AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
July 22, 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, July 8, 1971
1.6 Hearing of Citizens
1.7 Communications
   a. Letter of Appreciation to SBCC Faculty and Marine Diving
      Technician Program Students from Supervisor of Diving,
      U. S. Department of the Navy
      Attachment 1.7-a
   b. Certificate of Award for Informational Brochure, "Come
      Get Yourself Together"
   c. Memorandum from Dr. Georgiana Hardy, President of California
      School Boards Association, Regarding C.S.B.A. Delegate
      Assembly Nominations
      Enclosure 1
   d. Letter of Resignation from Board of Trustees by Mr. Wilbur L.
      Fillippini, dated July 15, 1971
      Attachment 1.7-d

2. PERSONNEL

2.1 Certificated Personnel
   a. Recommended Appointment of Theatre Arts Director and
      Continuing Education Division Instructor (Replacement)
      Attachment 2.1-a
   b. Recommended Appointment of Half-Time Instructor in
      Radiologic Technology for 1971-72 College Year
      Attachment 2.1-b
2.2 Classified Personnel

a. **Recommended Approval of Job Specification Sheets for Two New Positions: Publications Coordinator; Human Relations Aide**
   Attachment 2.2-a

b. **Recommended Approval of Longevity Increment**
   Attachment 2.2-b

c. **Recommended Reclassifications**
   Attachment 2.2-c

d. **Recommended Appointment - New Position**
   Attachment 2.2-d

e. **Recommended Appointment**
   Attachment 2.2-e

f. **Recommended Hourly Appointment (Substitute)**
   Attachment 2.2-f

g. **Recommended Hourly Appointments for 1971-72 College Year**
   Attachment 2.2-g

h. **Recommended Continuing Education Division Hourly Appointments for 1971-72 College Year**
   Attachment 2.2-h

i. **Recommended Student Appointments (Hourly)**
   Attachment 2.2-i

j. **Recommended Approval of Transfer**
   Attachment 2.2-j

k. **Recommended Acceptance of Resignation**
   Attachment 2.2-k
1. **Recommended Six-Month and Yearly Salary Increments**  
   Attachment 2.2-1 

   m.- **Recommended Authorization of Travel and Conference Attendance**  
   Attachment 2.2-m 

3. **STUDENT PERSONNEL**

   3.1 **Follow-Up of Students Who Did Not Re-enroll after One-Year at SBCC, Research Office Memo No. 13-71**  
   Enclosure 2  
   
   Dr. Thomas MacMillan, Director of Research & Development, will report on research comparing the characteristics of students who left SBCC after one year with those students who left after one semester.

4. **CURRICULUM AND INSTRUCTION**

   No Agenda Items

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 and services on Purchase Order Nos. 2681 through 12-00152, 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 **Recommended Acceptance of 1958 Two-Door Chevrolet Sedan from Mr. John J. Penney of Santa Barbara**  
   Attachment 5.3  
   
   Mr. John J. Penney wishes to donate his 1958 Chevrolet two-door sedan, License No. LJJ257, to the Santa Barbara City College Auto Shop.

   The Superintendent recommends that this gift be accepted by the Board of Trustees.
5.4 Recommended Approval of Audio-Visual Contract with the Los Angeles County Superintendent of Schools

Each year the District rents many films for instructional purposes. Mr. Theron Barnes, Audio-Visual Supervisor, has investigated the services offered by the Los Angeles County Superintendent of Schools for limited film service rental. Because of their extensive film library and their fee schedule, it appears to be in the best interest of SBCCD to enter into a limited contract for film service with the Los Angeles County Superintendent of Schools. The amount of film used by the College would dictate the price to be paid for rental of each film. The maximum rental figure is $7.50 per booking.

The Superintendent recommends that the Board approve a limited contract for film service with the office of the Los Angeles County Superintendent of Schools for the 1971-72 college year at a cost not to exceed $7.50 per film per booking period.

5.5 Recommended Ratification of Lease Extension for the Facility at 312 Nopal Street

Because of our continuing need for a facility to house the Marine Diving Program, machine shop and welding program, it is recommended that the District's lease agreement with United California Bank for the facility at 312 Nopal Street be extended for at least one more year. The current terms of the lease require an annual payment of $1,272 plus the difference in property taxes between what is required for the 1971-72 year and what was required for the 1969-70.

The Superintendent recommends the ratification of the lease extension for the facility at 312 Nopal Street with the United California Bank at the rate of $1,272 a year, plus an additional amount required due to increased property taxes between 1969-70 and 1971-72.

5.6 Recommended Approval of Publication Budget

Enclosure 3

On June 24, the Board adopted a tentative budget and authorized the Superintendent to forward that budget to the County Superintendent, as required by law. Now it is required that a budget reflecting, as nearly as possible, the proposed program for the next fiscal year be approved for publication purposes. During the interim between the "tentative budget" and the "publication budget", the staff and the Board's Budget Review Committee have carefully examined the tentative budget. Because the finance picture is still somewhat clouded, it is recommended that the tentative budget be adopted unchanged as the publication budget. It is anticipated, however, that by the time of the public hearing and formal adoption of the budget in August, some additional changes will be made both in the income and the expenditure sides. Dr. Sorsabal, Administrative Dean of Business Services, will discuss anticipated changes in the final budget at the meeting.
The Superintendent recommends that the Board approve the 1971-72 Publication Budget for the Santa Barbara Community College District in the amount of $6,375,225, and further recommends that the Board authorize the Superintendent to forward this budget to the County Superintendent of Schools.

5.7 Recommended Approval of Use and Service Agreement with the Sperry Rand Corporation, Univac Division, for Two Key-Punch Verifiers

For the current operation of the Data Processing Division, the District leases a key-punch and verifying machine from the IBM Corporation. With the upgrading of the District's Data Processing System, it is apparent that the key-punch services need to be updated as well. It is anticipated that there will be no additional cost for leasing two key-punch verifiers because the District will be returning to IBM three separate machines. The monthly equipment charge for the two key-punch verifiers will be $110 each, plus $45 each for basic maintenance charges.

The Superintendent recommends the approval of a one-year "Use and Service Agreement" with the Univac Division of Sperry Rand Corporation for the lease of two key-punch verifiers at the total cost of $310 monthly including maintenance.

5.8 Progress Report - P. E. Complex

Attachment 5.8

As can be seen by the attached Inspector's Report No. 66, the progress of the work has slowed considerably during the final stage which can be accepted as normal. It is still anticipated that the work will be accomplished somewhat ahead of schedule of the September 12 completion date.

5.9 Recommended Approval of Use of P. E. Complex by the City of Santa Barbara

Under the terms of the Joint Use Agreement between the City of Santa Barbara and the Santa Barbara Community College District, certain facilities of the City and all of the facilities of the District are available for joint use. By agreement, each party is to operate and maintain its own facilities with the exception of Los Banos. The cost of operation for that facility is borne by the user and the cost of maintenance is shared -- primarily because it is recognized that there are direct costs involved.

It is anticipated that the same type of extra costs will be incurred in the operation of the P. E. complex, but not to the same extent as with the swimming pool. Therefore, it is anticipated that some type of modification will need to be made to the existing agreement which would financially assist the District in the operational costs involved with non-school use.
A suggested method would be to limit the billing to the District for the use of Los Banos to those operating costs directly incurred by the District, such as utilities and towel service. Additionally, it is appropriate for the District to share in the cost of major maintenance and repair; i.e., those costs for materials and services in excess of $1,000. By so doing, this would result in an approximate savings of $8,000 per year to the College, which is approximately the estimated cost for the operation of the P. E. complex as requested by the City, approximately 30 hours per week.

The Superintendent recommends the approval of the use of the P. E. complex by the City of Santa Barbara to further the recreational and educational objectives of the Joint Use Agreement, contingent upon an appropriate modification of the Joint Use Agreement to compensate the District for additional costs incurred as a result of non-school use by the City or Recreation Department.

6. GENERAL INFORMATION


Enclosure 4

6.2 Progress Report on Items for Institutional Study and Action

Enclosure 5

6.3 Report on Coming Events

7. ADJOURNMENT

Since the Education Code requires that the public hearing on the District Budget be held during the first week in August, the Superintendent recommends meeting on August 5, 1971, the first Thursday, at 4:00 p.m. instead of the first regular meeting date of August 12, 1971.

It is further recommended that the next meeting following that on August 5 be held on the regular meeting date -- the fourth Thursday of the month, August 26, 1971, at 4:00 p.m.