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

September 14, 1972

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

1. GENERAL FUNCTIONS

1.1 Call to Order
1.2 Roll Call
1.3 Welcome to Guests
1.4 Executive Session
   (If Required on Items 2.1-b (1), (2), (5), and 2.2-b (2)
1.5 Minutes of Regular Meeting of August 24, 1972
1.6 Hearing of Citizens
1.7 Communications

2. PERSONNEL

2.1 Certificated Personnel
   a. Routine

   (1) Recommended Approval of Certificated Assignments
       Attachment 2.1-a (1)

   (2) Recommended Approval of Appointments - Hourly
       Instructors for the Fall Semester, 1972
       Attachment 2.1-a (2)

   (3) Recommended Authorization of Travel and Conference
       Attendance
       Attachment 2.1-a (3)
2.1 Certificated Personnel Items (Continued)

b. Non-Routine

(1) Recommended Appointment of Dr. Martin M. Bobgan as Acting Administrative Dean, Continuing Education, Effective October 1, 1972, through January 31, 1973

Attachment 2.1-b (1)

Mr. Selmer O. Wake has announced his retirement as Director/Administrative Dean, Continuing Education, effective November 3, 1972. Since Mr. Wake will be taking accumulated vacation prior to his retirement and since adequate selection procedures will require time beyond Mr. Wake's retirement date, it is recommended that the position be filled on an interim basis from October 1, 1972, through January 31, 1973.

It is recommended that Dr. Martin M. Bobgan, Assistant Dean, Continuing Education, be appointed to serve as Acting Administrative Dean, Continuing Education, at Step 1 on the Administrative Salary Schedule, effective from October 1, 1972, through January 31, 1973.

(2) Recommended Appointment of Mr. Michael A. Griffin as Acting Coordinator, Continuing Education, Effective October 1, 1972, through January 31, 1973

Attachment 2.1-b (2)

As a result of the retirement of Mr. Selmer O. Wake, it has been recommended that an Assistant Dean of Continuing Education be appointed on an interim basis to serve as acting Dean. It is not possible for the person so assigned to serve both as Assistant Dean and Administrative Dean. It is, therefore, recommended that a position of Coordinator, Continuing Education, be established and filled during the interim period.

It is recommended that Mr. Michael A. Griffin, Counselor, Continuing Education, be appointed to serve as Acting Coordinator, Continuing Education, at Step 1 on the Administrative Salary Schedule, effective from October 1, 1972, through January 31, 1973.
2.1 b. Non-Routine Certificated Personnel Items (Cont'd)

(3) Recommended Appointment of Three Half-Time Teachers to Children's Center Staff (New Positions)

Attachment 2.1-b (3)

(4) Recommended Appointment of Professional Volunteer, Physical Science Department

Attachment 2.1-b (4)

(5) Recommended Approval of a New Four-Year Contract with Superintendent-President Glenn G. Gooder

The Salary Committee of the Board of Trustees recommends that the present four-year contract with Superintendent-President Glenn G. Gooder be terminated and that a new four-year contract be approved beginning October 1, 1972, at an annual salary of $30,975.

2.2 Classified Personnel

a. Routine

(1) Recommended Approval of Additional Hourly Appointments

Attachment 2.2-a (1)

(2) Recommended Student Appointments - College Work Study Program On-Campus and Off-Campus and General Student Programs

Attachment 2.2-a (2)

(3) Recommended Authorization of Travel and Conference Attendance

Attachment 2.2-a (3)

b. Non-Routine

(1) Recommended Appointment of Physical Education Football Assistant - Replacement

Attachment 2.2-b (1)
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(2) Recommended Approval of Termination of Probationary Employee - Maintenance Man, Operations Department

Attachment 2.2-b (2)

(3) Recommended Approval of Two-Fifths Leave of Absence - without Salary - Secretary, Continuing Education

Attachment 2.2-b (3)

(4) Recommended Approval of Health Leave of Absence - Steno-Clerk, Classified Personnel Department

Attachment 2.2-b (4)

(5) Recommended Change from Hourly to Three-Fourths Time Position - Lab Teaching Assistant, WORK, Inc.

Attachment 2.2-b (5)

(6) Recommended Appointment of Secretary in Continuing Education - Replacement

Attachment 2.2-b (6)

(7) Recommended Appointment of Intermediate Account Clerk, Food Services/Child Care Center - Promotion (New Position)

Attachment 2.2-b (7)

(8) Recommended Approval of Job Specification for Position of STUDENT FOOD SERVICE HELPER (Child Care Center) and Recommended Establishment of the New Position to the Children's Center Staff and Recommended Appointment

Attachment 2.2-b (8)

3. STUDENT PERSONNEL

3.1 Report on an Evaluation of the Summer Readiness Program: NYC Goes to College, Summer, 1972 (Research Office Memo No. 14-72)

Enclosure 1

Dr. Thomas MacMillan, Administrative Dean of Admissions, Guidance and Research, will discuss an evaluation report of the recently completed NYC Summer Readiness Program.
3. Student Personnel (Cont'd)

3.2 Report on Student Enrollment for Fall Semester, 1972

Attachment 3.2

Mr. Lisle C. Bresslin, Assistant Dean, Admission and Records, will be present to answer questions and give an enrollment report.

3.3 Recommended Adoption of 1972-73 Co-Curricular Budget

Attachment 3.3

The first co-curricular program and budget was adopted for the 1971-72 college year. It was felt that the program and budget met expectations and generally worked very satisfactorily.

The budget, represented by Attachment 3.3, essentially provides for the same type of program during 1972-73.

The Superintendent recommends adoption of the 1972-73 co-curricular budget.

3.4 Recommended Approval of Agreement with Shasta-Tehama-Trinity Joint Community College District in Connection with the NORCAL Research Project

Attachment 3.4

For two years the District has cooperated with the NORCAL Research Group to the mutual benefit of both parties. It is recommended that the District enter into an agreement, as indicated, to continue the cooperative arrangement for the 1972-73 school year.

4. CURRICULUM AND INSTRUCTION

4.1 Report of the Nursing Education Consultant's Survey of the SBCC Vocational Nursing Program

Attachment 4.1

4.2 Report of the Scores on MDTA - LVN Students in State Board Exams

Attachment 4.2
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. P23-0477 through P23-0624, 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 Employment of Consulting Geologist for Seismic Study of Continuing Education Site

Attachment 5.2-a

Before construction can begin on the Ceramics/Glass-blowing laboratory a seismic study of the site must be conducted. It is the recommendation of Mr. Wallace Arendt that we employ the firm which did the study of the Mesa Campus site.

Attachment 5.2-a delineates the schedule of charges for this type study. It is estimated the study would not exceed the cost of the Mesa Campus Study which was less than $500.

The Superintendent recommends the employment of Glenn A. Brown and Associates, Consulting Geologists, to conduct a seismic study of the Continuing Education site at 914 Santa Barbara Street.
5.2 Non-Routine Business Services Items (Cont'd)

b. **Recommended Acknowledgment of Notification of District Status on Deficit Financing**

Attachment 5.2-b

The County Superintendent in compliance with E. C. 21107.5 has notified the Board of Trustees that the adopted budget has a deficit of $268,703 between income and expenditures. At the last meeting a similar notice was given based upon the Publication Budget. At that time the deficit was $245,166.

The Superintendent recommends acknowledgment of the receipt of notice of deficit financing from the County Superintendent of Schools.

c. **Recommended Approval of Civil Defense, Disaster and Disturbance Plan**

Enclosure 2

State law requires that annually the Board of Trustees approve the Civil Defense, Disaster and Disturbance Plan. This year a major revision has been made in our plan. Enclosure 2 delineates the recommended plan.

The Superintendent recommends the approval of the Santa Barbara Community College District Civil Defense, Disaster and Disturbance Plan.

d. **Recommended Adjustments in Intra-District Travel Allowance**

Attachment 5.2-d

As a result of changes in assignments in the Continuing Education Division, it is appropriate to adjust intra-district travel allowances. Attachment 5.2-d lists suggested changes.

The Superintendent recommends approval of monthly travel allowances, as indicated on Attachment 5.2-d.

e. **Recommended Authorization of Participation Fees—NORCAL Research Group**

The Superintendent recommends that the District continue to participate in the cooperative research activities of the NORCAL Research Group as it has for the past two years.
5.2 Non-Routine Business Services Items (Cont'd)

   e. continued

   The group will continue research training activities this academic year, and Dr. Thomas F. MacMillan of our staff will be one of the training consultants. We will also be able to send one administrator or faculty member to the training workshops. Our fee is $350, but since all travel and conference expenses are paid, the District receives at least that amount of money in reimbursement travel costs as well as the value gained by the training activities and research efforts.

6. GENERAL INFORMATION

   Report on Coming Events - Mr. James Williams

7. ADJOURNMENT

   The next regular meeting of the Board of Trustees is scheduled for Thursday, September 28, 1972, at 4:00 p. m. in the Board Room of Santa Barbara City College, Santa Barbara, California.