AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
March 23, 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 March 9, 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 Approval of Additional Hourly Overload for 1972 Spring 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 Acceptance of Resignation
             Attachment 2.1-b (1)
2.1-b. Non-Routine Certificated Personnel Items (Cont'd)

(2) Presentation of Proposed Draft of Policy for the Selection of Administrators

Enclosure 1

In July, the Board of Trustees adopted policies related to administrators except for that section having to do with the selection of administrators. At that time, the President of the Academic Senate requested further discussion on that section. Those discussions have been held and a proposed policy for the selection of administrators has been drafted. Enclosure 1 contains the final draft which is submitted for review by the Board of Trustees.

2.2 Classified Personnel

a. Routine

(1) Recommended Approval of Additional Classified Hourly Appointments

Attachment 2.2-a (1)

(2) Recommended Student Appointments - General, EOA, and Tutorial 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 Health Leave of Absence

Attachment 2.2-b (1)

(2) Recommended Approval of Six-Month and Yearly Salary Increments

Attachment 2.2-b (2)

(3) Recommended Approval of New Job Specifications for CUSTODIAL FOREMAN (GRAVEYARD), GROUNDS FOREMAN, and FACILITIES & OPERATIONS SUPERVISOR; and Approval of Reclassifications to these positions

Attachment 2.2-b (3)
2.2-b. Non-Routine Classified Personnel Items (Cont'd)

(4) Recommended Approval of Job Specifications for Two New Positions: MAINTENANCE MAN and LABORATORY TEACHING ASSISTANT

Attachment 2.2-b (4)

3. STUDENT PERSONNEL

3.1 Report by Associated Students - Mr. Ron Ranft

3.2 Follow-up Study on "The Identification of Potential Dropouts: A Report of the Descriptive Results at SBCC, Fall, 1971" - Research Office Memo No. 6-72

Enclosure 2

Dr. Thomas MacMillan, Director of Research & Development, will review the descriptive results of the use of the NORCAL instrument to identify "high risk" students at Santa Barbara City College during the 1971 Fall Semester.

4. CURRICULUM AND INSTRUCTION

No Agenda Items

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. P120-1682 through P120-1789, 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.
5.1 Routine Business Services Items (Cont'd)

c. Recommended Authorization to Declare Surplus Property

Attachment 5.1-c

The County of Santa Barbara is conducting their annual auction on April 1, 1972, at the County Road Yard, 4415 Cathedral Oaks Road. It has been determined that the items listed on Attachment 5.1-c are no longer being used and are of no further use to the District.

It is recommended that these items be declared surplus and that they be disposed of at the County Auction.

5.2 Non-Routine

a. Recommended Ratification of Change Order Nos. 3, 4, 5, 6, & 7 for Student Services Building and Social Science Division Center, Pascoe Steel Corporation, Contractor

Change Order No. 3 provides the labor, material, and equipment to install window and asphalt paving for the Financial Aids Office. During construction it was recognized that a pass-through window would be necessary to facilitate the handling of student payroll and other matters. Because of delays in the contractor's office, the paperwork for this Change Order is only now being processed, although the construction has been completed. The change is an addition of $635.34 to the original contract price.

Change Order Nos. 4, 5, & 6 are field changes requested either by the Owner or the Contractor to improve the project. Detailed questions regarding these changes will be discussed at the meeting. These changes represent neither an addition to nor a deletion from the original contract price.

Change Order No. 7 reflects a charge-back to the Contractor of additional inspections and testing for required rework. This change is a deduction of $96 from the original contract price.

| Original Contract Price      | $260,344.00 |
| Change Order Nos. 1 & 2      | $260,344.00 |
| Change Order No. 3           | $260,979.34 |
| Change Order Nos. 4, 5, & 6   | $260,979.34 |
| Change Order No. 7           | - 96.00     |
| New Contract Price           | $260,883.34 |
5.2 Non-Routine Business Services Items (Cont'd)

a. Continued

The Superintendent recommends ratification of Change Order Nos. 3, 4, 5, 6, and 7 for the Student Services Building and the Social Science Center, making the new contract price $260,883.34.

b. Recommended Approval of Amended Contract with Los Angeles County Superintendent of Schools for Film Rental Service

On February 10, 1972, a contract for film rental service with the Los Angeles County Superintendent of Schools was approved by the Board of Trustees. Subsequent to that approval being granted, the District has been notified that we had been sent a contract used for school districts in Los Angeles County. The new contract is the same as the one in operation for the 1971-72 college year; it requires a $7.50 fee for each film rental, rather than the charge of $6.50 used only for districts within Los Angeles County.

It is recommended that the Board approve the amended film rental contract with the Los Angeles County Superintendent of Schools at a cost not to exceed $7.50 for each film rented by the Santa Barbara Community College District.

c. Recommended Authorization to Submit an Application for $1,275 in Funds for Continuation of a WIN Line-of-Credit (P.L. 90-248)

Attachment 5.2-c

It is recommended that the Board authorize submittal of this application for $1,275 to continue funding for the 100 percent State reimbursed line-of-credit with the Work Incentive (WIN) Program. Under this WIN Project 15 low-income students are permitted to enroll in SBCC classes during the Summer Session. The funds are used to cover the students' miscellaneous expenses.

d. Recommended Acceptance of Deep Submersible DOWB from Delco Electronics, Subsidiary of General Motors Corporation

Attachment 5.2-d

Mr. C. M. Shaar, Director of Delco Electronics, has indicated that his corporation wishes to donate a deep ocean work boat for use in the Marine Technology Program at Santa Barbara City College. The DOWB will be a principal instructional aide for training in submersible technology.

It is recommended that this generous gift from Delco Electronics be accepted by the District and that the Superintendent be directed to express appreciation to the corporation.
5.2 Non-Routine Business Services Items (Cont'd)

e. **Recommended Approval of Use of College Facilities for SBCC Associated Students-Sponsored Concert: "An Evening of Music in the Glenn Miller Style"**

Attachment 5.2-e

A request has been received from the Associated Students at Santa Barbara City College to hold a "Glenn Miller Concert" in the Sports Pavilion on Sunday, April 23, 1972. It is recommended that the Associated Students be permitted to use the on-campus facilities requested, as indicated in Attachment 5.2-e.

f. **Recommended Authorization to Initiate Procedures for Selection of an Architect for the Theatre/Music Building**

Recent discussions with representatives of the Chancellor's Office indicate that the Theatre/Music Facility Project is progressing in the planning cycle and is approved, subject to availability of State funds. It would be desirable to go to working drawings for this project soon.

Sometime ago, the Board determined to contract for architectural services project-by-project rather than on a master-plan basis. At this time and for this project, it is believed that the District should include several architects among those to be considered. Therefore, it is recommended that the staff be authorized to initiate procedures for selection of an architect for the Theatre/Music Building.

6. **GENERAL INFORMATION**

6.1 **Schedule for "Calendar and Time Workshop"**

A Special Meeting of the Board of Trustees to conduct a "Workshop on the College Calendar and the Concept of Time" has been tentatively arranged for Tuesday, May 2, 1972, from 4:00 to 7:00 p.m. in the Board Room of Santa Barbara City College.

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

7. **ADJOURNMENT**

The next regular meeting of the Board of Trustees is scheduled for Thursday, April 13, 1972.