AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

September 27, 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 (S. A.-R)
   1.5 MINUTES OF REGULAR MEETING OF SEPTEMBER 13, 1973
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. CALIFORNIA SCHOOL BOARDS ASSOCIATION DELEGATE ASSEMBLY ELECTION
         Attachment 1.7-a
      b. REPORT ON ASSEMBLY BILL 770
         Attachment 1.7-b
      c. MEMO FROM CHANCELLOR BROSSMAN REGARDING PROPOSED TAX AND EXPENDITURE LIMITATION INITIATIVE
         Attachment 1.7-c

2. PERSONNEL
   2.1 CERTIFICATED PERSONNEL
      a. ROUTINE
         (1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, FALL SEMESTER, 1973
             Attachment 2.1-a(1)
         (2) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, HOURLY SUBSTITUTES, CHANGE FOR PREVIOUSLY APPROVED INSTRUCTOR, AND SPECIAL LECTURER (CONSULTANT), CONTINUING EDUCATION DIVISION
             Attachment 2.1-a(2)
2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(3) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE
Attachment 2.1-a(3)

b. NON-ROUTINE

(1) RECOMMENDED TERMINATION OF P.E. COACHING ASSISTANT ASSIGNMENT: GORDON GEORGE

Since Mr. George will not have the proper credential as anticipated, it is necessary to terminate his certificated appointment as wrestling coach. A recommendation for employment in another category is contained later in the agenda.

It is, therefore, recommended that the certificated appointment of Gordon George be terminated.

(2) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER: R. JOEL DENNEY, STUDENT TEACHER, ENGLISH, FALL SEMESTER, 1973
Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER: DR. LINDA LYNN, RESIDENT PSYCHIATRIST, 1973-74 COLLEGE YEAR
Attachment 2.1-b(3)

(4) RECOMMENDED APPROVAL OF CHANGE IN ASSIGNMENT OF SUSAN RAMSEY, COUNSELOR

At the regular Board meeting on September 13, Miss Susan Ramsey was appointed as a substitute counselor for the 1973-74 college year replacing Mr. Gordon Santee who is on sabbatical leave.

While Miss Ramsey will be substituting for Mr. Santee, exactly as originally intended, the proper assignment in accordance with Code guidelines would be as a temporary certificated employee.

It is recommended, therefore, that Miss Susan Ramsey's assignment be changed from that of Substitute Counselor to Temporary Counselor.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY, AND HOURLY, CONTINUING EDUCATION DIVISION
Attachment 2.2-a(1)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK-STUDY, GENERAL AND TUTORIAL PROGRAMS

Attachment 2.2-a(2)

b. NON ROUTINE

(1) RECOMMENDED APPROVAL OF SIX-MONTH AND YEARLY SALARY INCREASES

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF LONGEVITY INCREMENT: MARIAN F. RAPP, ADMINISTRATIVE SECRETARY, INSTRUCTION, 15 YEARS, EFFECTIVE 10/1/73

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF LEAVE OF ABSENCE WITHOUT SALARY: TULLI G. CHARNLEY, INT.TYPIST CLERK, STUDENT PERSONNEL, EFFECTIVE 9/24/73 THROUGH 1/30/74

Attachment 2.2-b(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: JAMES F. EDWARDS, HUMAN RELATIONS ASSISTANT, STUDENT ACTIVITIES, EFFECTIVE 9/10/73

Attachment 2.2-b(4)

(5) RECOMMENDED ACCEPTANCE OF RESIGNATION: JANET HEINTZ, LAB TEACHING ASSISTANT, ALPHA TRAINING CENTER, EFFECTIVE 9/30/73

Attachment 2.2-b(5)

(6) RECOMMENDED APPROVAL OF CHANGE OF SHIFT: SAMUEL ESPARZA, JR., CUSTODIAN, FACILITIES & OPERATIONS, FROM SPLIT SHIFT TO SWING SHIFT, EFFECTIVE 9/11/73

Attachment 2.2-b(6)

(7) RECOMMENDED APPROVAL OF CHANGE IN SHIFT: WALTER RICHMOND, CUSTODIAN, FACILITIES & OPERATIONS, FROM GRAVEYARD TO DAY SHIFT, EFFECTIVE 9/1/73

Attachment 2.2-b(7)

(8) RECOMMENDED APPROVAL OF P.E. COACHING ASSISTANT ASSIGNMENT: GORDON GEORGE, WRESTLING, FALL SEMESTER, 1973

Attachment 2.2-b(8)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON ROUTINE - continued:

(9) RECOMMENDED APPROVAL OF APPOINTMENT: THOMAS C. ANDERSON, SR. LAB TECHNICIAN, GEOLOGY (REPLACING M. CURTIS), EFFECTIVE 9/12/73

Attachment 2.2-b(9)

(10) RECOMMENDED APPROVAL OF APPOINTMENT: REIDAR M. DAHL, CONSULTANT (CONSTRUCTION INSPECTOR), APPROXIMATE 3½ DAYS PER MONTH, EFFECTIVE 9/14/73

Attachment 2.2-b(10)

(11) RECOMMENDED APPROVAL OF APPOINTMENT (PROMOTION): ELLEN E. DOWNING, PROGRAM PLANNING ASSISTANT, CONTINUING EDUCATION DIVISION, EFFECTIVE 10/1/73

Attachment 2.2-b(11)

(12) RECOMMENDED APPROVAL OF APPOINTMENT: ROBERTA F. JONES, STENO-CLERK, CONTINUING EDUCATION DIVISION (REPLACING FREDRIGA McGANN), EFFECTIVE 9/11/73

Attachment 2.2-b(12)

3. STUDENT PERSONNEL

3.1 REPORT OF ASSOCIATED STUDENTS

3.2 REPORT ON SANTA BARBARA CITY COLLEGE PARTICIPATION IN THE SUMMER UPWARD BOUND PROGRAM

Attachment 3.2

During the summer of 1973, Santa Barbara City College participated for the first time in the Upward Bound Program under the general auspices of the University of California, Santa Barbara. The Program is directed toward high school juniors and seniors. Mr. Glenn Gaston, College counselor, served as the on-campus coordinator. He will give a brief report on the results of the program.

4. CURRICULUM & INSTRUCTION

4.1 RECOMMENDED APPROVAL OF NEW COURSE FUNDAMENTALS OF TAX PREPARATION, CONTINUING EDUCATION DIVISION

It is recommended that the Board approve a new Continuing Education course, Fundamentals of Tax Preparation, to start Wednesday, October 3, 1973 at 7:30 p.m. The course will run for ten meetings and will be held in Room F-12, San Marcos High School, with Orrell Davis as the instructor.
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. P34-0640 through and including P34-0739.

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. 8, HUMANITIES BUILDING, DON GREENE CONTRACTOR, FOR PERIOD ENDING 9/21/73

Attachment 5.1-c

5.2 NON-ROUTINE

a. RECOMMENDED TRAVEL ALLOWANCE FOR ELLEN DOWNING, PROGRAM PLANNING ASSISTANT, CONTINUING EDUCATION DIVISION

Attachment 5.2-a

There has been a standard intra-district travel allowance for the Program Planning Assistants of $15 per month.

It is recommended that the Intra-District Travel Allowance List for 1973-74 be amended to allow $15 per month for Mrs. Ellen E. Downing, Program Planning Assistant.

b. RECOMMENDED APPROVAL OF CHANGE ORDERS #2 and #3, HUMANITIES BUILDING, DON GREENE CONTRACTOR, INC., CONTRACTOR

Attachment 5.2-b

Change Order #2 is a request to provide labor, material and equipment for the installation of reinforcing steel in a manner different from the original plans. Change Order #3 is a time extension request to cover the delay incurred for the removal of artifacts discovered during excavation.

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

5.2 NON-ROUTINE - continued:

b. continued:

Original Contract price: $1,875,000
Change Order #1 Plus: 5,736

$1,880,736
Change Orders #2 and #3

New Contract Price: $1,880,736

The Superintendent recommends approval of Change Orders #2 and #3 to the contract with Don Greene Contractor, Inc., for the Humanities Building project at no increase in cost.

c. DISTRIBUTION OF ADOPTED BUDGET - 1973-74

This item will be discussed at the Board meeting.

d. REPORT OF INCLUSION OF RETIREES IN THE DISTRICT'S MEDICAL COVERAGE, BLUE CROSS

Attachment 5.2-d

Arrangements have been made with Blue Cross to allow certain of our retirees to be covered under the District’s plan. This item will be discussed in detail at the meeting.

e. RECOMMENDED APPROVAL OF RENTAL AGREEMENT FOR TAR KETTLE, MR. FRANK DERRICK, OWNER

Attachment 5.2-e

Again this year the need exists to have use of a tar kettle for our Apprenticeship Program. In the 1972-73 year we rented the kettle from Mr. Frank Derrick.

The Superintendent recommends approval of a rental of equipment agreement with Mr. Frank Derrick for a tar kettle in the amount of $20 per month from October 1, 1973 to May 31, 1974.

f. RECOMMENDED APPROVAL OF WORKING DRAWINGS AND SPECIFICATIONS FOR INTERIM EROSION CONTROL OF THE PROPOSED WEST CAMPUS SITE AND AUTHORIZATION TO ADVERTISE FOR BIDS

Attachment 52.-f

On May 24, 1973 the Board authorized Mr. Richard B. Taylor, AIA, ASLA, to do an erosion control study for the proposed west campus. Mr. Taylor’s recommendations for erosion control were received and approved by the Board on August 2, 1973. The bid documents for this project have been completed and reviewed by District staff. A project description, schedule and final estimate are included in Attachment 5.2-f. The project will be discussed in detail at the meeting.

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

5.2 NON-ROUTINE - continued:

f. continued:

The Superintendent recommends the approval of the working
drawings and specifications for interim erosion control of the
proposed west campus site and authorization to advertise for
bids.

g. PROGRESS REPORT ON THE MASTER PLAN STUDY

Enclosure #1

The Master Plan concept was presented and approved by the
Board on September 13, 1973. A progress report on development
of this concept will be presented as background information for
Preliminary Plan Packages for: a) site acquisition, b) site
development, and c) revised Dramm/Music facility. Projections
for space needs are listed in Enclosure #1. The Master Plan will
be discussed in detail at the meeting by District staff and a represen-
tative from the associated Master Plan architects, John
Robert Henderson/William Blurock and Partners.

h. RECOMMENDED APPROVAL OF THE PRELIMINARY PLAN PACKAGE FOR SITE
ACQUISITION

Enclosure #2

A Project Planning Guide was submitted February 8, 1973 re-
questing State funds during the 1974-75 fiscal year for acquisition
of 34 acres of land adjacent and southwest of the existing Santa
Barbara City College campus.

The Department of Finance approved the project for prepara-
tion of preliminary plans. The approval was with the understanding
that additional data would be provided regarding the acquisition
and development costs, road circulation pattern, facility space
requirements and location. The data is to be included in a Pre-
liminary Plan Package and submitted to the Chancellor's office by
October 1, 1973.

The additional data requested is included in the proposed
Preliminary Plan Package and will be presented in detail at the
meeting.

The Superintendent recommends approval of the Preliminary
Plan Package and adoption of Resolution #6 for site acquisition
of land immediately adjacent and southwest of the existing Santa
Barbara City College campus as described in the Preliminary Plan
Package.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. RECOMMENDED APPROVAL OF THE PRELIMINARY PLAN PACKAGE FOR SITE DEVELOPMENT

Enclosure #3

A Project Planning Guide was submitted February 8, 1973, also, requesting State funds during the 1974-75 fiscal year for initial development of the proposed "West campus". The initial development was to include: a) erosion control, b) storm drainage and c) utilities.

The project was approved by the Department of Finance for preparation of Preliminary Plans with the same understanding for additional data required by the site acquisition project. The Chancellor's office was also concerned about the erosion that had taken place on the site. The scope of the project has been modified to reflect the new Master Plan concept and will be presented in detail at the meeting.

The Superintendent recommends approval of the Preliminary Plan Package and adoption of Resolution #7 for initial site development of the proposed site acquisition immediately adjacent and south-west of the existing Santa Barbara City College campus as described in the Preliminary Plan Package.

j. RECOMMENDED APPROVAL OF THE REVISED PRELIMINARY PLAN PACKAGE FOR THE DRAMA/MUSIC FACILITY

Enclosure #4

The Drama/Music facility was originally designed to be located on the existing Santa Barbara City College mesa campus adjacent to the Humanities Building. Board Res. #26 passed on February 22, 1973 resolved that the Music/Theater Arts building would be constructed on the proposed new site and designed in such a way that a Performing Arts Pavilion could be added if it was the wish of the community and if non-college funds were provided.

The Master Plan architects recommended an area on the proposed site for this facility in their presentation of the Master Plan concept on September 13, 1973. The Drama/Music facility architects, Daniel, Mann, Johnson and Mendenhall were approved to provide extra services to modify the Preliminary Plans to reflect the Master Plan architects' recommendation. The project architects will have the revisions completed for presentation at the Board meeting. The PPP will be presented in detail at the meeting by District staff and a representative from the project architects, DMJM.

The Superintendent recommends approval of the revised Preliminary Plan Package and adoption of Resolution #8 for the Drama/Music facility.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. RECOMMENDED APPROVAL OF PRELIMINARY PLAN PACKAGE FOR VOCATIONAL/TECHNOLOGY BUILDING CONSTRUCTION AND EQUIPMENT

Enclosure #5

This project consists of constructing and equipping a new Vocational/Technology facility that will be located near existing Vocational facilities off the Administration Building quad. The building space to be equipped includes:

- General Academic
- Office
- Auto Engine shop
- Library Service
- Machine Shop
- General Service
- Welding Shop

The general academic, office, library and general service areas will be equipped similarly to facilities existing on campus.

The area to be devoted to the Auto Service program will consist of laboratories and related service areas to supplement existing facilities serving work in Auto Repair and Engine Technology. In addition to providing more auto repair space it would provide dynamometer and engine test stands intended to provide a more thorough grounding in the fundamentals.

The area devoted to the Machine Shop and Welding will consist of laboratories and service areas to serve instructional work on machine tools, metal working equipment and welding. It will take the place of existing off-campus space which was originally leased and developed for Apprenticeship and MDTA programs, but within which credit courses have begun to develop because of the outstanding demand.

Because of the support nature of the Auto, Machine, Welding, and Marine Technology programs, approximately 600 ASF from Auto and 775 ASF of Marine Technology will be combined with the Welding area to provide tool and material storage and a projects work area common to all disciplines included in this project.

The Preliminary Plan Package will be presented in detail at the meeting.

The Superintendent recommends approval of the Preliminary Plan Package and adoption of Resolution #9 for the Vocational/Technology Building construction and equipment.

1. DISCUSSION OF LEGAL QUESTIONS CONCERNING SITE ACQUISITION

It is recommended that an executive session be held to discuss legal ramifications with County Counsel concerning the acquisition of the proposed site.
6. GENERAL INFORMATION

   6.1 CONTINUING EDUCATION ORGANIZATION CHART
       Attachment 6.1

   Attachment 6.1 contains a chart of the organization of the Continuing Education staff. This was requested at an earlier meeting and describes the situation after several steps in re-organization have been accomplished.

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

7. ADJOURNMENT

   The next regular meeting of the Board of Trustees is scheduled for Thursday, October 11, 1973 at 4:00 p.m. in the Board room of Santa Barbara City College, Santa Barbara, California.