AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 19, 1972

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 September 28, 1972
1.6 Hearing of Citizens
1.7 Communications

a. Report of Outstanding Achievement Award to the Continuing Education Division of Santa Barbara Community College District

The California Association for Mental Health presented their Outstanding Achievement Award to the Continuing Education Division "in recognition of outstanding service to the mentally ill and to the community." This award resulted from a four-meeting series, "Calling for Care (Our Neighbor with Handicaps)", which was given by the Continuing Education Division in the 1972 Winter Term.

b. Report of Award to Santa Barbara City College Literary Magazine, CONCEPT XIII

c. Report on CJCA Dues Review Committee Activity and Final Committee Recommendations

Attachment 1.7-c

d. California School Boards Association (CSBA) Delegate Assembly Election for Region 20 (All Community Colleges) for 1972

Attachment 1.7-d

e. Presentation by Representatives of the Channel Islands District of the California Home Economics Council
1.7 Communications (Cont'd)

f. Recommended Adoption of Resolution No. 9, Expressing the Board's Opposition to Proposition 14

Attachment 1.7-f

Attachment 1.7-f describes elements of the ballot measure which will be placed before the voters on November 7 as Proposition 14.

It is recommended that Resolution No. 9, opposing Proposition 14, be adopted by the Board of Trustees of the Santa Barbara Community College District.

2. PERSONNEL

2.1 Certificated Personnel

a. Routine

(1) Recommended Approval of Additional Certificated Assignments for the Continuing Education Division

Attachment 2.1-a (1)

(2) Recommended Approval of Additional Hourly Instructors for the 1972 Fall Semester

Attachment 2.1-a (2)

(3) Recommended Authorization of Travel and Conference Attendance and Advancement of Funds

Attachment 2.1-a (3)

b. Non-Routine

(1) Recommended Approval of Leave of Absence Request for 1973 Spring Semester

Attachment 2.1-b (1)
2.1 b. Non-Routine Certificated Personnel Items (Cont'd)

(2) Proposed Certificated Personnel Policy on Nepotism

The classified personnel policy on nepotism was revised during the 1971-72 college year. Now, a certificated personnel policy on nepotism has been developed for consideration. The following proposed policy is provided for review by the Board of Trustees at this time. It is proposed that the policy be stated as follows:

"Each and every applicant for a certificated position in the Santa Barbara Community College District shall be considered solely on the basis of his or her qualifications for the position, regardless of the current employment of a direct relative in any District position.

"No employee of the District shall participate in any manner in the selection or evaluation or in any personnel action concerning an immediate relative, including a husband, wife, father, mother, brother, sister, daughter, son, sister-in-law, brother-in-law, son-in-law, daughter-in-law, grandson, or granddaughter."

(3) Status of the Certificated Council for the 1972-73 College Year

Inasmuch as there have been no requests on the part of certificated employee organizations for representation on the Certificated Council, no Council will be established for the 1972-73 college year. Each organization will negotiate individually as has been the case in the past years.
2. PERSONNEL (CONTINUED)

2.2 Classified Personnel

a. Routine

(1) Recommended Approval of Additional Hourly Appointments
   Attachment 2.2-a (1)

(2) Recommended Student Appointments - General, Tutorial, and College Work-Study Student Programs
   Attachment 2.2-a (2)

(3) Recommended Authorization of Travel and Conference Attendance
   Attachment 2.2-a (3)

b. Non-Routine

(1) Recommended Approval of Six-Month and Yearly Salary Increments
   Attachment 2.2-b (1)

(2) Recommended Dismissal of Steven L. Juarez, Effective, October 6, 1972
   Attachment 2.2-b (2)

   In accordance with the action of the Board of Trustees on September 28, 1972, and as a result of a breach in the trial agreement with Mr. Steven L. Juarez, Groundsman/Gardener, it is recommended that Mr. Juarez be dismissed from his position effective October 6, 1972.

(3) Recommended Approval of Reclassification from Senior Secretary to Administrative Secretary (Continuing Education)
   Attachment 2.2-b (3)

(4) Recommended Appointment of P. E. Basketball Assistant for 1972 Season - Replacement
   Attachment 2.2-b (4)
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(5) Recommended Appointment of Secretary to Superintendents-President - Replacement (Promotion)
Attachment 2.2-b (5)

(6) Recommended Approval of Change from 3/4-Time (10 Months) to Full-Time (12 Months), Bookstore Intermediate Clerk
Attachment 2.2-b (6)

(7) Recommended Change in Shift (from Swing to Day), Traffic Control Guard
Attachment 2.2-b (7)

(8) Recommended Approval of Evening College Traffic Control Guard (Part-Time New Position)
Attachment 2.2-b (8)

3. STUDENT PERSONNEL

3.1 Report by Associated Students

4. CURRICULUM AND INSTRUCTION

4.1 Report of Scores of Associate Degree Nursing Candidates on State Board Examination
Attachment 4.1

4.2 Informal Report Following the Fourth Year of the Marine Technology Program
Attachment 4.2

4.3 Report on Meaningful Career Education and the Mini Skills Center

Representatives of Santa Barbara City Schools and Santa Barbara City College staff members will discuss the concepts of the Meaningful Career Education Program and the Mini Skills Center.
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

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment, and services on Purchase Order Nos. P23-0733 through P23-0897, 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 listed on Attachment 5.1-b and such other claims as may arise prior to the meeting.

5.2 Non-Routine

a. Distribution of 1972-73 District Budget

Enclosure 1

Enclosure 1 is a copy of the complete approved 1972-73 Budget for the Santa Barbara Community College District.


Attachment 5.2-b

Attachment 5.2-b contains the current status of the Health Occupations Project.

c. Report of Damage to Electrical Power Service

On October 5, the City College campus experienced a severe loss of electrical power to portions of the campus. Because of the nature of the outage, steps were taken to have the problem corrected. Dr. Sorsabal, Administrative Dean of Business Services, will discuss the nature and extent of the problem and the corrective action taken.
5.2 Non-Routine Business Services Items (Cont'd)

d. Report of Offer to Sell a Parcel of Land to SBCCD

A representative for owners of land fronting on Loma Alta has approached the District with an offer to sell a portion of their land for school purposes. The matter will be discussed in detail at the meeting.

e. Recommended Acceptance of Collection of 85 Books on the American Circus from Mr. Harold G. Davidson

Attachment 5.2-e

Mr. Harold G. Davidson, a former employee of the District, has generously offered his book collection on the American Circus to the Santa Barbara City College Library. This collection, itemized in Attachment 5.2-e, has a value of $450.50.

The Superintendent recommends that the Board accept this gift from Mr. Davidson and that a letter of appreciation be sent to the donor.

f. Recommended Acceptance of the Gift of a Raytheon Shipboard Radar Set from Mr. William Clark

Attachment 5.2-f

Mr. William Clark has generously offered a Shipboard Radar Set for use in the College's Electronics 11 Class. The Radar Set has an estimated value of $1,000.

The Superintendent recommends that the Board accept this valuable piece of equipment from Mr. Clark and that a letter of appreciation be sent to the donor.

8. Recommended Approval of Hourly Certificated Substitute Rate for Children's Center Employees

The salary schedule for the Children's Center certificated employees was approved at the Board Meeting of June 8, 1972, but without any provision for a substitute rate for these positions.

The Superintendent recommends the Board's approval of $4.83 as the hourly certificated substitute rate for Children's Center employees, based upon Class I, Step 1, of the Children's Center salary schedule. (This is comparable to the substitute rate for the regular certificated salary schedule for Santa Barbara City College instructors.)
5.2 Non-Routine Business Services Items (Cont'd)

h. **Recommended Renewal of Lease of Facility for Apprenticeship Program**

The lease for the facility housing the College's Apprenticeship Program is up for renew. Negotiations have been underway for the District to take up the option to renew. The Coastal Lemon Company has offered the facility for the same terms and conditions prevailing under the original lease; i.e., ten cents (10c) per square foot.

The Superintendent recommends that the Board approve a three-year lease agreement with the Coastal Lemon Company for approximately 12,000 square feet of facilities at a rate of ten cents (10c) per square foot for the College's Apprenticeship Program, located at 302 East Montecito Street.

i. **Recommended Acceptance of Phase I of Pershing Park Project, and Authorization to File a Notice of Completion - Don Greene Constructors, Inc.**

The first phase of the Pershing Park Project is substantially complete and acceptable. The project completion date was September 26, 1972. Still outstanding at this time is the final Change Order for a time extension. The project should have been officially completed on September 20; therefore, liquidated damages in the amount of $350 is requested of the Contractor, Don Greene Constructors, Inc.

The Superintendent recommends that the Board accept Phase I of the Pershing Park Project and recommends authorization to file a Notice of Completion for the project dated September 26, 1972.

j. **Recommended Authorization to Proceed with Plans, Specifications, and Bid Documents for Phase II of the Pershing Park Project**

The major items still to be completed at Pershing Park in accordance with the approved working drawings include: 8 lighted tennis courts, 2 restroom/storage facilities, 6 handball courts, the lighted concrete walkway and landscaping. Of prime concern to the College is the development of the tennis courts. Because of costs involved, Phase II of the Pershing Park Project will consist of only 6 of the 8 planned tennis courts and the concrete walkway providing access to the courts from the parking lot.

The Superintendent recommends that the Board authorize the administration to instruct the architect to prepare plans, specifications, and bid documents for Phase II of the Pershing Park Project.
5.2 Non-Routine Business Services Items (Cont'd)

k. Recommended Approval of Preliminary Plans for Continuing Education Crafts Center

Attachment 5.2-k

The Crafts Center plans have been developed in conjunction with staff as indicated in Dr. Bobgan's letter dated October 9, 1972 (see Attachment 5.2-k). Attached also is a dated copy of the project budget and the proposed schedule.

A representative of the architectural firm of Arendt, Mosher and Grant will be at the meeting to present the preliminary design and to respond to any questions.

It is recommended that the Preliminary Plans for the Continuing Education Crafts Center be approved and that the architect be authorized to proceed with the working drawing phase of this project.

l. Recommended Approval of the Preliminary Plan Package for the Drama & Music Facility

Enclosure 2

This Preliminary Plan Package was submitted to the Chancellor's Office in time to meet the October 1, 1972, filing date, requesting construction funds for the Drama & Music Facility in the 1973-74 budget. There was not sufficient time to submit the current revised plan prior to the October 1 deadline. The District included in the application a letter indicating that a revision to the current submittal would be filed shortly. This plan will be superseded by the revision.

Approval of the Preliminary Plan Package as indicated in Attachment 5.2-1 is recommended.

m. Recommended Approval of the Revised Preliminary Plan Package for the Drama & Music Facility

Attachment 5.2-m

This Preliminary Plan Package revises the previous PPP submitted to the Chancellor's Office by October 1, 1972. The District will be asking for construction funds based on this submittal. Assuming a successful bond election in November, 1972, a request will be made to release working drawing funds and exercise our option of Section 20084 of the Education Code requesting use of District funds to start working drawings early. The District will be submitting a Project Planning Guide for equipment on this project in January, 1973. We are not, at this time, requesting authority to go to working drawings.
5.2 Non-Routine Business Services Items (Cont'd)

m. continued

Representatives from the architectural firm of Daniel, Mann, Johnson & Mendenhall (DMJM) will be at the meeting to present the complete Preliminary submittal which will include drawings, outline specifications, and the budget.

Approval of the revised Preliminary Plan Package for the Drama & Music Facility is recommended.

n. Recommended Approval of Final Working Drawings for the Humanities Building

Documented changes, the budget, and outline of building spaces for the Humanities Building will be available at the meeting and representatives from the architectural firm of Daniel, Mann, Johnson & Mendenhall (DMJM) will present the final working drawings and respond to any questions.

Approval of the final working drawings for the Humanities Building is recommended.

6. GENERAL INFORMATION

6.1 Report on Coming Events - Mr. James Williams

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, October 26, 1972, at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.