AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 8, 1972

3:00 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 May 25, 1972
   1.6 Hearing of Citizens
   1.7 Communications
      a. Report of Death of Dr. Frank Fowler - May 27, 1972

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)

      b. Non-Routine
         (1) Recommended Approval of P. E. Coaching Assistants
             Attachment 2.1-b (1)
         (2) Recommended Appointment of Counselor - Replacement
             in Student Personnel Office
             Attachment 2.1-b (2)
         (3) Recommended Appointment of Spanish Instructor -
             Replacement in the Foreign Language Division
             Attachment 2.1-b (3)
2.1-b. Non-Routine Certificated Personnel Items (Cont'd)

(4) **Recommended Approval of Job Descriptions for DIRECTOR, HEAD TEACHER, AND TEACHER OF SANTA BARBARA CITY COLLEGE CHILDREN'S CENTER**

**Attachment 2.1-b (4)**

Three kinds of professional administrative and teaching positions will be needed to staff the Children's Center. The positions are defined by the State Education Code as being certificated and include Director, Head Teacher, and Teacher -- job descriptions for these positions are outlined in Attachment 2.1-b (4).

Also attached is a proposed salary schedule which is based upon a comparison and analysis of similar schedules and is at the average for such schedules in Southern California. The schedule differs considerably from the regular certificated salary schedule, since Children's Center teachers, although certificated, meet different requirements for credentialing than do junior college instructors.

It is recommended that the three job descriptions and salary schedule for the Children's Center certificated personnel as indicated in Attachment 2.1-b (4) be approved.

(5) **Recommended Approval of 1972 Summer Session Faculty Employment List**

**Attachment 2.1-b (5)**

(6) **Recommended Working Days for Certificated Personnel for the 1972-73 College Year**

Annually, the Board is required to establish a schedule of working days for all certificated personnel. The Board has adopted a college calendar requiring 176 teaching days for instructional personnel.

The Superintendent recommends that the Board establish the following working schedule for certificated personnel for the 1972-73 college year:

- Non-Administrative Personnel . . . 176 Days
- Administrative Personnel . . . . 249 Days
2.1-b. Non-Routine Certificated Personnel Items (Cont'd)

(7) **Recommended Adoption of Amendment to Sabbatical Leave Policy**

On May 11, 1972, a proposed amendment to the District's Sabbatical Leave Policy was referred to the Superintendent for study and for clarification. Wording has been drafted which makes clear that an applicant must make separate application for each portion of a sabbatical leave taken in separate semesters. The proposed amendment now reads:

"**Term of Leave**

A sabbatical leave may be for one year or for one semester. A one-year sabbatical leave may be taken for separate semesters rather than for a continuous one-year period, provided that the leave of absence for both of the separate semesters shall be commenced and completed within a three-year period.

An applicant who elects to take a year's sabbatical in separate semesters must make an application for each portion of the leave. In both cases, the applicant will compete with other faculty members applying for sabbaticals. Each application will be judged according to its merit."

Approval of this amendment to the Sabbatical Leave Policy is recommended.

(8) **Recommended Approval of Cancellation of Sabbatical Leave for Mr. Robert A. Frame**

Among the sabbatical leaves granted for 1972-73 was a leave for Mr. Robert A. Frame, Assistant Professor in Fine Arts Division. For personal reasons, Mr. Frame has requested that his application for sabbatical leave for 1972-73 be postponed. He plans to resubmit his plan for the following year.

It is recommended that Mr. Frame's request be approved and that his sabbatical leave for 1972-73 be cancelled.
2. PERSONNEL (CONTINUED)

2.2 Classified Personnel

a. Routine

(1) Recommended Acceptance of Extension of Health Leave of Absence
Attachment 2.2-a (1)

(2) Recommended Approval of Hourly Appointments
Attachment 2.2-a (2)

(3) Recommended Student Appointments - Tutorial and VEA Student Programs
Attachment 2.2-a (3)

(4) Recommended Authorization of Travel and Conference Attendance
Attachment 2.2-a (4)

b. Non-Routine

(1) Recommended Appointment of Bookstore Cashier - New Position
Attachment 2.2-b (1)

(2) Recommended Acceptance of Resignations
Attachment 2.2-b (2)

3. STUDENT PERSONNEL

No Agenda Items

4. CURRICULUM AND INSTRUCTION

4.1 Recommended Approval of New Courses at SBCC for 1972-73
Attachment 4.1
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. P120-2160 through P120-2204, 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 Ratification of Lease of Facilities with Mr. Henri Toussaint

Attachment 5.2-a

During the Spring semester, certain students enrolled in Independent Studies in Ceramics. To pursue their work, Henri Toussaint volunteered his services as an instructor. A search was made of available studios to conduct the instructional lessons. Mr. Toussaint offered his studio for student use for the semester for $150. Inadvertently, this matter was not placed on the Board's agenda at the time.

It is recommended that the Board ratify the lease agreement with Mr. Henri Toussaint for the ceramics studio at the cost of $150 for the Spring semester and authorize payment.

b. Recommended Authorization to Submit an Application for Funding of the California Children's Care Center Program

Enclosure 1

On April 27, 1972, the Board of Trustees authorized the Superintendent to file a letter of intent with the State Bureau of Compensatory Education, stating that Santa Barbara City College intends to found a California Children's Center.
5.2 Non-Routine Business Services Items (Cont'd)

b. Continued

The proposal provided in Enclosure 1 must be filed with the Bureau of Compensatory Education in order to apply for funding for the anticipated Children's Center. It is recommended that the application for a California Children's Center Program be approved by the Board of Trustees.

c. **Recommended Approval for Submission of Application for $57,763 in Funding of a Work Incentive (WIN) Project, P. L. 90-248**

Attachment 5.2-c

Approval of this application for Work Incentive Program funding in the amount of $57,763 is requested for training of 60 low-income mothers in child care and development in preparation for doing child care work for other mothers who would be either working for pay or donating their services under the new California Work Experience Program (CWEP). There will be four courses of 13 weeks each, training 15 women in each course. No additional funds will be required by the District. Mr. Abelino Bailon, Assistant Dean of Continuing Education, will be available to answer any specific questions at the meeting.

d. **Recommended Acceptance of Federal Student Financial Aid Funds for the Fiscal Year 1972-73**

Attachment 5.2-d

Notice has been received of the level of funding approved to this date for Federal Student Financial Aid Programs. The College Work-Study Program is approved for $76,607; National Defense Student Loans are approved at a level of $58,895 with an estimate that the Federal allocation will be $28,382; and Educational Opportunity Grant funds are allocated at a level of $50,242.

It is recommended that the funds allocated to the College in these grants be accepted by the Board of Trustees.

e. **Recommended Acceptance of $5,262 Allocation for Vocational Education Programs under Part F (P.L. 90-576)**

Attachment 5.2-e

Notice has been received from the Chancellor's Office indicating that $5,262 in Federal funds has been allocated to the District from Vocational Education Act (VEA), Part F, for support of consumer and homemaking education programs and services for the 1972-73 school year. It is recommended that the Board accept this $5,262 allocation identified in the Federal Act and under the conditions in the California State Plan for Vocational Education.
5.2 Non-Routine Business Services Items (Cont'd)

f. **Recommended Acceptance of 20 Shares of Financial Corporation of Santa Barbara Stock from Dr. Pearl Chase**

Attachment 5.2-f

Dr. Pearl Chase, whose contributions to this community and to the quality of life for people in this community already is beyond measure, has offered a gift of 20 shares of Financial Corporation of Santa Barbara to the Continuing Education Division of Santa Barbara City College. Value of the shares is estimated to be $500.

It is the expressed wish of Dr. Chase that of the funds to be realized from the sale of this stock a sum not to exceed $300 be allocated to the printing of the proceedings of the Symposium "Last Call for Santa Barbara", and the balance applied in support of the Family Life Educational Program in Adult Education.

It is the further wish of Dr. Chase that the contribution "be made in honor of Mr. Selmer O. Wake, for long the Director of Adult Education, now Head of the Continuing Education Division, a co-sponsor of the Lecture Series."

It is recommended that this generous gift be accepted, that the sale of the stock be authorized, and the proceeds from the sale be deposited in a trust account with the Adult Education Student Body to be allocated as follows: $300 for printing of the proceedings of the Symposium "Last Call for Santa Barbara", and the balance to be applied in support of the Family Life Educational Program in Adult Education. It is recommended, also, that the Superintendent be directed to express the deep appreciation of the District to Dr. Chase for this latest generous gift to the District and to the people of this community.

g. **Recommended Acceptance of Bid and Authorization to Award Contract for Health Occupations Nursing Education Facility**

Bids will be opened for the Health Occupations Nursing Education Facility on June 7, 1972. It is anticipated that a successful bidder can be determined after review of the bids.

h. **Recommended Approval of Benefit Preview Guidelines and Contract Document - Continuing Education Division**

Attachment 5.2-h

It has been requested by Dr. Pope Freeman that the District reinstitute the concept of benefit performances for certain local organizations utilizing our Alhecama Players.
5.2 Non-Routine Business Services Items (Cont'd)

h. Continued

This was a practice in the past but was discontinued because of certain problems that arose at that time. To overcome these problems, certain guidelines have been developed as outlined in Attachment 5.2-h. In addition, a contract document has been developed which would be used between the Alhecama Players and the local organizations requesting benefit performances.

It is recommended that the Board approve the benefit preview guidelines and the contract document and authorize the administration to provide benefit performances utilizing the Alhecama Players for certain local organizations.

6. GENERAL INFORMATION


Enclosure 2

During the year 1971-72, Santa Barbara City College participated with 23 other colleges in a project to identify the strengths of successful occupational programs. Dr. Thomas MacMillan, Director of Research & Development, will report on the local findings of this study, as provided in Enclosure 2.

6.2 Report on "Career Education Project Goals, Sub-Goals and Objectives, Community College Component - SBCC" - Research Office Memo No. 11-72

Enclosure 3

Along with the other districts in the Santa Barbara City Schools area, Santa Barbara City College is participating in a $104,000 project to improve career guidance and career education. Dr. MacMillan, Director of Research & Development, will report on career education project goals for the City College component of the K-14 Project for 1972-73, as shown in Enclosure 3.

6.3 Report on Coming Events - Mr. James Williams

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, June 22, 1972.