MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 26, 1972

4:00 P.M. -- Board Room
Santa Barbara City College
Santa Barbara, California

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, October 26, 1972, at 4:00 P.M. in the Board
room of Santa Barbara City College, Santa Barbara, California.

1.2 Roll Call

Members present:

Mr. Benjamin P. J. Wells, Vice-President
Mrs. Kathryn O. Alexander (arrived 4:45 P.M.)
Dr. Joe W. Dobbs
Mr. James R. Garvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs

Members absent:

Mr. Sidney R. Frank, President

Others present for all or a portion of the meeting:

Dr. Glenn G. Gooder, Superintendent-President and
Secretary-Clerk to the Board of Trustees
Dr. Donald K. Sorsabal, Administrative Dean, Business Services
and Assistant Secretary-Clerk to the Board of Trustees
Dr. Martin M. Bobgan, Acting Administrative Dean, Continuing
Education
Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Mr. James Williams, Director, College Information
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1.2 Roll Call (continued) -

Others present for all or a portion of the meeting (continued) -

Mr. Dean Ankeny, Director, Purchasing  
Mr. Abelino M. Bailon, Assistant Dean, Continuing Education  
Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records  
Mr. Robert A. Carman, Vice-President, Academic Senate  
Miss Gloria Castleberg, Director, Classified Personnel  
Mr. Mel Elkins, Assistant Dean, Vocational Education  
Miss Judi Gunther, Staff member, THE CHANNELS  
Mr. Albert H. Revis, Director, Athletics  
Mrs. Dee Rose, Secretary, Business Services  
Mr. Donald Trent, Director, Facilities & Resource Development  
Mrs. Donald Trent  
Mr. Russell S. Wenzlau, Assistant Dean, Evening College & Summer Session  
Mr. Theron E. Barnes, CSEA and Audio-Visual Supervisor  
Mrs. Elsie M. Brandt, 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 announced there would be no executive session held.

1.5 Minutes of Regular Meeting of October 19, 1972

It was moved by Dr. Dobbs and seconded by Mrs. Gutshall to postpone acceptance of minutes of the regular meeting of October 19, 1972, until delivered.

1.6 Hearing of Citizens

None

1.7 Communications

The Superintendent brought the following items to the attention of the Board members for their information:

a) The 42nd Annual Conference and Membership Meeting of the California School Boards Association will be held December 1 - 3, 1972, in Los Angeles.
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1.7 Communications (continued) -

b) A report from Mr. Mel Elkins, Assistant Dean, Vocational Education, on Consumer and Home Economics offerings at Santa Barbara City College.

c) The next Board meeting for Tri-Counties Schools will be November 3, 1972, in San Luis Obispo.

d) Progress of the Citizens' Committee to "Keep A Good Thing Going" was reviewed by the Superintendent. A roster of the citizens' committee was distributed. Over $1,000 has been raised with $200 of this amount donated by students. About 7,000 mailings have been sent out with additional mailing planned. A telephone committee is going very strong and the general committee may advertise in the local newspaper if there are sufficient funds.

2. PERSONNEL

2.1 Certificated Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and unanimously carried by the Board to approve the following certificated personnel action items, as indicated in the attachments:

(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 - Attachment 2.1-a (3)

b. Non-Routine

None

2.2 Classified Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried unanimously by the Board to approve the following classified personnel action, as indicated in the attachment:

(1) Recommended Approval of Additional Hourly Appointments Attachment 2.2-a (1)
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3. **STUDENT PERSONNEL**

   No report given.

4. **CURRICULUM AND INSTRUCTION**

   4.1 **Recommended Approval of the Educational Master Plan**

   Dr. Cooder commented on the Educational Master Plan as submitted (Attachment 4.1) referring to it as a plan for those courses being seriously considered depending on facilities and budget. It is hoped that the College Organization Study Committee under the chairmanship of Dr. D. K. Sorsâbal will establish goals and objectives which will serve as a basis for more comprehensive educational master planning than is currently required by the State.

   It was moved by Dr. Dobbs, seconded by Mrs. Meigs, and carried unanimously by the Board to accept the Educational Master Plan as required by Education Code Sections 25427 and 20066(a). This acceptance will authorize the administration to submit the Educational Master Plan to the Chancellor's office prior to the November 1, 1972 deadline.

5. **BUSINESS SERVICES**

   5.1 **Routine**

      None

   5.2 **Non-Routine**

      a. **Recommended Approval of Lease of Tar Kettle**

      In answer to inquiries from the Board members Dr. Sorsâbal stated that the tar kettle requested by Mr. Bailon is to be used as a regular trade-tool by the roofers in the apprenticeship program and would be leased for the balance of the school year (Attachment 5.2-a).

      Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the lease of a tar kettle for the apprenticeship program from Mr. Frank Derrick, owner of Santa Barbara Roofing Company, for $20 per month.
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

b. Recommended Approval of a Lease for Optical Scanning Equipment

The Superintendent stated that, as indicated in Attachment 5.2-b, it appears that the use of an optical scanner would increase productivity, reduce costs, and save time. Additional description was requested of Dr. Sorsabal who reported that this piece of equipment is refined electronically and will replace many key punch operations. It will read 300 cards per hour as compared with 40 cards per hour now read per Mr. Bresslin, Admissions & Records. Authorization is requested at this time to enter into a 90-day waiver period resulting in a 3-yr. contract, if the equipment proves satisfactory, with a ballooned payment at the end of the contract to purchase the equipment. Dr. MacMillan's analysis (see Attachment 5.2-b) details the savings and the hope that the machine will be available for the Spring term for full utilization in admissions, records, grade reporting, program changes and faculty evaluation. Dr. Sorsabal stated that the machine would be a brand new one and could be installed by the 1st of December. A report would be made available to the Board members by January 1, 1973, for their evaluation of the equipment.

It was moved by Mrs. Gutshall, seconded by Mr. Garvin, and unanimously carried by the Board to approve a lease for the optical scanning equipment for a 3-month waiver period for $308 per month, maximum, plus taxes, interest and installation.

Deleted Item: c. Recommended Approval of the Revised Preliminary Plan Package for the Humanities Building Equipment

The Superintendent requested that this item be withdrawn as more time is needed to complete preparation of the documents. It will be returned for consideration of the Board on November 9, 1972.
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5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

d. Recommended Approval of Ten Year Plan

The Superintendent announced that Mr. Trent, Director of Facilities & Resource Development, would describe recommendations for the Ten Year Construction Plan (copies of which were distributed at the meeting). The Plan had been reviewed by the College Facilities Committee on October 18, 1972, and a report is contained in Attachment 5.2-d. The annual submittal of the Ten Year Plan for capital construction is required by the State for funding under the Junior College Construction Act of 1967. Mr. Trent stated that the temporary buildings will have to be included in planning but would appear under various categories. The list is the same as previously submitted last year with but few exceptions. Such items as the Pershing Park and Health Occupations projects will continue to be listed as they are still under construction. Also Marine Technology, though not supported by the State Finance Committee, must be listed in order not to give the impression that the program is being eliminated. A lengthy discussion ensued on the pros and cons of buying buildings and/or property for building versus leasing same.

It was moved by Dr. Dobbs, seconded by Mrs. Meigs, and unanimously carried by the Board to accept the Ten Year Plan and approve its submittal to the Chancellor's office.

Mr. Wells on behalf of the Board thanked Mr. Trent for his presentation.

6. GENERAL INFORMATION

6.1 No new report
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6. GENERAL INFORMATION (continued) -

Added Item: 6.2 Dr. Dobbs asked for information on the break-in of the vending machines which occurred on Sunday, October 22, 1972, with regard to insurance, liability, etc. Dr. Sorsabal gave details of the break-in, its resulting damages, and stated that the College is not involved in any liability. Mr. Ankeny, Director of Purchasing, informed the Board that the vending company has replaced many of the damaged machines and service is continuing.

7. ADJOURNMENT

The Superintendent recommended that the regular meeting on the fourth Thursday of November be postponed until November 30, 1972, due to the Thanksgiving holiday. It was so moved by Dr. Dobbs, seconded by Mrs. Meigs, and unanimously carried by the Board.

Upon motion of Dr. Dobbs, seconded by Mrs. Meigs, the Board of Trustees voted to adjourn their regular meeting at 5:05 P.M.

Benjamin P. J. Wells  
Vice-President, Board of Trustees  
Santa Barbara Community College District

Glenn G. Gooder  
Superintendent-President & Secretary-Clerk to the Board of Trustees  
Santa Barbara Community College District

Approved by the Board of Trustees:

on November 9, 1972