AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
February 10, 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 January 27, 1972
   1.6 Hearing of Citizens
   1.7 Communications

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 Authorization of Travel and Conference
             Attendance
             Attachment 2.1-a (2)
      b. Non-Routine
         (1) Recommended Approval of Personal Leave of Absence
             Attachment 2.1-b (1)
         (2) Recommended Approval of Health Leave of Absence
             Attachment 2.1-b (2)
         (3) Recommended Approval of Hourly Instructors for the
             1972 Spring Semester
             Attachment 2.1-b (3)
2.1-b. Non-Routine Certified Personnel (Continued)

(4) Recommended Approval of Proposed Amendments to Policy on Certified Personnel Relations

The Board of Trustees adopted a policy for Certified Personnel Relations in 1965 and amended the policy in 1968. Recent changes in the law require further amendment.

At the last Board meeting, copies of the proposed policy were distributed to members of the Board of Trustees for their review and study -- see Enclosure 1 of Agenda Item 2.1-b (6) distributed on January 27, 1972.

The Superintendent recommends that the Board approve the proposed amendments to the policy on Certified Personnel Relations as delivered.

2.2 Classified Personnel

a. Routine

(1) Recommended Approval of Additional Hourly Appointments for the Classified Staff

Attachment 2.2-a (1)

(2) Recommended Student Appointments -- General, EOA, Tutorial and VEA

Attachment 2.2-a (2)

b. Non-Routine

(1) Recommended Approval of Half-Time Health Leave of Absence

Attachment 2.2-b (1)

(2) Recommended Acceptance of Resignation

Attachment 2.2-b (2)

(3) Recommended Reclassification for Position of Secretary to Administrative Dean, Business Services

Attachment 2.2-b (3)

(4) Recommended Appointment of Bookstore Manager

Attachment 2.2-b (4)
3. STUDENT PERSONNEL

3.1 Report by Associated Students

3.2 Report on Opening Enrollment for the 1972 Spring Semester

Currently, there are 4,596 day students enrolled for Spring classes. This represents a 5.5 percent increase over last Spring semester and a 2.8 percent decrease from the 1971 Fall semester. The evening enrollment increased 12 percent over last Spring (from 1,526 to 1,706) and decreased slightly from Fall, 1971 (from 1,724 to 1,706). The projected enrollment was 4,600 day and 1,700 evening students.

3.3 Presentation of $505 Contribution to the MAPMA Book Fund

The Mexican American Professional Men's Association (MAPMA) and the Association of Mexican-American Educators (AMAE), Santa Barbara Chapter, wish to make a contribution of $505 to the Santa Barbara Community College District for the MAPMA Book Fund in the SBCC Bookstore.

Mr. Ray Rosales, Counselor at Dos Pueblos High School and Chairman of the project, will not be present at the meeting because of a serious illness; therefore, he has designated some members of the two organizations to make the presentation.

The MAPMA and AMAE organizations contributed $110 for the 1971 Fall semester. This additional $505 contribution brings the total contributions to $615 for the 1971-72 school year.

Mr. Frank Esparza, Santa Barbara City College Counselor, will administer the distribution of funds for the MAPMA Book Fund.

3.4 Report on "A Follow-Up of 1970 Transfer Students from Santa Barbara City College", Office of Research Memo #1-72

Enclosure 1

Dr. Thomas MacMillan, Director of Research & Development, will discuss the results of a grade point differential study of 1970 transfers to four-year colleges.

3.5 Report on "The Use of a Vocationally Oriented Test Battery to Increase Student Persistence and Performance in Selected Curricula", Office of Research Memo #2-72

Enclosure 2

Dr. Thomas MacMillan, Director of Research & Development, will discuss the results of a study of the experimental testing and counseling program conducted during the 1971 Fall semester.
4. CURRICULUM AND INSTRUCTION

4.1 Summary of Sabbatical Leave Proposals for 1972-73

Attachment 4.1

Interest was expressed in a summary of the sabbatical leave proposals for 1972-73, which were approved by the Board of Trustees at the last meeting. Attachment 4.1 contains a summary of the proposals.

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. P120-1420 through P120-1474, 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. Recommended Acceptance of $29,415 in Funding to conduct a Training Program under the provisions of the Manpower Development and Training Act (MDTA) of 1962, as amended (P.L. 90-636)

Attachment 5.2-a

On December 9, 1971, the Board gave approval for submission of an application for funding of an MDTA project to train 20 low-income persons in Industrial-Vocational Orientation for 34 weeks (Reference: Item 5.2-b of 12/9/71 Minutes).

Notice has been received that $29,415 in federal funds have been allocated to the District. Local matching funds necessary are "in-kind" (in the amount of $2,518); therefore, there are no further costs to be incurred by the District.

It is recommended that the Board accept these funds from the Manpower Development and Training Unit in Sacramento.
5.2 Non-Routine Business Services (Continued)

b. Recommended Acceptance of Structural Engineering Report on Nopal Street Facility

Due to the rejection of the Marine Technology portion of the District's Vocational-Technical Building project by the State, a structural engineer was engaged to examine the existing Nopal Street Facility in an effort to determine if the building was safe for educational purposes as required by the Education Code. The structural engineer, Mr. Mendez, will be present at the meeting to answer any questions by Board members and his report will be distributed.

The Superintendent recommends that the Board accept the structural engineering report on the Nopal Street Facility and that payment to Mr. Mendez be authorized for services rendered.

c. Recommended Ratification of Agreement with Santa Barbara Yacht Club

In order to adequately train the advanced students enrolled in the Hotel and Restaurant Management Program, experience is needed in Club Management and Service. Mr. John Dunn, Director of HRM, has been contacted by the Board of Directors of the Santa Barbara Yacht Club concerning the possible use of the Club as the laboratory for these students. The Club is willing to lease their facilities to the District for 10 percent of the gross food sales, plus one-third of the fixed gratuity fee. Details of the proposed agreement will be discussed at the meeting.

The Superintendent recommends ratification of the agreement between the District and the Santa Barbara Yacht Club for use of their facilities in connection with the Hotel and Restaurant Management Program at SBCC.

d. Recommended Approval of Contract with Los Angeles County Superintendent of Schools for Audio-Visual Services for 1972-73

Last year the District entered into a contract for film rental with the Los Angeles County Superintendent of Schools. Although not utilized extensively, this service was valuable and inexpensive to the College. The current contract represents a reduction of $1.00 per film rental for this same service -- the fee will be $6.50 for each film rental.

It is recommended that the Board approve the proposed film rental contract with the Los Angeles County Superintendent of Schools at a rate not to exceed $6.50 per film rental.
5.2 Non-Routine Business Services (Continued)

e. Recommended Approval of Lease Agreement with Mr. Edgar Russell for Facilities to conduct Automotive-Service Mechanics Classes

Under the auspices of the Work Incentive Program (WIN), the District is conducting an Automotive-Service Mechanics course. The Program requires the use of facilities in which to train enrollees in these particular skills.

At a recent Board meeting, approval was given to enter into a lease agreement with the Standard Oil Corporation; to this date, that lease has not been consummated. In the interim, Mr. Abelino Bailon, Coordinator for the Continuing Education Division, has been able to negotiate an arrangement with the Jackson Square Garage to provide the facilities and space necessary to conduct the class, at a fee of $125 per month.

It is recommended that the Board approve the lease agreement with Mr. Edgar Russell for a portion of the real property known as Jackson Square Garage, Incorporated, at 236 State Street, at a fee not to exceed $125 per month, in order to conduct Automotive-Service Mechanics Classes as required for the WIN Project.

f. Recommended Approval of Changes in Intra-District Travel Allowances for Mr. Manual Lopez and Mr. Russell Wenzlau

The following two changes in intra-district travel allowances are requested:

Mr. Manual Lopez . . from $15 to $25 per month
Mr. Russell Wenzlau. from $150 to $180 annually

A study of Mr. Lopez' travel indicates that his travel far exceeds 150 miles per month and approximates 250 miles per month.

Although Mr. Wenzlau was budgeted for $180 per year, the Board authorization was for 10 months at $15 per month, or $150. Actually, Mr. Wenzlau is a 12-month employee, therefore, the authorization should read $15 per month for 12 months.

The Superintendent recommends changes in intra-district travel allowance for Mr. Manual Lopez from $15 to $25 per month effective February 1, 1972, and for Mr. Wenzlau from $150 to $180 per year.
Agenda - Regular Meeting
Board of Trustees, SBCCD
February 10, 1972

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, February 24, 1972.