MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 22, 1972

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

1. GENERAL FUNCTIONS

1.1 Called to Order

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Sidney R. Frank on Thursday, June 22, 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. Sidney R. Frank, President
Mr. Benjamin P. J. Wells, Vice-President
Mrs. Kathryn O. Alexander
Dr. Joe W. Dobbs
Mr. James R. Garvin
Mrs. Ann Cutshall
Mrs. Dorothy N. Meigs

Members Absent:

None

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
Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Mrs. Marie Lantagne, Administrative Dean, Student Personnel
Mr. Alfred L. Silvera, Administrative Dean, Student Services and Activities
Mr. Selmer O. Wake, Director/Admin. Dean, Continuing Education
Mr. James M. Williams, Director, College Information
Mr. Abdelkibir El-Hakkaoui, President, Associated Students
Mr. Chester Knutila, Santa Barbara County Taxpayers' Association
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Others present for all or a portion of the meeting:

Mrs. Katherine McCloskey, Staff Writer, S. B. News-Press  
Mr. William E. Miller, President, Academic Senate  
Mr. William B. Regis, President, CSEA  
Mr. Dean H. Ankeny, Director of Purchasing  
Mr. Henry Askin  
Mr. Abelino M. Bailon, Asst. Dean, Continuing Education  
Mrs. Elsie Brandt, Secretary, Business Services  
Mr. Lisle C. Bresslin, Asst. Dean, Admissions and Records  
Miss Gloria Castleberg, Director, Classified Personnel  
Mr. Robert L. Dinaberg, Asst. Prof., Physical Education  
Mr. Melvin J. Elkins, Asst. Dean, Vocational Education  
Mr. Edwin G. Fleming, Instructor, Health Occupations  
Mrs. Joyce Hatheway, Typist-Clerk, Admissions Office  
Mr. Loring J. McAuliffe, Director, Data Processing  
Mr. Ralph Monk, Rice Brothers  
Mr. John P. Morrisohn, Asst. Professor, Trade and Technical  
Mr. David L. Pickering, Controller, Accounting Services  
Mr. Dean Rice, Rice Brothers  
Mr. Jim Rice, Rice Brothers  
Mr. Ralph J. Schiferl, Asst. Professor, Business Education  
Mr. Thomas L. Smith, Instructor, Hotel/Restaurant Management  
Mrs. Evalyn Stafford, Program Planning Asst., Continuing Education  
Mr. Donald L. Trent, Director, Facilities and Resource Development  
Mrs. Barbara Armstrong, Steno-Clerk, Superintendent-President's Office  
Mr. Theron E. Barnes, Audio-Visual Supervisor  
Ms. Barbara Tinker, Secretary to Superintendent-President

1.3 Welcome to Guests  
Mr. Frank welcomed guests and invited their participation during the course of the meeting.

1.4 Executive Session  
At 4:01 p. m., the Board adjourned to go into executive session with Dr. Gooder in the Superintendent's Office to discuss the following personnel items:

a. Agenda Items 2.1-b (1), (2), and (3)  
b. Agenda Items 2.2-b (2) and (6)  
c. Agenda Item 5.2-f  
d. Agenda Item 5.7-o
At 4:51 p.m. the regular meeting of the Board of Trustees of Santa Barbara Community College District reconvened in regular session in the Board Room of Santa Barbara City College.

Note: Executive Session Item "c", to discuss Agenda Item 5.2-f, was not taken up by the Board of Trustees. The agenda item was withdrawn from the meeting and will be taken up at the next regular meeting of the Board.

1.5 Minutes of Regular Meeting of June 8, 1972, and Minutes of Special Meeting of June 15, 1972

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board unanimously approved the minutes of the regular meeting of June 8 and the special meeting of June 15, 1972, as delivered.

1.6 Hearing of Citizens

None

1.7 Communications

a. Appointment of Mrs. Ann Gutshall to California Junior College Association (CJCA) Committee on Articulation

The Superintendent called the Board's attention to Attachment 1.7-a, an official notice indicating that Mrs. Ann Gutshall has been appointed to the CJCA Committee on Articulation, a three-year appointment. The opinion was expressed that her appointment was in recognition for contributions to the community college system.

b. Appointment of Mr. Abelino Bailon to Ad Hoc MDTA Statewide Advisory Committee by Manpower Development and Training Unit of the California State Department of Education

The Board was informed that Mr. Abelino Bailon had been appointed to the Ad Hoc MDTA Statewide Advisory Committee by the Manpower Development and Training Unit of the California State Department of Education as indicated in Attachment 1.7-b. The Superintendent congratulated Mr. Bailon and noted that his appointment was in recognition of his contributions to this District and to the State in the area of Manpower Development and Training.
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Mr. Frank on behalf of the Board of Trustees extended his good wishes and congratulations to Mr. Bailon and Mrs. Gutshall on their appointments.

c. Letter from Division of Highways Offering the Sale of a Parcel of Land to Santa Barbara City College

The Superintendent called the Board's attention to attachment 1.7-c, a letter from the Division of Highways offering the sale of a parcel of land located across from the college. The Superintendent stated that this item was brought to the Board for their information only and would be brought back for their action at a later meeting after they had some time to study the materials included in Attachment 1.7-c.

(Added Item) d. Report on Summer Session Enrollment

A report from Mr. Bresslin, Assistant Dean, Admission and Records, on "Summer Session Enrollment" was distributed to the Board. Although the number of students is down from last year, the ADA units remained about the same which indicates that there are more class hours per student. It was also noted that the estimated Fall enrollment will be 5,000 students.

2. PERSONNEL

2.1 Certificated Personnel

a. Routine

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

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

(2) Recommended Approval of Additional Instructors for the 1972 Summer Session - Attachment 2.1-a (2)
b. Non-Routine

(1) Appointment of Counselor - Replacement in Student Personnel

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Meigs, and carried by the Board to approve the appointment of Mr. Raymond Rosales as a Counselor in the Student Personnel Office, replacing Mr. Donald Brown, as indicated in Attachment 2.1-b (1). The Superintendent pointed out that Mr. Rosales is well-known in Santa Barbara and has worked with Mr. Selmer Wake, Director/Administrative Dean, in the Continuing Education Division for ten years. Mr. Rosales will specialize in Vocational Counseling.

(2) Appointment of Hotel/Restaurant Management Instructor - Replacement in Trade and Technical Division

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and carried by the Board to approve the appointment of Mr. Thomas Smith as Instructor in the Hotel and Restaurant Management Program replacing Mr. Carl Jensen, as indicated in Attachment 2.1-b (2). The Superintendent introduced Mr. Smith to the Board and noted that he had been the Chef-Manager in the HRM Program.

(3) Acceptance of Resignation - English Department

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Meigs, and carried by the Board to accept with regret the resignation of Mr. Roger Langford, Assistant Professor of English, (Attachment 2.1-b (3). The Board was informed that Mr. Langford wishes to return to England.
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(4) Employment of Administrative Personnel for 1972-73

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and unanimously carried by the Board to approve employment of the Administrative Personnel for 1972-73, as listed in Attachment 2.1-b (4).

(5) Employment of Certificated Personnel for 1972-73

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the employment of the Certificated Personnel for 1972-73, as listed in Attachment 2.1-b (5).

(6) Presentation of Proposed Policies and Procedures for Evaluation of Certificated Personnel for SBCCD

Legislation was passed recently requiring each community college district in California to adopt a written policy for continuing evaluation of all certificated personnel. In accordance with that legislation, the Superintendent submitted to the Board for their review Enclosure 1, which contained proposed policies and procedures for evaluation of certificated personnel for the Santa Barbara Community College District. The first section of the Enclosure contained the "Policy on Evaluation of Certificated Personnel". (Education Code Section 125480.05 referenced in Item 2 was corrected to read Education Code Section 13345.15.) The second section contained the "Administrative Regulations and Procedures" to be used for implementation of the policy.

Particular appreciation was expressed to Messrs. Robert Carman and John Kay for their leadership as co-chairmen of the college committee which conducted the basic study and developed the initial model for evaluation. Great appreciation was expressed, also, to the entire professional staff for the positive and creative approach they took on this issue
2.1-b Non-Routine Certificated Personnel Items (Continued)

(6) Continued

and to the Representative Council of the Academic Senate, particularly to Mr. William Miller, President, for the care with which they involved the faculty in review and revision of the evaluation model.

Mrs. Gutshall commented on the excellence of the policy, and Mrs. Alexander voiced her appreciation for the amount of time that went into the drafting of the document.

This item will be brought back to the Board at a later meeting for their official action.

2.2 Classified Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, 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 -
    Attachment 2.2-a (1)

(2) Approval of Reduction in Time of Position for Physics Lab Technician - Attachment 2.2-a (2)

    Mr. John Baker, Lab Technician in the Physics Lab., from full-time to 3/4-time.

(3) Student Appointments - General Student Programs -
    Attachment 2.2-a (3)

b. Non-Routine

(1) Appointment of Typist-Clerk - Replacement in Admissions Office - Attachment 2.2-b (1)

    Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and unanimously
2.2-b Non-Routine Classified Personnel Items (Continued)

(1) Continued

carried by the Board to approve the appointment of Mrs. Joyce Hatheway as Typist-Clerk in the Admissions Office to replace Mrs. Dorothy Lee. Mrs. Hatheway was introduced to the Board at the meeting.

(2) Appointment of Program Planning Assistant - New Position in Continuing Education Division (Promotion) - Attachment 2.2-b (2)

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and unanimously carried by the Board to approve the appointment of Mrs. Evalyn Stafford to the new position of Program Planning Assistant in the Continuing Education Division effective July 1, 1972. Mrs. Stafford was introduced to the Board by Mr. Selmer Wake, Director/Administrative Dean, Continuing Education.

(3) Approval of Six-Month and Yearly Salary Increments

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Meigs, and unanimously carried by the Board to approve the six-month and annual salary increments as indicated in Attachment 2.2-b (3).

(4) Approval of Health Leave of Absence (3 Months) - Attachment 2.2-b (4)

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the three-month leave of absence for Mrs. Helen Marlowe for reasons of health.

(5) Employment of Classified Personnel for 1972-73

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander, and unanimously carried by the Board to approve the employment of Classified Personnel for 1972-73, as indicated in Attachment 2.2-b (5).
(6) Appointment of Director, Facilities and Resource Development - New Position Effective August 1, 1972

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Garvin, and unanimously carried by the Board to approve the appointment of Mr. Donald L. Trent to the new position of Director, Facilities and Resource Development, effective August 1, 1972, as indicated in Attachment 2.2-b (6). The Superintendent introduced Mr. Trent to the Board and informed them of Mr. Trent's extensive experience and background for the position. Mr. Trent, who is currently holding a similar position with San Jose City College, was clearly the first choice of 82 applicants screened for the position.

(7) Approval of Job Specification for Position of FOOD SERVICES SUPERVISOR

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and unanimously carried by the Board to approve the job specification for the position of Food Services Supervisor as shown in Attachment 2.2-b (7). The "Definition" section of the job specification was corrected to read: "Under direction, to plan and supervise the operation of the college food services area; to assist as laboratory assistant in teaching in the field of hotel and restaurant management; and to do related work as required." The new position will be used to replace the Chef-Manager position previously held by Mr. Thomas Smith before his appointment as Instructor in the HRM Program.

(8) Report of Legal Action - Marilynn A. O'Connell versus Santa Barbara Community College District

The Board was informed that Miss Marilynn A. O'Connell, a former employee of the District, had filed an application with the Workmen's Compensation Appeals Board as a result of
2.2-b. Non-Routine Classified Personnel Items (Continued)

(8) Continued

injuries sustained while working in the Theater Arts Department on October 26, 1969. Attachment 2.2-b (8) detailed some of the liabilities of the District.

Dr. Donald Sorsabal, Administrative Dean of Business Services, explained to the Board that Miss O'Connell's suit covers two areas: (1) Workmen's Compensation for which the District is covered, and (2) liability due to alleged misconduct for which the District is not covered. After reviewing the matter, the County Counsel suggested authorizing Workmen's Compensation to represent the District because the case is being handled in San Francisco and Workmen's Compensation Board has an attorney.

Upon recommendation of Dr. Sorsabal, it was moved by Mr. Wells, seconded by Dr. Dobbs, and unanimously carried by the Board to authorize the Workmen's Compensation Appeals Board to represent the District as attorneys-in-fact in the legal action against Santa Barbara Community College District by Miss Marilynn A. O'Connell.

3. STUDENT PERSONNEL

Although there were no Agenda Items, the Superintendent introduced Mr. Abdelkbir El-Hakkaoui as the new Associated Student Body President. Mr. El-Hakkaoui was welcomed by the Board.

4. CURRICULUM AND INSTRUCTION

4.1 Slide Presentation on Trade and Technical Division

"Occupational Education at SBCC"

In response to Dr. Gooder's request last Fall for a statement of institutional goals and objectives at the divisional level, Mr. Mel Elkins, Assistant Dean of Vocational Education, and Mr. John S. Ingram, Assistant Professor/Chairman of Trade and Technical Division, developed
4.1 Slide Presentation (Continued)

a 12-minute slide presentation entitled "Santa Barbara City College Occupational Opportunities". It is used by the Trade and Technical Division to describe the vocational programs offered to students.

Mr. Elkins indicated the slide presentation was a "real team effort". Credit was given to those responsible--Messrs. John Morrisohn, Jack Brashears, Abelino Bailon, Jim Williams, and Dan Hansen, the student who prepared the caricatures. The presentation covered the following 12 curriculum areas of the Vocational Education Division:

1. Business Education
2. Electronics
3. Photography
4. Marine Technology
5. Fire Science
6. Nursery School
7. Graphic Arts
8. Police Science
9. Automotive Service
10. Hotel & Restaurant Management
11. Health Occupations
12. Apprenticeship Program

5. BUSINESS SERVICES

5.1 Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, 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 Numbers P120-2205 through and including P120-2240 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 Alquist Grant Award of $15,000 - Attachment 5.2-a

The Board was informed that notification had been received from the Chancellor's Office indicating that the District's application for funding under S. B. 164 had been approved at a level of $15,000 for 1972-73.
5.2 Non-Routine Business Services (Continued)

a. Continued

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the acceptance of the grant and to allocate it as follows: $10,200 direct financial aid; $4,800 tutorial-counseling services for the American Ethnics Studies Division.

b. Acceptance of #555 PBX Board and 5 Telephones from General Telephone Company of Santa Barbara

The Board was informed that Mr. Clarence Bledsoe was responsible for the gift and Mr. Bob Kasmar was responsible for the free installation of the #555 PBX Board and 5 telephones donated by the General Telephone Company. These items have been installed in the new model office area in Room A-207 of the Administration Building.

These items had a "new" value of $1,835, as indicated in Attachment 5.2-b, and will be a valuable training aid for the Business Education Division.

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Dr. Dobbs, and unanimously carried by the Board to approve the acceptance of #555 PBX Board and 5 telephones. The Board further directed the Superintendent to express the District's appreciation to the General Telephone Company of Santa Barbara for this generous gift.

c. Rejection of Bids for Food Vending - Attachment 5.2-c

The Superintendent stated that two years ago the contract with ARA for food services was discontinued, and a contract was negotiated with Servomation Tri-Counties Inc. to supply food and beverage vending machines on the campus.

Last year it was determined to extend Servomation's contract with an increase of 5 percent in commission on hot and cold
5.2 Non-Routine Business Services (Continued)

c. Continued

beverages and cigarettes. Mr. Rice of Rice Bros. Vending who had expressed interest in submitting a bid was informed of the extension.

In May of this year, solicitations to bid were submitted to Servomation and to Rice Bros. Vending, and bids were subsequently received from the two firms. A review of vending sales on campus indicated that sales now amount to an annual gross of approximately $12,000. Because the gross figure now exceeds $8,000, it is believed that at least three bids should be sought.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and unanimously carried by the Board to reject the bids by Rice Bros. and Servomation and to authorize the Purchasing Department to re-advertise.

d. Authorization to Negotiate Lease Extension for Apprenticeship Training Facility - Trade and Technical Center

The Superintendent informed the Board that leases for both the Apprenticeship Training Facility and the Trade and Technical Center were due to expire. Both facilities will continue to be needed for the immediate future.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and unanimously carried by the Board to authorize the Administration to enter into negotiations to extend the leases of both facilities.

e. Approval of Rental Agreement with Motorola Communications and Electronics, Inc.

During the past two years, the District has used a dual system of communications for personnel not easily contacted. This has consisted of two-way "walkie-talkies" and a "beeper" system. The Board was informed that although this has been better than no communication link, improvement was necessary.
5.2 Non-Routine Business Services (Continued)

   e.  Continued

   Investigations conducted revealed the availability of renting
   a system owned by Motorola Communications and Electronics, Inc.
   which integrates the strengths of the dual system into a single
   unit and at the same approximate cost over a 5-year period.
   Dr. Sorsabal, Administrative Dean of Business Services, explained
   the District would be using the new system on a 6-month trial
   basis. If the system is successful, it can be purchased, and
   Motorola will allow 100 percent of the rental fee to be applied
   to the purchase price of $3,368 which includes a $30 license fee.

   Upon recommendation of the Superintendent, it was moved by
   Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the
   Board to approve the rental agreement with Motorola Communications
   and Electronics, Inc., for a period of 6 months at a rate of
   $128.66 per month.

   (Item Withdrawn) f.  (Recommended Appointment of Architect for Continuing Education
   Ceramic-Glassblowing Laboratory)

   The Superintendent informed the Board that due to the number
   of subjects to be taken up at this meeting, interviewing of the
   architects would be postponed till the next regular meeting of
   the Board. The Superintendent submitted to the Board for their
   review Enclosure 2, reports from the four architectural firms
   interested in bidding on the Ceramic-Glassblowing Laboratory-
   Hall and Visioni, Arendt/Mosher/Grant, Kruger Bensen Ziener
   Architects, and Richard B. Taylor.

   g.  Report on Blue Cross Premium Rate Increase

   The Superintendent informed the Board that the District has
   been notified that Blue Cross of Southern California is once again
   increasing its premium, as indicated in Attachment 5.2-g. The
   District's current obligation is $24.50 per employee. The increase
   raises the premium to $30.07 per employee—a 22.7 percent increase.
h. Approval of Method of Payment for Unemployment Insurance Program for Classified Personnel

State law, which became effective on January 1, 1972, mandates that classified employees be covered for unemployment through the Unemployment Insurance Fund. Senate Bill 385 of the current session postponed the effective date of district obligation to December 15, 1972, to allow districts the opportunity to levy the appropriate tax to cover the obligation. It is currently estimated that Santa Barbara Community College District's obligation for the period from January 1, 1972, to June 30, 1973, will approximate $36,000.

Attachment 5.2-h summarized the Unemployment Insurance Program applicable to the classified employees and the "Methods of Providing Contributions to the Unemployment Insurance Fund".

Upon recommendation of Dr. Sorsabal, Administrative Dean of Business Services, it was moved by Mr. Carvin, seconded by Mr. Wells, and unanimously carried by the Board to adopt the "Tax Rate" system as the method of payment for the Unemployment Insurance program for the District's classified employees, as shown in Item 1 of Attachment 5.2-h. (The District's contribution is based upon the total taxable classified payroll--on the first $4,200 of eligible employees' salaries multiplied by 3.4% for calendar year 1972.)

i. Approval of Intra-District Travel Allowances

Annually, the Board authorizes a monthly travel allowance for certain personnel for intra-district travel. Attachment 5.2-i delineated the recommended allowances for 1972-73.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and unanimously carried by the Board to approve the monthly travel allowances as listed in Attachment 5.2-i.
j. Approval of Payment for Unused Vacation Earned by Mrs. Marie Lantagne

The Board was informed that Mrs. Lantagne, Dean of Student Personnel, upon her retirement will have earned but not used 23 total vacation days. Law requires that payment for vacation be made computed at the daily rate for the year in which earned. The following is the computed cost of earned and unused vacation:

<table>
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<tr>
<th>Year</th>
<th>Daily Rate</th>
<th>No. of Days</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1970-71</td>
<td>$ 90.482</td>
<td>1</td>
<td>$ 90.48</td>
</tr>
<tr>
<td>1971-72</td>
<td>$ 95.853</td>
<td>22</td>
<td>2,108.77</td>
</tr>
</tbody>
</table>

Total Due .... $ 2,199.25

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the Board to approve payment for unused vacation credits earned to Mrs. Marie Lantagne in the amount of $2,199.25.

(Withdrawn) k. (Recommended Approval of Payment of Back Wages to Mrs. Evanne Gilleran)

Due to an error in initial placement on the salary schedule, Mrs. Evanne Gilleran has not been appropriately paid since employment with the District.

Notification from County Counsel as to the procedure for computing the salary adjustment was not received in time to present it to the Board; therefore, this item will be returned to the Board for their action at the next meeting.

l. Approval of Tentative Budget of Santa Barbara Community College District for 1972-73

The Board received copies of the Tentative Budget for 1972-73 (Enclosure 3) which was reviewed by Dr. Sorsabal, Administrative Dean of Business Services. The $6,329,252 Tentative Budget was balanced with $202,000 in undistributed reserves.

Minutes of the meeting of the Board's Subcommittee on Budget Study was distributed to the Board outlining changes to be made
5.2 Non-Routine Business Services (Continued)

1. Continued

in the Tentative Budget prior to its publication on July 24. Some of the changes to be incorporated in the Tentative Budget: Additional expenses--Child Care Center, Unemployment Insurance, and Blue Cross Insurance increase; Additional income--$27,000 in State appropriations and $42,000 in anticipated income from non-resident students.

The Superintendent indicated that the Innovative Projects were still in the Tentative Budget and, if the Budget is approved in this form, authorization will be given to proceed with the Projects.

Dr. Sorsabal informed the Board of some corrections that had been made in the computed tax rates and noted that the tax rate for 1972-73 will increase only .6024 cents per $100 of assessed valuation.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and unanimously carried by the Board to approve the 1972-73 Tentative Budget for Santa Barbara Community College District.

m. Adoption of Resolution No. 25, Authorizing Replacement of Warrants for Santa Barbara Community College District

Assembly Bill 301, passed and now effective, requires that all school warrants be voided after six months. Under the present system, each warrant that has been lost, destroyed or not presented for payment within six months requires separate approval for payment by the Board.

Resolution No. 25, Attachment 5.2-m, would grant the County Treasurer blanket authority to pay any warrant that has become void for the above cited reasons.
5.2 Non-Routine Business Services (Continued)

m. Continued

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mr. Wells, and voted unanimously by the Board to adopt Resolution No. 25 as presented. Upon poll of the Board, the vote was as follows:

Ayes: Mrs. Alexander, Dr. Dobbs, Mr. Frank, Mr. Garvin, Mrs. Gutshall, Mrs. Meigs, Mr. Wells

Noes: None

Absent: None

Mr. Frank informed his fellow Board members that he had received word from Mr. Ron Myron, Community College Executive, California School Boards Association, expressing appreciation for the resolution on selection of members of governing boards which is being distributed to all community college districts with the exception of Mt. San Antonio College and Palomar College who are not members of the California Junior College Association. Mr. Frank directed the Superintendent to send copies to these colleges.

The Superintendent stated that he had received word from Mr. Ron Myron that the resolution would be published in the California Junior College Association Bulletin.

n. Adoption of Resolution No. 26, Authorizing the County to Advance Funds to the Credit of the Santa Barbara Community College District in the amount of $1,000,000

In order to meet current operating requirements for the 1972-73 fiscal year before the December taxes are credited to the General Fund, Dr. Sorsabal informed the Board that a short-term advance of $1,000,000 from the County was necessary--$200,000 to be received July 28; $200,000 August 29; $200,000 September 28; and $400,000 October 27. Repayment, including interest, is to be made from the first installment of secured tax receipts received
5.2 Non-Routine Business Services (Continued)

n. Continued

in December, 1972. Resolution No. 26, distributed as Enclosure 4, to authorize the County to advance funds to the credit of the District in the amount of $1,000,000, was presented to the Board for their consideration.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and unanimously carried by the Board to adopt Resolution No. 26 as presented. Upon poll of the Board, the vote was as follows:

Ayes: Mrs. Alexander, Dr. Dobbs, Mr. Frank, Mr. Garvin, Mrs. Gutshall, Mrs. Meigs, Mr. Wells

Noes: None

Absent: None

o. Approval of Salary and Personnel Benefit Adjustments for 1972-73

The Board was presented with copies of Enclosure 5, the "Recommended Salary and Personnel Benefit Adjustments for Certificated and Classified Staffs for 1972-73 College Year". The Superintendent noted that virtually no adjustments could be made at this time in basic employee salary schedules, and that most recommended adjustments are in personnel benefits with the provision that salaries be reconsidered in October if the financial condition of the District is improved.

The Superintendent stated that Enclosure 5 summarized the discussions and agreements between himself and the salary committee representatives from the classified and certificated employee organizations.

The Superintendent called the Board's attention to the "Table of Contents", the "Summary of Cost to the District for Implementing
5.2 Non-Routine Business Services (Continued)

n. Continued

the Recommendations", and the page of signatures of all the members of the employee salary committees indicating their agreement with the salary and personnel benefit recommendations contained in the enclosure. The proposed salary schedules and personnel benefits were outlined and explained, and it was recommended that the proposed adjustments in the amount of $123,107 be approved, with the following breakdown: (Percentage Increases).

Certificated Salary Schedule
No Change in Basic Schedule

Administrative Salary Schedule
No Change in Basic Schedule

Hourly Instructor Salary Schedule
2.0% average increase generated by a 25 cents per hour increase at each step of the hourly salary schedule
(Dollar Amount: $13,230)

Summer Session Salaries
One-half of one percent (from 9 to 9-1/2%) of the base, Class II, Step 1
(Dollar Amount: $3,362)

Classified Salary Schedule
No Change in Basic Schedule
Salary differential of 2-1/2% for employees on "split-shift" as defined
(Dollar Amount: $518)

Personnel Benefits (Classified and Certificated)
Improved benefits on a multiple-choice basis ("cafeteria" plan)
(Dollar Amount: $98,829)

Social Security for Certificated Personnel in connection with Summer and Hourly-Credit Teaching
(Dollar Amount: $7,668)
5.2 Non-Routine Business Services (Continued)

n. Continued

The Superintendent informed the Board that there will be no change in the salary schedules at this time but that salary adjustments would be considered in October, 1972, if the following conditions exist: (1) The budget items held in abeyance ($201,000) have been restored; (2) There is an undistributed reserve of at least $200,000; and (3) Fall enrollments have met or exceeded projections or additional income is available to the District.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and unanimously carried by the Board to approve the salary and personnel benefit adjustments as agreed upon with various employee salary committees.

Mrs. Alexander, a member of the Board Salary Subcommittee, said that the Board is highly indebted to the members of the various committees who have come up with a good plan for improving personnel benefits and noted that a lot of time and effort have gone into the proposals. She also expressed the indebtedness of the Board to the committee members who put the welfare of the College above their own situations because of their awareness of the financial situation of the District.

6. GENERAL INFORMATION

6.1 Civil Defense Disaster Drill

Civil defense officials together with representatives of Santa Barbara and Goleta area hospitals are preparing to conduct a "Disaster Preparedness Drill". They have suggested that the simulated disaster be conducted in conjunction with Santa Barbara City College.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Garvin, and unanimously carried by the Board to participate in the Civil Defense Disaster Drill.
6.2 Report on Coming Events - Mr. James Williams

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 June 23, 1972 to July 13, 1972.

(Added Item) 6.3 Santa Barbara Community College District Plan for Vocational Education 1972-73

The Superintendent called attention to the proposed "Plan for Vocational Education, 1972-73" for the Santa Barbara Community College District which was distributed to the Board of Trustees for their review. The proposed plan will be brought to the Board for their consideration at the next Board meeting.

7. ADJOURNMENT

The regular meeting of the Board of Trustees was adjourned by Mr. Frank at 6:30 p.m.

The next regular meeting of the Board of Trustees (which will be the annual organizational meeting) will be held on Thursday, July 13, 1972, at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

Attest:

[Signature]

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

[Signature]

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

Approved by the Board of Trustees:

on [July 13], 1972