MINUTES
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

In the absence of President Sidney R. Frank, 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 on Thursday, February 10, 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. Benjamin P. J. Wells, Vice-President
Mrs. Kathryn O. Alexander (arrived at 4:10 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. Goeder, 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

Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Dr. Thomas F. MacMillan, Director, Research & Development
Mr. James M. Williams, Director, College Information

Mr. Chester Knutila, Executive Secretary, Santa Barbara County Taxpayers' Association, Inc.
Mrs. Katherine McCloskey, Staff Writer, S. B. News-Press
Mr. William Miller, President, Academic Senate
Mr. Ronald W. Ranft, President, Associated Students
Mr. William Regis, President. CSEA Chapter 289
Miss Emily Zanocco, Associate Editor, Channels

Association of Mexican-American Educators Representatives (AMAE), Santa Barbara Chapter: Mrs. Viola V. Garcia, President; Miss Patricia Chavez, Secretary; Mrs. Luz Buckelew, Corresponding Secretary
Others present for all or a portion of the meeting (Cont'd):

Mr. Abelino M. Bailon, Coordinator, Continuing Education
Dr. Martin M. Bobgan, Assistant Dean, Continuing Education
Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records
Mr. Melvin J. Elkins, Assistant Dean, Vocational Education
Mr. Frank Esparza, Instructor-Counselor
Mr. Stanley H. Mendes, Structural Engineer, Santa Barbara
Mr. Ramsey H. Parks, Asst. Prof.-Coord., Trade & Technical
Mr. David L. Pickering, Controller, Accounting Services
Mr. Russell S. Wenzlau, Asst. Dean, Eve. College & Summer Session
Mr. Theron E. Barnes, Audio-Visual Supervisor
Ms. Barbara Tinker, Secretary to Superintendent-President

1.3 Welcome to Guests

Mr. Wells welcomed Mr. Chet Knutila, Executive Secretary of the Santa Barbara County Taxpayers' Association, and other guests and invited their participation during the course of the meeting.

1.4 Executive Session

Mr. Wells indicated no executive session would be held.

1.5 Minutes of Regular Meeting of January 27, 1972

Upon motion of Mrs. Meigs, seconded by Dr. Dobbs, the Board unanimously approved the minutes of the regular meeting of January 27, 1972, as delivered.

1.6 Hearing of Citizens

None

1.7 Communications

(ADDED ITEM) a. Announcement

The Superintendent informed the Board of the fatal heart attack of Mr. Willard A. Johnson on Sunday, February 6th. Mr. Johnson had been an employee of this school system since September 7, 1964, and had advanced from Assistant Custodian to Building Operations Supervisor. A brief review of his background before joining the District was given.

The Superintendent expressed the sorrow and regret shared by all those who knew Mr. Johnson and extended the sympathy of all to his widow, Mrs. Thora Johnson.
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The Board was informed that a scholarship in Mr. Johnson's name was being established at the College. Donations are to be directed to the "W. A. Johnson Memorial Scholarship Fund" in care of the Associated Students Store at Santa Barbara City College.

(Item 3.3 was taken out of order at this time -- Mrs. Alexander arrived at 4:10)

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) Approval of Additional Certificated Assignments for the Continuing Education Division - Attachment 2.1-a (1)

   Hourly Appointments, Substitute Appointments, and Additional Hours for Previously Approved Instructors

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

b. Non-Routine

(1) Approval of Personal Leave of Absence

   Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Meigs, and carried by the Board to approve the personal leave of absence for Mr. Jerry Korfas, Jr., Assistant Professor-Counselor, for the 1972-73 college year as indicated in Attachment 2.1-b (1).

   The Superintendent stated that Mr. Korfas would be missed "personally and professionally" by the College.

(2) Approval of Health Leave of Absence

   Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and carried by the Board to approve the health leave of absence for
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Mrs. Eleanor Simmons, Physical Education Instructor, for the period of March 6 to May 1, 1972 (approximately), as indicated in Attachment 2.1-b (2).

(3) Approval of Hourly Instructors for the 1972 Spring Semester

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and unanimously carried by the Board to approve the appointment of hourly instructors for the 1972 Spring semester as listed in Attachment 2.1-b (3). Also included in the listing was the appointment of hourly substitutes for Mrs. Simmons on health leave of absence (approved above) -- Wendy Jo Bronson and Dan G. Bryant.

(4) Proposed Amendments to Policy on Certificated Employer-Employee Relations

On January 27, 1972, members of the Board of Trustees received copies of the proposed policy on Certificated Employer-Employee Relations with suggested changes to bring the District's policy into conformity with recent revisions to the Winton Act -- See Enclosure 1 of Agenda Item 2.1-b (6) distributed on 1/27/72.

The Superintendent called the Board's attention to specific points in the proposed document, as noted below:

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After some discussion of the proposed amendments, Dr. Dobbs asked for more time to study the present policy and the recommended changes before the Board took action. Dr. Sorsabal suggested that the Board's Salary Study Subcommittee might be the appropriate body to make a recommendation to the Board.
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Upon motion of Mrs. Alexander, seconded by Dr. Dobbs, the Board voted unanimously to postpone taking action on the proposed amendments to the policy on Certificated Employer-Employee Relations until the next Board meeting, in order to allow more time to study the draft.

2.2 Classified Personnel

a. Routine

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

(1) Approval of Additional Hourly Appointments for the Classified Staff - Attachment 2.2-a (1)

One temporary hourly appointment for the Continuing Education Division and two general classified positions

Note: The name of Robert E. Kesser was removed from the list and will be acted upon at the next meeting under student personnel appointments.

(2) Approval of Student Appointments for General, EOA, Tutorial and VEA Student Programs - Attachment 2.2-a (2)

b. Non-Routine

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

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Alexander, and carried by the Board to approve the half-time health leave of absence for Mrs. Thelma Elizondo, Clerk-Typist in the Tutorial Center, from February 14 to May 31, 1972, as indicated in Attachment 2.2-b (1). Mrs. Elizondo's physician recommended that her workload be reduced to working afternoons.
2.2-b. Non-Routine Classified Personnel (Cont'd)

(2) Acceptance of Resignation

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and carried by the Board to accept the resignation of Mrs. Patricia Tate, Business Services Secretary, effective February 11, 1972, as indicated in Attachment 2.2-b (2).

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

The Superintendent informed the Board that an evaluation had been performed by Griffenhagen-Kroeger, Inc. (G-K) on the position of Secretary to Administrative Dean, Business Services. Attachment 2.2-b (3) contained the results of the study; it recommended that the position be reclassified from Secretary Range 20 ($497-$604) to Administrative Secretary Range 29 ($618-$753) due to several changes in job content and the delegated level of responsibility. This represents an unbudgeted increase.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Dr. Dobbs, and carried by the Board to approve the reclassification as recommended in the attachment.

(4) Approval of Appointment of Bookstore Manager

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 Mr. David A. Roberts as Bookstore Manager, effective February 21, 1972, replacing Mr. Lynn Jenkins, as indicated in Attachment 2.2-b (4).

The attachment contained a description of Mr. Roberts' background and experience. Currently he is Assistant Manager of the Cal Poly Bookstore; he could not be present at the meeting because of his responsibilities there.
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3. STUDENT PERSONNEL

3.1 Report by Associated Students

Mr. Ronald Ranft, President of the Associated Students, reported to the Board of Trustees on the various activities and programs being pursued by the Student Senate:

a. Report on "Rock Concert" held in SBCC Sports Pavilion

Mr. Ranft stated putting on the concert last Saturday night had been a learning experience. Because of the problems that developed, the Associated Students now have a good idea what happens at such events. It is the general consensus of the Student Senate that "If we had it to do over again, we wouldn't."

The $500 in proceeds derived from the ASB-sponsored event, has been placed in the Student Senate Scholarship Fund.

The Superintendent informed the Board of the "fine story on the event" which appeared in this week's CHANNELS.

b. Change in ASB Administration

Mr. Ranft reported he plans to appoint the new Associated Student officers very soon -- he is currently the President, Vice-President, and Treasurer since Mr. Joe Tanner left to attend Harvard in January.

c. New Programs - New Direction

Mr. Ranft is recommending to the Student Senate that their emphasis be redirected: from raising more money to utilizing the funds already available and devote time to developing more service programs.

Student Senate is working with Mr. Silvera, Administrative Dean of Student Activities and Services, to develop a long-range funding program. Their new goal is searching for service-oriented programs to meet needs of the students.

Student Senate, with a representative from Social Advocates for Youth (S.A.Y.) of Santa Barbara and are very interested in participating in the student volunteer project to assist children between the ages of 7 and 14 who are considered potential juvenile delinquents -- a "Big Brother-Big Sister Program". (Literature received from the organization was distributed to members of the Board by the ASB President at the meeting.)

d. A Student Senate Concern

As the result of recent Student Senate discussion, a committee is being formed to study the possibility of starting the Fall semester two weeks earlier in September to eliminate the students having to return for finals right after the two-week holiday period. (Dr. MacMillan indicated that the College Calendar Committee is studying various class-schedule models, one of which is the "4-1-4" Floyd Younger method used at Cabrillo College.)
3. Student Personnel (Cont'd)

3.2 Report on Opening Enrollment for the 1972 Spring Semester

The Superintendent reported to the Board of Trustees that 4,596 day students currently were enrolled for Spring classes, which represented 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 (1,724).

It was noted that Mr. Bresslin, Assistant Dean of Admissions and Records, made an almost exact prediction of enrollments -- he predicted 4,600 day students (4,596 actual) and 1,700 evening students (1,706 actual).

3.3 Presentation of $505 Contribution to the MAPMA Book Fund

The Superintendent informed the Board that "each year the Mexican American Professional Mens Association (MAPMA) and the Santa Barbara Chapter Association of Mexican-American Educators (AMAE) make a considerable amount of money available for a book fund for students at SBCC."

Mr. Ray Rosales, Counselor at Dos Pueblos High School and Chairman of the project, could not be present at the meeting because of a serious illness. In his absence, Mr. Frank Esparza, SBCC Instructor-Counselor who administers the distribution of funds for the MAPMA Book Fund at the College, stated that the two organizations, MAPMA and AMAE, wished to make another contribution to the Book Fund in the amount of $505 ($110 was contributed for the 1971 Fall semester, bringing the total contributions to $615 for the 1971-72 school year). Mr. Esparza introduced three young ladies from AMAE who presented the $505 check to the Board of Trustees (a photograph of the presentation was taken at the meeting). The representatives from AMAE were: Mrs. Viola V. Garcia, President (Lincoln Elementary School); Miss Patricia Chavez, Secretary (Lincoln Elementary School); and Mrs. Luz Buckelew, Corresponding Secretary (Harding School). The other AMAE Executive Board members were unable to attend the meeting -- Mr. John Romo, Vice-President; and Mr. Gil Herrera, Treasurer.
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3. Student Personnel (Cont'd)

3.3 Continued

Upon motion of Mr. Garvin, seconded by Mrs. Gutshall, the Board voted unanimously to accept "with much appreciation and thanks" the $505 contribution from MAPMA and AMAE (Santa Barbara Chapter) for the MAPMA Book Fund in the College Bookstore.

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

Dr. Thomas MacMillan, Director of Research & Development, discussed the results of a grade point differential study of 1970-71 transfer students from SBCC to State college and university campuses in California in which comparisons of 1968 and 1970 transfers were also made. Enclosure 1, Office Research Memo #1-72, gave the background and findings of the study. Attention was called to page 4 of the report which summarized the conclusions. The changes in g.p.a. differentials were found not to be significant statistically.

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

Dr. Thomas MacMillan, Director of Research & Development, discussed the results of a study of the experimental testing and counseling program which was conducted during the 1971 Fall semester. Enclosure 2, Office Research Memo #2-72, contained a summary of the project and the findings. The study found that introducing counseling information on aptitudes, interests and attitudes in a supportive environment of interpretation and counseling does influence positively the persistence and performance of students in selected vocational programs at Santa Barbara City College. Dr. MacMillan concluded that various strategies for increasing outputs in higher education are available and demonstrably effective, but that each strategy (for retaining students and increasing performance in various curricula) must be weighed against costs of the various options.
4. CURRICULUM AND INSTRUCTION

4.1 Summary of Sabbatical Leave Proposals for 1972-73

On January 27, 1972, the Board of Trustees approved the sabbatical leaves requested for the 1972-73 college year (Ref: Agenda Item 2.1-b (1), pages 3-4 of the 1/27/72 Minutes).

The Superintendent informed the Board that Attachment 4.1 contained a summary of the sabbatical leave experiences planned by the faculty members provided for their information. Mrs. Meigs, who had requested the summary at the last meeting, thanked the Superintendent for the report.

5. BUSINESS SERVICES

5.1 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 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. P120-1420 through P120-1474 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

a. 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)

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 (Ref: Item 5.2-b of 12/9/71 Minutes).
5.2 Non-Routine Business Services (Cont'd)

a. Continued

The Superintendent informed the Board of Trustees that notice had been received that $29,415 in federal funds have allocated to the District. Local matching funds necessary ($2,518) are "in-kind" and, therefore, no further costs are to be incurred by the District.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutsall, seconded by Dr. Dobbs, and carried by the Board to accept the $29,415 in funding from the Manpower Development and Training Unit in Sacramento under the provisions of the MDTA Act of 1962 as amended (P.L. 90-636).

b. 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 College's existing off-campus marine technology training facilities at 312 Nopal Street in an effort to determine if the buildings were safe for educational purposes as required by Education Code, Section 14403, and California Administrative Code, Title 21.

The structural engineer, Mr. Stanley H. Mendes*, distributed copies of his report to the Board of Trustees and gave a capsule of the results of his investigation. According to State standards, the buildings at 312 Nopal Street are considered to be "technically unsafe for school use". Major structural weaknesses were attributed to inadequate support bracings resulting from modifications made to the buildings prior to occupation by the College, exact date unknown.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and unanimously carried by the Board to accept Mr. Mendes' report and referred it to the staff for further study to determine an appropriate course of action.

* Agenda item had Mr. Mendes' name incorrectly spelled as "Mr. Mendez".
5.2 Non-Routine Business Services (Cont'd)

c. Ratification of Agreement with Santa Barbara Yacht Club

The Superintendent stated that this item was another example of the growth of the Hotel and Restaurant Program at Santa Barbara City College.

Mr. John Dunn, Director of HRM, was contacted by the Board of Directors of the Santa Barbara Yacht Club concerning the possible use of the Club as the laboratory for training advanced HRM students in Club Management and Service. The Club is allowing the District to provide the food services for the S. B. Yacht Club as an extension of the College's HRM Program at a cost of 10 percent of the gross food sales, plus one-third of the fixed gratuity fee. Details of the agreement were given by Dr. Sorsabal at the meeting. Mr. Dunn and HRM students will be providing lunch (5 days a week), dinner (3 days a week), and coverage for some evening and weekend activities.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and unanimously carried by the Board to ratify the agreement between the District and the Santa Barbara Yacht Club for the District to operate the restaurant facilities in connection with the Hotel and Restaurant Management Program at SBCC.

d. 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.

In answer to questions by members of the Board concerning the amount of film rentals used and the cost last year, Mr. Tharon Barnes, Audio-Visual Supervisor, responded:
5.2 Non-Routine Business Services (Cont'd)

d. Continued

The Social Science Department utilized the service the most, but all departments used it to some degree. Last year the overall cost to the District for film rentals amounted to less than $400. Renting films through the Los Angeles County Superintendent of Schools offers the District a good source of films at the least cost — other schools/firms are much more expensive.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and unanimously carried by the Board to 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.

e. 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. The Superintendent informed the Board members that it had not been possible to complete those arrangements so another station had been located. Mr. Abelino Bailon, Coordinator for the Continuing Education Division has negotiated 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.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and unanimously carried by the Board to 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.
5.2 Non-Routine Business Services (Cont'd)

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

The Superintendent explained the necessity for changing the intra-district travel allowances for Messrs. Lopez and Wenzlau for 1971-72. A study of Mr. Lopez's travel showed 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.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and unanimously carried by the Board to approve the following two changes in the intra-district travel allowances:

Mr. Manual Lopez from $15 to $25 per month ($30 unbudgeted) effective February 1, 1972

Mr. Russell Wenzlau from $150 to $180 per year ($15 per month for 12 months)

6. GENERAL INFORMATION

6.1 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 February 11 to 24, 1972.

(ADDED ITEM) 6.2 Meeting Dates for Board Subcommittees

(1) Budget Study Subcommittee Thursday, February 17 - 3:30 p.m.
   Mr. Wells, Chairman
   Mrs. Gutshall
   Mrs. Meigs

(2) Career Education Subcommittee Monday, March 13 - 3:30 p.m.
   Mr. Wells, Chairman
   Dr. Dobbs
   Mrs. Gutshall
7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Mrs. Gutshall, the Board voted to adjourn the meeting at 5:24 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, February 24, 1972, at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

Attest:  

Sidney R. Frank
President, Board of Trustees
Santa Barbara Community College Dist.

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 24, 1972