AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

December 14, 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 November 30, 1972 (if necessary, Item 2.2-b(5))
1.6 Hearing of Citizens
1.7 Communications

a. Report of New Officers of California School Employees Association, Chapter 289

New officers for CSEA, Channel City Chapter 289, for 1973 have been announced. They are:

Theron E. Barnes President
Gary A. Speckhals Vice-President
Mary E. James Secretary
Mary M. Griffith Treasurer
Marjorie R. Kleinschmidt Reporter
B. Ruth (Terry) Jones Reporter

b. Notice of Appointment of Mr. Theron Barnes to Research Committee of California School Employees Association

Attachment 1.7-b

c. Letter from Mr. Albert Revis Expressing Appreciation to Mr. Mel Elkins

Attachment 1.7-c

d. Report of Passage and Possible Impact of SB 90 and SB 95

Attachment 1.7-d

The long-awaited compromise legislation on tax reform and school finance was passed as SB 90. That legislation did not provide resources for the community colleges. SB 95 was passed, also, and contains several elements related to support of our program. Dr. Sorsabal will describe the legislation.
2. PERSONNEL

2.1 Certificated Personnel

a. Routine

(1) Recommended Approval of Hourly Teachers, Hourly Substitutes, and Special Lecturers (Consultants), Continuing Education Division

Attachment 2.1-a (1)

(2) Recommended Approval of Hourly Substitutes, Fall Semester, 1972

Attachment 2.1-a (2)

(3) Recommended Approval of Professional Volunteer, Soccer Club Coach, Fall Semester, 1972, for the P. E. Department

Attachment 2.1-a (3)

(4) Recommended Authorization of Travel and Conference Attendance

Attachment 2.1-a (4)

b. Non-Routine

(1) Report on Implementation of Certificated Personnel Evaluation Policy

(2) Recommended Approval of Personal Leave for Maurice E. Ryan, Jr., Associate Professor, Trade/Technical Division

On October 19, 1972, the Board of Trustees approved a personal leave of absence without pay for Mr. Maurice E. Ryan, Jr., Associate Professor, Trade/Technical Division, for the Spring, 1973 semester in order that Mr. Ryan might continue work on an advanced degree.

Mr. Ryan's work in Colorado is scheduled to begin on January 3, 1973. Mr. Ryan is requesting a personal leave without loss of pay for the month of January and will arrange, in cooperation with the office of instruction, for fully qualified substitutes to complete his work for the semester.

It is recommended that Mr. Ryan be granted a personal leave of absence with pay to be computed at the difference between his regular salary and the cost of substitute teachers for the month of January, 1973.
2. PERSONNEL (continued) -

2.2 Classified Personnel

a. Routine

(1) Recommended Approval of Hourly Appointments and Hourly Appointments for Continuing Education Division

Attachment 2.2-a (1)

(2) Recommended Approval of Student Appointments, College Work-Study and General 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 Approval of Return From Two-Fifths Leave of Absence (Without Salary), Continuing Education Division

Attachment 2.2-b (2)

(3) Recommended Approval of Longevity Increment, Mary J. Moffat, Administrative Secretary in Student Personnel

Attachment 2.2-b (3)

(4) Recommended Approval of Reclassifications - Secretary 20 To Secretary 25, Health Occupations Division and College Information Office, Effective January 1, 1973

Attachment 2.2-b (4)

(5) Recommended Dismissal, Matron, Facilities and Operations Department

Attachment 2.2-b (5)
2. PERSONNEL (continued) -

2.2 Classified Personnel (continued) -

b. Non-Routine (continued) -

(6) Recommended Approval of Change in Sick Leave Policy,
No. 1342.18

On November 9, 1972 proposed changes in two sections of Classified Sick Leave Policies were presented for first reading.

Members of the classified staff have requested additional time to discuss Section 1342.19.

At this time, it is recommended that Section 1342.18 of Classified Personnel Policies be amended as indicated below:

1342.18 On the employment date each year, each permanent employee of the classified service shall be entitled to additional sick leave in an amount that when added to his accumulated sick leave as specified above and referenced in Education Code Section 13651.6, shall not exceed 100 working days. Such days of paid sick leave (in addition to those required by Education Code Section 13651.6) shall be compensated at the rate of 50% of the employee's regular salary. The paid additional sick leave as herein authorized shall include exclude all other paid leave, holidays, vacation and compensating time, and accumulated sick leave to which the employee may be entitled.

3. STUDENT PERSONNEL

3.1 Five Year Comparison of Student Characteristics

Enclosure 1

Dr. Thomas F. MacMillan, Administrative Dean, Admissions, Guidance and Research, will present a report showing changes in the characteristics of the day student population from 1968 to the present.
4. CURRICULUM AND INSTRUCTION

4.1 Recommended Approval of "Plan for Work Experience Education for 1972-73"

Enclosure 2

The "Plan for Work Experience Education, 1972-73" is an updating of the 1970-71 Plan and consists of: revisions in course descriptions for clarification, and in the case of W.E. 60 and 61, a reduction in number of semesters offered, from four to two, to conform with revised Title 5 requirements; addition of two new course offerings - Library Technology 61A, B, and Physical Education 97A, B, C, D; and inclusion of samples of forms for student records. Also, a copy of Title 5 requirements, Section 55250 through 55257, governing Work Experience Education, has been added as Appendix E.

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 Orders No. P23-1145 through P23-1221, inclusive.

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

Attachment 5.1-b

5.2 Non-Routine

a. Recommended Acceptance of a Gift of Miscellaneous Chemicals Donated by AC Electronics, Defense Research Laboratory, Goleta

Attachment 5.2-a

Delco Electronics has generously offered the chemicals listed on Attachment 5.2-a to the College. These chemicals can be used in the Chemistry Department. The estimated value is $3,000.

The Superintendent recommends acceptance of these chemicals by the Board and authorization to send a letter of appreciation to Mr. Eugene C. Fall, Delco Electronics, for this gift.
5. BUSINESS SERVICES (continued) -

   5.2 Non-Routine (continued) -

   b. Allocation of Part H, Vocational Education Funds

      Attachment 5.2-b

      Notification of approval of the District's application for
      Part H, Public Law 90-576 financial assistance has been received
      for a total of $3,157, subject to the availability of Federal
      funds. Attachment 5.2-b reflects the notification of approval.

   c. Allocation of Part B, Vocational Education Funds

      Attachment 5.2-c

      The District's application requesting financial assistance
      under the provisions of Part B, Public Law 90-576 for 1972-73 has
      been approved for a total of $107,944 subject to the availability
      of Federal funds. Attachment 5.2-c reflects the notification of
      approval.

   d. Recommended Approval of Budget Calendar for 1973-74

      Attachment 5.2-d

      Attachment 5.2-d presents for the Board's consideration the
      sequence in budget development for the 1973-74 years.

      The Superintendent recommends the Board's adoption of the
      1973-74 Budget Calendar.

   e. Recommended Approval of Appropriation Transfer No. 73-007, Transferring $1,200 from Equipment Account to Rental of Equipment Account

      Attachment 5.2-e

      It is recommended that the Board approve Appropriation Trans-
      fer No. 73-007 for the transfer of $1,200 from the Theatre Arts
      Equipment budget to the Theatre Arts Rental of Equipment budget to
      cover the first installment of a two-year lease-purchase agreement
      for sound equipment.

   f. Recommended Approval of Agreement Between Santa Barbara Community College District and the Regents of the University of California for Student Teachers for the 1972-73 Year

      Attachment 5.2-f

      Annually, the District enters into an agreement with the Uni-
      versity of California at Santa Barbara for supervised student
      teaching. Under terms of this agreement, the Board authorizes
      students to complete the supervised teaching requirements under
      the direction of selected faculty members.
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

f. continued:

In consideration, the selected faculty members have been paid by the District at the rate of $5.00 per quarter unit of supervised teaching -- reimbursement by UCSB subject to budgetary considerations.

The Superintendent recommends the approval of an agreement with the Regents of the University of California whereby the District provides teaching experience through supervised teaching.

g. Recommended Approval of Rental Agreement Between Santa Barbara Community College District and the Girls' Club of Santa Barbara

The Continuing Education Division has need for use of additional facilities for Tuesday and Friday morning classes. Dr. Bobgan has negotiated with the Girls' Club of Santa Barbara to rent a portion of the facilities at 531 East Ortega Street.

The Superintendent recommends the approval of a month-to-month rental agreement with the Girls' Club of Santa Barbara for use of a portion of the facilities located at 531 East Ortega Street at a fee of $30 per month.

h. Progress Report on Social Security Election

Dr. Sorsabal, Administrative Dean of Business Services, will discuss the status of the Social Security election.

6. GENERAL INFORMATION

Re-submitted 6.1 Presentation of Items for Institutional Study and Action - 1972-73

The list of "Items for Institutional Study and Action" will be presented as a report of the goals of the administrative staff for 1972-73. (Enclosure 4 from agenda of regular meeting of November 30, 1972.)

6.2 Report On Study of College Calendar

Attachment 6.2

At a special meeting on May 9, 1972, the Board of Trustees directed "the Superintendent to develop with the Academic Senate and to submit for consideration by January 1, 1973, a proposed calendar, or calendars, which would allow for the completion of the Fall semester before the Christmas period and which would permit high school students to enter without undue delay - with the understanding that what we have may be satisfactory."
6. **GENERAL INFORMATION** (continued) -

6.2 continued:

Three alternate calendars were developed for consideration by the Admissions office: Traditional, early Fall, and 4-1-4. A modification of the early Fall with the Spring semester to begin in mid-January was recommended initially by the Academic Senate Calendar Committee, but was not recommended by the College Calendar Committee composed of students, faculty, and administrators because of possible undue delay for high school graduates. The three alternate calendars prepared by the Admissions office were submitted to the faculty and to a random sample of students to determine preferences.

The Academic Senate met on Wednesday, December 6, 1972 to review the alternatives. A motion was passed by the Academic Senate to retain the present calendar. This action was consistent with results of the questionnaires.

It is recommended that the District adopt and follow the "Traditional" calendar for 1973-74.

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

7. **ADJOURNMENT**

The next regular meeting of the Board of Trustees is scheduled for Thursday, December 28, 1972 at 4:00 P.M. in the Board Room of Santa Barbara City College, Santa Barbara, California.