AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT
May 13, 1971
4:00 P. M. - Board Room
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS
   1.1 Call to Order
   1.2 Roll Call
   1.3 Welcome to Guests
   1.4 Executive Session
   1.5 Minutes of Regular Meeting of April 22, 1971
   1.6 Hearing of Citizens
   1.7 Communications
         Attachment 1.7-a
      b. Notice from State Coordinating Council for Higher Education of a $12,500 Recommended Grant for SBCC under Category I, Title VI-A of the Higher Education Act of 1965
         Attachment 1.7-b

2. PERSONNEL
   2.1 Certificated Personnel
      a. Recommended Approval of Personal Leave of Absence, One-Half Time
         Attachment 2.1-a
      b. Recommended Appointment of New Instructor
         Attachment 2.1-b
      c. Recommended Appointment of Instructor, One-Half Replacement and One-Half New Position
         Attachment 2.1-c
      d. Recommended Appointment of Replacement Instructors
         Attachment 2.1-d
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May 13, 1971

e. Recommended Appointment of New Counselor
   Attachment 2.1-e

f. Recommended Appointment of Additional Continuing Education
   Instructors, Replacements and Substitutes
   Attachment 2.1-f

g. Recommended Authorizations of Travel and Conference Attendance
   Attachment 2.1-g

h. Recommended Acceptance of Resignation of Mr. James E. Foxx as
   Assistant Dean, Vocational-Technical Education, and Appointment
   as Instructor-Cordinator, Distributive Education, Business
   Division
   Attachment 2.1-h

2.2 Classified Personnel

a. Recommended Approval of Return from Health Leave of Absence
   Attachment 2.2-a

b. Recommended Appointment of One-Half Time Replacement
   Attachment 2.2-b

c. Recommended Acceptance of Resignations
   Attachment 2.2-c

d. Recommended Approval of Retirement
   Attachment 2.2-d

e. Recommended Hourly Appointments
   Attachment 2.2-e

f. Recommended Student Appointments
   Attachment 2.2-f

3. STUDENT PERSONNEL

3.1 Report on Status of Student Government Modifications

   Mr. Paul Jardine, Associated Students Representative, will
   report on changes in student government and on the results of the
   Associated Students election held May 6-7, 1971.
3.2 Recommended Approval of Policies Regarding Funding of Co-Curricular Activities - Resolution No. 21

Enclosure 1

Mr. Alfred Silvera, Administrative Dean of Student Activities and Services, will present recommendations from the Associated Students on the funding of co-curricular activities as well as proposals for implementing those recommendations.

4. CURRICULUM AND INSTRUCTION

4.1 Report by the Library Staff

Enclosure 2

Mrs. Ruth Little, Head Librarian, will introduce members of the library staff and present a report on the library and library services.

4.2 Recommended Approval for Submission of an Application for Funding under the Elementary and Secondary Education Act (ESEA), Title III, Adult Basic Education, in the Amount of $47,395

Attachment 4.2

The Superintendent recommends approval of the application for $47,395 in funds to continue the Basic Education and ESL program for the economically disadvantaged.

4.3 Report on Results of State Licensed Vocational Nurses Examination

Attachment 4.3

4.4 Report on Follow-Up Study of the Associate Degree of Nursing (ADN) Program - June, 1969 - Research Office Memo 5-71

Enclosure 3

4.5 Recommended Approval of Proposed Summer Session Schedule for SBCC, June 21 - August 13, 1971

Attachment 4.5

4.6 Recommended Approval of New Courses for the 1971-72 College Year

Attachment 4.6

5. BUSINESS SERVICES

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

Attachment 5.1

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment services on Purchase Order Nos. 2379 through 2507, inclusive.
5.2 Recommended Authorization and/or Ratification of Payment of Claims

Attachment 5.2

The Superintendent recommends authorization and/or ratification of payment of claims listed on Attachment 5.2 and such other claims as may arise prior to the meeting.

5.3 Financial Reports

Attachment 5.3

Attachment 5.3 presents: (1) The Cafeteria Operating Statements (Profit and Loss) for January, February, and March, 1971; (2) The General Fund cash balance, revenue, and expenditure information as of March 31, 1971; and (3) The Statement of Condition of the Special Reserve Fund as of March 31, 1971.

5.4 Recommended Approval of Increase in Cost of Annual Audit, 1970-71.

William D. Kendall – $1,600

Attachment 5.4

In 1970 the District entered into a three-year contract with William D. Kendall, Certified Public Accountant, for audit services as required by law. The amount of the contract was $1,450. The contract allows for increasing the amount due to increasing the number of funds required for audit and for increasing operating costs. This year the District has added the Cafeteria Account due to the development of District-operated food services. A negotiated amount for that service is $100. Additionally, it is requested that the basic fee of $1,450 be increased to $1,500 due to rising costs of doing business. Attachment 5.4 delineates the recommended changes in the audit contract.

The Superintendent recommends that the Board approve an increase in the annual contract audit fee for 1970-71 with William D. Kendall, Certified Public Accountant, from $1,450 to $1,600.

5.5 Recommended Authorization to Order Supplies and Equipment Items for 1971-72 College Year

Because of delivery schedules, it is necessary that certain equipment and supplies required for the opening of the 1971-72 college year be ordered in advance of budget approval. Such orders are anticipated to be minimal.

The Superintendent recommends that the Board authorize the issuance of notices of intent to purchase selected supplies and equipment items deemed necessary for the 1971-72 college year in advance of budget adoption. Further, that such authorization be limited to an amount not to exceed 50% of the total amount budgeted for such items in the 1970-71 college year.
5.6 Recommended Authorization to Solicit Estimates of Cost for Construction of Stairway

Enclosure 4

Currently, an asphalt path exists between parking lot 2-A and the campus entrance drive. The condition of the pathway is somewhat hazardous and should be replaced. The initial, low estimate to rebuild the pathway in conformance with the Code was $8,000. The project was approved by the Board in the 1970-71 budget in the estimated amount of $2,000. Because the estimate far exceeded the amount originally budgeted for the project, the architects were requested to re-examine the alternatives. Enclosure 4 reflects the recommendation of the architects.

The Superintendent recommends the Board authorize the administration to seek estimates for the construction of a stairway between parking lot 2-A and the campus entrance drive.

5.7 Recommended Approval of Lease of Additional Space for Apprenticeship Program with Coastal Lemon Co.

Additional space is necessary for the conduct of the apprenticeship program. Recently, approximately 480 square feet was vacated at the Montecito Street facility and is now available to the District for instructional use. The space is available under the same conditions as the remainder of the facility, i.e., 10 cents a square foot plus cost of alterations.

The Superintendent recommends that the Board approve the extension of the current lease agreement with Coastal Lemon Co. to include an additional, approximate 480 square feet.

5.8 Recommended Acceptance of Work and Authorization to File Notice of Completion - J. W. Bailey Construction Co. - Continuing Education Fire Damage Rehabilitation

Work to restore the fire-damaged Continuing Education facility has been substantially completed and is acceptable to our inspectors. Only minor "pick-up" items have yet to be completed.

The Superintendent recommends that the Board authorize the Administration to file a Notice of Completion on this work and to proceed with payment as called for in the contract -- total cost is $6,403.

5.9 Progress Report - Physical Education Complex

Attachment 5.9

5.10 Recommended Approval of Adjusted Fee Schedule for Continuing Education Classes

Attachment 5.10
During the past several years, the Citizens' Advisory Council for Continuing Education has been studying the fee structure for the non-credit Continuing Education program as well as the fee structure for credit classes for defined adults. The Fee Committee has recommended a 100 percent increase in the fees, i.e., from $1.00 to $2.00 for non-credit classes and from $1.50 to $3.00 for credit classes -- the credit classes are on a semester basis and the non-credit classes are on a quarter basis.

Attachment 5.10 presents the recommendations of the Fee Committee for the Citizens' Continuing Education Advisory Council. Mr. Wake, Director/Administrative Dean of Continuing Education, will discuss the recommended actions at the meeting.

The Superintendent recommends that the Board approve an adjusted fee schedule for the Continuing Education non-credit and credit classes in accordance with the recommendations of the Citizens' Continuing Education Advisory Council, as delineated in the attachment.

5.11 Recommended Approval of Tuition Fee Adjustment for Foreign Students, $22 per Unit per Semester with Maximum of $330 per Semester

The statutes regarding tuition fees for non-resident and foreign students in 1971-72 have been changed to require that the maximum charge per unit be increased from $14 to $30 per unit per semester, or from $210 per semester to $450 for full-time students. The sharp increase in tuition fees for the next college year appears to impose a great hardship for most of the foreign students who are far from home and who normally plan finances for a two-year period. The statutes do allow districts to adjust the tuition but may not charge more than the stated amount. Mrs. Lantagne will discuss the ramifications of the problem at the meeting.

The Superintendent recommends that for the 1971-72 college year, non-resident students who are both citizens and residents of a foreign country be charged $22 per unit per semester or summer session, with a maximum of $330 per semester. Further, that such non-resident foreign students be charged the full tuition after 1971-72.

6. GENERAL INFORMATION

6.1 Review of Community College Research

Enclosure 5

Dr. Thomas F. MacMillan will report on "Institutional Research as the Field Performs It: A Friendly Look at Ourselves in the California Community Colleges" -- Research Office Memo 9-71.

6.2 Review of Pending Legislation

At the last Board meeting copies of the SACRAMENTO SCENE, CJCA, Volume 4, Number 2, dated April 7, 1971, were distributed (Encl 2). The publication summarized the status of pending legislation of special concern to community colleges. Discussion of these pending legislative measures was held over from the last meeting.
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6.3 Recommended Approval of Resolution No. 22, Expressing Appreciation for the Contributions of Mrs. Alice F. Schott to the Community and to Santa Barbara City College  
Attachment 6.3


6.5 Report on Results of SBCC Election for Academic Senate President and Representative Council

6.6 Report on Results of County Superintendent's Survey Regarding Payment of Classified Employees on the Last Working Day of the Month - Education Code Section 13604  
Attachment 6.6

6.7 Report on Results of Trustee Election Held April 20, 1971  
Official results of the trustee election in the Santa Barbara Junior College District are shown below. The three incumbent members -- Mr. Garvin, Mr. Frank, and Mr. Wells -- have been re-elected for another four-year term of office.

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<thead>
<tr>
<th>Area</th>
<th>Candidate</th>
<th>Votes</th>
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<tr>
<td>2</td>
<td>Mr. Garvin</td>
<td>15,379</td>
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<tr>
<td></td>
<td>Mr. Ellis</td>
<td>8,209</td>
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<td>3</td>
<td>Mr. Frank</td>
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<td></td>
<td>Mr. Hernandez</td>
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<td>4</td>
<td>Mr. Wells</td>
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<td></td>
<td>(unopposed)</td>
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6.8 Report on Coming Events - Mr. James Williams

7. ADJOURNMENT

The next regular meeting of the Board of Trustees will be on May 27, 1971