M I N U T E S

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

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 8, 1972, at 3:05
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 (arrived at 3:36 p.m.)
Dr. Joe W. Dobbs
Mr. James R. Garvin
Mrs. Ann Gutshall
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. Selmer O. Wake, Director/Admin. Dean, Continuing Education
Mr. James M. Williams, Director, College Information
Mrs. Katherine McCloskey, Staff Writer, S. B. News-Press
Mr. William E. Miller, President, Academic Senate
Mr. Robin J. Spriggs, Field Representative, CSKA
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Board of Trustees, SBCCD
June 8, 1972

Others present for all or a portion of the meeting (Cont'd):
  Mr. Joseph A. Bagnall, Asst. Dean, Continuing Education
  Mr. Abelino M. Bailon, Asst. Dean, Continuing Education
  Dr. Martin M. Bobgan, Asst. Dean, Continuing Education
  Dr. Robert Casier, Professor, Social Science
  Mr. Melvin J. Elkins, Asst. Dean, Vocational Education
  Mrs. Joanne B. Hendrick, Instructor, Trade & Technical,
     and Coordinator of SBCC Nursery School Program
  Mr. Harold C. Hilderbrand, Instructor, Trade & Technical
  Mr. Robert G. Hilgerman, Instructor, Business Education
  Miss Elizabeth Hodes, Instructor, Mathematics
  Mr. David L. Pickering, Controller, Accounting Services
  Mr. Irvin M. Stoudt, Representative, Zahorik Company, Inc.,
     CSEA Insurance Consultants
  Mrs. Jackie Trotter, SBCC Student, Co-Chairman of College
     Child Care Committee
  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. Frank welcomed guests and invited their participation
during the course of the meeting.

1.4 Executive Session

Mr. Frank indicated no executive session would be held.

1.5 Minutes of Regular Meeting of May 25, 1972

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board
unanimously approved the minutes of the regular meeting of May 25,
1972, as delivered.

1.6 Hearing of Citizens

None

Mr. Frank commented on his participation at the Continuing
Education High School Graduation at which 165 students received
their high school diplomas and commended Mr. Joseph Bagnall, the
Assistant Dean of Continuing Education, for his contributions to
the event. Mr. Wake indicated that this year's graduation
ceremony had the largest turnout of any previous year's.
1.7 Communications

a. Report of Death of Dr. Frank Fowler - May 27, 1972

The Superintendent referred to an article which appeared in the Santa Barbara News-Press the previous week reporting the death of Dr. Frank Fowler on May 27, 1972. Dr. Fowler was Director of the Alhecama Players for the Adult Education Division of Santa Barbara City College since 1949, until his retirement in June, 1971.

Mr. Wake, Director/Administrative Dean of the Continuing Education Division (formerly Adult Education Division), informed the Board that a "Frank Fowler Award" was being set up to be presented to the "best actor and actress" of the Alhecama Players each year.

(Added Item)  

b. Resolution No. 24, "Suggesting Members of the Board of Governors of California Community Colleges be Selected from the Ranks of Local Boards on a Regionally Representative Basis"

On May 25, 1972, the Board voted to have a resolution drawn up suggesting consideration be given to changing the composition of the Community College Governing Board in California. This action resulted after Mr. Frank's report on discussions at the California School Board's Association (CSBA) Annual Conference which he attended in Yosemite May 19-21, 1972, Mr. Frank was asked by CSBA to have the concept, which he proposed, formulated into the form of a statement to be distributed to the rest of the districts at their next meeting in June. (Reference: Page 3 of 5/25/72 Minutes, Agenda Item 1.7-a)

Resolution No. 24 was presented at the meeting for consideration by the Board of Trustees, in response to their request at the last meeting.

Upon motion of Mr. Garvin, seconded by Mr. Wells, the Board voted unanimously to adopt Resolution No. 24 as presented. Upon poll of the Board, the vote was as follows:
1.7 Communications (Cont'd)

b. Continued

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

Noes: None

Absent: Mrs. Alexander (arrived later in meeting)

The following matters of interest were discussed briefly:

(1) Mr. Wells reported that he had communicated with Assemblyman MacGillivray and others urging additional support for education and had received responses.

(2) Mr. Garvin informed the Board that CJCA had selected Mrs. Ann Gutshall to serve on a State Committee on Articulation.

(3) The Superintendent stated that Congress was voting that day on the Omnibus Higher Education Act (S. 659), but no results were known as yet.

2. PERSONNEL

2.1 Certificated Personnel

a. Routine

(1) Approval of Additional Certificated Assignments for the Continuing Education Division

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and carried by the Board to approve the additional certificated assignments indicated in Attachment 2.1-a (1) for the Continuing Education Division.
2.1 Certificated Personnel Items (Cont'd)

b. Non-Routine

(1) Approval of P. E. Coaching Assistants

Upon recommendation of the Superintendent, it was
moved by Dr. Dobbs, seconded by Mrs. Meigs, and carried
by the Board to approve the appointment of the following
persons as part-time coaching assistants as indicated
in Attachment 2.1-b (1):

Mr. Robert Hopper, Swimming & Water Polo Coaching
Assistant, for 1972-73 college year (replacing
Mr. Bruce Montgomery)

Mr. James Raack, Football Coaching Assistant for
1972 Fall Semester

Mr. Joseph Zeno, Jr., Football Coaching Assistant
for 1972 Fall Semester

(2) (Recommended Appointment of Counselor - Replacement
in Student Personnel Office)

The Superintendent informed the Board of Trustees
that the staff was not ready to make a recommendation
for a replacement to the Counseling position.

(3) Appointment of Spanish Instructor - Replacement in the
Foreign Language Division

Upon recommendation of the Superintendent, it was
moved by Mr. Garvin, seconded by Dr. Dobbs, and carried
by the Board to approve the appointment of Mr. Robert
Robledo as Spanish Instructor in the Foreign Language
Division, replacing Mrs. Lourdes Felix, as indicated
in Attachment 2.1-b (3).

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

Upon recommendation of the Superintendent, it was
moved by Mr. Wells, seconded by Mrs. Gutshall, and
unanimously carried by the Board to approve the proposed
job descriptions for the staff of the SBCC Children's
Center -- Director, Head Teacher, and Teacher -- and the
proposed salary schedule as provided in Attachment 2.1-b (4).
2.1-b. Non-Routine Certificated Personnel Items (Cont'd)

(5) Approval of 1972 Summer Session Faculty Employment List

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and carried by the Board to approve the faculty employment list for the 1972 summer session as shown in Attachment 2.1-b (5).

(6) Establishment of 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. A college calendar requiring 176 teaching days for instructional personnel had already been adopted by the Board of Trustees.

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and carried by the Board to establish the following working schedule for certificated personnel for the 1972-73 college year:

<table>
<thead>
<tr>
<th></th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Administrative Personnel</td>
<td>176</td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>249</td>
</tr>
</tbody>
</table>

(7) 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 was drafted which makes clear that an applicant must make separate applications for each portion of a sabbatical leave taken in separate semesters.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Garvin, and carried by the Board to approve the following amendment to the Sabbatical Leave Policy:
2.1-b. Non-Routine Certificated Personnel Items (Cont'd)

(7) Continued

"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."

As a result of questions posed by Dr. Dobbs, the Superintendent was requested to determine what fraction of eligible instructors do take sabbatical leaves and the reasons why some eligible instructors do not take them.

(8) 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 the Fine Arts Division. The Superintendent informed the Board that Mr. Frame had requested his application for sabbatical leave for 1972-73 be postponed for personal reasons. He plans to resubmit his plan for the following year.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and carried by the Board to approve Mr. Frame's request for the cancellation of his sabbatical leave for 1972-73.
2. PERSONNEL (CONTINUED)

2.2 Classified Personnel

a. Routine

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

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

Extension of one-half time health leave of absence for Mrs. Thelma Elizondo, Typist-Clerk in the Tutorial Center, for the month of June, 1972.

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

Mr. David Bickel, Reader in Math Department, for the 1972 Summer Session

Mr. Gilbert Loustalot, Graveyard Custodian, Full-Time Substitute for Mr. W. Richmond who is on Leave of Absence 5/22/72 - 7/5/72

Ms. Molly Dillard, Clerk in the Tutorial Center, One-Half Time Temporary Substitute for the month of June for Mrs. Thelma Elizondo

(3) Approval of Student Appointments for Tutorial and VEA Student Programs - Attachment 2.2-a (3)

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

b. Non-Routine

(1) Appointment of Bookstore Cashier - New Position

On April 27, 1972, the Board approved the job description and establishment of the new position of Bookstore Cashier.
2.2-b. Non-Routine Classified Personnel Items (Cont'd)

(1) Continued

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and carried by the Board to approve the appointment of Mrs. Lois Whittaker to the new position of Bookstore Cashier, effective May 22, 1972, as indicated in Attachment 2.2-b (1).

(2) Acceptance of Resignations

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and carried by the Board to accept the following resignations with regret, as summarized in Attachment 2.2-b (2):

Mrs. Linda Brewer  
Student Activities Advisor  
June 30, 1972

Mr. Robert Harrison  
Custodian  
May 26, 1972

Mr. Nicholas Jennings  
Custodian (Graveyard)  
June 16, 1972

Mr. Vernon Smith  
Audio-Visual Technician  
July 7, 1972

The Superintendent informed the Board that steps will be taken to replace three of them, but that it was believed that some reorganization will be recommended as a result of Mrs. Brewer's resignation.

3. STUDENT PERSONNEL

No Agenda Items

4. CURRICULUM AND INSTRUCTION

4.1 Approval of New Courses at SBCC for 1972-73

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the list of new courses in Attachment 4.1 for the 1972-73 College year at Santa Barbara City College.
5. **BUSINESS SERVICES**

5.1 **Routine**

Upon recommendation of the Superintendent, it was moved by
Mr. Garvin, seconded by Mr. Wells, 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.**
   P120-2160 through P120-2204 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. **Ratification of Lease of Facilities with Mr. Henri Toussaint**

   The Superintendent explained this item in detail to the
   Board of Trustees. During the Spring semester, certain
   students enrolled in an Independent Studies Course in Ceramics.
   Mr. Henri Toussaint volunteered his services as an instructor
   and a search was made of available studios to conduct the
   instructional lessons, because there were no facilities on
   campus. After exhausting other possibilities, Mr. Toussaint
   offered his studio for student use for the semester for $150.
   Inadvertently, arrangements were not made to compensate him
   for the use of his studio; therefore, ratification of the
   lease agreement shown in Attachment 5.2-a was requested at
   this time.

   Upon motion of Mr. Garvin, seconded by Mr. Wells, the
   Board ratified the lease agreement with Mr. Henri Toussaint
   for the use of his studio for a Ceramics Course during the
   Spring semester at the cost of $150 and authorized payment.
5.2 Non-Routine Business Services Items (Cont'd)

b. **Authorization to Submit an Application for Funding for a California Children's Center Program**

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 Care Center.

Enclosure 1, distributed to the Board of Trustees, contained a proposal which must be filed with the Bureau of Compensatory Education in order to apply for funding for the planned SBCC Children's Care Center.

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Dr. Dobbs, and unanimously carried by the Board to authorize the submittal of the application for a California Children's Center Program as outlined in Enclosure 1.

Mrs. Joanne Hendrick, Coordinator of SBCC Nursery School Program, thanked the members of the Board of Trustees for their approval of the application.

(Mrs. Alexander arrived at 3:36 p.m.)

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

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and carried by the Board to approve the application for Work Incentive Program funding in the amount of $57,763, 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). No additional funds are required by the District. Attachment 5.2-c contained a copy of the proposed application.
5.2 Non-Routine Business Services Items (Cont'd)

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

The Board was informed that notice had been received concerning the level of funding approved to date for Federal Student Financial Aid Programs at SBCC. The following awards and/or tentative commitments were received:

- College Work-Study Program: Award of $76,607
- National Defense Student Loans: Tentative Commitment
  - Approved Level of Lending: $58,895
  - Estimated Allocation: $28,382
- Educational Opportunity Grant Funds: Allocated $50,242

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and carried by the Board to approve the acceptance of the Federal Student Financial Aid Funds awarded/allocated to the College for 1972-73, as indicated in Attachment 5.2-d.

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

The Board was informed that notice had 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.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Garvin, and carried by the Board to approve the acceptance of this $5,262 allocation identified in the Federal Act and under the conditions in the California State Plan for Vocational Education, as indicated in Attachment 5.2-e.
5.2 Non-Routine Business Services Items (Cont'd)

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

The Board was informed that Dr. Pearl Chase has offered a gift of 20 shares of stock of the Financial Corporation of Santa Barbara, estimated value is $500, to the Continuing Education Division of Santa Barbara City College.

Attachment 5.2-f, a letter from Dr. Chase, expressed the wish that $300 of the funds to be realized from the sale of the stock be allocated to the printing of the proceedings of the Symposium "Last Call for Santa Barbara", and the balance of the funds applied to the support of the Family Life Educational Program in Adult Education. It was 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."

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Garvin, and unanimously carried by the Board to accept the 20 shares of stock (FCSB), to authorize the sale of the stock, and to have the proceeds from the sale 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. The Board further directed the Superintendent to express the District's deep appreciation to Dr. Chase for this latest generous gift to the District and to the people of the Santa Barbara community and to recognize Mr. Wake for his contributions.

Mr. Wake, Director/Administrative Dean of Continuing Education, informed the Board of other donations received as result of the Symposium and explained the future plans in this area for the Summer and Winter terms.
5.2 Non-Routine Business Services Items (Cont'd)

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

Bids for the Health Occupations (Nursing Education) Facility were received on June 7, 1972. A summary of the "bid tabulation" was distributed to the members of the Board at the meeting.

Dr. Donald Sorsabal, Administrative Dean of Business Services, recommended the Board's acceptance of the low bid of $569,700 of the contractor, J. W. Bailey Construction Co., and recommended the contract be awarded, subject to the approval of the Department of Health, Education and Welfare.

The 240-day contract is scheduled to begin June 22 and be completed by February 22, 1973.

Upon motion of Mr. Wells, seconded by Dr. Dobbs, the Board voted unanimously to accept the $569,700 bid by J. W. Bailey Construction Co. for construction of the Health Occupations (Nursing Education) Facility and further authorized the awarding of the contract, subject to the approval of HEW.

h. Approval of Benefit Preview Guidelines and Contract Document for Continuing Education Division

The Board was informed of the request by Dr. Pope Freeman, Director of Theatre Arts for Continuing Education Division, to have the District reinstitute the concept of benefit performances for certain local organizations utilizing the Alhecama Players. 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" were developed. A copy of the guidelines and the contract document -- which would be used between the Alhecama Players and the local organizations requesting benefit performances -- were provided in Attachment 5.2-h. Dr. Martin Bobgan, Assistant Dean of Continuing Education, explained the procedures involved in offering benefit performances to local organizations and responded to questions.
5.2 Non-Routine Business Services Items (Cont'd)

h. Continued

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and carried by the Board to approve the benefit preview guidelines and the contract document indicated in Attachment 5.2-h and to authorize the administration to provide benefit performances utilizing the Alhecama Players for certain local organizations.

6. GENERAL INFORMATION


During the 1971-72 year, Santa Barbara City College participated with 23 other colleges in a project to identify the strengths of successful occupational programs. Research Office Memo No. 10-72, distributed as Enclosure 2 for the Board's information, gave the local findings of this study.

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

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. Research Office Memo No. 11-72, distributed as Enclosure 3 for the Board's information, contained a report on the career education project goals for the College's component of the K-14 Project for 1972-73. Mr. Melvin Elkins, Assistant Dean of Vocational Education, briefly explained the implications of this project to the Board of Trustees.

(Added Item) 6.3 Special Meeting of Board of Trustees on June 15, 1972

Upon the Superintendent's suggestion, it was moved by Mr. Garvin, seconded by Mrs. Gutshall, and unanimously carried by the Board to hold a special meeting on Thursday, June 15, 1972, at 4:00 p.m. in the Santa Barbara City College Board Room for the purpose of hearing a
6. GENERAL INFORMATION (CONTINUED)

6.3 Continued

presentation by a representative from Daniel, Mann, Johnson & Mendenhall (DMJM) on a new concept for the proposed Theatre/Music Building and also for further consideration and discussion of the employee organizations' salary, salary schedule, and fringe benefit proposals.

6.4 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 June 9 to 22, 1972.

7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board voted to adjourn the meeting at 4:06 p.m.

Upon conclusion of the meeting, Board members and the faculty and staff prepared for SBCC's Commencement exercises scheduled for 5:00 p.m.

As agreed to in Item 6.3 above, the Board will hold a special meeting at 4:00 p.m. on Thursday, June 15, 1972.

The next regular meeting of the Board of Trustees will be held on Thursday, June 22, 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 June 22, 1972, 1972