AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

March 22, 1973

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

1. GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Welcome to Guests

1.4 Executive Session - (if needed on Item 2.1-b(2))

1.5 Minutes of Regular Meeting of March 8, 1973

1.6 Hearing of Citizens

1.7 Communications

   a. Letter From Chancellor Brossman Regarding The Select Committee
      Recommendations on the Master Plan

      Attachment 1.7-a

2. PERSONNEL

2.1 Certificated Personnel

   a. Routine

      (1) Recommended Approval of Hourly Instructors, Additional Hours
          For Previously Approved Teachers, Correction of Previous
          Rate, Special Lecturers (Consultants) - Continuing Education

          Attachment 2.1-a(1)

      (2) Recommended Authorization of Travel & Conference Attendance

          Attachment 2.1-a(2)

   b. Non-Routine

      (1) Recommended Approval of Termination of Consultant's Contract
          With Mr. Selmer O. Wake as of March 13, 1973

          Mr. Wake has found that his voluntary work with the
          Citizens Committee is not going to give him adequate time
          to serve in the consulting capacity intended. He, there-
          fore, has asked that the agreement be terminated effective

          Approval of his request is recommended.
2. **PERSONNEL (continued)**

2.1 **Certificated Personnel (continued)**

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

(2) **Recommended Acceptance of Resignation and Approval of Personal Leave of Absence for Dr. Thomas F. MacMillan**

Attachment 2.1-b(2)

As indicated in the attachment, Dr. Thomas MacMillan has been offered a position with a new community college in Mendocino County.

He is submitting his resignation to be effective on June 30, 1973. In addition, Dr. MacMillan is requesting a personal leave of absence without pay from April 16 through June 30, 1973.

It is recommended that Dr. MacMillan's resignation be accepted with regret and that his request for personal leave be approved.

2.2 **Classified Personnel**

a. **Routine**

(1) **Recommended Approval of Hourly Appointments and Hourly Appointments for Continuing Education Division**

Attachment 2.2-a(1)

(2) **Recommended Approval of Student Appointments: General, Tutorial and College Work-Study**

Attachment 2.2-a(2)

b. **Non-Routine**

(1) **Recommended Approval of Six-Month and Yearly Salary Increments**

Attachment 2.2-b(1)

(2) **Recommended Approval of Change In Status: Gilbert R. Loustalot, Custodian, From Graveyard to Swing Shift, Effective 3/1/73**

Attachment 2.2-b(2)

(3) **Recommended Approval of Leave of Absence Without Salary: Lois M. Whittaker, Bookstore, Effective 8/1/73**

Attachment 2.2-b(3)
2. PERSONNEL (continued) -

2.2 Classified Personnel (continued) -

b. Non-Routine - continued:

(4) Recommended Acceptance of Resignation: Lily C. Glockler, Physical Science Division, Effective 6/1/73

Attachment 2.2-b(4)

(5) Recommended Acceptance of Resignation: Mary C. Deaner, Facilities & Operations, Effective 3/16/73

Attachment 2.2-b(5)

(6) Recommended Approval of Establishment of a Student Worker Position of Student Supervisor

In keeping with the efforts to establish different levels of student worker positions and pay scales, the Placement Committee has recommended that a student worker position of Student Supervisor at a rate of $2.48 per hour be established.

This recommendation is made at this time because of the growth of the tutoring program. If approved, it is intended that three Student Supervisors be assigned in the tutoring program, each to supervise fifteen students. No increase in budget is requested.

It is recommended, therefore, that the student worker position of Student Supervisor be established at a rate of $2.48 per hour.

3. STUDENT PERSONNEL

3.1 Presentation of the ASB Senate Concerning Programs of Services For The College Community Affected By The 1972-73 Senate; Programs Of Services Deemed Needed By The ASB Senate For The College Community

Attachment 3.1
4. CURRICULUM AND INSTRUCTION

4.1 Recommended Approval of Changes in Graduation Requirements To Conform To New Title V Provisions

Attachment 4.1

In October, 1971 new regulations were adopted as part of Title V concerning requirements for the Associate in Arts and Associate in Science Degrees. The provisions of Chapter 8 of Title V are to apply to all degrees and certificates granted after September 1, 1973. (A copy of Chapter 8, Title V is included in the attachment.)

There has been a long and earnest consideration of this issue within the college. The attached proposed graduation requirements for 1973-74 have been developed as a result of extensive discussion.

There is substantial interest in and support for an interdisciplinary approach. That will be pursued vigorously by the Curriculum Advisory Committee during the remainder of this year and next Fall.

 Approval of the proposed 1973-74 graduation requirements as described on Attachment 4.1 is recommended.

5. BUSINESS SERVICES

5.1 Routine

a. Recommended Authorization and/or Ratification of Purchase Order Numbers for Supplies, Equipment and Services

Attachment 5.1-a

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment, and services on Purchase Orders No. P23-1575 through and including P23-1669.

b. Recommended Authorization and/or Ratification of Payment of Claims

Attachment 5.1-b

c. Inspector's Report No. 18, Health Occupations Facility, For Period Ending March 2, 1973

Attachment 5.1-c
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine

a. Recommended Approval of Agreement and Resolution #28 To Request Social Security Coverage

Attachment 5.2-a

Attachment 5.2-a contains the Application and Agreement for Social Security coverage for employees of the Santa Barbara Community College District who are in positions under the State Teachers Retirement System, but ineligible for credit in STRS. To request Social Security for non-members, the Board of Trustees must adopt Resolution #28.

The Superintendent recommends approval of the Application and Agreement and Resolution #28 to request Social Security coverage for selected certificated employees.

b. Recommended Adoption of Classification and Retention Plan for Documents

Enclosure #1

Every district must develop procedures for classification and retention of records. Enclosure #1 is a recommended plan for the Santa Barbara Community College District. Inherent in this plan is the appointment of a District Records Officer.

The Superintendent recommends the adoption of the Classification and Retention Plan for Documents presented in Enclosure #1. Further, it is recommended that Mr. Dean Ankeny, Director of Purchasing, be appointed the District's Records Officer.

c. Recommended Approval of Change Orders #7, #8, #9, and #10, Health Occupations Facility - J. W. Bailey Contractor

Attachment 5.2-c

Change Order #7 requests a time extension of 9 days due to rain conditions.

Change Order #8 provides a credit of $200 to reflect the omission of the W.I.C. stamp on cabinets as called for in the contract specifications.

Change Order #9 requests a time extension of 5 days due to delay of manufacturer to provide ceiling tile.

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

5.2 Non-Routine (continued) -

c. continued:

Change Order #10 requests an increase in the contract price by $1,120 to replace linoleum in the existing corridor between the construction remodeling (Rooms A211 & A212) and the existing structure (Rooms A210 & A213).

<table>
<thead>
<tr>
<th>Original Contract Price</th>
<th>$ 569,700.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change Orders #1 - #6</td>
<td>+ 3,965.75</td>
</tr>
<tr>
<td></td>
<td>$ 573,665.75</td>
</tr>
<tr>
<td>Change Order #7</td>
<td>- 0</td>
</tr>
<tr>
<td>Change Order #8</td>
<td>- 200.00</td>
</tr>
<tr>
<td>Change Order #9</td>
<td>- 0</td>
</tr>
<tr>
<td>Change Order #10</td>
<td>+ 1,120.00</td>
</tr>
</tbody>
</table>

New Contract Price: $ 574,585.75

The Superintendent recommends approval of Change Orders #7, #8, #9, and #10 to the contract with J. W. Bailey Construction Co. for the Health Occupations Facility.

d. Recommended Acceptance of Low Bid and Authorization to Award Contract - Crafts Laboratory, Continuing Education Facility

Bids for this project are scheduled to be opened on March 19, 1973. The bids will be presented to the Board for consideration at the meeting.

e. Recommended Release of Portion of Impounded Funds

At the January 25, 1973 meeting of the Board of Trustees, a recommendation was approved to impound $70,500 of unspent, but budgeted, funds pending clarification of the District's financial condition. Because the spring semester average daily attendance was significantly higher than anticipated, the estimated reduction of State income will not be as great as projected. Dr. Sorsabal will discuss the situation in greater detail at the Board meeting.

The Superintendent recommends the release of $25,000 of the impounded funds.
5. BUSINESS SERVICES (continued) -

5.2 Non-Routine (continued):

f. Recommended Acknowledgement of Notification of District Status on Deficit Financing

Attachment 5.2-f

The County Superintendent, in compliance with Education Code 21107.5, has notified the Board of Trustees of the District's deficit financing situation as reflected in the "Statement of Realization of Estimated Revenue and Expenditures" for the period ending December 3, 1972.

The Superintendent recommends acknowledgement of the receipt of Notice of Deficit Financing from the County Superintendent of Schools.


Attachment 5.2-g

Attachment 5.2-g delineates the estimated income for 1973-74 based upon 1972-73 computational methods and expenditures based upon the guidelines adopted by the Board of Trustees. This item will be discussed more fully at the meeting.

h. Recommended Approval of Additional Consulting Architectural Services For Site Study of Proposed Site Acquisition

The architectural site study for feasibility of alternate land use approved on March 8, 1973 will require additional studies as a result of the site visit on March 15, 1973 by the California Community Colleges Planning Staff. Additional cost estimating of proposed site development and modification of the concept drawings will be required. The additional services will not exceed $360.

The Superintendent recommends extension of the agreement for the services of Mr. John Robert Henderson, consulting architect, at a cost not to exceed $360 for additional site studies of alternate land uses to the proposed thirty-four acre site acquisition west of Loma Alta Drive and south of Cliff Drive.

6. GENERAL INFORMATION

6.1 Report of College Goals Survey

Dr. Thomas F. MacMillan, Administrative Dean, Admissions, Guidance and Research, will present the results of the recent study of college goals conducted for the College Organization Study Committee.

Enclosure #2
Agenda - Regular Meeting
Board of Trustees - SBCCD
March 22, 1973

6. GENERAL INFORMATION (continued) -

6.2 Progress Report of SB 6

The Superintendent will report on the progress of Senate Bill 6 and will further recommend the need or lack of need for a tax ceiling increase election.

6.3 Report of Coming Events - Mr. Jim M. Williams

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, April 12, 1973 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.