MINUTES

SPECIAL MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

November 29, 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 Mrs. Kathryn Alexander on Thursday, November 29, 1973 at 4:02 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Mrs. Kathryn O. Alexander, President
Mr. Sidney R. Frank
Mr. James R. Garvin
Mrs. Joyce H. Powell
Mr. Benjamin P. J. Wells

Members absent:

Mrs. Ann Gutshall, Vice-President
Dr. Joe W. Dobbs

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, Administrative Dean, Continuing Education
Mr. M. L. Huglin, Administrative Dean, Instruction
Mr. Alfred L. Silvera, Administrative Dean, Student Services and Activities
Mr. James M. Williams, Director, College Information

Mr. Sultan Aziz, President, Associated Students
Mr. John Dell, Reporter, Santa Barbara News Press
Dr. John Forsyth, President, Academic Senate
Miss Judi Gunther, Staff member, THE CHANNELS
Minutes - Special Meeting
Board of Trustees - SBCCD
November 29, 1973

1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. Dean H. Ankeny, Director of Purchasing
Mr. Thomas F. Barbere, Audio-Visual Technician
Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records
Miss Gloria Castleberg, Director, Classified Personnel
Mr. Richard L. Clemens, Audio-Visual Technician
Mr. Mel Elkins, Assistant Dean, Vocational Education
Mr. Jesus J. Gonzales, Acting Assistant Dean, Student Activities
Mr. Frank J. Holguin, Athletic Equipment Manager
Mr. Burton P. Miller, guest
Mrs. Joanne Miller, guest
Mr. Eric W. Peterson, III, SBCC student
Mrs. Dee K. Rose, Secretary, Business Services
Mr. Maurice E. Ryan, Associate Professor, Trade/Technical
Miss Serene Sanchez, SBCC student
Mrs. Charlotte Spafford, Administrative Aide, Facilities &
    Resource Development
Mr. Donald L. Trent, Director, Facilities & Resource Development
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

Mrs. Alexander extended a welcome to all present.

1.4 EXECUTIVE SESSION

Mrs. Alexander announced that there would not be an executive
session.

1.5 MINUTES OF REGULAR MEETING OF NOVEMBER 8, 1973

Mr. Gooder advised the Board members that page 8 of the minutes
for the meeting of November 8, 1973 had inadvertently been omitted. A
copy of the missing page was to be found in their folders.

Upon motion of Mr. Garvin, seconded by Mr. Frank, the minutes of
the regular meeting of November 8, 1973, including page 8, were approved
by the Board.

1.6 HEARING OF CITIZENS

None
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS

a. MEMO FROM CHANCELLOR BROSSMAN REGARDING AGENDA ITEMS FOR FUTURE BOARD OF GOVERNORS' MEETINGS, Attachment 1.7-a

Dr. Gooder stated that Attachment 1.7-a contained a memo from Chancellor Brossman requesting the submission of ideas for discussion and development into future agenda items. The next Board of Governors' meeting will be held on December 5 - 6 at the Quality Hotel in Los Angeles.

b. MEMO FROM CHANCELLOR BROSSMAN REGARDING AB 1489, Attachment 1.7-b

Dr. Gooder indicated that AB 1489 was briefly described in Attachment 1.7-b and authorizes compensation for Board members. In the case of our District, the compensation would be $20 per meeting but not to exceed $120 per month. This was an information item only.

c. REPORT BY DR. JOHN FORSYTH ON THE ACADEMIC SENATE CALIFORNIA COMMUNITY COLLEGES MEETING

Dr. John Forsyth reported on the statewide Academic Senate California Community Colleges meeting held recently in San Diego. Main purpose was to present resolutions to the Board of Governors with the hope that the resolutions would be submitted to the legislators. Some of the resolutions dealt with providing funds for innovative projects, stressing affirmative action, urging the Postsecondary Commission to move in the direction of the fourth segment of education, seeking legislation to set the school year rather than stay with the Education Code, and others. If the same idea comes from more than one area, there is more likelihood of getting action. This group meets twice per year and will convene again in April, 1974.

Mrs. Alexander thanked Dr. Forsyth for his detailed report and especially for his comment that the Santa Barbara Community College District is considered to be at the forefront in many areas.

d. PROCEDURES FOR FOLLOW-UP OF REPORT OF GOALS, OBJECTIVES, AND ORGANIZATION STUDY, Attachment 1.7-d

Dr. Gooder stated that Attachment 1.7-d contained recommended procedures for follow-up of the Goals, Objectives, and Organization Study. These procedures have been discussed and agreed upon with the Representative Council of the Academic Senate. Further discussion was requested on Category #1-c and a definite procedure has not been developed for Category #1-e. Adoption of the follow-up procedures was recommended by Dr. Gooder with the exception that there will be further discussion on Category #1-c and a specific plan will be developed for Category #1-e.

continued on next page
Minutes - Special Meeting
Board of Trustees - SBCCD
November 29, 1973

1. GENERAL FUNCTIONS - continued:
   1.7 COMMUNICATIONS - continued:
      d. continued:

      A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve the procedures for follow-up of the Goals, Objectives, and Organization Study with the exception that there will be further discussion on Category #1-c and a specific plan will be developed for Category #1-e.

      e. Dr. Gooder stated that a petition had been received relative to an item on the agenda. Copies of the petition were distributed to the Board members at this time. It was requested by Mr. Theron Barnes, President of CSEA, that Item 2.2-b(11) be withdrawn from the agenda.

      In accepting the petition and agreeing to withdraw the item from the agenda, Mrs. Alexander stated that it was not possible for Board members to consider and act upon materials for a specific subject at and during Board meetings. She requested that any and all materials requiring consideration and action be delivered ahead of time through the Superintendent-President's office.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

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

      (1) APPROVAL OF ADDITIONAL HOURLY SUBSTITUTES, CHANGES FOR PREVIOUSLY APPROVED INSTRUCTORS, AND SPECIAL LECTURER (CONSULTANT), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(1)

      (2) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.1-a(2)

b. NON-ROUTINE

      (1) ACCEPTANCE OF RESIGNATION, BARRETT W. CULMBACK, ASST. PROFESSOR, SOCIAL SCIENCE AND ENGLISH, EFFECTIVE 1/31/74, Attachment 2.1-b(1)

      Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mr. Wells, and passed by the Board to accept with regret the resignation of Mr. Barrett W. Culmback, Asst. Professor in Social Science and English, effective 1/31/74.
2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) APPROVAL OF LEAVE OF ABSENCE (EFFECTIVE SPRING SEMESTER, 1974) AND CHANGE OF CONTRACT (FROM FULL-TIME TO 2/3 TIME), DR. FRANK D. COX, PROFESSOR, PSYCHOLOGY, Attachment 2.1-b(2)

Mr. Huglin stated that the request of Dr. Frank D. Cox had been fully discussed and he recommended approval of the leave of absence and change of contract. He commended Dr. Cox for expanding his work experience relative to his teaching field.

A motion was made by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to approve the leave of absence, effective Spring semester, 1974, and change of contract from full-time to 2/3 time for Dr. Frank D. Cox, professor of Psychology.

(3) APPROVAL OF PROFESSIONAL VOLUNTEER, GREGORY BROCK, VARSITY TRACK ASSISTANT, SPRING SEMESTER, 1974, Attachment 2.1-b(3)

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to approve Mr. Gregory Brock as a professional volunteer, varsity track assistant, effective Spring semester, 1974.

(4) ELIMINATION OF POSITION OF ADMINISTRATIVE DEAN, ADMISSIONS, GUIDANCE, AND RESEARCH, AND APPROVAL OF CHANGES IN DUTY STATEMENT OF ADMINISTRATIVE DEAN, STUDENT SERVICES AND ACTIVITIES, Attachment 2.1-b(4)

Dr. Gooder stated that this item was the first action recommended as a result of the Goals, Objectives and Organization Study. The study suggested that there be four deans instead of five. Therefore, it was recommended that the vacant position of Administrative Dean, Admissions, Guidance and Research not be filled and that the duties be assigned to the Administrative Dean, Student Services and Activities and to the Assistant to the Superintendent-President. It was also recommended that the duty statement for the Administrative Dean, Student Services and Activities, be changed as indicated in Attachment 2.1-b(4).

A motion was made by Mr. Frank, seconded by Mr. Wells, and passed by the Board to eliminate the vacant position of Administrative Dean, Admissions, Guidance, and Research; to assign the duties of admissions and guidance to the Administrative Dean, Student Services and Activities and the duties of research to the Assistant to the Superintendent-President; and to approve the changes in the duty statement of the Administrative Dean, Student Services and Activities, as indicated in the attachment.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(5) ESTABLISHMENT OF A NEW POSITION OF ASSISTANT DEAN, STUDENT ACTIVITIES AND AUTHORIZATION TO RECRUIT FOR THE POSITION, Attachment 2.1-b(5)

Dr. Gooder stated that as a next step in re-organization resulting from the reduction in deans and the re-assignment of responsibilities, it was deemed appropriate to create a position of Assistant Dean for Student Activities. It was recommended that the temporary position created in Spring, 1973, be established as a regular position with duties as described in Attachment 2.1-b(5) and that authorization be given to recruit for the position in accordance with established procedures.

A motion was made by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to establish a new position of Assistant Dean, Student Activities with duties as described in the attachment, and authorized the staff to recruit for the position in accordance with established procedures.

(6) NAMING OF SUPERINTENDENT-PRESIDENT AS AUTHORIZED REPRESENTATIVE RELATIVE TO EDUCATION CODE 13407

Dr. Gooder stated that although it should be clear that the Superintendent-President is the authorized representative of the Board of Trustees in personnel matters, it had been suggested by County Counsel that the Superintendent-President be named as the authorized representative of the Board of Trustees to give written notice of charges in connection with the provisions of Education Code Section 13407.

A motion was made by Mr. Frank, seconded by Mr. Wells, and unanimously passed by the Board to name the Superintendent-President as the authorized representative of the Board of Trustees to give written notice of charges in connection with the provisions of Education Code Section 13407.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank, and passed 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, GENERAL, TUTORIAL AND COLLEGE WORK STUDY PROGRAMS, Attachment 2.2-a(2)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

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. Garvin, seconded by Mr. Frank, and passed by the Board to approve the six-month and yearly salary increments, as delineated in Attachment 2.2-b(1).

(2) ACCEPTANCE OF RESIGNATION, PHILLIP A. PIFER, ATH. TRAINER & COORD. OF GYM FAC. & INTRAMURALS, EFFECTIVE 11/23/73, Attachment 2.2-b(2)

Dr. Gooder reported the resignation of Mr. Phillip Pifer, Athletic Trainer and Coordinator of Gym Facilities, who is planning to go into teaching. The position will be filled temporarily on a part-time basis pending clarification of Spring enrollments in Physical Education.

A motion was made by Mr. Wells, seconded by Mr. Frank, and passed by the Board to accept with regret the resignation of Mr. Phillip A. Pifer, Athletic Trainer & Coordinator of Gym Facilities & Intramurals, effective 11/23/73.

(3) ACCEPTANCE OF RESIGNATION, ALICE HAGGIS, INT. ACCT. CLK., STUDENT FINANCE, EFFECTIVE 11/21/73, Attachment 2.2-b(3)

Upon recommendation of the Superintendent, a motion was made by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to accept with regret the resignation of Alice Haggis, Int. Acct. Clk., Student Finance, effective 11/21/73.

(4) APPROVAL OF CORRECT EFFECTIVE DATE OF LEAVE OF ABSENCE WITHOUT SALARY, JANICE N. STEEN, SR. SEC., HEALTH OCCUPATIONS, 12/3/73 - 5/31/74, Attachment 2.2-b(4)

Dr. Gooder reported that a personal leave of absence was approved for Janice Steen at the last Board meeting but the effective date was in error.

A motion was made by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to establish the correct effective date for Janice Steen's leave of absence as 12/3/73 - 5/31/74.

(5) APPROVAL OF RECLASSIFICATIONS, THOMAS F. BARBERE, FROM AV TECH 17 TO AV TECH 24, AND RICHARD L. CLEMONS, FROM AV TECH 17 TO LANGUAGE LAB. TECH 24, EFFECTIVE 12/1/73, Attachment 2.2-b(5)

Dr. Gooder stated that classification studies of the two audio-visual positions had been made and the details were contained in Attachment 2.2-b(5). As a result it was recommended that both positions be re-classified from Range 17 to Range 24, effective 12/1/73.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(5) continued:

A motion was made by Mr. Frank, seconded by Mr. Garvin, and passed by the Board to approve the reclassification of Thomas F. Barbere from AV Tech 17 to AV Tech 24 and of Richard L. Clemons from AV Tech 17 to Language Lab. Tech 24, effective 12/1/73.

Miss Castleberg introduced Mr. Barbere and Mr. Clemons to the Board members. Mrs. Alexander expressed appreciation for their appearance at the meeting.

(6) APPROVAL OF CHANGE IN CLASSIFIED PERSONNEL POLICY REGARDING LENGTH OF PROBATIONARY PERIOD, POLICY #1512, Attachment 2.2-b(6)

Miss Castleberg stated that a thorough study of the probationary period for classified employees had been conducted by the Classified Personnel Committee and the Classified Personnel office. It was recommended that a probationary period of twelve consecutive months be assigned to all classified employees to make it equal for all and to give supervisors more time for evaluation of employees.

A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve the change in Classified Personnel Policy #1512 assigning a twelve month probationary period to all classified positions, effective 12/1/73.

(7) APPROVAL OF CHANGE IN JOB DESCRIPTION, DIRECTOR, FACILITIES & OPERATIONS, Attachment 2.2-b(7)

Dr. Gooder stated that Mr. Robert Eyre had been assigned responsibilities as the District's Safety Officer and, previously, had been appointed Coordinator of Disaster Preparedness. It was recommended that his duty statement be changed to reflect these new responsibilities.

A motion was made by Mr. Wells, seconded by Mr. Frank, and passed by the Board to approve the revised job description for the Director of Facilities & Operations as delineated in the attachment.

(8) APPROVAL OF PROFESSIONAL VOLUNTEER, JOHN C. BUSS, ELECTRICIAN APPRENTICE CLASS, CONTINUING EDUCATION DIVISION, Attachment 2.2-b(8)

Dr. Gooder was pleased to report that Mr. John C. Buss had volunteered to assist with the Electrician Apprenticeship Program.

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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

(b) NON-ROUTINE - continued:

(8) continued:

A motion was made by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to approve the professional volunteer status of Mr. John C. Buss for the Electrician Apprenticeship Program, Continuing Education Division.

(9) APPROVAL OF APPOINTMENT, LILLY C. GLOCKLER, SR. SEC., HEALTH OCCUPATIONS, SUBSTITUTE FOR J. STEEN, EFFECTIVE 11/19/73, Attachment 2.2-b(9)

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve the appointment of Lilly C. Glockler as a senior secretary substitute in the Health Occupations Division, effective 11/19/73, for Janice Steen on approved leave of absence.

(10) APPROVAL OF APPOINTMENT, ROY KENWARD, P. E. ASST. TRACK COACH, SPRING SEMESTER, 1974, Attachment 2.2-b(10)

Mr. Huglin stated that Mr. Rory Kenward, who had graduated from San Marcos High School, was an outstanding decathlon athlete, and he recommended approval of his appointment as a P. E. assistant.

A motion was made by Mr. Wells, seconded by Mr. Frank, and passed by the Board to approve the appointment of Mr. Rory Kenward as P.E. Assistant Track Coach, Spring semester, 1974.

ITEM WITHDRAWN

(11) REPORT OF SALARY SURVEY

This item was withdrawn from the agenda per action recorded under Item 1.7-e.

(12) APPOINTMENT OF MR. BURTON P. MILLER TO THE NEW POSITION OF ASSISTANT TO THE SUPERINTENDENT-PRESIDENT, EFFECTIVE DECEMBER 17, 1973, Attachment 2.2-b(12)

Dr. Goodey reported that selection procedures had been completed for the position of Assistant to the Superintendent-President. The budgeted position resulted in the receipt of over 100 applications and is now titled Assistant to the Superintendent-President rather than Administrative Assistant to the Superintendent-President. Dr. Goodey recommended with pleasure the appointment of Mr. Burton P. Miller, effective 12/17/73, with Mr. Miller to be rated in at Step E because of his very considerable experience. The duty statement for this position was contained in Attachment 2.2-b(12).

continued on next page...
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(12) continued:

A motion was made by Mr. Garvin, seconded by Mr. Frank, and unanimously passed by the Board to approve the appointment of Mr. Burton P. Miller as Assistant to the Superintendent-President, effective 12/17/73.

Both Mr. Garvin and Mr. Frank expressed pleasure in acquiring an assistant as an aid to the Superintendent-President.

Dr. Gooder introduced Mr. Miller and his wife, both present at the meeting, to the Board members. Mrs. Alexander, on behalf of the Board members, extended a cordial welcome to Mr. Miller in joining the staff at SBCC and thanked them both for being present at the meeting.

(13) APPROVAL OF CHANGES IN DUTY STATEMENT OF DIRECTOR OF FACILITIES AND RESOURCE DEVELOPMENT, Attachment 2.2-b(13)

Dr. Gooder stated that with the appointment of the Assistant to the Superintendent-President and the increases in the building program, it indicated a need to adjust the duty statement and change in title for Mr. Trent's position. Mr. Trent should now report directly to Dr. Sorsabal and supervise all building on campus. Attachment 2.2-b(13) detailed the recommended changes in the duty statement and the change in title to Director, Facilities Development.

A motion was made by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to approve the changes in the duty statement for the position occupied by Mr. Donald L. Trent and the change of title to Director, Facilities Development, as delineated in Attachment 2.2-b(13).

3. STUDENT PERSONNEL

3.1 REPORT OF ASSOCIATED STUDENTS

None

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF EXTENSION OF EVENING COLLEGE PROGRAM TO INCLUDE SATURDAYS, Attachment 4.1

Mr. Russell Wenzlau, Assistant Dean of Evening College, reported that Evening College classes have reached a saturation point and it was recommended that Evening College classes be extended to include Saturdays.

continued on next page....
Minutes - Special Meeting  
Board of Trustees - SBCCD  
November 29, 1973

4. CURRICULUM AND INSTRUCTION - continued:

4.1 continued:

Starting this Spring five credit courses are scheduled with the hope that eventually enough classes will be offered on weekends enabling students to earn a degree. According to Mr. Wenzlau, Attachment 4.1 contained information on the support services needed to implement this new program.

A motion was made by Mr. Wells, seconded by Mr. Frank, and passed by the Board to approve the extension of Evening College classes to include Saturdays.

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to approve the following routine Business Services action items, as described in the attachments:


b. AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS 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 APPROPRIATION TRANSFER No. 74-003 IN THE AMOUNT OF $980 AND TRANSFER No. 74-004 IN THE AMOUNT OF $450, Attachment 5.2-a.

Dr. Sorsabal stated that Transfer No. 74-003 was requested to cover student help in the mail room due to overload work in the Duplicating Department, and Transfer No. 74-004 was requested to cover the salary of a laboratory technician for the Evening College orchestra.

In response to Mr. Garvin's question on work increase in the Duplicating Department, Dr. Sorsabal stated that at present there is an on-going study being made of the department's output and a report will be forthcoming to Board members soon.

A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve Appropriation Transfer No. 74-003 in the amount of $980 and Appropriation Transfer No. 74-004 in the amount of $450 as delineated in the attachment.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

b. APPROVAL OF TRANSFER OF FUNDS FROM SBCC BUILDING FUND TO THE GENERAL FUND

Dr. Sorsabal stated that in order to meet the General Fund cash needs, a temporary transfer of funds in the amount of $300,000 was requested from the SBCC Building Fund. This request was made in accordance with Education Code Section 20954 and would be repaid no later than March 30, 1974.

A motion was made by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve the transfer of $300,000, on a temporary basis, from the Building Fund to the General Fund.

c. DISTRIBUTION OF ANNUAL FINANCIAL DATA REPORT FOR ALL SANTA BARBARA COUNTY SCHOOL DISTRICTS, Enclosure #1

Dr. Sorsabal stated that Enclosure #1 contained the Annual Financial Data Report for all Santa Barbara County School Districts. The difference was very negligible over last year's report. This was an informational item only.

d. ACCEPTANCE OF A RITTER DENTAL X-RAY UNIT FROM DR. MARK ALLEN, DDS, Attachment 5.2-d

Dr. Gooder stated that Dr. Mark Allen had offered a dental X-Ray unit that is badly needed for one of the two operatories in the Dental Assisting Program. The unit has an estimated value of $400 and acceptance was recommended.

A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to accept the dental X-Ray unit and authorized the staff to send a letter of appreciation to Dr. Mark Allen.

e. APPROVAL OF ENTITLEMENT FOR FUNDING UNDER PART B, VOCATIONAL EDUCATION, Attachment 5.2-e

Dr. Gooder stated that the District's application requesting financial assistance under the provisions of Part B, Public Law 90-576 for 1973-74 had been approved for a total entitlement of $123,531, subject to the availability of Federal funds. Attachment 5.2-e contained the notification of approval.

A motion was made by Mr. Wells, seconded by Mr. Frank, and passed by the Board to approve the entitlement for funding under Part B, Vocational Education, as delineated in Attachment 5.2-e.

f. RATIFICATION OF ACCEPTANCE OF EROSION CONTROL PROJECT AND FILING OF NOTICE OF COMPLETION, Attachment 5.2-f

Dr. Sorsabal reported that Mr. Richard Taylor, architect, and Mr. Harvey Bagley, inspector, had made a final inspection of the Erosion Control Project and accepted the job as being completed in conformance with the contract.

continued on next page. . . . . .
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. continued:

Also, it was reported that the last rain was of benefit to the growth of the grass. The extra sandbags purchased with Board approval were delivered today to the campus and will be put to immediate use to repair one large cave-in.

A motion was made by Mr. Frank, seconded by Mr. Wells, and passed by the Board to ratify the acceptance of the Erosion Control Project and filing of the Notice of Completion with a completion date of November 12, 1973.

g. APPROVAL OF DISPOSAL OF CERAMIC EQUIPMENT THROUGH ADVERTISED BIDDING PROCEDURES

Dr. Gooder stated that the ceramic equipment had been constructed as an instructional project but did not meet with requirements of the State Department of Industrial Safety. The District had been advised to dispose of these units and buy factory-manufactured items.

Mr. Garvin reported that this matter had been thoroughly discussed at a Board Planning Subcommittee meeting and the committee concurred in disposing of the student-constructed ceramic equipment.

A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve the disposal of the ceramic equipment and authorized the staff to advertise for bid at a minimum asking price of $2,000 for the lot.

h. AUTHORIZATION TO ADVERTISE THE PURCHASE OF KILNS

Dr. Gooder stated that in order to properly provide the Ceramics Laboratory with approvable equipment, it was requested that the Board authorize the Purchasing Agent to call for bids for appropriate kilns.

A motion was made by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to authorize the Purchasing Agent to call for bids for the purchase of kilns for the Ceramics Laboratory.

i. APPROVAL OF INSTRUCTIONS TO THE MASTER PLAN ARCHITECTS

Dr. Gooder stated that the Goals, Objectives, and Organization Study follow-up recommendations included two items relative to facilities. One was the suggestion that all student services be brought together into one facility and the second was that the needs of the Continuing Education Division be considered.

A motion was made by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve the recommendation that the Master Plan architects be instructed to consider the above two recommendations in further development of the District Master Plan.
6. GENERAL INFORMATION

6.1 BOARD MEETING RATINGS - Attachment 6.1

Dr. Gooder stated that Attachment 6.1 contained a 60-point checklist for assessing Board meetings. This had been provided by Mrs. Ann Gutshall and had been sent to 37 persons who are most often involved with Board meetings (members of the Board, administrative staff, division chairmen, and Presidents of the Academic Senate, Associated Students and CSEA). Twenty-two responses were received. Dr. Gooder added that a 'no' answer did not necessarily indicate a need for change.

A short discussion followed on individual items of the checklist, and Mr. Frank commented that he was impressed with the survey.

6.2 REPORT ON COMING EVENTS, MR. JIM M. WILLIAMS

Mr. Jim Williams, Director of College Information, presented 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 November 30, 1973 to December 13, 1973, inclusive.

7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Mr. Frank, the Board of Trustees adjourned their regular meeting at 4:58 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, December 13, 1973 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

ATTEST:

MRS. KATHRYN C. ALEXANDER
President, Board of Trustees
Santa Barbara Community College District

DR. GLENN G. GOODER
Superintendent-President and Secretary-Clerk to the Board of Trustees

Approved by the Board of Trustees: