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

September 28, 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 Vice-President Benjamin P. J. Wells, in the absence of President Sidney R. Frank, on Thursday, September 28, 1972, at 4:05 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

1.2 Roll Call

Members Present:

Mr. Benjamin P. J. Wells, Vice-President
Mrs. Kathryn O. Alexander
Mr. James R. Garvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs
Dr. Joe Dobb

Members Absent:

Mr. Sidney R. Frank, President

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
Dr. Martin M. Bobgan, Acting Admin. Dean, Continuing Education
Mr. M. L. (Pat) Haglin, Admin. Dean, Instruction
Dr. Thomas F. MacMillan, Admin. Dean, Admissions, Guidance and Research
Mr. Alfred L. Silvera, Admin. Dean, Student Services and Activities
Mr. James Williams, Director, College Information
Mr. Robert A. Carman, Representative Council Vice-President
Mr. Abdelkhir El-Hakkaoui, ASB President
Mrs. Katherine McCloskey, Staff Writer, SANTA BARBARA NEWS-PRESS
Mr. Stewart Nolton, Administrative Assistant to Senator Robert Lagomarsino
Miss Cathy Sandoval, Student Senate Representative
The following members of THE CHANNELS staff were present:

- Mr. Ray Canton, Journalism Adviser
- Mr. James Guy, Editor-in-Chief
- Mr. James Davenport, Assoc. Editor/Chief Photographer
- Miss Susan Bedel, Associate Editor
- Miss Julia Connole
- Miss Judi Gunther
- Miss Laurie Harwood
- Mr. Tom Kelsey
- Mr. Daniel A. Lindsay
- Mr. Mark Robert Patton

Others present for all or a portion of the meeting (cont'd):

- Mr. Dean Ankeny, Director, Purchasing
- Mr. Abelino M. Bailon, Asst. Dean, Continuing Education
- Dr. Isabel H. Beck, Professor, Social Science
- Mr. Scott Borie, student
- Mrs. Phyllis Bowden
- Mrs. Elsie Brandt, Secretary, Business Services
- Mr. Lisle C. Bresslin, Asst. Dean, Admissions and Records
- Miss Gloria Castleberg, Director, Classified Personnel
- Mr. Fred Cordero, Computer Operator, Data Processing
- Mr. William Cordero, Director, Placement & Financial Aids
- Mr. Mel Elkins, Asst. Dean, Vocational Education
- Mrs. Lani Fredericks, Student Placement
- Mrs. Terry Jones, Secretary, Financial Aids
- Mrs. Jeanette Kaufman, Account Clerk, Business Services
- Mr. Ross McCoy, Maintenance Man, Facilities and Operations
- Miss Elaine Rymills, Laboratory Technician, Life Science Dept.
- Mr. Robert Swihimey, student
- Mr. Donald Trent, Director, Facilities & Resource Development
- Mr. Russell S. Wenzlau, Asst. Dean, Eve. College & Summer Session
- Mrs. Barbara Armstrong, Steno-Clerk, Superintendent-President's Office
- Mr. Theron E. Barnes, Audio-Visual Supervisor

1.3 Welcome to Guests

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

(Upon the suggestion of the Superintendent, Item 1.7-b was taken at this time.)

1.4 Executive Session

At 4:10 p.m. the Board adjourned to go into executive session with Dr. Gooder in the Superintendent's office to discuss the following personnel items:
Minutes - Regular Meeting
Board of Trustees, SBCCD
September 28, 1972

1.4 Continued

a. Agenda Item 2.1-b (1)
b. Agenda Item 2.2-b (8)

At 4:30 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.

1.5 Minutes of Regular Meeting of September 14, 1972

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board
unanimously approved the minutes of the regular meeting of September
14, 1972, as delivered.

1.6 Hearing of Citizens

None

1.7 Communications

a. Presentation of CSBA Delegate Assembly Election Materials -
Instructions and Biographical Sketches for Nominees

The Superintendent presented Enclosure 1, CSBA Delegate
Assembly Election Materials - Instructions and Biographical
Sketches for Nominees, to the Board for their information and
indicated that Mr. Sidney R. Frank, President of the Board,
was one of the nominees. The Superintendent informed the
Board that they will be required to vote for six nominees at
the next Board meeting, October 19, 1972.

b. California Senate Resolution Commending THE CHANNELS

The Superintendent stated he was pleased to announce
another award for THE CHANNELS and introduced Mr. Stewart
Nolton, Administrative Assistant to California Senator Robert
Lagomarsino, who presented a resolution from the Senate Rules
Committee in recognition of their achievement. The resolution,
which Mr. Nolton read, congratulated THE CHANNELS upon being
named Medalist by the Columbia Scholastic Press Association at
Communications (Cont'd)

b. Continued

Columbia University in New York. The Santa Barbara City College newspaper was in competition with junior colleges throughout the United States and received the high rating from Columbia University as a result of "journalistic excellence". The Medalist rating is given to only ten percent of the entries in a given classification.

THE CHANNELS was also congratulated for its eighth straight All-American honor rating from the Associated Collegian Press at the University of Minnesota.

Mr. Nolton said that the publication of a good newspaper required the encouragement of the District's Board and administration, the guidance of faculty, and in the case of Santa Barbara City College the dedication and talent of the journalistic staff, and added his congratulations.

Mr. James Guy, Editor-in-Chief of THE CHANNELS, accepted the resolution and thanked Mr. Nolton.

Mr. Canton informed the Board that THE CHANNELS had received All-American honor rating number nine for last Spring.

The Superintendent announced to the Board that THE CHANNELS was one of twenty-three college newspapers in the United States, at least half of which are four-year colleges, named in the finalist competition for the Pace-Maker award, the "ultimate" award. This was the first time the Santa Barbara City College newspaper had been in the finals which, in itself, is a real achievement.

Mr. Wells, on behalf of the Board, congratulated the staff of THE CHANNELS.

c. Adoption of Resolution No. 6 Endorsing Proposition 1

Attachment 1.7-c contained proposed Resolution No. 6 in support of Proposition 1, the 1972 Community College Construction Bond
1.7 Communications (Cont'd)

c. Continued

Act, which will appear on the November 7 general election ballot. Passage of Proposition 1 would provide $160 million for the State of California to continue with the matching building program. The Superintendent reported that Santa Barbara City College would receive $3.5 to $4 million, which is critical to the College's building program. After consulting with a citizens' committee, it was recommended that the District mount a program to inform the public, as indicated in Resolution No. 6 (Attachment 1.7-c).

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and unanimously carried by the Board to adopt Resolution No. 6 endorsing Proposition 1. Upon poll of the Board, the vote was as follows:

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

Noes: None

Absent: Mr. Frank

The Superintendent added the following items for the Board's information:

(1) Dr. Martin Bobgan, Acting Administrative Dean, Continuing Education, recently reported a record Fall term enrollment of approximately 10,700 students in Continuing Education courses.

(2) The Superintendent informed the Board of the California CJCA Annual Conference at the Biltmore Hotel in Los Angeles from October 29 through November 1.

(3) The Superintendent read a letter from Mr. Bill Regis, President of the SBCC C. S. E. A., Chapter #289, thanking the members of the Board of Trustees for the Classified Personnel Benefits Package which was approved for the District's employees for the 1972-73 year.
2. PERSONNEL

2.1 Certificated Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall, 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) Approval of Additional Hourly Instructors for 1972 Fall Semester - Attachment 2.1-a (2)

(3) Approval of Professional Volunteer Appointments for the 1972 Fall Semester - Attachment 2.1-a (3)

(4) Authorization of Travel and Conference Attendance and Advancement of Funds - Attachment 2.1-a (4)

b. Non-Routine

(1) Approval of Duty Statement and Procedures for Selection of Administrative Dean, Continuing Education

The Board of Trustees adopted policies for the selection of administrators on May 25, 1972. Those policies called for participation of faculty, students, and classified personnel in the screening of candidates. They required, also, that all openings be well publicized well in advance and that an applicant from outside the College receive consideration equal to that given an applicant from the present staff. The policies directed the Superintendent to establish procedures for implementing the policies.

Attachment 2.1-b (1) contained proposed procedures for selection of Administrative Dean, Continuing Education. Attached, also, was a copy of a proposed announcement of
2.1 b. Non-Routine Certificated Personnel Items (Cont'd)

(1) Continued

the position which included the job specifications for the position. No changes in the job specifications were recommended, but it was proposed that the title be changed from Director/Administrative Dean to Administrative Dean and that the two extra salary steps for the position be eliminated.

Paragraph 1 of the Proposed Procedures contained in the attachment was changed to read: (Added words have been underlined.)

"Announcements of the position, including job specifications and qualifications, will be distributed widely both on-campus and off-campus beginning on October 1, 1972. Applicants will be expected to hold or be able to obtain an appropriate administrative or supervisory credential. Each will be required to submit evidence of at least three years of successful educational administrative experience, or the equivalent, with preference given for experience as an administrator in an adult education or community services program. Each applicant will be required to submit a five-hundred word statement of his or her personal philosophy of community college and adult education. Deadline for applications will be December 1, 1972."

The third paragraph under "Qualifications and Requirements" on page 3 of the attachment was changed to read:

(Added words have been underlined.)

"A minimum of three years successful educational administrative experience, or the equivalent with preference given for experience as an administrator in an adult education or community services program."

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Meigs, and unanimously
2.1 b. Non-Routine Certificated Personnel Items (Cont'd)

(1) Continued

carried by the Board to (1) approve the procedures (including the additions listed above) for selection of the Administrative Dean, Continuing Education; (2) change the title of the position to Administrative Dean; and (3) eliminate two salary steps putting the salary at the same level as for other administrative deans in the District.

2.2 Classified Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and 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 Student Appointments - College Work-Study Tutorial, and General Student Programs - Attachment 2.2-a (2)

(3) Termination of MDTA Project Employees - Attachment 2.2-a (3)

b. Non-Routine

(1) Acceptance of Resignation - Secretary to the Superintendent-President

The Superintendent informed the Board that his secretary, Mrs. Barbara Caldwell (formerly Barbara Tinker), has submitted her resignation to join her new husband, an engineer, who will be training in Los Angeles for six months for a position in Spain.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Garvin, and unanimously carried by the Board to accept with regret the resignation of the Secretary to the Superintendent-President, effective October 13, 1972, as indicated in Attachment 2.2-b (1).
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(2) Appointment of Computer Operator in Data Processing
Department - Replacement

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Dr. Dobbs, and carried by the Board to approve the appointment of Mr. Fred W. Cordero as Computer Operator in Data Processing replacing Mr. Hal Davidson as of September 18, 1972, as indicated in Attachment 2.2-b (2).

The Superintendent introduced Mr. Cordero to the Board and informed them that he had been working on an hourly basis in the Data Processing Department since last Spring.

(3) Appointment of Account Clerk in Business Services
Department - Replacement

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and carried by the Board to approve the appointment of Mrs. Jeanette Kaufman as Account Clerk in the Business Services Department replacing Mrs. Shar-Lynn Poppino who was promoted to another position, effective September 20, 1972, as indicated in Attachment 2.2-b (3).

The Superintendent introduced Mrs. Kaufman to the Board and informed them that she was being rated in at Step B because of her extensive experience.

(4) Appointment of Maintenance Man in Facilities and
Operations Department - Replacement

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Gutshall, and carried by the Board to approve the appointment of Mr. Ross J. McCoy as Maintenance Man in the Facilities and Operations Department replacing Mr. W. Kloepfel as of September 18, 1972, as indicated in Attachment 2.2-b (4).

Mr. McCoy was introduced to the Board by the Superintendent.
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(5) Appointment of Laboratory Technician (Full-Time), Life Science Department - New Position

The Superintendent informed the Board that this was a new position and one of the moratorium items that had been restored. 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 Mrs. Elaine M. Rymills to the new position of Laboratory Technician in the Life Science Department, effective September 11, 1972, as indicated in Attachment 2.2-b (5).

(6) Appointment of Temporary Laboratory Teaching Assistant - New Position

The Superintendent informed the Board that this item as stated on the Agenda required amending and referred to a revised Item and Attachment which had been distributed at the meeting as an Addenda to the Agenda.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and carried by the Board to approve the appointment of Mr. John L. Butterfield as Laboratory Teaching Assistant in the Life Science Department, effective September 11, 1972, as indicated in the Addenda item.

(7) Approval of Job Specification for Position of DIVISION AIDE (Life Science), and Establishment of the New Position

The Superintendent reported to the Board that this new position was an innovation of the Life Science Division. Each member of the Division is responsible for a certain area of departmental responsibility to be integrated by a Coordinator. In giving up the released time and the $500 differential of a department head, the Division felt they could operate more successfully by hiring this type of administrative aide--a very constructive approach in
2.2 b. Non-Routine Classified Personnel Items (Cont'd)

(7) Continued

getting at some of the detail with which the department head has to deal.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Meigs, and unanimously carried by the Board to approve the job specification for the position of Division Aide and to approve the establishment of the new position in the Life Science Division, as indicated in Attachment 2.2-b (7).

(8) Disciplinary Action and Trial Reinstatement - Mr. Steven L. Juarez, Groundsman/Gardener

At the regular meeting of the Board of Trustees on August 24, 1972, Mr. Steven L. Juarez, Groundsman/Gardener, was dismissed effective September 1, 1972, and notified of his rights to appeal through the hearing procedure.

As a result of that hearing, it was recommended that Mr. Juarez be suspended, without pay, for the period of September 1 to October 1, 1972, and that effective October 1, 1972, he be reinstated for a three-month trial period, subject to certain conditions to which he has agreed.

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Meigs, and unanimously carried by the Board to rescind the action of August 24, 1972, in the case of Mr. Juarez, and to approve his reinstatement for a three-month trial period, subject to the conditions to which he agreed.
3. STUDENT PERSONNEL

3.1 Report on Transfer Follow-Up Study

Dr. Thomas F. MacMillan, Administrative Dean of Admissions, Guidance and Research, discussed Enclosure 2, a follow-up study of students who transferred to four-year institutions from Santa Barbara City College in the Fall of 1971.

Dr. MacMillan reported that the follow-up study of SBCC students who transferred to four-year institutions was a general comparison which is made every two years. The pattern appeared to be consistent. The overall differential indicated a slight loss in grade point. Dr. MacMillan pointed out that the variability of a grade point differential makes it almost impossible to evaluate the significance of that change.

Dr. MacMillan noted that an interesting trend has been a relative increase in the grade point average over the last few years--prior to transfer as well as after transfer--and a 94 percent persistence. At the upper division level 83 percent of the SBCC students achieved a "C" or above, 36 percent achieved a "B" or above.

The Board was informed that individual comments of students were included in the report. It was the consensus of the students that the counseling program offered was very positive and helpful.

3.2 Report on Financial Aids and Placement

The Superintendent presented Enclosure 3, a report on activities of the Financial Aids and Placement Office, to the Board for their information.

Mr. Alfred Silvera, Administrative Dean, Student Services and Activities, introduced Mr. William Cordero, Director, Placement and Financial Aids, who reviewed the report for the Board of Trustees and stated that the Placement and Financial Aids office had gone "well above and beyond the call of duty" to serve the needs of the students so that they were prepared to perform in the same fashion as students who were financially able to attend college could perform.
3.2 Continued

Mr. Cordero noted a correction on page 1 of the "Institutional Fiscal Operations Report for the EOP Grants, College Work-Study, and National Defense Student Loan Programs for Fiscal Year 1972" and distributed a corrected copy of page 1 to members of the Board.

Mr. Cordero introduced Mrs. Terry Jones, Financial Aids Secretary, and Mrs. Lani Fredericks, Placement Clerk, and thanked them and also the student workers who helped him prepare the report. According to the report, the amount of Federal and State funds received has increased, although Santa Barbara City College received little more than a third of the funds requested. The aid distributed in 1971-72 increased—the largest amount going toward the work-study program where students work for the money they receive.

Mrs. Alexander asked Mr. Cordero to define "independent student". An "independent student" was defined as someone who had not received more than $200 from his parents in the past year, had not been claimed as a Federal exemption by his parents in the past year nor will be in the current year, and had not resided with his parents in the past year. The definition excluded an age limit.

Dr. Dobbs asked about the percentage of students who paid back their loans. Mr. Cordero responded that student loan billing had been turned over to American Financial Services Association for the National Direct Student Loans program. Because of the AFSA billing service, there had been a tremendous increase in loan collection.

Mr. Cordero further reviewed the report explaining that the Placement Office report was a summary of the activity in the Placement Office during the 1971-72 year. One activity involved the sending out of letters to various corporations (most of them from out of the area) asking them to recruit workers from the Santa Barbara City College campus. Many replies were received indicating an interest in coming to the campus to interview students. It is hoped that this will be the beginning of a career placement service.
4. CURRICULUM AND INSTRUCTION

4.1 Report of Scores of Vocational Nurse Candidates on State Licensure Examination

Attachment 4.1 contained a report of the latest LVN licensure examination reports. The Superintendent informed the Board that all of the 23 candidates from the regular Vocational Nursing Program had passed their licensure examinations. He further noted that their average score was 593.6; the passing score was 400.

4.2 Approval of Additional Shorthand and Business English Classes for Continuing Education

The University of California at Santa Barbara has offered to allow the Continuing Education Division to use their facilities to conduct two business classes. The Division has for sometime been attempting to obtain facilities in the Goleta area for classes during the day, and this will permit carrying on a business program in the area where there has long been a need for classroom space.

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Garvin, and unanimously carried by the Board to approve the addition of Shorthand and Business English courses in the Continuing Education Division.

5. BUSINESS SERVICES

5.1 Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and 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 P23-0625 through P23-0732 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


The Superintendent brought Attachment 5.2-a, a report of tax levies and rates for 1972-73, to the Board's attention and reported that the tax rate had been increased to .8132 cents per $100 of assessed valuation—an increase of .0232 cents. Dr. Donald Sorsabal, Administrative Dean of Business Services, stated that this was the first time that a report of this type had been issued and that the levy had gone to four decimal places adding additional income to the District.

b. Report of Compromise and Release from Workmen's Compensation Appeals Board - Case No. 72 SF 238 259, Marilyn O'Connell

The Superintendent informed the Board that the claim of "employer's serious and willful misconduct" charged by Marilyn O'Connell had been dismissed "with prejudice" (a legal term meaning that the case can never be re-opened) and had been settled for $800, as indicated in Attachment 5.2-b.

c. Acceptance of $3,895 Supplemental Award for Support of the 1972-73 Nursing Loan Program; Adoption of Resolution No. 7 and Appropriation Transfer of $433

Notice was received of an additional $3,895 award for nursing student loans, with the stipulation that the District supply one-ninth of the total in matching funds or $433.

Upon recommendation of the Superintendent, it was moved by Mrs. Meigs, seconded by Mrs. Alexander, and unanimously carried by the Board to accept the $3,895 supplemental award for nursing student loans and to approve, by written Resolution No. 7 (Attachment 5.2-c), the transfer of $433 from the Undistributed Reserve to the Nursing Student Matching Funds Account ( Appropriation Transfer No. 73-004). Upon poll of the Board, the vote was as follows:
5.2 Non-Routine Business Services Items (Cont'd)

c. Continued

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

Noes:  None

Absent:  Mr. Frank

d. Acceptance of $28,794 Allocation for the 1972-73 National
       Direct Student Loan Program; Adoption of Resolution No. 8
       and Appropriation Transfer of $977

   On June 8, 1972, the Board accepted an estimated NDSL
   Federal allocation of $28,382. Notice was received that the
   actual allocation is $28,794. Also, a one-ninth local matching
   fund stipulation requires a $977 transfer of funds from
   the Undistributed Reserve to be added to the $2,223 already
   budgeted for matching funds.

   Upon recommendation of the Superintendent, it was moved
   by Dr. Dobbs, seconded by Mrs. Meigs, and unanimously carried
   by the Board to accept the $28,794 NDSL allocation and to
   approve, by written Resolution No. 8 (Attachment 5.2-d), the
   transfer of $977 from the Undistributed Reserve to the NDSL
   Matching Funds Account (Appropriation Transfer No. 73-005).

   Upon poll of the Board, the vote was as follows:

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

   Noes:  None

   Absent:  Mr. Frank

e. Approval of Appropriation Transfer No. 73-003, Transferring
       $660 from Students EOA Grounds to Students EOA Account

   Upon recommendation of the Superintendent, it was moved
   by Mr. Garvin, seconded by Mrs. Alexander, and unanimously
   carried by the Board to approve Appropriation Transfer No.
   73-003 for the transfer of $660 in funds from Business Ser-
   vices EOA hours to Superintendent-President EOA hours to
   cover time for delivery of the Board's Agenda materials and
   extra clerical work, as indicated in Attachment 5.2-e.
5.2 Non-Routine Business Services Items (Cont’d)

f. Approval of Adjustments to Intra-District Travel Allowance List

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Gutshall, and carried by the Board to approve the monthly travel allowances for the following personnel, as indicated in Attachment 5.2-f:

Foxx, Jim  
$50.00  
$40.00  
9/1/72 to 1/31/73  
2/1/73 to 6/30/73

Jenkins, Owen  
$15.00  
9/1/72 to 6/30/73

Siemens, Sydney  
$15.00  
9/1/72 to 6/30/73

g. Authorization to Issue Contract without Bid for Fire Alarm System Improvements

In the District Budget it was anticipated that improvements would be necessary to our fire alarm system. Word has been received that such improvements must be made within 60 days after notification by the Fire Marshall's Office.

Notification has been received and the architect (Daniel, Mann, Johnson and Mendenhall--DMJM) has been requested to detail plans and specifications for the required changes. To comply with the 60-day mandate, it is necessary that work proceed immediately. Because formal bidding procedures would necessitate the use of three weeks for advertising, it is requested that in accordance with Education Code Section 15956 the Board authorize the administration to contract for labor and materials for fire alarm improvements without advertising for or inviting bids. This action, if approved by the Board, must have the concurrence of the County Superintendent.

Concern was expressed by the Board as to why this situation was not discovered in time to follow the usual bidding procedure. Dr. Sorsabal explained that the reports from the Fire Marshall and Insurance Company were not submitted to the District in time to meet the emergency deadline established by fire regulations.
5.2 Non-Routine Business Services Items (Cont'd)

g. Continued

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and unanimously carried by the Board to authorize the issuance of contracting for the improvements of the fire alarm system without advertising for bids.

h. Approval of Companies and Agents for Purpose of Soliciting Tax Sheltered Annuities

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and carried by the Board to approve the companies and agents listed on Attachment 5.2-h for the purpose of selling tax sheltered annuities, in accordance with the District's policy to allow only approved companies to solicit for the purpose of selling tax sheltered annuities to employees.

i. Approval of Civil Defense, Disaster, and Disturbance Plan

A proposed Plan for Civil Defense, Disaster, and Disturbance was presented to the Board on September 14. Action on the Plan was tabled to allow Board members more time for review and study. (Reference: Enclosure 2 distributed under Agenda Item 5.2-c at 9/14/72 meeting) Consideration of the Plan was requested to meet the State Requirements requiring annual approval by October 1, 1972.

Dr. Dobbs noted that the Plan would be only as good as the people who activate it. He asked if there are periodic drills and follow-through and if people are aware of what they should do. The Superintendent responded that this updated Plan would allow for Santa Barbara City College to do a better and more thorough job of indoctrination and training the staff and students.
5.2 Non-Routine Business Services Items (Cont'd)

i. Continued

Mrs. McCloskey asked if it would be possible to use returning veterans in emergency situations—veterans who had had paramedical experience in the service. The Superintendent replied that the possibility of student participation was being considered but that there is difficulty in using student groups because turnover is so rapid and there is very little continuity.

In the case of civil disturbance Dr. Dobbs asked who was responsible for reports made to the news media. The Superintendent informed the Board that in the Summer of 1970 the procedure for civil disturbance was reviewed and reorganized and that the Deans and Assistant Deans are aware of that procedure. He added that there was a definite order of responsibility in reporting to the press.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and unanimously carried by the Board to approve the Civil Defense, Disaster, and Disturbance Plan, subject to review on or before October 1, 1973.

j. Approval of the Preliminary Plan Package for Humanities Building Equipment

The Superintendent submitted the Preliminary Plan Package to maintain the sequence of the Ten-Year Plan for Capital Construction, a proposal requesting funding in the 1973-74 fiscal year to be filed by October 1, 1972. The Superintendent informed the Board that the proposal was prepared by Mr. Don Trent, Director of Facilities and Resource Development, and introduced Mr. Trent to the Board.

Mr. Trent reviewed the proposal and explained that the Humanities Building was a difficult building to equip; and although the figures exceed what the State will support, there are alternative sources of funding for some of the equipment.
5.2 Non-Routine Business Services Items (Cont'd)

j. Continued

He also explained that the name of the building had been changed from Arts and Communications to Humanities by the State Finance Committee.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and carried by the Board to approve the Preliminary Plan Package for the Humanities Building Equipment, as listed in Attachment 5.2-j.

k. Approval of District Organizational Structure

Charts depicting the current organizational structure for the Santa Barbara Community College District, Attachment 5.2-k, was delineated for the Board by Dr. Donald Sorsabal, Administrative Dean of Business Services. He made the following corrections:

1. The Superintendent-President and all Administrative Deans should be marked certificated personnel.

2. Assistant College Community Relations Director should be changed to Director of College Information.

3. Publications Assistant should be changed from a full-time position to a half-time position.

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Dr. Dobbs, and unanimously carried by the Board to approve the District Organizational Structure as provided in Attachment 5.2-k, including the corrections.

1. Progress Report on Health Occupations Facility

The Superintendent called the Board's attention to Attachment 5.2-l containing a progress report on the Health Occupations Building and indicated that the work was continuing on schedule.
6. GENERAL INFORMATION

6.1 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 September 29, 1972, through October 13, 1972.

7. ADJOURNMENT

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and unanimously carried by the Board to cancel the October 12, 1972, meeting and to schedule the next regular meeting of the Board of Trustees for Thursday, October 19, 1972, at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

Upon motion of Dr. Dobbs, the Board of Trustees voted to adjourn their regular meeting at 5:50 p.m.

Attest:

Benjamin P. J. Wells
Vice-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 October 19, 1972