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 Vice President Benjamin P. J. Wells in the absence of President Sidney R. Frank on Thursday, January 27, 1972, at 4:02 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 (Arrived at 4:34 p.m.)
Mr. Benjamin P. J. Wells, Vice-President
Dr. Joe W. Dobbs (Arrived at 4:03 p.m.)
Mr. James R. Carvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs

Members Absent:

Mrs. Kathryn O. Alexander

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
Dr. Thomas F. MacMillan, Director, Research & Development
Mr. Alfred L. Silvera, Administrative Dean, Student Activities and Services
Mr. Selmer O. Wake, Director/Admin. Dean, Continuing Education
Mr. James M. Williams, Director, College Information
Mrs. Katherine McCloskey, Staff Writer, S. B. News-Press
Dr. Curtis B. Solberg, Chairman, Professional Standards and Leave Committee
Miss Emily Zanesco, Associate Editor, Channels
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Others present for all or a portion of the meeting (cont'd):

Mr. Lisle C. Bresslin, Asst. Dean, Admissions & Records  
Miss Gloria A. Castleberg, Director, Classified Personnel  
Mr. William J. Cordero, Director, Placement & Financial Aids  
Mr. Fred R. Cuellar, Peer Group Counselor, Member of MECHA  
Mr. Melvin J. Elkins, Asst. Dean, Vocational Education  
Mr. Alfonso Hernandez, Asst. Prof./Chrm. Foreign Language  
Mr. David N. Lawyer, Instructor, Social Science & English  
Mr. Nick Nacario, Peer Group Counselor, Chrm. of MECHA  
Mr. David L. Pickering, Controller, Accounting Services  
Mr. Larry Reed, Peer Group Counselor, Chairman of BSU  
Mr. David Silva, Peer Group Counselor  
Mr. Theron E. Barnes, Audio-Visual Supervisor  
Mrs. Barbara Tinker, Secretary to Superintendent-President

1.3 Welcome to Guests

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

1.4 Executive Session

Mr. Wells stated no executive session would be held.

1.5 Minutes of Regular Meeting of January 13, 1972

Upon motion of Mr. Garvin, seconded by Mrs. Gutshall, the Board unanimously approved the minutes of the regular meeting of January 13, 1972, as delivered.

1.6 Hearing of Citizens

None

1.7 Communications

(ADDED ITEM) a. Report on SBCC Enrollment for the 1972 Spring Semester

Mr. Lisle Bresslin, Assistant Dean of Admissions & Records, reported on the current enrollment figures for the 1972 Spring semester:

Day Enrollment . . . . . . . . . 4,526  
Evening Enrollment . . . . . . . 1,676
2. PERSONNEL

2.1 Certificated Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, 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 Certificated Assignments for the Continuing Education Division - Attachment 2.1-a (1)

   Hourly Appointment and Additional Hours for Previously Approved Personnel Special Lecturers - Continuing Education

(2) Authorization of Travel and Conference Attendance - Attachment 2.1-a (2)

b. Non-Routine

(1) Approval of Sabbatical Leaves for the 1972-73 College Year

The Superintendent called the Board's attention to Attachment 2.1-b (1), a list of faculty members who had applied for sabbatical leave for the 1972-73 college year. The Board was informed that Mrs. Gwen Jenkins' name was to be removed from the list because she needs to take a health leave of absence during the 1972 Spring semester.

The Superintendent commended Dr. Solberg, Chairman of the Professional Standards and Leave Committee, and the members of his committee for their work in reviewing the applications for sabbatical leave; and commended the faculty for the quality of sabbatical leave experiences they have insisted upon.

It was recalled that the Board approved an interim sabbatical leave policy two years ago which established and maintained an expenditure level. Although the faculty is larger and the list of applicants is longer, the total cost is within the dollar limit established by the policy.
2.1-b. Non-Routine Certificated Personnel (Continued)

(1) Continued

An additional page on "Sabbatical Leave Computations" was distributed at the meeting for the Board's information.

There was considerable discussion regarding the present sabbatical leave policy versus the "old 5 percent rule". Dr. Dobbs indicated he had received numerous inquiries from faculty members on the policy and voiced general concerns on the areas of workload, quality of instruction and obtaining the same caliber of replacement instructors for those going on sabbatical leave; an evaluation of the present policy was requested.

Dr. Solberg explained that the quality of instruction was the major consideration of the faculty. He informed the Board that his committee is currently in the process of re-evaluating the District's sabbatical leave policy and should be completed within the next two months.

Mr. Huglin, Administrative Dean of Instruction, emphasized that the division chairmen were in complete agreement that the effectiveness of instruction was the most important consideration in evaluating the sabbatical leave policy.

After lengthy discussion, Dr. Dobbs called for the question. Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the sabbatical leaves requested in Attachment 2.1-b (1) for the 1972-73 college year.

The Superintendent indicated that at the next meeting the Board members would be provided with a summary of the sabbatical leave experiences planned by the faculty members, as requested by Mrs. Meigs.
2.1-b. Non-Routine Certificated Personnel (Continued)

(2) Approval of Request for Health Leave of Absence

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and carried by the Board to approve the health leave of absence for Mrs. Gwen Jenkins for the Spring semester, as shown in Attachment 2.1-b (2).

(3) Approval of Appointment for Health Occupations Division

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the appointment of Mrs. Karen Dadich as an instructor for the ADN Program for the Spring semester, 1972, as shown in Attachment 2.1-b (3).

(4) Approval of Consultant Employment

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Meigs, and carried by the Board to approve the employment of Mr. James Kilgore, a Black poet, as a consultant as shown in Attachment 2.1-b (4).

Mr. Kilgore will spend February 9, 1972, with classes and students reading his poetry.

(5) Approval of Reclassification - Tutorial Services

The Superintendent informed the Board of Mr. LeBlanc's completion of work for his master's degree at UCSB. As part of a new phase in the Tutorial Program, developed by Mr. LeBlanc, he will be teaching Effective Study Skills and Career Planning & Self Appraisal courses and will be developing curricula, media, and materials to support the tutorial services. The Superintendent recommended that the Board approve a reclassification for Mr. LeBlanc from a classified position to a member of the certificated staff.

Present Salary $960 per month (12 months) $11,520 annually
Change to Step II-3 $1,065 per month (10-month contract) $10,652 annually
2.1-b. Non-Routine Certificated Personnel (Continued)

(5) Continued

Upon motion of Mrs. Gutshall, seconded by Mr. Garvin, the Board unanimously approved the reclassification of Mr. Jackman LeBlanc, Director of Tutorial Center, from classified to certificated staff, effective February 1, 1972, as shown in Attachment 2.1-b (5).

(6) Presentation of Proposed Amendments to Policy on Certificated Employer-Employee Relations

The Superintendent stated that Enclosure 1 contained the proposed policy for Certificated Employer-Employee Relations and was presented for the Board's information; it will be brought to the Board for action at the next meeting.

In 1965, the Board of Trustees adopted a policy and amendments were made in 1968. Recent changes in the law (the Winton Act) require further amendment.

The Superintendent informed the Board that proposed deletions had the original wording lined out and proposed additions were underlined. Attention was called to certain portions of the proposed amendments. The proposed policy on Certificated Employer-Employee Relations was discussed with various certificated employee groups. The Superintendent stated "there is consensus on the policy at this time."

2.2 Classified Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and unanimously carried by the Board to approve the following classified personnel action items as indicated in the attachments:
2.2-a. Routine Classified Personnel (Continued)

(1) **Approval of Additional Classified Appointments - Attachment 2.2-a (1)**

General Classified and Continuing Education Positions

(2) **Approval of Student Appointments, General and EOA - Attachment 2.2-a (2)**

(3) **Authorization of Travel and Conference Attendance and Advancement of Funds - Attachment 2.2-a (3)**

b. Non-Routine

(1) **Approval of Six-Month and Yearly Salary Increments**

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Meigs, and carried by the Board to approve the six-month and yearly salary increments for the classified personnel listed on Attachment 2.2-b (1).

(2) **Approval of Consultant Employment**

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the employment of Mr. Robert Pugh as a consultant for design for radiation protection for proposed x-ray installation in the Nursing Education Facility, as shown in Attachment 2.2-b (2).

(Mr. Frank arrived at 4:34 p.m. and chaired the remainder of the meeting.)

As suggested by the Superintendent, Agenda Item 4.1 was taken out of order at this time.

3. **STUDENT PERSONNEL**

3.1 **Report on NORCAL Follow-up of Students Who Discontinued Enrollment**

Dr. MacMillan, Director of Research & Development, presented the results of a three-phase follow-up study of students who entered community colleges in the Fall of 1969. The study was performed by

* Agenda item incorrectly stated it was to be a "three-page follow-up study".
3. STUDENT PERSONNEL (Continued)

3.1 Continued

Mr. Don Kester, Project Director for the NORCAL Research Group, of which Santa Barbara City College is an institutional member.

The categories of ex-community college students, "Stop-outs", studied in this follow-up study on attrition were:

Group 1 - Students who completed the first semester and did not return for the second semester

Group 2 - Students who completed one full year and did not return for the third semester

Group 3 - Students who completed three semesters and did not return to complete the fourth semester

The research design for the follow-up study consisted of sending questionnaires to the three groups of "stop-outs" -- 90% of those sent out were returned. Enclosure 2, distributed to the Board of Trustees, contained the results of the findings as prepared by Mr. Kester.

Dr. MacMillan briefly reviewed the report and pointed out the particular areas of interest: (1) a greater percentage of students who completed one year go on to higher education than any other group; persons who completed three semesters were more satisfied with the college preparing them for jobs; most of the "stop-outs" did not come from the lowest levels of poverty.

Mr. Frank, on behalf of the Board, thanked Dr. MacMillan for his report on a "most interesting study".

3.2 Adoption of Policy on Priorities for Admission and Registration

On December 9, 1971, the Governor signed into law a bill lowering the age of majority in California from the age of 21 to 18 (A.B. 2887, Priolo). It is anticipated that large numbers of students from outside the District may apply for admission to Santa Barbara City College. It is believed that the first obligation of the District is to graduates of local high schools and that policies should be adopted to make it possible to meet that obligation.
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3. STUDENT PERSONNEL (Continued)
   3.2 Continued

   The Superintendent called the Board's attention to Attachment 3.2, which contained a list of proposed priorities for admission and registration for the Santa Barbara Community College District. It was pointed out that the Student Services Advisory Committee had reviewed the proposed priorities and their opinions were reflected in them.

   Mr. Frank read the proposed priorities (Attachment 3.2) aloud to the Board, which was followed by a discussion for clarification of the suggested priorities.

   Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the Board to adopt the proposed policy on "Priorities for Admission and Registration" for the Santa Barbara Community College District.

4. CURRICULUM AND INSTRUCTION

   4.1 Approval of the Position of Chairman, American Ethnic Studies Division

   The Superintendent stated that Attachment 4.1 contained a copy of the minutes of a special meeting of the Division Chairmen Council held on January 11, 1972, during which a recommendation for the establishment of an American Ethnic Studies Division was considered. The Division Chairmen Council approved the recommendation after lengthy and positive discussions by division chairmen and other members of the faculty.

   The Superintendent commended those who drafted the proposal and all members of the faculty who participated in the discussions. He indicated that Board action would not be necessary on establishment of the chairmanship until later but that he believed the faculty concerned wished to have their recommendations brought to the Board's attention at this time.

   After some discussion and upon the recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and unanimously carried by the Board to approve the position of
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4. CURRICULUM AND INSTRUCTION (Continued)

4.1 Continued

Chairman, Ethnic Studies Division, effective for the 1972-73 college year.

The Superintendent informed the Board that Mr. Pablo Buckelew and Mr. David Lawyer have been recommended as co-chairmen for the new division (Mr. Lawyer was present at the meeting and was introduced to the Board members). Division chairmen appointments are made in July and will be brought to the Board for action at that time.

Mr. Frank stated that the Board of Trustees was in complete agreement with the concepts envisioned for the new division and voiced his appreciation to those who drafted the proposal.

5. BUSINESS SERVICES

(Item 5.2-b was taken out of order at this time, as suggested by the Superintendent.)

5.1 Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, 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. P120-1319 through P120-1419 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

5.2 Non-Routine


The Superintendent stated that Attachment 5.2-a, containing a status report on the condition of the General Fund and the Special Reserve Fund, was brought to the Board for their information.
5.2 Non-Routine BUSINESS SERVICES (Continued)

a. Continued

A revised page on "Appropriations, Expenditures, Encumbrances and Balances of the General Fund" was distributed to the Board at the meeting.

b. Adoption of Resolution No. 15, Authorizing the County to Advance $300,000 in Funds to the Credit of the Santa Barbara Community College District

In order to meet current operating requirements before the April taxes are credited to the General Fund, a short-term advance of $300,000 from the County is necessary -- $150,000 to be received February 28 and $150,000 to be received March 30.

The Superintendent explained that it is taking longer to obtain funds from various sources; for instance, VEA reimbursements have not been received from the Federal government for last year's program.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and unanimously carried by the Board to adopt Resolution No. 15, authorizing the short-term advance of $300,000 from the County to the Santa Barbara Community College District. Repayment, including interest, is to be made from the April, 1972, installment of secured tax receipts. Upon poll of the Board, the vote was as follows:

Ayes: Dr. Dobbs, Mr. Frank, Mr. Carvin, Mrs. Gutshall, Mrs. Meigs, Mr. Wells

Noes: None

Absent: Mrs. Alexander

Resolution No. 15 was distributed to the Board as Enclosure 3.

c. Acceptance of Kitchen Equipment from Mr. Frank Haywood, Owner of Lloyd's Restaurant

The Superintendent informed the Board that Mr. Haywood, owner of Lloyd's Restaurant, wished to donate some pieces of kitchen equipment to the District -- (1) 24-gallon aluminum, gas-fired stock pot; (2) 6-foot display case, refrigerated; (3) 6-foot portable stainless steel steam table, gas fired.
5.2 Non-Routine BUSINESS SERVICES (Continued)

c. Continued

These items have a total value of $1100 and would add to the more efficient operation of the Cafeteria and to the Hotel and Restaurant Management Program. It is expected that there will only be the normal operating and maintenance expenses to be incurred by the District.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and unanimously carried by the Board to accept the three gifts from Mr. Frank Haywood and the Superintendent was directed to send a letter of appreciation to the donor.

d. Acceptance of Alteration Project in R-3 and R-4 (English Division Complex), Administration and Physical Science Bldgs.

The Superintendent stated that all items of work called for under the contract for alterations of Bungalows R-3 and R-4 and the remodeling in the Administration Building and the Physical Science Building has been completed by Don Greene Contractor, Inc.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to accept the alteration projects completed by Don Greene Contractor, Inc. and authorized that final payment be made.

e. Approval of Agreement for Use of the Santa Barbara City College Sports Pavilion for Music Festival on February 5, 1972

The Student Senate in its efforts to raise funds for scholarship purposes wishes to stage a music festival in the SBCC Sports Pavilion. The Superintendent stated that it was the procedure to bring major programs, such as this, to the Board of Trustees for approval.
5.2 Non-Routine BUSINESS SERVICES (Continued)

   e. Continued

   An agreement has been drawn up covering those aspects which are deemed important by the County Counsel. The Superintendent stated that the terms of the agreement provided ample protection for the District and recommended the Board's approval.

   Upon motion of Mr. Wells, seconded by Dr. Dobbs, the Board voted to approve the agreement with the Associated Student Body, authorizing the use of the Sports Pavilion for a music festival on February 5, 1972. (The On-Campus Facilities Request submitted by the Associated Students was shown in Attachment 5.2-e.)

6. GENERAL INFORMATION

6.1 Presentation of Census Profiles

   The Superintendent stated that through the efforts of Dr. Everett DuVall, an extensive analysis of the 1970 census data for Santa Barbara County has been prepared in conjunction with the SBCC Research Office. Copies of the census profiles were distributed to the Board members at the meeting (Enclosure 4). It is believed that the document will be useful to this college and to the entire community.

   Dr. MacMillan, Director of Research & Development, briefly gave the background for developing this compendium of findings from the 1970 census to be used as a data base. It is to be used for making a case when competing for funding allocations. This document provides information that has not been available before. Dr. MacMillan plans to make the document available to various local agencies and others upon request.

   The statistics included in this document are based upon first count data; fourth count data will give even more information. When more data is received (probably in May), Dr. DuVall plans to continue working on it for the college.
6. GENERAL INFORMATION (Continued)

6.1 Continued

Dr. MacMillan commended Dr. DuVall for his kind cooperation and for generously giving of his time to perform this service. Dr. DuVall, a former professor at U.S.C. (retired) and a former consultant to the California Legislature on Education, authored the 1966 study on "Backgrounds for the War on Poverty in Santa Barbara". The Board was informed that Dr. DuVall, who is currently in New Orleans, took three months to prepare the "census profiles". He accomplished the voluminous task of adding the columns and aggregating the data manually, using a small calculator.

Members of the Board voiced their appreciation to Dr. DuVall for the work he had performed and for the value to be derived from the document.

6.2 Meeting Dates for Board Subcommittees

(1) Planning Subcommittee. . . . Wednesday, February 9th - 4 p.m.
    Mr. Garvin, Chairman
    Mr. Frank
    Mr. Wells

(2) Budget Study Subcommittee. . . Thursday, February 17th - 4 p.m.
    Mr. Wells, Chairman
    Mrs. Gutshall
    Mrs. Meigs

(3) Career Education Subcommittee. (Meeting date to be determined)
    Mr. Wells, Chairman
    Dr. Dobbs
    Mrs. Gutshall

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 January 28 to February 10, 1972.
7. **ADJOURNMENT**

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board voted to adjourn the meeting at 5:55 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, February 10, 1972, at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

Attest:

[Signature]

Sidney R. 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 **February 10**, 1972