AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

July 26, 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 (Item 2.1-b(1) )

1.5 MINUTES OF REGULAR MEETING OF JULY 12, 1973

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

a. NOTICE OF APPOINTMENT OF DR. DONALD K. SORSABAL TO MANAGEMENT RESEARCH COMMITTEE OF ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

Attachment 1.7-a

b. COMMUNICATION FROM CALIFORNIA SCHOOL BOARDS ASSOCIATION REGARDING FEDERAL REPRESENTATION

Attachment 1.7-b

c. LETTER FROM SANTA BARBARA-VENTURA COUNTY DENTAL SOCIETY REGARDING SUPPORT FOR DENTAL ASSISTING COURSE.

Attachment 1.7-c

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, HOURLY SUBSTITUTES, CHANGES FOR PREVIOUSLY APPROVED INSTRUCTORS, AND SPECIAL LECTURERS (CONSULTANTS), CONTINUING EDUCATION

Attachment 2.1-a(1)

(2) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.1-a(2)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED SALARY ADJUSTMENT TO THE SUPERINTENDENT/ PRESIDENT'S CONTRACT

(2) RECOMMENDED APPROVAL OF 1973 SUMMER SESSION SUBSTITUTE, GRETHE M. WYGANT, MATHEMATICS, EFFECTIVE 7/2/73

Attachment 2.1-b(2)

(3) RECOMMENDED CHANGE IN ASSIGNMENT OF PETER O. HASLUND, SOCIAL SCIENCE DIVISION

Attachment 2.1-b(3)

On June 14, 1973, the Board approved the appointment of Mr. Peter O. Haslund as a one-year replacement for Mr. Desmond O'Neill who will be on personal leave for the 1973-74 school year.

Since that time, a new position has been approved for the Social Science Division. It is recommended that Mr. Haslund be appointed to the new position as a first-year contract teacher as indicated on Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF APPOINTMENT: BARBARA LINDEMANN, SOCIAL SCIENCE DIVISION, 1973-74 COLLEGE YEAR

Attachment 2.1-b(4)

(5) RECOMMENDED APPROVAL OF APPOINTMENT: DANIEL J. SISSON, SOCIAL SCIENCE DIVISION, 1973-74 COLLEGE YEAR

Attachment 2.1-b(5)

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS, CONTINUING EDUCATION DIVISION

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: GENERAL, TUTORIAL, COLLEGE WORK STUDY, AND VEA

Attachment 2.2-a(3)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF SIX MONTH SALARY INCREMENT

Attachment 2.2-b(1)

(2) RECOMMENDED ACCEPTANCE OF RESIGNATION: DAVID A. ROBERTS, BOOKSTORE MANAGER, EFFECTIVE 8/10/73

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF NEW POSITIONS, BUSINESS SERVICES

Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF CHANGE IN CLASSIFIED PERSONNEL POLICY 1232

Attachment 2.2-b(4)

Attachment 2.2-b(4) delineates the proposed policy change regarding nonclassified service. This proposed change has been studied and prepared by the Classified Personnel Committee.

The Superintendent recommends approval of the change in Classified Personnel Policy 1232.

3. STUDENT PERSONNEL

3.1 RECOMMENDED AMENDMENT IN TUITION REFUND POLICY

Attachment 3.1

On April 12, 1973, the Board of Trustees approved new policies regarding residency of students. Policy on tuition refunds did not include reference to summer session.

It is recommended that the policy be amended as indicated to cover tuition refunds for summer session.

3.2 INFORMATION REGARDING RESIDENCE AND RECOMMENDED EXEMPTION FROM TUITION OF FULL-TIME EMPLOYEES, AND A CHILD OR A SPOUSE OF A FULL-TIME EMPLOYEE

Attachment 3.2

As indicated on the attachment, new residency guidelines have been incorporated into Chapter 1, Division 5, Part VI of Title 5, California Administrative Code.
3. STUDENT PERSONNEL - continued:

3.2 continued:

In connection with those guidelines it is recommended that Section 3313.3 of Policies For Student Personnel be amended as indicated.

3313.3 If a student is classified as a district resident or non-district resident (E.C. 22845 sq.), he will be admitted to the college without non-resident tuition. Students classified as non-residents will be required to pay tuition in an amount set annually by the Board of Trustees in accordance with E.C. 22845 seq.

Exemption for tuition will be granted upon application for students who are full-time employees of the Santa Barbara Community College District and for spouses and children of full-time employees of the District.

3.3 RECOMMENDED AUTHORIZATION OF MANDATORY HEALTH FEE FOR PROVISION OF STUDENT HEALTH INSURANCE

During the 1972-73 college year, a Health Task Force was appointed to review and make recommendations regarding the health services provided to students on campus. One of the recommendations made by the Committee was to provide for student accident insurance. The Student Services Committee, the Student Senate, and the College Council reviewed the recommendation and indicated the need for such student accident insurance. The Associated Student officers have made a presentation to the Board on this matter.

It is recommended that the Board of Trustees, in accordance with Education Code, Section 25425, authorize a mandatory health fee of $2.00 per student per semester for students enrolled in the day-credit program, and a fee of $1.00 per student per session for students enrolled in summer session. This fee will be used to cover the premium and administrative costs of the insurance service for the 1973-74 college year, including summer session.

3.4 RECOMMENDED APPROVAL OF INSURANCE CARRIER FOR STUDENT ACCIDENT INSURANCE

In June, the Dean of Student Services mailed letters to insurance agencies and brokers requesting offers of insurance programs and premiums for the student accident insurance for Santa Barbara City College. The program offerings and premium quotations submitted have been reviewed by a committee consisting of administrators, staff, and students.

It is recommended that the Board of Trustees approve the Student Insurance Company of Los Angeles, California, as the carrier of the mandatory student accident insurance policy, and also of the voluntary 24-hour accident and sickness insurance plan to be offered by the college.
4. CURRICULUM AND INSTRUCTION

No items

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. P23-2214 through and including P23-2219 (Prior Year), and Purchase Orders No. P34-0092 through and including P34-0177.

b. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS

Attachment 5.1-b

The Superintendent recommends authorization and/or ratification of payment of claims listed on Attachment 5.1-b and such other claims as may arise prior to the meeting.

c. INSPECTOR'S REPORT NO. 1, HUMANITIES BUILDING, DON GREENE, INC., CONTRACTOR

Attachment 5.1-c

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF CONTRACT FOR CERTAIN ADMINISTRATIVE SERVICES, SANTA BARBARA HIGH SCHOOL DISTRICT

Attachment 5.2-a

During the past several years, the Santa Barbara Community College District has contracted with the Santa Barbara High School District for certain maintenance services and health services. The cost of the services are direct costs plus 40% for overhead which includes fringe benefits, depreciation of vehicles, etc. The Santa Barbara High School District Board of Education has authorized this contract.

The Superintendent recommends the approval of a contract with the Santa Barbara High School District for maintenance and health services for a period of three years commencing July 1, 1973.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED EXTENSION OF THE BUSINESS MACHINE MAINTENANCE CONTRACT WITH IBM

Office machines are cleaned twice a year and the classroom machines are serviced once a year. The District receives a special rate on all classroom machines. All emergency calls are also covered by this contract.

The Superintendent recommends the renewal of the maintenance contract for all IBM typewriters and dictating equipment. The amount of the contract is $4,722.87 which included 105 typewriters and 9 pieces of dictation equipment.

c. RECOMMENDED ACCEPTANCE OF THE LOW BID FOR NINE COMPLETE LEARNING CARRELS FOR THE HEALTH OCCUPATIONS DIVISION

These carrels will be used for existing programs and programs the department will be developing in the future.

The Superintendent recommends the acceptance of the low bid of $11,008.10 from Southwestern Media Systems of Orange, California.

d. PRESENTATION OF ENGINEERING STUDY OF THEATRICAL LIGHTING IN THE GYMNASIUM

The study authorized by the Board of Trustees on July 12, 1973 will be completed by July 26, 1973. The study will include the scope of the work required to provide theatrical lighting for three performance areas in the existing gymnasium, either permanently installed or provisions for a portable system. The District staff will evaluate the study and present recommendations and alternatives to the Board at the meeting.

e. RECOMMENDED APPROVAL FOR TOPOGRAPHIC MAPPING OF SANTA BARBARA CITY COLLEGE AND SURROUNDING AREA

Attachment 5.2-e

Topographic mapping of the existing Santa Barbara City College campus, the proposed site acquisition, and immediate surrounding area is required as a base map for Master Planning purposes. Attached is a letter from John Robert Henderson, Master Plan architect, recommending acceptance of the proposal from Pacific Western Aerial Surveys to perform these services. The cost of these services will be $1,500.

The Superintendent recommends approval of topographic mapping of the Santa Barbara City College campus and surrounding area and authorization of Pacific Western Aerial Surveys to perform these services.
6. GENERAL INFORMATION

6.1 MEMORANDUM FROM COORDINATING COUNCIL FOR HIGHER EDUCATION REGARDING AB770

Attachment 6.1

Attachment 6.1 is a memorandum from the Coordinating Council expressing concern over the provisions of AB 770.

The Superintendent will report further on implications of AB 770 for the Community Colleges of California.

6.2 REPORT OF PROGRESS ON ITEMS FOR INSTITUTIONAL STUDY AND ACTION 1972-73

Enclosure #1

Enclosure #1 contains the progress report on 1972-73 Items for Institutional Study and Action.

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, August 2, 1973 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.