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

September 23, 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 August 26, 1971
1.6 Hearing of Citizens
1.7 Communications
   a. Notice of Public Hearing Concerning Location of Proposed
      Route 101 Freeway between Salinas Street and Carrillo Street
      Undercrossing in the City of Santa Barbara
      Attachment 1.7-a
   b. Letter from Director of Drug Abuse Intervention Project
      Requesting a Board Member to Serve on the Drug Project
      Advisory Council and Recommended Adoption of Resolution No. 6
      Attachment 1.7-b
   c. Memorandums #3-#4-#5 from Santa Barbara County Schools
      Concerning President Nixon's White House Executive Order
      Providing for Stabilization of Prices, Rents, Wages and Salaries
      Attachment 1.7-c

2. PERSONNEL

2.1 Certificated Personnel
   a. Routine
      (1) Recommended Acceptance of Resignations
          Attachment 2.1.a (1)
      (2) Recommended Approval of 1971 Summer Session Substitute
          Attachment 2.1.a (2)
(3) Recommended Approval of Continuing Education Instructors
   Attachment 2.1.a (3)

(4) Recommended Authorization of Travel and Conference Attendance
   Attachment 2.1.a (4)

b. Non-Routine

(1) Recommended Approval of P. E. Coaching Assistants
   Attachment 2.1.b (1)

(2) Recommended Approval of Hourly Instructors for 1971 Fall Semester
   Attachment 2.1.b (2)

(3) Recommended Correction to Salary Schedule for 1971-72
   Attachment 2.1.b (3)

(4) Recommended Appointment of Foreign Language Division Chairman
   Attachment 2.1.b (4)

2.2 Classified Personnel

a. Routine

(1) Recommended Acceptance of Resignations
   Attachment 2.2.a (1)

(2) Recommended Approval of Reclassification
   Attachment 2.2.a (2)

(3) Recommended Approval of Change in Shift
   Attachment 2.2.a (3)

(4) Recommended Authorization of Travel and Conference Attendance
   Attachment 2.2.a (4)

b. Non-Routine

(1) Recommended Approval of Yearly Salary Increments
   Attachment 2.2.b (1)

(2) Recommended Approval of Job Specification Sheets for Two Positions:
    Professional Expert in Research & Programming; and Toolkeeper (Vocational-Technical Department)
   Attachment 2.2.b (2)
5. **BUSINESS SERVICES**

5.1 **Routine**

a. **Recommended Authorization and/or Ratification of Purchase Order Numbers for Supplies, Equipment, and Services**

   Attachment 5.1-a

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3. **STUDENT PERSONNEL**

3.1 **Follow-up Study on Summer Readiness Program: "NYC Goes to College"**

   Research Office Memo 16-71

   Enclosure 1

   Dr. Thomas MacMillan, Director of Research & Development, will report on the follow-up study that was conducted for the 70 students participating in the 1971 Neighborhood Youth Corps (NYC) Summer Readiness Project at SBCC.

3.2 **"Associate Degree Persistence Report" - Research Office Memo 17-71**

   Enclosure 2

   Dr. Thomas MacMillan, Director of Research & Development, will report on a follow-up study on the persistence rates in the Associate Degree Nursing Program since 1967, showing comparisons between local and national programs.
The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment, and services on Purchase Order Nos. P12-00529 through P12-00659, inclusive.

b. **Recommended Authorization and/or Ratification of Payment of Claims**

   Attachment 5.1-b

   The Superintendent recommends authorization and/or ratification of payment of claims as may arise prior to the meeting.

c. **Recommended Approval of Appropriation Transfer No. 72-005 in the amount of $213**

   Attachment 5.1-c

   To allow for the purchase of an electronic calculator, it is necessary to transfer funds from "Equipment Rental" account to "Capital Equipment Outlay" account.

   The Superintendent recommends the approval of appropriation transfer 72-005 in the amount of $213.

d. **Recommended Approval of Appropriation Transfer No. 72-006 in the amount of $3,849**

   Attachment 5.1-d

   Because the cost of additional pianos exceeded the budgeted amount, it is necessary to transfer funds to meet the obligation. Funds are available in the "Capital Building Outlay" account.

   The Superintendent recommends the approval of appropriation transfer 72-006 in the amount of $3,849.

e. **Notice of Adjustment in Allocation for Educational Opportunity Grants (EOG) Program - a $2,980 Increase for 1971-72**

   Attachment 5.1-e


   Attachment 5.1-f

   This releases funds for the District's Health Occupations Facility.

5.2 Non-Routine

a. **Recommended Approval of Change Order No. 11 for Physical Education Complex - Don Greene, Contractor, Inc.**

   Change Order No. 11 is a deduction of $285 for a portion of the inspection and testing costs pursuant to "Special Conditions" in the bid documents.
Original Contract Price ... $1,834,000
Change Order Nos. 1-10 + 24,509
       1,854,509
Change Order No. 11 - 285
       $1,858,224

The Superintendent recommends approval of deductive
Change Order No. 11 in the amount of $285 to the contract
with Don Greene, Contractor, Inc. for the P. E. Complex.

b. Recommended Approval of Change Order No. 2 for Entrance
   Lighting and Motorcycle Campus Parking - O. K. Industries

Change Order No. 2 is a deduction of $10 from the contract
price for the payment of the cost of compaction retests pursuant
to the provisions of the "General Conditions of the Specifications".

Original Contract Price ... $16,269
Change Order No. 1 + 200
       16,469
Change Order No. 2 - 10
       $16,459

The Superintendent recommends the approval of deductive
Change Order No. 2 in the amount of $10 to the Motorcycle
Parking Contract with O. K. Industries.

c. Recommended Approval of Appropriation Transfer No. 72-004 in
   the amount of $5,559 and Resolution No. 7

Attachment 5.2-c

Appropriation transfer 72-004 is requested to enable the
District to take advantage of a Federal College Work Study
Grant approved at the last Board meeting. These funds will
allow the District to reinstate student employment at the
"preliminary budget" level.

The Superintendent recommends the adoption of Resolution
No. 7 and approval of appropriation transfer 72-004 in the
amount of $5,559.

d. Recommended Approval of an Application for Funding of an MDTA
   Project in the amount of $73,466

Attachment 5.2-d

The State Department of Human Resources Development has
requested the development of a Landscaper and Groundskeeper
Course for low-income adults, which is a repeat of a program
we have had in past years.

The Superintendent recommends the approval of this
application for $73,466 in funding for the Landscaper-Groundskeeper
MDTA Project. No additional District funds are required -- only
$6,692 in-kind matching funds.
e. **Recommended Acceptance of $12,033 Grant Award for Adult Basic Education Project for 1971-72 (P.L. 90-230)**

Attachment 5.2-e

Notice has been received that $12,033 in funds have been allocated to the SBCCD to provide support for the Adult Basic Education Project for the period September 1, 1971 through June 30, 1972.

The Superintendent recommends that the Board accept the $12,033 grant from the Department of Education.


Attachment 5.2-f

On August 26, 1971, the Board approved a line-of-credit budget request for $2,550 in funds to operate a program of instruction in connection with the Work Incentive Program (WIN). Notice has been received that the $2,550 in WIN funds have been allocated to the District.

The Superintendent recommends that the Board accept the $2,550 in funding from the Department of Education.

g. **Recommended Acceptance of $3,375 in Funds for the Law Enforcement Education Program (LEEP) for 1971-72**

Attachment 5.2-g

A letter has been received from the U.S. Department of Justice authorizing $3,375 in funds for the District's annual level of LEEP activity. These funds will provide for continued participation in this financial aid program for Law Enforcement majors at SBCC.

The Superintendent recommends that the Board accept the $3,375 in funding from the Law Enforcement Assistance Administration.

h. **Recommended Acceptance of Stairway Construction Project by O. K. Industries, Contractor - Cost: $4,987**

Work on the stairway leading from Lot 2-A to the campus entrance drive has now been satisfactorily completed.

The Superintendent recommends that the stairway construction project be accepted and the Business Office be authorized to file a 'Notice of Completion' and to make payment in the amount of $4,987 to O. K. Industries.

i. **Recommended Approval of Construction of Four Additional Bays to Fiesta Building - Cost: $22,500**

To meet the District's lease obligation to the Old Spanish Days in Santa Barbara, Inc., it is recommended that the complete structure as approved be constructed in the initial phase. This item was Alternate No. 1 in the original bid proposals for the Pershing Park Project.
5. BUSINESS SERVICES

5.2 Non-Routine

I. Recommended Approval of Lease - YANKEE FARM - EDWARD and PEARL HASKELL, OWNER.

To conduct the landscape gardening project under the M.D.T.A. program, it is essential that land be leased. Mr. Bailon has arranged with the owners of YANKEE FARM, Edward and Pearl Haskell, to lease the property for $116.67 per month. The funds are 100% federal and are included in the project.

The Superintendent recommends the approval of a lease of property owned by Edward and Pearl Haskell for $116.67 per month for use in the M.D.T.A. project for landscape gardeners.
The Superintendent recommends that the Board approve the construction of four bays to the facility to be used by the Old Spanish Days in Santa Barbara, Inc. at a cost not to exceed $22,500.

j. **Recommended Appointments to the Data Processing Joint Committee**

On August 26, 1971, the Board approved a Joint Powers Agreement for Data Processing between the Santa Barbara High School District and the Santa Barbara Community College District. The Agreement established a 'Data Processing Joint Committee' consisting of three representatives from each District.

It is recommended that the following individuals be appointed to represent the Santa Barbara Community College District:

- Dr. Donald K. Sorsabal as Business Manager
- Mr. Loring J. McAuliffe as Director of Data Processing
- Mr. Ralph J. Schiferl as Instructional Representative

k. **Recommended Approval of Policy and Rules and Regulations Governing Travel and Conference Expenses**

Enclosure 3

The current policy governing travel and conference attendance and reimbursement is a carry-over policy from the former parent District. A survey of our comparable Districts has been conducted by the Business Services Division to determine current practices; the results are included in Enclosure 3.

As a result of the survey, it appears that the Santa Barbara Community College District needs to update its policies in this area. A report on the recommendations will be presented at the meeting.

The Superintendent recommends that the Board adopt the 'Policy and Rules and Regulations Governing Travel and Conference Expenses' for the Santa Barbara Community College District as presented in Enclosure 3.

6. **GENERAL INFORMATION**

6.1 **Report on Coming Events - Mr. James Williams**

7. **ADJOURNMENT**

Members of the Board have expressed an interest in a workshop meeting to discuss data processing. Arrangements have been made to hold such a meeting on Saturday, October 9, from 9:30 to 11:30 a.m. It is recommended that a Special Meeting of the Board of Trustees be held at 9:30 a.m. on October 9 as a "Workshop on Data Processing".

The next regular meeting of the Board will be held on Thursday, October 14, 1971.