MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

August 24, 1972

4:00 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, August 24, 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
Dr. Joe W. Dobbs
Mr. James R. Garvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs

Members Absent:

Mrs. Kathryn O. Alexander

Others present for all or a portion of the meeting:

Dr. Glenn G. Gooder, Superintendent-President and Secretary-
Clerk to the Board of Trustees

Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Dr. Thomas F. MacMillan, Administrative Dean, Admissions,
Guidance, and Research
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

Mrs. Katherine McCloskey, Staff Writer, S. B. News-Press
Mr. William E. Miller, President, Academic Senate

Mr. Dean H. Ankeny, Director of Purchasing
Mr. Joseph A. Bagnall, Asst. Dean, Continuing Education
Minutes - Regular Meeting
Board of Trustees, SBCCD
August 24, 1972

Others present for all or a portion of the meeting:

Mr. Abelino M. Bailon, Asst. Dean, Continuing Education
Dr. Martin M. Bobgan, Asst. Dean, Continuing Education
Mrs. Phyllis Bowden
Mrs. Elsie Brandt, Secretary, Business Services
Miss Gloria Castleberg, Director, Classified Personnel
Mr. Melvin J. Elkins, Asst. Dean, Vocational Education
Mr. Robert Eyre, Director, Facilities and Operations
Mr. Jesus J. Gonzales, Adviser, Student Activities
Mr. David L. Pickering, Controller, Accounting Services
Mr. Michael Robertson
Mrs. Dee Rose, Secretary, Facilities and Resource Development
Mr. Robin Spriggs, Field Representative, C. S. E. A.
Mr. Louis M. Torres, Grounds Supervisor
Mr. Russell S. Wenzlau, Asst. Dean, Evening College and Summer Session
Mr. Richard S. Whitehead, President of the Board of Trustees, Santa Barbara Trust for Historic Preservation
Mrs. Barbara Armstrong, Steno-Clerk, Superintendent's Office
Mr. Theron E. Barnes, Audio-Visual Supervisor

1.3 Welcome to Guests

Mr. Frank welcomed guests and invited their participation during the course of the meeting.

1.4 Executive Session

At 4:02 p.m. the Board adjourned to go into executive session with Dr. Goeder in the Superintendent's office to discuss the following personnel items:

a. Agenda Item 2.1-b
b. Agenda Items 2.2-b (3) and (5)

*Addition (see below)*

1.5 Minutes of Regular Meeting of August 3, 1972

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board unanimously approved the minutes of the regular meeting of August 3, 1972, as delivered.

1.6 Hearing of Citizens

None

*At 4:55 p.m., the regular meeting of the Board of Trustees of the Santa Barbara Community College District reconvened in regular session in the Board Room of Santa Barbara City College.*
1.7 Communications

a. Correspondence regarding SBCC Campus Children's Center

The Superintendent called the Board's attention to Attachment 1.7-a -- a letter from Mr. William N. Roberts, Acting Chief, Bureau of Preschool Educational Programs, informing Santa Barbara City College that the application for a Campus Children's Center had been received and would be recommended to the Superintendent of Public Instruction and a letter from Mr. Wilson Riles, Superintendent of Public Instruction and Director of Education, approving the Campus Children's Center.

Board members toured the Center prior to the meeting.

b. Letter of Appreciation from the Director of Ocean Engineering, Department of Navy, for Contributions provided by Members of the SBCC Faculty and Marine Diving Technician Program Students during the 1972 Spring Semester

The Superintendent called the Board's attention to Attachment 1.7-b, a letter from Captain E. B. Mitchell, U. S. Navy Director of Ocean Engineering, expressing appreciation to Mr. Ramsey Parks, the students, and staff of the Marine Technology Division for the work done in cooperation with the Navy. The Superintendent was especially encouraged by Captain Mitchell's acknowledgment of the mutual benefits to the Navy and the College by this type of cooperative program and added his congratulations for an excellent job.

c. Financial Status Report on the District's 1972-73 Publication Budget from the Santa Barbara County Superintendent of Schools

A recently enacted law requires the County Superintendent to notify districts if their budgets indicate that anticipated expenditures exceed anticipated income. The Superintendent informed the Board that Santa Barbara Community College District has been reminded that expenditures exceed income by $245,166 in the 1972-73 Publication Budget, as indicated in Attachment 1.7-c.
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2. **PERSONNEL**

2.1 **Certificated Personnel**

   a. **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 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)**

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

   b. **Non-Routine**

   (1) **Appointment of Professional Volunteer - Student Teacher of Geography in Social Science Division**

   Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Wells, and unanimously carried by the Board to approve the appointment of Mr. Malcolm L. Campbell as a professional volunteer - student teacher of geography in the Social Science Division, as indicated in Attachment 2.1-b (1).

   (2) **Appointment of Football P. E. Coaching Assistant for the 1972 Fall Semester - Replacement - Attachment 2.1-b (2)**

   Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Garvin, and unanimously carried by the Board to approve the appointment of Mr. Burton Chadwick to the position of P. E. Coaching Assistant replacing Mr. Joseph Zeno who has accepted a new position in Paso Robles and will not be able to continue.
2.1 b. Non-Routine Certified Personnel Items (Cont'd)

(3) Adjustments in Student Services and Activities Organization

As described in Attachment 2.1-b (3), adjustments in the organization of Student Services and Activities were proposed, resulting in a net savings of $3,201.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and unanimously carried by the Board to approve the following adjustments:

1. The vacant position of Student Activities Adviser not be filled
2. Mr. Jesus Gonzales be assigned on an overtime basis for student activities assistance
3. Mr. William Cordero's assignment be changed from that of Director of Placement and Financial Aids to Coordinator of Student Services

2.2 Classified 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 classified personnel action items, as indicated in the attachments:

(1) Approval of Additional Hourly Appointments - Attachment 2.2-a (1)

The Superintendent called the Board's attention to a correction in Attachment 2.2-a (1). Alicia Garcia should be changed from 30 hrs/week to "hourly as needed".

(2) Student Appointments - College Work Study Program On-Campus and Off-Campus - Attachment 2.2-a (2)

b. Non-Routine

(1) Approval of Six-Month and Yearly Salary Increments - Attachment 2.2-b (1)

The following information was added to Attachment 2.2-b (1):

Johnson, Anna M. Matron $618/mo. 9/1/72 11 mos. Custodial Dept.
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(1) Continued

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall and carried by the Board to approve the six-month and yearly salary increments.

(2) Acceptance of Resignation - Computer Operator, Data Processing Department

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and carried by the Board to accept, with regret, the resignation of Mr. Harold Davidson, Computer Operator in the Data Processing Department. Mr. Davidson will devote his full time to art and his work on Edward Borein's work and life.

Mr. Frank added his personal regrets, since he has known Mr. Davidson for a long time, but added that Mr. Davidson certainly has a proficiency in art and wished him well.

(3) Approval of Termination of Groundsman-Gardener

Attachment 2.2-b (3)

The Superintendent informed the Board of a correction on Attachment 2.2-b (3). The effective date should be changed from 8/11/72 to 9/1/72.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and unanimously carried by the Board to terminate Mr. Steven L. Juarez, Groundsman-Gardener, and to direct the Superintendent to notify Mr. Juarez that he is to be dismissed as of September 1, 1972; to notify him of the action no later than September 1, 1972; and to notify him that he shall be allowed two weeks (from September 1 to September 15) to file a written reply.
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(4) Approval of Change in Shift - Secretary, Continuing Education Division

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Dr. Dobbs, and carried by the Board to approve the change in shift for Mrs. Elinor Roulston, Secretary, Continuing Education Division, effective September 1, 1972, as indicated in Attachment 2.2-b (4).

(5) Approval of Replacement Appointment and Acceptance of Resignation - Secretary, Continuing Education Division

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and carried by the Board to approve the appointment of Mrs. Jennie C. McDonald as Secretary in the Continuing Education Division replacing Mrs. Elinor Roulston as of August 7, 1972, and the resignation of Mrs. Jennie C. McDonald as of August 25, 1972, as indicated in Attachment 2.2-b (5).

(6) Appointment of Administrative Secretary, Office of Facilities and Resource Development - Replacement

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the appointment of Mrs. Dee Rose as Administrative Secretary, Office of Facilities and Resource Development effective August 28, 1972, replacing Mrs. Doris Phillips, as indicated in Attachment 2.2-b (6).

The Superintendent introduced Mrs. Rose to the Board and informed them that she was rated in at step B because of her wide background and experience.

On behalf of the Board Mr. Frank welcomed Mrs. Rose to Santa Barbara City College.
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(7) **Appointment of Business Manager, Student Finance - Replacement**

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Wells, and unanimously carried by the Board to approve the appointment of Mr. Michael Combs to the position of Business Manager, Student Finance effective August 30, 1972, as indicated in Attachment 2.2-b (7).

(8) **Appointment of Half-Time Laboratory Technician, Chemistry Department - New Position**

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and carried by the Board to approve the appointment of Mr. Michael Silvestri to the new position of half-time Laboratory Technician in the Chemistry Department effective September 1, 1972, as indicated in Attachment 2.2-b (8).

(9) **Appointment of Custodian, Facilities and Operations Department (Day Shift) - New Position**

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall, and carried by the Board to approve the appointment of Mr. Salvador Jimenez to the new position of Custodian, Facilities and Operations Department, effective August 1, 1972, as indicated in Attachment 2.2-b (9).

(10) **Appointment of Food Services Supervisor - New Position**

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and carried by the Board to approve the appointment of Mr. Norman Smith to the new position of Food Services Supervisor, effective September 1, 1972, as indicated in Attachment 2.2-b (10). Mr. Smith was a former student of Mr. John Dunn and was highly recommended by Mr. Dunn for this position.
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(11) Change in Time Assignment (from Hourly to Half-Time) and Change in Title Classification (from Intermediate Clerk to Geologic Illustrator/Cartographic Aide)

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Wells, and carried by the Board to approve the change in time assignment from hourly to halftime and to change the title classification from Intermediate Clerk to Geologic Illustrator/Cartographic Aide for Naomi Fleckser in the Geology Department, effective September 1, 1972, as indicated in Attachment 2.2-b (11).

3. STUDENT PERSONNEL

3.1 Approval of Additional Candidates for the Associate in Arts Degree

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and unanimously carried by the Board to confer the Associate in Arts Degree upon 24 additional candidates, as listed in Attachment 3.1, who completed the requirements for a degree in the summer session. This brought the total number of A. A. degrees conferred to 485.

Mr. Frank extended the Board's congratulations to the students.

3.2 Approval of Additional Candidates for the Associate in Science Degree

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and unanimously carried by the Board to confer the Associate in Science Degree upon six additional candidates, as indicated in Attachment 3.2. This brought the total number of A. S. degrees conferred to 122.

3.3 Report on Project Evaluation: EOPS Project at Santa Barbara City College, 1971-72 (Research Office Memo #13-72)

Each year, the Chancellor's Office requires a project evaluation to be conducted for programs and services partially funded by S. B. 164 (Alquist) Funds. Dr. Thomas MacMillan, Administrative Dean of Admissions,
3.3 Report on Project Evaluation (Cont'd)

Guidance, and Research, reviewed for the Board the most recent project evaluation (Enclosure 1) which was filed with the Chancellor's Office as required on August 15, 1972.

Dr. MacMillan explained to the Board that the primary intent of the report was to illustrate to the Chancellor's Office the ways Santa Barbara City College has thought appropriate in evaluating EOP Programs. Included were ideas that may be adopted by other programs and used as models for other program evaluations, as has been done in the past.

Dr. MacMillan commented on the difficulty in establishing project objectives based upon applications for funding. In the case of Santa Barbara City College, objectives were based upon grant requests which have exceeded $100,000 when the actual funding was closer to $20,000. He pointed out the need to revise objectives in the middle of the year and the need for appropriate procedures to allow this to take place.

Dr. MacMillan noted that the Tutorial Center "continues to operate as effectively as it has" and that "we are reaching the people we intended to reach."

4. CURRICULUM AND INSTRUCTION

No Agenda Items

5. BUSINESS SERVICES

5.1 Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, 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 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. **Approval of Change Order No. 1 to the Contract with J. W. Bailey Construction Co. for the Health Occupations Facility**

Discovery of uncharted utility lines delayed underground demolition of an existing retaining wall adjacent to the existing building. Because of this, the contractor requested a time extension of three days. This will make the new contract completion date February 24, 1973. The change represented neither an addition nor a reduction from the original contract price.

Original Contract Price $569,700
Change Order No. 1 $0

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the Change Order No. 1, a three-day time extension without any additional cost to the District, to the contract with J. W. Bailey Construction Co. for the Health Occupations Facility.

b. **Ratification of Appointment of U. S. Grant & Sons for Topographic Mapping - Ceramics/Glassblowing Laboratory Project, Continuing Education Division**

Santa Barbara Community College District is required to have a topographic site study in connection with any building project.

To proceed with the architectural development of the Ceramics/Glassblowing Laboratory project for the Continuing Education Division, it is necessary to have a topographic study made of the proposed site. The architects have recommended the employment of the firm of U. S. Grant & Sons to perform this work. The estimated cost of the study is $500.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to ratify the appointment of U. S. Grant & Sons to prepare a topographic study of the site at 914 Santa Barbara Street for the Continuing Education's Ceramics/Glassblowing Laboratory at an estimated cost of $500.
5.2 Non-Routine Business Services (Cont'd)

c. Acceptance of $40,000 Federal Grant for the Marine Technician Training Program for Fiscal Year 1972-73

Notification was received from the National Oceanic and Atmospheric Administration, U. S. Department of Commerce, indicating that a federal grant of $40,000 was allocated to Santa Barbara City College for continued support of the Sea Grant Program for the 1972-73 fiscal year.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and unanimously carried by the Board to accept the $40,000 grant from the U. S. Department of Commerce, according to the National Sea Grant College and Program Act of 1966, as amended (P. L. 89-688), for the College's Marine Technician Training Program, as indicated in Attachment 5.2-c.

d. Acceptance of the Gift of an NCR Cash Register from Jordano's Markets, Inc.

Jordano's Markets, Inc. has generously offered a used NCR cash register to the District for use in the Mini-Skills Center, Continuing Education Division. This piece of equipment has an estimated value of $250.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Dr. Dobbs, and unanimously carried by the Board to accept the NCR cash register from Jordano's Markets, Inc., as indicated in Attachment 5.2-d. The Board further directed the Superintendent to express the District's appreciation to Jordano's for the gift.

Mr. Selmer O. Wake, Director/Administrative Dean, Continuing Education, informed the Board that there has been a considerable amount of interest in the Mini-Skills Center in the Community. Mr. Mel Elkins, Assistant Dean, Vocational Education, and Mr. Abelino Bailon, Assistant Dean, Continuing Education, appeared on KEYT-TV for a 15-minute program explaining the Mini-Skills Program and were asked to make periodic reports.
5.2 Non-Routine Business Services (Cont'd)

e. Acknowledgment of Receipt of Summons

Enclosure 2 contained a summons in connection with the suit filed by the California Wholesale Electric Company against the Santa Barbara Community College District and Seaboard Surety (a corporation). The Superintendent explained to the Board that the case resulted from non-payment by Almo Electric to California Wholesale. A bond is provided to cover this, and this is the routine legal procedure.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and unanimously carried by the Board to authorize acknowledgment of receipt of the summons and referral of the matter to the County Counsel.

6. GENERAL INFORMATION

6.1 Report of Activities of the Santa Barbara Trust for Historic Preservation

During the Spring semester, members of the Board expressed an interest in knowing about the activities and plans of the Santa Barbara Trust for Historic Preservation as they relate to the site of the Continuing Education Center.

Mr. Garvin introduced Mr. Richard S. Whitehead, President of the Board of Trustees of the Santa Barbara Trust for Historic Preservation, to his fellow Board members and informed them that Mr. Whitehead would describe the activities of the Trust with special reference to its relationship to the Continuing Education Center.

Mr. Whitehead gave a thirty-minute presentation of slides and overhead transparencies to the Board giving a brief history of Santa Barbara and the Presidio and explained the archaeological work being done at present at the Presidio site. It is the hope of the Trust that the entire Presidio can be restored on its historic site, part of which lies on Continuing Education Center land. A possibility in
6.1 Report of Activities of the Santa Barbara Trust for Historic Preservation (Cont'd)

restoring the Presidio would be to reconstruct the historic handcraft rooms to be used jointly by the Trust as shops and by the Continuing Education Division as classrooms for arts and crafts.

It is hoped that the Santa Barbara Community College District and the Santa Barbara Trust for Historic Preservation can work together in the acquisition of property and the restoration of historic buildings.

Mr. Frank on behalf of the Board thanked Mr. Whitehead for his fascinating and informative presentation.


A couple of months ago, Miss Pearl Chase made a gift of 20 shares of stock to the Continuing Education Division of Santa Barbara City College and indicated that the funds to be realized from the sale of this stock were to be used for printing of materials presented in the forum series, "Last Call for Santa Barbara -- The Good Life or Megalopolis?" (Reference: p. 13 of June 8, 1972, Minutes - Agenda Item 5.2-f).

The title of the pamphlet, which has now been published, is TODAY'S ACTION TOMORROW'S PROFIT - An Alternative Approach to Community Development (Enclosure 3) -- A review of the multiple crises facing the South Coast of Santa Barbara County and a proposal for their resolution.

The Superintendent urged everyone to read the pamphlet and thanked the people responsible for its publication: Dr. Pearl Chase; Mr. Selmer Wake, Director/Administrative Dean, Continuing Education; Mrs. Elaine H. Burnell, Editor; Mr. Dan Sisson, Coordinator; Mr. Paul Relis, Coordinator. The Board directed the Superintendent to send letters of appreciation to these five people.
6.2 Report on Publication of a Special Report (Cont'd)

Mr. Frank commented on the excellence of the pamphlet and the development of the whole program which Mr. Wake directed. On behalf of the Board Mr. Frank thanked Mr. Wake for all of his outstanding contributions to the Continuing Education Division and read the resolution "Upon the Occasion of the Retirement of Mr. Selmer O. Wake" which was signed at the August 3, 1972, Board meeting.

Mr. Wake thanked the Board and said, "It has been a real labor of love and a privilege to serve."

6.3 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 August 25 - September 13, 1972.

7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the regular meeting of the Board of Trustees was adjourned by Mr. Frank at 6:20 p.m.

The next regular meeting of the Board will be held on Thursday, September 14, 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 September 14, 1972