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

January 25, 1973

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

1. GENERAL FUNCTIONS

1.1 Call to Order

The special meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Sidney R. Frank on Thursday, January 25, 1973 at 4:04 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 4:06 p.m.)
Dr. Joe W. Dobbs
Mr. James R. Garvin
Mrs. Ann Gutshall
Mrs. Dorothy N. Meigs

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 Administrative Dean, Continuing Education Division
Mr. M. L. (Pat) Huglin, Administrative Dean, Instruction
Dr. Thomas F. MacMillan, Administrative Dean, Admissions, Guidance and Research
Mr. William E. Miller, Academic Senate
Mr. Alfred L. Silvera, Administrative Dean, Student Services and Activities

Miss Judi Gunther, Staff member, THE CHANNELS
Mrs. Katherine McCloskey, Staff writer, Santa Barbara News Press
Mr. Jim M. Williams, Director, College Information
1. GENERAL FUNCTIONS (continued) -

1.2 Roll Call (continued) -

Others present for all or a portion of the meeting - continued:

Mr. Dean Ankeny, Director, Purchasing
Mr. Abelino M. Bailon, Assistant Dean, Continuing Education
Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records
Mr. Robert A. Carman, Representative Council, Academic Senate
Mrs. Dorothy H. Eberle, Secretary, Continuing Education
Mr. Mel J. Elkins, Assistant Dean, Vocational Education
Mr. Michael A. Griffin, Acting Coordinator, Continuing Education
Mrs. Maryellen Flynn Kelley, Instructor, Continuing Education
Mr. Chester Knutilla, Santa Barbara City Taxpayers Association
Mrs. Chester Knutilla, visitor
Mr. David L. Pickering, Controller, Accounting
Miss Laura L. Scott, Clerk-Typist, Continuing Education
Mr. Donald Sweeney
Mr. Donald L. Trent, Director, Facilities & Resource Development
Mr. Joseph de la Vega, SBCC student
Mr. Russell S. Wenzlau, Assistant Dean, Evening College and Summer Session

Mr. Theron E. Barnes, CSEA President and Audio-Visual Supervisor
Mrs. Elsie Brandt, Secretary to Superintendent-President

1.3 Welcome to Guests

Mr. Frank welcomed all and announced that, in regard to meeting today on the national day of mourning for Lyndon B. Johnson, he felt meeting on community affairs had a close relationship with the concerns the former president had for affairs of the country.

1.4 Executive Session

The Board adjourned at 4:06 p.m. to go into executive session with Dr. Glenn G. Cooder in the Superintendent's office for discussion of Item 2.1-b (7).

The Board of Trustees reconvened its special meeting in the Board room at 4:22 p.m.

Mr. Frank announced that business in the executive session had been completed whereupon Mr. Garvin made a motion to approve the appointment of Dr. Martin M. Bobgan as the Administrative Dean of Continuing Education. The motion was seconded by Mrs. Gutshall and unanimously passed by the Board.

Dr. Bobgan was present and received a round of applause after the announcement. Dr. Bobgan expressed his thanks and felt highly complimented to receive the appointment. On behalf of the Board members, Mr. Frank stated that the District was very fortunate to have Dr. Bobgan in that position and all were very happy to make it official.
Minutes - Special Meeting
Board of Trustees, SBCCD
January 25, 1973

1. GENERAL FUNCTIONS (continued) -

1.5 Minutes of Regular Meeting of January 11, 1973 and Minutes of Special
Meeting of January 18, 1973

Upon motion by Mr. Garvin, seconded by Mr. Wells, and passed by the
Board, the minutes of the regular meeting of January 11, 1973 and the
minutes of the special meeting of January 18, 1973 were accepted and ap-
proved as amended below:

Minutes of regular meeting of January 11, 1973:
Item 5.2-a: at the request of Dr. Dobbs, the motion was amended
to read: "to accept this generous gift of an orig-
inal sculpture recognizing it as a significant con-
tribution to the Santa Barbara campus" and to direct
the Superintendent to seek private funds to cover
the costs involved.

Minutes of special meeting of January 18, 1973:
At the suggestion of Mrs. Meigs, on page 2, paragraph 1, the
last sentence is changed as follows: "At the suggestion of the
Superintendent, it was decided by the Board members to start
the meeting with discussion of Item #2."

1.6 Hearing of Citizens

None

1.7 Communications

Added Item:
Dr. Gooder announced to the members of the Board of Trustees that it
had been necessary to arrange for this meeting to be a special meeting
rather than a regular meeting in case any legal question arose about meet-
ing on a day that has been declared a holiday.

Added Item:
Also, Dr. Gooder stated that a resolution had been prepared for the
Board’s consideration later in the meeting relative to the death of former
President Lyndon B. Johnson.

a. Notice of American Association of Community and Junior Colleges
(AACJC) Annual Convention, February 25-28, 1973

Dr. Gooder stated that this was an informational item only on
the annual convention coming up.

b. National School Boards Association – 33rd Annual Convention
April 7 - 10, 1973

Dr. Gooder reported that this was also an informational item
and a reminder of the coming convention.
Minutes - Special Meeting
Board of Trustees - SBCCD
January 25, 1973

1. GENERAL FUNCTIONS (continued) -

1.7 Communications (continued):

c. Report on SBCC Enrollment for the 1973 Spring Semester

Mr. Lisle Bresslin, Assistant Dean, Admissions & Records, reported an unprecedented enrollment to date of over 5,000 which is an increase of about 10% over last Spring for day students and about 3% increase for evening classes.

(It was suggested by Mrs. Meigs that consideration and action should be given to Items 5.2-e, 5.2-f, 5.2-g, 5.2-h and 5.2-i at this time. Dr. Dobbs concurred that these items were of utmost importance and with the consent of the other Board members the items, as identified above, were taken out of order for discussion and action at this time. Details are under Business Services.)

2. PERSONNEL

2.1 Certificated Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve the following Certificated Personnel action items, as indicated in the attachments:

(1) Approval of Hourly Substitute, Fall Semester, 1972 - Attachment 2.1-a (1)

(2) Approval of Hourly Teachers, Additional Hours For Previously Approved Teachers, and Special Lecturers (Consultants), Continuing Education Division - Attachment 2.1-a (2)

(3) Authorization of Travel and Conference Attendance - Attachment 2.1-a (3)

b. Non-Routine

(1) Acceptance of Resignation - Donna D. Davidson, English Division, Effective 6-30-73 - Attachment 2.1-b (1)

Dr. Goober reported that Miss Donna Davidson is presently on a personal leave of absence and has submitted her resignation effective June 30, 1973.

Upon the Superintendent's recommendation that Miss Donna Davidson's resignation be accepted with regret, it was so moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board.
2. Personnel (continued) -

2.1 Certificated Personnel (continued) -

b. Non-Routine - continued:

(2) Approval of Personal Leave of Absence Request - Desmond O'Neill, Social Science Division, Effective 1973-74 College Year - Attachment 2.1-b (2)

Dr. Gooder stated that, as indicated in the letter in the attachment, Mr. Desmond O'Neill has requested a personal leave of absence for the 1973-74 school year.

Upon the Superintendent's recommendation, it was moved by Mrs. Alexander, seconded by Mrs. Meigs, and passed by the Board to approve Mr. Desmond O'Neill's request for a personal leave of absence for the 1973-74 school year.

(3) Acceptance of Revised Date of Resignation - Marie Lantagne, Effective 4-2-73 - Attachment 2.1-b (3)

Dr. Gooder reported that Mrs. Marie Lantagne has selected her retirement date and, according to her letter (see page 2 of Attachment 2.1-b (3)), she is requesting her personal leave of absence be terminated as of April 1, 1973 with her retirement date to be April 2, 1973.

Upon the Superintendent's recommendation, it was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve Mrs. Marie Lantagne's resignation as of April 1, 1973.

(4) Approval of Appointment - Social Science Division Chairman, George E. Frakes, 3-Yr. Term Replacing Stanley C. Sofas - Attachment 2.1-b (4)

It was recommended by the Superintendent that Mr. George E. Frakes be appointed to a regular 3-yr. term as chairman of the Social Science Division.

A motion was made by Mrs. Meigs, seconded by Mr. Wells, and passed by the Board, to approve the appointment beginning with the 1973-74 college year.

(5) Approval of A One-Year Contract As A Consultant With Mr. Selmer O. Wake - Enclosure #1

Dr. Gooder stated that Enclosure #1 was a recommended contract for Mr. Selmer O. Wake to serve as a consultant to the Superintendent spending a major portion of his time on the Santa Barbara City College Foundation.

Upon the Superintendent's recommendation that this contract be approved, a motion was made by Mrs. Gutshall, seconded by Mr. Wells, and passed by the Board to approve the contract, as submitted, at an annual fee of $2,500 payable in equal monthly installments.
2. PERSONNEL (continued) –

2.1 Certificated Personnel (continued) –

b. Non-Routine (continued):

(6) Extension of the Appointment of Mr. Michael A. Griffin as Acting Coordinator of Continuing Education From February 3 through March 2, 1973

Dr. Gooder stated that during the period of search and selection of a new dean, Mr. Michael A. Griffin has been serving as Acting Coordinator of Continuing Education. In order to provide the continuity in programming required to get the Winter term properly started, and give the new dean time to consider any possible re-organization plans, the Superintendent recommended extension of Mr. Griffin's appointment as Acting Coordinator.

A motion was made by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to extend the appointment of Mr. Michael A. Griffin as Acting Coordinator of Continuing Education from February 3 through March 2, 1973.

(7) Appointment of Dean, Continuing Education

This item was taken under consideration and acted upon in the executive session at the beginning of this meeting. For details and motion see Item 1.4 – Executive Session.

2.2 Classified Personnel

a. Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and passed by the Board to approve the following Classified Personnel action items, as indicated in the attachment:

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

(2) Approval of Student Appointments – College Work-Study and College Work-Study-VEA, Attachment 2.2-a (2)

b. Non-Routine

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

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Gutshall, and passed by the Board to approve the six-month and yearly salary increments as delineated in the attachment.
2. **PERSONNEL (continued)** -

2.2 **Classified Personnel (continued)** -

b. **Non-Routine (continued):**

<table>
<thead>
<tr>
<th>Item</th>
<th>(2)</th>
<th>Recommended Acceptance of Resignation - V. Irene Butler, Marine Tech., Effective 1-31-73.</th>
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</thead>
</table>

This item was withdrawn by Dr. Gooder as the employee had been encouraged to arrange for a temporary leave of absence.

<table>
<thead>
<tr>
<th>Item</th>
<th>(3)</th>
<th>Acceptance of Resignation - Roger E. Lee, Continuing Education (Alpha School), Effective 1-26-73 - Attachment 2.2-b (3)</th>
</tr>
</thead>
</table>

Dr. Gooder reported that, since it is possible for Mr. Lee to be employed as a teacher at Alpha School, he is resigning as a laboratory assistant.

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Meigs, and passed by the Board to accept the resignation of Mr. Roger E. Lee as laboratory assistant for the Continuing Education Division (Alpha School) effective January 26, 1973.

<table>
<thead>
<tr>
<th>Item</th>
<th>(4)</th>
<th>Approval of Appointment - Jon D. Harris, Food Services Supervisor, Effective 1-29-73, Replacing Norman Smith, Attachment 2.2-b (4)</th>
</tr>
</thead>
</table>

Dr. Gooder reported that he is pleased to recommend Mr. Jon D. Harris, a former student and graduate of SBCC, as Food Services Supervisor. Because of his extensive experience, as delineated in Attachment 2.2-b (4), this recommendation is rated in at Step B.

It was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve the appointment of Mr. Jon D. Harris as Food Services Supervisor at Step B, effective 1-29-73.

<table>
<thead>
<tr>
<th>Item</th>
<th>(5)</th>
<th>Approval of Mr. Jim M. Williams As A Professional Volunteer To Serve As A Laboratory Assistant In Broadcasting</th>
</tr>
</thead>
</table>

Dr. Gooder reported that Mr. Jim M. Williams, Director of Public Information, is interested in and willing to serve as a laboratory assistant in a broadcasting class, in addition to his normal duties.

Upon the Superintendent's recommendation, it was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve a professional volunteer status for Mr. Jim M. Williams to serve as a laboratory assistant in a broadcasting class.
3. STUDENT PERSONNEL

No items

4. CURRICULUM AND INSTRUCTION

4.1 Approval of Additional Driving Class for Continuing Education, Driver Education for the Class 2 License

Dr. Martin Bobgan reported that, due to the fact that the Santa Barbara sanitation company will have new larger trucks to serve the Santa Barbara area, a class is needed to prepare a person for a Class 2 Driver's License. Instruction will be in the Spanish language, as an accommodation for a majority of the employees of the sanitation company, and will be a continuing program.

Also, Dr. Gooder reported that a request has been received for a class on 'Water Treatment' relative to upgrading of persons holding certificates with the American Water Association.

Upon the Superintendent's recommendation that both classes be approved, it was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve a class for Driver Education for the Class 2 License and a class on Water Treatment.

Mr. Frank, on behalf of the Board, extended congratulations to the administration for not only recognizing a need but doing something about it.

5. BUSINESS SERVICES

5.1 Routine

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and passed by the Board to approve the following routine actions as described in the attachments:

a. Authorization and/or Ratification of Purchase Orders No. P23-1346 Through P23-1393, inclusive, for Supplies, Equipment and Services, Attachment 5.1-a

b. Authorization and/or Ratification of Payment of Claims - Attachment 5.1-b

5.2 Non-Routine

a. Notification of Supplemental Law Enforcement Education Program Award - Attachment 5.2-a

Dr. Gooder reported that this was an informational item giving notification of a Supplemental Law Enforcement Education Program (LEEP) award in the amount of $5,000. This amount brings the total FY 1973 LEEP activity level to $8,000.
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

b. Quarterly Financial Report for the Bookstore - Enclosure #2

Dr. Goeder reported that this was an informational item and Enclosure #2 presented the financial condition of the SBCC book-
store operation for the second quarter of fiscal year 1972-73.

c. Approval of Revision to the Ten-Year Construction Plan for 1974-75, Attachment 5.2-c

At the direction of Dr. Goeder, it was reported by Mr. Donald Trent, Director of Facilities and Resource Development, that the Ten-Year Construction Plan, which was originally approved and submitted to the Chancellor's Office in November, 1972, is subject to revisions to reflect changes in recent Project Planning Guides approved for: Vocational Technology Building, Library Remodel, Administration Building Renovations and Drama & Music Equipment. These revisions are delineated in the District priority list and capacity space summary sheets in Attachment 5.2-c.

Upon the Superintendent's recommendation, it was moved by Dr. Dobbs, seconded by Mrs. Meigs, and passed by the Board to approve the revisions to the Ten-Year Construction Plan for 1974-75 per Attachment 5.2-c.

d. Approval of Transfer of Restricted Funds to the General Fund

Dr. Sorsabal reported that in order to meet the General Fund cash needs until February 26, 1973 a temporary transfer of funds from two restricted funds, in accordance with Education Code Section 20954, was requested as follows:

<table>
<thead>
<tr>
<th>Restricted Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Education Purposes</td>
<td>$ 129,000</td>
</tr>
<tr>
<td>Interdistrict Attendance and Lease for plant and Equipment</td>
<td>$ 43,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$ 172,000</strong></td>
</tr>
</tbody>
</table>

This request was in conjunction with the adoption of Resolution #19 by the Board on January 11, 1973 authorizing the County to advance funds to the credit of the Santa Barbara Community College District in the amount of $600,000, and the amounts transferred will be re-


At the recommendation of the Superintendent, a motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve the transfer of Restricted Funds to the General Fund as detailed above.
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

(The following five items were taken out of order for consideration and action earlier in the meeting as explained on page 4 following Item "c" in 1.7 (Communications) category.)

e. Presentation of Items To Be Considered For Possible Budget Deductions—Attachment 5.2-e

Dr. Goode reported that, at the request of the Board, a list of items had been prepared in which budget reductions might be made which included such items as travel, supplies, certificated and classified personnel substitutes, postage, and building repairs. These items are in addition to the equipment list of $26,000 which had previously been placed under a moratorium.

Pending further clarification of the District's financial condition, the Board members agreed the list was a good start. It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to direct the Superintendent to place a moratorium on the items as delineated in Attachment 5.2-e.

f. Adoption of Resolution #21 Regarding Specifications of Election Order for Governing Board Member Election—Attachment 5.2-f

Dr. Goode reported that the authority to call an election for members of the Governing Board is specified in Education Code Sections 1307 and 1323. Also, that Resolution #21 (see Attachment 5.2-f) specified the date of election to be April 17, 1973 and that four members are to be elected.

At the recommendation of the Superintendent that the Board adopt Resolution #21 delineating the specifications of the election order, it was so moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board. Upon poll of the Board, the vote was as follows:

Ayes: Mr. Frank, Mr. Wells, Mrs. Alexander
      Dr. Dobbs, Mr. Carvin, Mrs. Gutshall, Mrs. Meigs
Noes: None
Absent: No one

g. Adoption of Resolution #22 Ordering a Maximum Tax Rate Election—Attachment 5.2-g

Dr. Goode reported that when this item was prepared for Board consideration, it "was based upon my judgment that the risk of doing otherwise was too great for the future of the educational program of the District" (quoted from a statement he had prepared and presented at this meeting to the Board members and which he read in full for all to hear and know his views at this time).

continued on next page...
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

g. continued:

According to his statement, it had been his intention to recommend that the District place on the April 17 ballot a proposition requesting a tax rate increase. Dr. Gooder concluded his statement with the thought that "although nothing is certain in the legislative process, the possibility of significant additional state support seems more likely to develop than it did when this agenda item was prepared. Therefore, it is my recommendation, today, that consideration of this item be postponed until late in February when much more will be known about both the content and the progress of legislation. The risk in this position is that it may be necessary to call a special election in June, with the additional expense involved, if legislation has not developed. At this point, I believe it is the better policy to take that risk."

Apprehension was voiced by Mr. Garvin in that many facets of the problem were merely assumptions. He expressed concern for the District's condition next year should the assumptions not prevail. Mr. Garvin felt strongly that the tax increase should be taken to the people on April 17, 1973 for the following reasons: the people would give us an indication of what they wanted the District to do; large elections are advantageous over special elections in drawing more people to the polls; it was better to get a 'No' vote now to know where we stand with the people; historically a single election has difficulties; and he felt there was too great an uncertainty with the Governor and the legislature.

Other members of the Board expressed comments in favor of Dr. Gooder's recommendation, such as: the District is politically better off going to the people with the tax increase on a special election in June; a tax assessed and not used would be detrimental; putting the burden on the people was unfair; felt optimistic that the Governor and legislature are sympathetic to our needs; the April 17 ballot will be carrying too many items as is; and if the District waits another four weeks for developments, and then needs to call a special election, there would be some concrete information to give to the people.

In response to a direct question from Mr. Garvin, Mr. Chester Knutilla of the Santa Barbara City Taxpayers Association stated that he is in agreement with Dr. Gooder's recommendation and, should a special election be called in June, he would be more inclined to believe that it would be supported.

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board that any action be postponed until late February, 1973. Upon poll of the Board, the vote was as follows:

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

Noes: Mr. Garvin

Absent: No one
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

h. Adoption of Resolution #23 Calling For a Bond Election April 17, 1973 - Enclosure #3

This item was taken under consideration and acted upon together with the following item:

Item out 6.3 of order:

Report of Board Planning Committee on Consideration of Proposed Action Regarding the "Sea Village" Property

At the suggestion of Dr. Gooder, Item 6.3 was taken out of order at this point in order that the Board Planning Committee could make their report on the results of its meeting held on Tuesday, January 23, 1973.

Chairman of the Committee, Mr. Garvin, stated that the Committee met to discuss the proposed acquisition of property adjacent to the campus, known as the 'Sea Village' property. Mr. Garvin stated that, after a thorough discussion, it was the recommendation of the Planning Committee that the Board put the bond election issue on the April 17 ballot at a figure of $3.8 million which would allow for purchase of the land, rehabilitation of the erosion, landscaping, and land development.

Dr. Gooder reported that the Department of Finance, by ranking projects for community college facilities development, had reduced available funds to a level where the Theatre/Music Building would have to be postponed. It was Dr. Gooder's proposal that the Santa Barbara Community College District acquire the adjacent land and develop the site for a Performing Arts Center. Both city and county agencies, and concerned citizens, could be involved in the development of such a project. He felt confident that such a center would serve the community, benefit the campus and preserve the site. An Environmental Studies facility could be incorporated into the plan and provision made for overflow campus parking.

Mr. Frank, President of the Board, greeted this proposal as a superb idea - making a very cohesive community effort. Other Board members also expressed enthusiasm for the proposal.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and unanimously passed by the Board to adopt Resolution #23 calling for a bond election on April 17, 1973 in the amount of $3.8 million. Upon roll of the Board, the vote was as follows:

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

Noes: None

Absent: No one
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued) -

1. Adoption of Resolution #24 To Consolidate Governing Board and Tax Rate Election with City of Santa Barbara Election - Attachment 5.2-1

Dr. Gooder reported that Resolution #24 had been prepared to consolidate the Governing Board and Tax Rate election with the City of Santa Barbara election. Due to results of action taken by the Board at this meeting on the Tax Rate election and the Bond election (Items 5.2-g and 5.2-h) an alternate Resolution #24 is recommended for Board approval consolidating the Governing Board and Bond election with the City of Santa Barbara election.

A motion was made by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to adopt Resolution #24 calling for consolidation of the Governing Board election and the Bond election with the City of Santa Barbara election. Upon poll of the Board, the vote was as follows:

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

Noes: None

Absent: No one

6. GENERAL INFORMATION:

6.1 Addition to Standards of Conduct and Guidelines for Due Process Policy

Dr. Gooder stated that this is a proposed change in the Due Process procedure and has to do with procedures for handling derogatory information. It is presented at this time for a first reading and will be returned for action at the next meeting.

The amendment, as drafted by the Representative Council of the Academic Senate and approved by the Administration, is to be added to paragraph 2, page 2, under Faculty Conduct, Policy (Standards of Conduct With Guidelines For Due Process) and reads as follows:

"A copy of any written and signed complaint about a faculty member received by an administrator, or any person supervising the faculty member, shall be forwarded to the faculty member within two working days.

If any action related to a faculty member is contemplated as a result of an oral complaint to any administrator or any person supervising the faculty member, the complaint shall be summarized in writing and copies shall be submitted within working days to the teacher concerned as well as to the person making the complaint.

continued on next page. . .
6. GENERAL INFORMATION (continued) -

6.1 continued:

Complaints or reports, including anecdotal records, which could
be construed to have an adverse influence on the retention, pro-
motion, or tenure of a faculty member shall not be retained in
the files of any administrator or supervisor of faculty members
for more than ninety days unless a copy has been provided to the
faculty member and receipt has been acknowledged or verified.
Furthermore, after this 90-day period all such records will be
retained only in the personnel file of the faculty member in
the Office of Instruction."

6.2 Adoption of Resolution #20 Expressing Interest in Possible Changes in
The Master Plan for Higher Education - Attachment 6.2

Dr. Goeder reported that a resolution had been prepared attempting
to express the Board's concerns regarding possible changes in the Master
Plan for Higher Education. Dr. Goeder felt it would be appropriate to
send copies to the Chancellor, the CJCA, and the Coordinating Council.
At the direction of Mr. Frank, the resolution was read in full by Dr.
Goeder for the benefit of all present.

It was moved by Mr. Wells, seconded by Mrs. Meigs, and passed by
the Board to adopt Resolution #20 expressing interest in possible changes
in the Master Plan for Higher Education. Upon poll of the Board, the
vote was as follows:

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

Noes: None

Absent: No one

6.3 Report of Board Planning Committee on Consideration of Proposed Action
Regarding the "Sea Village" Property

This item was taken out of order and discussed and acted upon in
conjunction with Item 5.2-h (see page 12 of these minutes).

6.4 Approval of Proposed Plan for Studying Goals, Objectives and Organization
and for Setting Direction for Santa Barbara Community College District
Enclosure #4

Dr. Goeder stated that, at the direction of the Board to expand the
concept of the study of goals, objectives, and college organization, a
proposed plan is presented as described in Enclosure #4.

Dr. MacMillan reviewed the plan briefly and added that the language
will be somewhat simplified and also will be prepared in Spanish. He plans
to send out a sufficient amount to ensure a valid statistic from which
should come a composite feeling of what is important. It is hoped to pre-
sent the results to the Board by July, 1973.

continued on next page. . .
6. GENERAL INFORMATION (continued) -

6.4 continued:

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Alexander, and passed by the Board to approve the proposed plan for Studying Goals, Objectives and Organization and For Setting Direction for Santa Barbara Community College District.

Added 6.5 Adoption of Resolution #25 Honoring Former President Lyndon B. Johnson

Dr. Gooder reported that this resolution had been prepared for consideration by the Board to honor the memory of former President Lyndon B. Johnson. At the request of Mr. Frank that the resolution be read for all to hear, Dr. Gooder performed this task and then recommended its adoption.

A motion was made by Dr. Dobbs, seconded by Mr. Wells, and unanimously passed by the Board to adopt Resolution #25 honoring the memory of former President Lyndon B. Johnson. Upon poll of the Board, the vote was as follows:

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

Nees: None

Absent: No one

At the suggestion of Mrs. Meigs, it was agreed by the Board members that the Superintendent be directed to forward the resolutions honoring former Presidents Harry S. Truman and Lyndon B. Johnson to their respective libraries.

Added 6.6 Report on Coming Events

Dr. Gooder reported that, inadvertently, the 'Report on Coming Events' had been omitted from the agenda of January 25, 1973.

Mr. Jim M. 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 January 26, 1973 through February 8, 1973.

Added Item:

It was reported by Dr. Gooder that, in view of the fact that the regularly scheduled meeting occurred on a holiday, it would be necessary for the Board to convene that meeting on the following day.

Upon recommendation of the Superintendent, a motion was made by Mrs. Alexander, seconded by Mrs. Gutshall, and unanimously passed by the Board to cancel the regularly scheduled meeting called for January 25, 1973.
7. ADJOURNMENT

Upon motion of Dr. Dobbs, seconded by Mr. Garvin, the Board of Trustees adjourned their special meeting at 6:08 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, February 8, 1973 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

Attest:

[Signature]
Sidney R. Frank
President, Board of Trustees
Santa Barbara Community College District

[Signature]
Glenn C. Gooder
Superintendent-President and Secretary-Clerk to the Board of Trustees

Approved by the Board of Trustees:

on February 8, 1973.