting the stated objectives -- they accomplished most of the objectives. The objectives that were not met were the result of the difference between the level of funding requested, $145,000, and the actual level of funding allocated for the project, $20,300. The 1972-73 application is being developed and is due in the Chancellor's Office by January 10th. It is anticipated that the level of funding that will be allocated next year will be comparable to this year's level ($20,300).

3.3 Report on the Final Phase of the NORCAL Project

The Superintendent called the Board's attention to Enclosure 2 (distributed at the meeting) containing Research Office Memo #19-71, "Promises to Keep: The Impact of NORCAL Experimentation on Student Persistence". The Superintendent stated that the broadly based report would be of interest to the Board and that he believed that
"the implications of the study are profound in terms of reducing attrition and helping students to survive in education."

Dr. Thomas MacMillan, Director of Research & Development, who was personally affiliated with the Northern California Cooperative Research Project (NORCAL) for two years, reported on the results of the 22-college study on attrition in which SBCC participated.

(1) Purpose of the Project:

- Phase I - to describe the characteristics of students who withdrew during their first semester of enrollment
- to differentiate those characteristics of students who withdrew from the characteristics of those who stayed in college
- to develop a model to identify potential dropouts

- Phase II - to validate the predictive model and identify the students studied as persisters or dropouts

- Phase III - Experimentation: half of the colleges were encouraged to conduct a well-developed and controlled experiment, to assign groups of identified potential dropouts to well-defined "treatment" and the other half of the colleges remained in "controlled"conditions with no special treatment given in order to compare what would happen.

(2) A Three-Year Data Base:

One of the values of the NORCAL project is that it provided an accumulation of a large data base portraying the characteristics of the first-time, full-time students in community colleges. Over the 3-year span that the study was conducted at 22 colleges, 75,000 students were involved in the project.

(3) Experimental Results of NORCAL Project

Phases I and II did not come up with anything new about the general characteristics of the potential dropout. The important point is that the predictive model was found to be workable for the purpose and 67% of the students in those 22 colleges were correctly identified and placed as persisters or dropouts (withdrawals).

Phase III - the comparison of colleges whose students were subjected to special treatment conditions (given assistance) versus those whose students were controlled - clearly showed that the proportion of attrition among treated students was less than half the attrition of non-treated students.
Dr. MacMillan pointed out various portions of Enclosure 2 which summarized the three-year NORCAL attrition study in detail. In conclusion, putting the project in context, Dr. MacMillan stated that it was clear that the provision of special services and attention to high risk students (potential dropouts) can cut the attrition rate of students in half and that the capability of providing these services (support resources: personal, financial, and fiscal) already exists in every community college. "The problem of attacking the question of attrition is clearly one of will, not means." And, this simple realization is the best contribution of the three-year NORCAL project.

3.4 Follow-up Study on Carpinteria High School Graduates at SBCC Research Office Memo 18-71

Dr. Thomas MacMillan, Director of Research & Development, reported on the results of a follow-up study conducted on the Carpinteria High School graduates who are attending Santa Barbara City College, providing information to the district about the persistence and performance in preparation for an accreditation visit in the near future. Dr. MacMillan informed the Board that the same type of study will be conducted for each one of SBCC's "feeder" high schools in the area.

Dr. MacMillan pointed out various portions of Enclosure 3 which summarized the study in detail -- "They came from Carpinteria: A follow-up of Carpinteria High School Graduates at SBCC".

It was noted that Carpinteria was a young city in many ways, over 50 percent of all residents in census tract 16 are under the age of 25. Carpinteria as a community and as a high school is extremely diverse. The study concluded that the diversity of abilities and interests among Carpinteria students in itself is a challenge to SBCC, but that the changing pattern of promise and performance suggested that the district can be optimistic about the success of Carpinteria High School graduates at SBCC during the next decade.
4. CURRICULUM AND INSTRUCTION

4.1 Approval of New Continuing Education Division Classes for Winter Term, 1971-72 College Year

The Superintendent stated that Attachment 4.1 contained a listing of all the proposed new Adult or Continuing Education classes for the Winter Term.

Mr. Wake, Director/Administrative Dean of Continuing Education noted some of the highlights of the new classes to be offered. He stated that the Fall Term had been excellent and the staff exceptional. Enrollment reports show that more than 3,500 persons are using the facilities.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the list of proposed new courses and instructors for the 1971-72 Winter Term, as indicated in Attachment 4.1.

4.2 Approval of Advisory Committee Members

The Superintendent noted that Enclosure 4 contained a list of the proposed membership of advisory committees. He informed the Board that there were between 250 to 275 persons listed on the various committees, "which indicates the degree of participation and the importance of these citizen committees to the College and its programs." Other committees (Health Occupations and Distributive Education Advisory Committees) are being reviewed and additional suggested appointments will be submitted to the Board for approval at a later date. A comprehensive booklet will be published after all the advisory groups are formalized.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and unanimously carried by the Board to approve the appointment of the suggested members listed in Enclosure 4 to the following advisory committees:
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<table>
<thead>
<tr>
<th>Automotive Services</th>
<th>Police Science</th>
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<tbody>
<tr>
<td>Civil Engineering Technology</td>
<td>Real Estate</td>
</tr>
<tr>
<td>Consumer &amp; Homemaking Education for the Disadvantaged</td>
<td>Secretarial &amp; Clerical</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>S.B. Area General Apprenticeship</td>
</tr>
<tr>
<td>Data Processing</td>
<td>S.B. County-General Opportunity in Apprenticeship &amp; Training for Minority Groups</td>
</tr>
<tr>
<td>Electronics (SBHSD &amp; SBCCD Joint Committee)</td>
<td>S.B. Carpenters JAC</td>
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<tr>
<td>Fire Science</td>
<td>S.B. Area Electrical</td>
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<tr>
<td>Graphic Arts</td>
<td>S.B. County Master Electrical</td>
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<tr>
<td>Hotel &amp; Restaurant Management</td>
<td>S.B. County Machine Trades TAC</td>
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<tr>
<td>Library Technology</td>
<td>Painting and Decorating</td>
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<tr>
<td>Marine Technology</td>
<td>Plumbers and Steam Fitters</td>
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<tr>
<td>MDTA Landscaping</td>
<td>Poopers</td>
</tr>
<tr>
<td>Nursery School Training</td>
<td>Sheetmetal Workers</td>
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</tbody>
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(Mr. Garvin left the meeting at 5:30 p.m.)

4.3 Progress Report on the Associate Degree Nursing Program at SBCC

The Superintendent stated that Enclosure 5 contained the narrative portion of the "Progress Report on the Associate Degree Nursing Program" (ADN), prepared by the Health Occupations Division for submission to the National League for Nursing in connection with accreditation requirements. Copies of the report were distributed to the Board of Trustees for their information.

Mr. Frank, on behalf of the Board, thanked Miss Conklin for the progress report.

5. BUSINESS SERVICES

5.1 Routine

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Meigs, and unanimously carried by the Board to approve the actions requested in Items 5.1-a and 5.1-b, as indicated in the attachments:

a. Authorization and/or Ratification of Purchase Order Nos. P12-01034 through P12-01169 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
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5.2 Non-Routine

a. Approval for Submission of an Application for an MDTA Line-of-Credit Budget (P. L. 90-636)

This request amounted to $1,938 for three semesters of work to cover the expenses of one student referred by the State Department of Human Resources Development. The funds are to cover the student's miscellaneous expenses.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Wells, and carried by the Board to approve submittal of the MDTA Line-of-Credit budget request (P. L. 90-636) in the amount of $1,938, as shown in Attachment 5.2-a.

b. Approval for Submission of an Application for $33,613 in Funding of an MDTA Project (P. L. 60-636)

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mr. Wells, and carried by the Board to approve submittal of the application for $33,613 in funding for an Industrial-Vocational Orientation MDTA Project (P. L. 60-636), as shown in Attachment 5.2-b. It was noted that the required matching funds were 'in-kind'; therefore, there is no additional cost to the District.

c. Approval for Submission of an Application for $36,719 in Funding of an MDTA Project (P. L. 60-636)

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and carried by the Board to approve submittal of the application for $36,719 in funding for a Nurse Licensed Practical MDTA Project (P. L. 60-636), as shown in Attachment 5.2-c. It was noted that the required matching funds were 'in-kind'; therefore, there is no additional cost to the District.
5.2 d. Approval for Submission of an Application for $12,641 in Funding of a WIN Project (P. L. 90-248)

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and carried by the Board to approve submittal of the application for $12,641 in funding for the 100 percent federally reimbursed project to train 15 Auto-Service Mechanics for 26 weeks, as summarized in Attachment 5.2-d.

e. Acceptance of $5,257 in Additional Funds for Student Loan and Scholarship Programs at SBCC for 1971-72, and Approval of Appropriation Transfer No. 72-016 in the amount of $401, and Adoption of Resolution No. 12

Notice was received that the District had been awarded an additional $5,257 for the Nursing Student Loan and Scholarship Program, which is in addition to the $18,346 accepted by the Board of Trustees on August 26, 1971. The Superintendent stated that $401 in matching funds were required if the District were to accept the additional allocation.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Wells, and unanimously carried by the Board to accept the $5,257 allocation from the National Institutes of Health, and to approve Appropriation Transfer No. 72-016 from the Undistributed Reserve Account in the amount of $401, and the Board further voted to adopt Resolution No. 12. Upon poll of the Board, the vote was as follows:

(6) Ayes: Mrs. Alexander, Dr. Dobbs, Mr. Frank, Mrs. Gutshall, Mrs. Meigs, Mr. Wells
(0) Noes: None
(1) Absent: Mr. Garvin
5.2 f. **Approval of Appropriation Transfer No. 72-015 in the amount of $675**

The Superintendent requested the approval of Appropriation Transfer 72-015 to enable the District to transfer funds from the Consultants Account to the Classified Employees Account, since the budgeted position of "Professional Expert in Oceanography" was filled by a District employee rather than by a consultant. It was noted that no additional costs were involved in the request.

Upon motion of Dr. Dobbs, seconded by Mrs. Meigs, the Board voted to approve Appropriation Transfer 72-015 in the amount of $675, as shown in Attachment 5.2-f.

g. **Acceptance of Kraeft Silver Burnisher from the Birnam Woods Golf Club**

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and unanimously carried by the Board to accept the gift of a Kraeft Silver Burnisher, valued at approximately $500, from the Birnam Woods Golf Club for use in the Hotel and Restaurant Management Program. It was explained that the machine would be used to polish silverware.

The Superintendent was directed to send a letter of appreciation to the donor on behalf of the Board of Trustees (Reference: Attachment 5.2-g).

h. **Approval of Change Order No. 2 for the Pershing Park Project - Don Greene, Contractor, Inc. - in the amount of $16,625**

The Superintendent explained that Change Order No. 2 would provide the labor, material and equipment to install four additional bays to the Fiesta Building, as called for under Alternate No. 1 of the original plans and specifications less the installation of four sliding doors. Because the alternates were accepted by the District after the time
of the acceptance of the base bid, the alternates have to be approved as Change Orders.

    Original Contract Price .... $369,000
    Change Order No. 1 .... + 19,500
    $388,500
    Change Order No. 2 .... + 16,625
    New Contract Price .... $405,125

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and carried by the Board to approve Change Order No. 2 in the amount of $16,625 to the contract with Don Greene, Contractor, Inc. for the installation of four additional bays to the Fiesta Building, for the Pershing Park Project.

5.2 i. Approval of Change Order No. 1 for the Student Services Bldg. and Social Sciences Division Center (two relocatables) — Pascoe Steel Corporation, Contractor

The Superintendent explained that Change Order No. 1 to the contract with Pascoe Steel Corporation would provide an extension of the contract time for an additional 25 calendar days. This time extension makes the new contract completion date December 3, 1971. The extension was requested because of delays encountered by the contractor during the submittal of plans to the State Office of Architecture and Construction. This is a technical change order to extend the contract time for the two relocatables under construction — there is no additional cost to the District.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and carried by the Board to approve Change Order No. 1 to the contract with Pascoe Steel Corporation for the Student Services Building and the Social Science Division Center.

j. Approval of Agreement for Services with United States Navy

The Superintendent informed the Board that the Supply Officer at Point Mugu Naval Air Station had requested the participation of the Marine Tech Program in an experimental
cooperative approach for testing underwater attachment devices. The station will provide $2,450 for the program. The Superintendent stated his belief that this request represented "another recognition of the quality of the teachers and students in the College's program."

At the request of the Board, Mr. Ramsey Parks, Assistant Professor-Coordinator for Trade & Technical, briefly discussed the program. He indicated that this project provided an excellent opportunity for the students to apply the knowledge and skills they have acquired in the Marine Technology Program at Santa Barbara City College.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and enthusiastically carried by the Board to approve the agreement with the Supply Officer at Point Mugu Naval Air Station in the amount of $2,450.

It was noted that a majority of the funds would be used for fellowships and for travel expenses by the District.

5.2 k. Approval of Amendments to the "Travel and Conference Administrative Regulations and Procedures"

On September 23, 1971, the Board of Trustees adopted a conference attendance and travel policy together with rules and regulations for their implementation. During the interim period, between that date and now, it became apparent that minor revisions were necessary to better facilitate the implementation of the adopted policy.

Dr. Sorsabal, Administrative Dean of Business Services, discussed the recommended changes, which are as follows:

(1) CONFERENCE ATTENDANCE AND TRAVEL POLICY
Section 2030.10, Item b. Meals and Lodgings
"5. If conference headquarters is used the minimum rate will be reimbursed."

(2) TRAVEL AND CONFERENCE ADMINISTRATIVE REGULATIONS AND PROCEDURES
Section V, Item A.2, page 3
"2. . . . Departmental budgets will be charged 5¢ per mile."
(3) TRAVEL AND CONFERENCE ADMINISTRATIVE REGULATIONS AND PROCEDURES
Section VI, Item B, page 4
"Reimbursement for meals not involving overnight lodgings will be at a rate not to exceed $10 per day."

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Dr. Dobbs, and carried by the Board to approve the amendments to the District's Policy on Conference Attendance and Travel and to the Rules and Regulations governing the implementation of that policy.

5.2 L. Approval of Budget Calendar for 1972-73

Attachment 5.2-L presented for the Board's consideration the sequence by dates for budget development for the 1972-73 year.

Dr. Sorsabal, Administrative Dean of Business Services, pointed out the key dates in the proposed budget calendar and indicated that the basic changes were in procedure only. The major change in the calendar is reflected in the elimination of a working budget. Dr. Sorsabal stated they are not preparing a working budget, "because it is not reasonable to prepare a budget that cannot be funded."

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and carried by the Board to adopt the proposed budget calendar for 1972-73, as presented in Attachment 5.2-L.

m. Discussion of Report on "Financial Data of the Santa Barbara County - 1970-71" from the Superintendent of Schools

On November 11, 1971, copies of the County Superintendent of Schools' Annual Financial Data Report were distributed to the Board of Trustees for their information and study. This report was to be discussed at the meeting, but it was decided to hold over this item until the next regular meeting and that some comparisons would be provided by Dr. Sorsabal.
6. GENERAL INFORMATION

6.1 Preliminary Report on the Chumash Indian Proposal

On August 5, 1971, Mr. Garvin presented a letter from the Secretary of the Quabaji-Chumash Association to the Board of Trustees (Ref: Item 1.7-c of 8/5/71 Minutes, page 3) which indicated the Association wished to establish a Chumash Indian Center on City College property where various Indian groups could meet socially and also house a collection of artifacts and library materials. At the August meeting, there was considerable discussion concerning the feasibility of having such an Indian Center, the legality of having private structures on public grounds, and various uses for the buildings. It was decided that certain legal ramifications needed to be explored before any decision or action could be taken by the Board; therefore, the Chumash proposal was referred to the College staff for further investigation.

The Superintendent informed the Board that Attachment 6.1 contained two documents: (1) a letter from Mr. Dennis Ringer of the SBCC faculty, indicating a great interest in the project and describing the value to the College and the community of such a museum; and (2) a response from Mr. Curiel, County Counsel, to seven specific questions posed by Dr. Sorsabal on the legality of the proposal.

Dr. Sorsabal, Administrative Dean of Business Services, reviewed the answers received from the County Counsel to his questions. He stated that the main question to be determined was: "Can we (the District) accept the gift on our property with the limitations as to use?" Basically, yes, the gift could be accepted but not with any contingent use on the land. It cannot be given to the District for the sole use of the Chumash Indians; they can give it to the District and then we would have to assign use of it according to Board policy to be established, which would have to be consistent with present Board policies as to use of District facilities. Possible locations for such an Indian Center were reviewed by Dr. Sorsabal.
The Superintendent indicated that he had no recommendation
for the Board at this time and thought the matter should be
referred to Mr. Garvin, now that they had this information, so
that he could contact the Quabajai-Chumash Association and see
what had transpired within their group relative to this proposal.
Mr. Frank stated that the Board would wait for the next
report from Mr. Garvin before taking any action.

6.2 Adoption of Resolution No. 13 on "CJCA Membership Dues"

The Superintendent stated that Mr. Wells and others had
expressed concern about the increase in CJCA dues and in the future of
the CJCA at the last Board meeting (Ref: Item 1.7-b (3) of
11/11/71 Minutes, page 4). Resolution No. 13 reflecting the
Board's concerns was prepared and presented to the Board of
Trustees for their consideration.

Mr. Wells stated that "the resolution reflected exactly
the sentiment of the people who were present and on the dissenting end of the vote taken at the Annual Conference of the
California Junior College Association (CJCA)," and that the
resolution was well formed and deserved the Board's consideration.

Upon motion of Mr. Wells, seconded by Mrs. Gutshall, the
Board of Trustees unanimously adopted Resolution No. 13 as presented.

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

(5) Ayes: Mrs. Alexander, Dr. Dobbs, Mr. Frank,
         Mrs. Gutshall, Mrs. Meigs, Mr. Wells

(0) Noes: None

(1) Absent: Mr. Garvin

6.3 Report on Coming Events

Mr. James Williams, Director of College Information,
reported on items of interest which had been scheduled by Santa
Barbara City College and its Continuing Education Division,
and community on-campus activities, for the period of December 10,
Minutes - Regular Meeting
Board of Trustees, SBCCD
December 9, 1971

7. ADJOURNMENT

Upon motion of Mrs. Meigs, seconded by Dr. Dobbs, the Board voted to hold the next regular meeting of the Board of Trustees on Monday, December 20, 1971, instead of the scheduled date of December 23 because that date was considered too close to the Christmas holidays.

The meeting was officially adjourned by Mr. Frank at 7:24 p.m. The next meeting on Monday, December 20, 1971, will be held at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, Calif.

The Superintendent suggested that the Board members might like to tour the two new relocatables before the next regular meeting. It was decided that the Superintendent would try to arrange such a tour for 3:30 p.m. on December 20th.

Attest:

[Signature]
Sidney F. Frank
President, Board of Trustees
Santa Barbara Community College Dist.

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

Approved by the Board of Trustees:

on December 20, 1971