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

January 10, 1974
4:00 p.m. - Board Room
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Mrs. Kathryn Alexander on Thursday, January 10, 1974 at 4:04 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
Mrs. Ann Gutshall, Vice-President
Dr. Joe W. Dobbs
Mr. Sidney R. Frank (left meeting at 6:40 p.m.)
Mr. James R. Garvin (left meeting at 6:40 p.m.)
Mrs. Joyce H. Powell
Mr. Benjamin P. J. Wells

Members absent:
None

Others present for all or a portion of the meeting:
Dr. Glenn G. Goodyer, 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. 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

Mr. Dean H. Ankeny, Director of Purchasing
Mrs. Betty Bartels, CSEA Secretary (Facilities & Operations Dept.)
Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records
Dr. Robert Casier, Professor, Social Science
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1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Miss Gloria Castleberg, Director, Classified Personnel
Mrs. Ellen Downing, Program Planning Assistant, Continuing Education
Mr. Mel Elkins, Assistant Dean, Vocational Education
Dr. George E. Frakes, Professor, Social Science
Mr. Richard F. Franz, CSEA Vice-President
Mr. Jesus J. Gonzales, Acting Assistant Dean, Student Activities
Mr. Peter O. Haslund, Assistant Professor, Social Science
Mr. Gary Hess, U.C.S.B.
Mr. John D. Kay, Associate Professor, Social Science
Mr. Burton P. Miller, Assistant to the Superintendent/President
Mr. David L. Pickering, Controller, Accounting Department
Mrs. Marian Rapp, Administrative Secretary, Instruction
Mrs. Dee K. Rose, Administrative Secretary, Business Services
Dr. Elwood J. Schapansky, Associate Professor, Physical Science
Mr. Dana Smith, Santa Barbara County Counsel
Mr. Donald L. Trent, Director, Facilities Development
Mr. Russell S. Wenzlau, Assistant Dean, Evening College & Summer Session

Mr. Thomas F. Barbere, Audio-Visual Technician
Mr. Theron E. Barnes, CSEA President and Audio-Visual Supervisor
Mrs. Elsie M. Brandt, Secretary to Superintendent-President

1.3 WELCOME TO GUESTS

Mrs. Alexander extended a welcome to all present and invited their participation in the meeting.

1.4 EXECUTIVE SESSION

Mrs. Alexander announced that there would be an executive session in regard to Item 5.2-s at the end of the meeting.

1.5 MINUTES OF REGULAR MEETING OF DECEMBER 13, 1973

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the minutes of the regular meeting of December 13, 1973 were approved by the Board as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. ADOPTION OF RESOLUTION IN HONOR OF THE MEMORY OF CONGRESSMAN CHARLES M. TEAGUE, Attachment 1.7-a

Dr. Gooder stated that a resolution in honor of the memory of Congressman Charles M. Teague was contained in Attachment 1.7-a.

Mrs. Alexander, on behalf of the Board, concurred with the expressions of sincere dedication and deep loss to the people.

continued on next page. . . . .
1. GENERAL FUNCTIONS - continued:
   1.7 COMMUNICATIONS - continued:
   a. continued:

      A motion was made by Mr. Wells, seconded by Mr. Garvin, to adopt Resolution #16 in honor of the memory of Congressman Charles M. Teague. Upon poll of the members, the vote was as follows:

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

      Noes:  None

      Absent: No one

   b. RESULTS OF ELECTION OF NEW OFFICERS OF CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 289

      New officers for CSEA, Channel City Chapter 289, for 1974 are:
      Theron Barnes (Audio-Visual)  President
      Richard P. Franz (Admissions)  Vice-President
      Charlotte M. Ley (Bookstore)  Treasurer
      Betty Bartels (Facilities & Oper.)  Secretary
      William H. Dempsey (Security)  Reporter
      V. Irene Butler (Mar.Tech. & Acad.Senate)  Reporter

      Mr. Barnes, re-elected for a second term as President, introduced Mrs. Bartels and Mr. Franz, who were present. Mr. Alexander thanked them for coming and for having the interest to serve on the CSEA board.

   c. MEMOS FROM CLASSIFIED EMPLOYEES EXPRESSING APPRECIATION FOR THE EXTENDED HOLIDAY PERIOD, Attachment 1.7-c

      Dr. Gooder stated that Attachment 1.7-c contained memos from members of the Classified staff expressing appreciation for the extended holiday period between Christmas and New Year's.

      Mrs. Alexander also indicated she had several additional 'thank you' notes from individuals on the same subject which she passed among the Board members for their perusal. According to Mrs. Alexander, it appeared that the holiday period turned out to be a highly successful innovation.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL
   a. ROUTINE

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

      (1) APPROVAL OF HOURLY AND SPECIAL LECTURERS (CONSULTANTS), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(1)
2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-ROUTINE

(1) ACCEPTANCE OF RESIGNATION OF DR. DESMOND O'NEILL, EFFECTIVE JUNE 30, 1974, Attachment 2.1-b(1)

Dr. Gooder stated that Dr. Desmond O'Neill, Assistant Professor in Social Science, is currently on a personal leave of absence for the academic year. Dr. O'Neill is practicing law and has indicated that he wishes to resign from the faculty as of June 30, 1974.

A motion was made by Dr. Dobbs, seconded by Mr. Garvin, passed by the Board to accept with regret the resignation of Dr. Desmond O'Neill, effective June 30, 1974.

(2) ACCEPTANCE OF RESIGNATION OF JACKMAN L. LEBLANC, INSTRUCTOR-DIRECTOR, TUTORIAL CENTER, EFFECTIVE 1/30/74, Attachment 2.1-b(2)

Dr. Gooder stated that Mr. Jackman L. LeBlanc has accepted a position as Director of the College Readiness Program for the College of San Mateo. In order to accept this challenging new responsibility, Mr. LeBlanc submitted his resignation to be effective January 30, 1974.

A motion was made by Mrs. Gutshall, seconded by Dr. Dobbs, and passed by the Board to accept with regret the resignation of Mr. Jackman L. LeBlanc, effective January 30, 1974.

Mrs. Alexander requested that word be passed on to Mr. LeBlanc of the Board's appreciation of the great amount of work he had contributed towards the success of the Tutorial Program at SBCC.

(3) APPROVAL OF APPOINTMENT, MARY ALICE FLOYD, INSTRUCTOR/COUNSELOR, TEMPORARY HALF-TIME FOR THE PERIOD OF 1/14/74-5/31/74, Attachment 2.1-b(3)

Dr. Gooder stated that as a result of the shift made possible by the special grant for veterans' assistance, a temporary half-time counseling position became available for the remainder of the school year. The Superintendent recommended the appointment of Mrs. Mary Alice Floyd who had been selected after extensive screening and interviewing.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve the appointment of Mrs. Mary Alice Floyd to the temporary, half-time counseling position made possible by reallocation of resources based on the Veterans' Cost-of-Instruction Program for the period of 1/14/74 - 5/31/74.

(4) REVIEW OF ACADEMIC SENATE RECOMMENDATIONS REGARDING SABBATICAL LEAVES, Attachment 2.1-b(4)

Dr. Gooder stated that, at the request of the Board, names and proposed activities of the faculty members recommended for sabbatical leaves for 1974-75 were presented for their review in the

continued on next page.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine - continued:

(4) continued:

attachment. Also, included was a recommendation from the Re-
representative Council relative to funding of sabbatical leaves.

Questions were raised by Board members as to the increase
in costs as it related to the number of faculty members, and
whether time schedules and study arrangements would be hampered
if the matter were delayed for further discussion.

Dr. Schapansky reported that the requests for sabbatical
leave had been examined very closely by the Academic Senate's
Professional Standards and Leave Committee, of which he is the
Chairman, as to how the projects will benefit the college and
how the problem of replacements would be resolved. He added
that only 12 people had applied this year. Because of insuffi-
cient funds 6 of the requests for last year were reduced to half-
year periods, thus making those persons eligible to re-apply
this year. He indicated that there are some real concerns in
an area where the results directly benefit the instruction pro-
gram of the college.

Dr. Sorsabal stated that out of the $19,000 estimated for
last year's sabbatical leaves, only an actual $14-15,000 had been
spent. A new budget method is being discussed and considered as
to a carry-over system for any cost savings in a particular
category.

A motion was made by Mrs. Powell, seconded by Mr. Frank, to
postpone the decision for not more than one month and refer the
matter to the Budget and Salary Subcommittees of the Board for
further discussion.

(5) APPROVAL OF ADMINISTRATIVE SABBATICAL LEAVE FOR JUNE AND JULY
OF 1974, Attachment 2.1-b(5)

Dr. Gooder stated that Mr. Russell Wenzlau, Assistant Dean
of Evening College and Summer Session, had requested an admin-
istrative sabbatical leave as described in Attachment 2.1-b(5).
This does not present a budgetary problem, as in accordance with
with District policy such a leave must be arranged at no cost
to the District and at a time when other staff members can per-
form the services required.

Mr. Huglin was in full agreement with the leave and would
assume the responsibilities for Summer Session.

A motion was made by Mr. Wells, seconded by Mr. Garvin, and
passed by the Board to approve the administrative sabbatical
leave for June and July of 1974 for Mr. Russell Wenzlau, Assistant
Dean of Evening College and Summer Session.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) APPROVAL OF CHANGES IN DUTY STATEMENTS OF ADMINISTRATIVE DEAN, CONTINUING EDUCATION, ADMINISTRATIVE DEAN, INSTRUCTION, AND ASSISTANT DEAN, EVENING COLLEGE AND SUMMER SESSION, Attachment 2.1-b(6)

Dr. Gooder stated that the recent Goals, Objectives and Organization Study report had recommended that responsibility for the Evening College (credit) be assigned to the Dean of Instruction. This item had been held in abeyance from a previous Board meeting until the Board Planning Subcommittee had met.

Mr. Frank, chairman of the Planning Committee, reported that the committee met on Tuesday, January 8, and discussed this recommendation in great detail. He recalled the extensive past history of the issue, the thoughtful look at what has been established, the projected proposal and what the fall-out would be as a result. The great contributions of Mr. Sam Wake in pioneering and establishing adult education in Santa Barbara as a landmark in the State of California and elsewhere is familiar to all, he said. There should not be a feeling of divisiveness, rather Continuing Education should be viewed as being strong in its own rights by having additional responsibilities. With national recognition having been bestowed on us, the past should be appreciated, but we should look forward to the new challenges of the reorganization.

Mr. Garvin indicated that the matter was of such great importance that a great deal of time had been spent by two Board subcommittees involving six Board members in total. He stated that both committees had arrived at the same conclusion.

Mr. Wells stated that he had hoped for additional study and discussion on the subject and expressed particular disappointment that the Citizens' Continuing Education Advisory Council had not been involved in the early meetings and discussions.

Mrs. Alexander stated that the procedures under which the Goals, Objectives and Organization Study were conducted had been approved by the Board. Members of all committees for the study had been selected by computer on a random basis.

Dr. Gooder reviewed two memos, dated November 21 and 26, which had been sent to Board members listing the 'pros' and 'cons' of the question of the reorganization in which he had emphasized not only "Where should the Evening College report?" but, also, "What is the Evening College?" as it relates to the credit program of the college being developed as a coordinated whole.

A motion was made by Mr. Frank, seconded by Mr. Garvin, and passed by the Board, with one member abstaining, to approve of the reorganization by implementing the recommendation of the Goals, Objectives, and Organization Study report to assign responsibility
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON ROUTINE - continued:

(6) continued;

of the Evening College (credit) to the Dean of Instruction and
to approve of the changes in the duty statements of the Deans
of Continuing Education and Instruction and the Assistant Dean,
Evening College and Summer Session, as delineated in Attach-
ment 2.1-b(6).

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

(1) APPROVAL OF HOURLY APPOINTMENTS, AND HOURLY APPOINTMENTS FOR
CONTINUING EDUCATION DIVISION, Attachment 2.2-a(1)

(2) APPROVAL OF STUDENT APPOINTMENTS, COLLEGE WORK STUDY, Attach-
ment 2.2-a(2)

b. NON ROUTINE

(1) APPROVAL OF HEALTH LEAVE OF ABSENCE, MARILYN Y. WEBER, CAMPUS
CENTER HOSTESS, FOR PERIOD 11/5/73 - 1/2/74, Attachment 2.2-b(1)

Dr. Goober stated that as indicated in the attachment Mrs.
Weber required a health leave of absence of more than thirty
days as a result of injuries received in an accident. Approval
of the leave was recommended.

A motion was made by Dr. Dobbs, seconded by Mrs. Powell,
and passed by the Board to approve the health leave of absence
for Mrs. Marilyn Weber for the period 11-5-73 to 1-2-74.

(2) APPROVAL OF APPOINTMENT, TERRI J. FAWCETT, INT. ACCT. CLK., STUDENT
FINANCE, REPLACING A. HAGGIS, EFFECTIVE 1/2/74, Attachment 2.2-b(2)

Miss Castleberg, Director of Classified Personnel, recommended
approval of the appointment of Terri Fawcett, who comes most recently
from Cuesta College, as a replacement for Alice Haggis in Student
Finance.

A motion was made by Mr. Garvin, seconded by Mrs. Gutshall,
and passed by the Board to approve the appointment of Terri J.
Fawcett as Int. Acct. CLK. in Student Finance, effective 1/2/74.

(3) RECLASSIFICATION OF GRAPHICS PRODUCTION MANAGER POSITION FROM
RANGE 42 TO RANGE 46, Attachment 2.2-b(3)

Dr. Goober stated that Attachment 2.2-b(3) contained justifi-
cation for the reclassification of the Graphics Production Manager
position.

continued on next page...
2. PERSONNEL - continued:
   2.2 CLASSIFIED PERSONNEL - continued:
      b. NON-ROUTINE - continued:
         (3) continued:

         Mrs. Alexander and Board members considered the attachment self-explanatory and well prepared.

         A motion was made by Mrs. Powell, seconded by Mr. Garvin, and passed by the Board to approve the reclassification of the Graphics Production Manager position from Range 42 to Range 46, effective 1/1/74.

3. STUDENT PERSONNEL

3.1 REPORT OF ASSOCIATED STUDENTS

   None

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF COURSE: PREPARATION OF INCOME TAX/SPANISH

   Dr. Martin Bobgan, Administrative Dean of Continuing Education Division, reported on the critical need for an income tax class to be conducted in the Spanish language. He recommended approval of a 4-meeting series with Mr. Frank Aranda as the instructor to be held at Santa Barbara Junior High School.

   The Board members requested Dr. Bobgan to obtain information as to the availability of income tax forms in the Spanish language.

   A motion was made by Mrs. Gutshall, seconded by Dr. Dobbs, and passed by the Board to approve a new Continuing Education course, Preparation of Income Tax, taught in Spanish with Frank Aranda as instructor to be held on February 21, 28 and March 7, 14, 1974.

4.2 REPORT BY PETER HASLUND, ASSISTANT PROFESSOR, POLITICAL SCIENCE: VIDEO TAPE ON PRESIDENCY

   Mr. Peter Haslund, a new contract teacher this year, presented a very entertaining video tape on the subject of the presidency. He gave credit to assistance received from Dr. Gordon Baker, Political Science Department of U.C.S.B., and Mr. Gary Hess, Audio-Visual of U.C.S.B. Benefits were brought to light of the cooperative arrangement that exists between SBCC and UCSB.

   Also, some comments were made relative to ownership and rights of teachers to books written, tapes made, etc., and a need to have a policy established in this regard.

   Mrs. Alexander, on behalf of the Board, thanked Mr. Haslund for the fascinating video tape presentation, and Mr. Gary Hess for being present at the meeting.
4. CURRICULUM AND INSTRUCTION - continued:

4.3 REPORT OF GOALS AND OBJECTIVES OF ACADEMIC AND SUPPORT DIVISIONS,
Enclosure #1

Dr. Gooder stated that the District is in the process of establishing an Educational Planning and Management System which is anticipated to be fully developed within three years. Enclosure #1 included District Goals identified in the early portion of the Goals, Objectives, and Organization Study and goals' statements of each of the academic and support divisions. Dr. Gooder stated that the enclosure was submitted as information with discussion to be held now or at a later date.

At the suggestion of Mrs. Gutshall that a workshop should be held to give this subject and/or related subjects time, thought, and ample discussion towards action, members of the Board discussed the variables of having a workshop.

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to hold a workshop on a Board meeting date having a light agenda with a possible starting time of 3:00 p.m.

5. BUSINESS SERVICES

5.1 ROUTINE

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

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER Nos. P34-1298 THROUGH AND INCLUDING P34-1472 FOR SUPPLIES, EQUIPMENT AND SERVICES, Attachment 5.1-a

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. INSPECTOR'S REPORT No. 12, HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR PERIOD ENDING 1/3/74, Attachment 5.2-a

Dr. Gooder stated that work is progressing as indicated in the attachment.

b. INSPECTOR'S REPORT No. 2, PERSHING PARK PHASE #2, O K CONSTRUCTION CO., CONTRACTOR, FOR PERIOD ENDING 1/3/74, Attachment 5.2-b

Dr. Gooder stated that work is progressing as indicated in the attachment.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

**ADDED ITEM:**

Dr. Sorsabal reported that because of the recent heavy rain-storms serious damage had been done to the two major dams on the new site and also to the cliff above Cabrillo Blvd. The silt that washed on to the parking lot has been picked up by the City at the request of the District and saved to be put back from where it came. Also, the sand bags installed last year had been washed out by the recent rains.

After consultation with the contractor, Mr. Trent presented three alternatives: 1) ignore the erosion and continue picking it up and replacing it; 2) put in a temporary drainage pipe for $10,000; or 3) put in the permanent drainage system now as it will be when building construction is completed. Mr. Trent recommended Alt. #2 for Board consideration and a discussion was held on the pros and cons of the three alternatives.

A motion was made by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to accept Alt. #1 and watch the erosion problem on the new site.

Mr. Trent then reported in detail on the problem of drainage and water control on the cliff above Cabrillo Blvd. Daniel, Mann, Johnson and Mendenhall, architects, have been contacted on this problem and a change order with prices will be presented for consideration at a future Board meeting.

c. APPROVAL OF CHANGE ORDER #6, HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, Attachment 5.2-c

Change Order #6 provided labor, materials and equipment for the contractor to modify structural details to accommodate field conditions. The modifications had been approved by the Project Architect and State agencies having jurisdiction, and the change order involved no cost to the District.

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<tr>
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<td>Original Contract Price</td>
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<td>Change Orders #1 - #5</td>
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<tr>
<td>Change Order #6</td>
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<td>New Contract Price</td>
<td>$1,880,736</td>
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Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve Change Order #6 to the contract with Don Greene Contractor, Inc., for the Humanities Building project at no cost to the District.

d. ACCEPTANCE OF THE GIFT OF SIX ADDITIONAL BOOKS TO THE AMERICAN CIRCUS COLLECTION BY MR. HAROLD G. DAVIDSON, Attachment 5.2-d

Mr. Davidson donated his original American Circus collection to the SBCC library some time ago and contributed an additional six books at this time at an estimated value of $55.

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, and passed by the Board to accept the gift of an additional six books to the American Circus collection and send a letter of appreciation to Mr. Harold Davidson.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

e. ACCEPTANCE OF $3,501 IN FUNDS UNDER PART F., P.L. 90-576 (VOCATIONAL EDUCATION), Attachment 5.2-e

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to accept an allocation of $3,501 in Vocational Education Funds, Part F, Consumer and Homemaking Education.

f. APPROVAL OF INCREASE IN MILEAGE ALLOWANCE FOR OFFICIAL DISTRICT TRAVEL

Dr. Sorsabal stated that because of the rapid rise in operation costs due mainly to the increase in gasoline costs, he recommended that reimbursement for mileage due District personnel on District business be increased from 10¢ to 15¢ per mile and that the cost charged to divisions for use of the District station wagon be increased from 5¢ to 8¢ per mile.

A motion was made by Mrs. Gutshall, seconded by Mr. Frank, and passed by the Board to approve an increase in mileage allowance for official District travel from 10¢ to 15¢ per mile and an increase in charges of the District station wagon from 5¢ to 8¢ per mile.

g. ACCEPTANCE OF SPECIAL FOOD SERVICE PROGRAM FOR CHILDREN, Attachment 5.2-g

Dr. Sorsabal reported that the District's application for assistance under the U.S. Department of Agriculture's Special Food Service Program for Children had been approved. An entitlement of $3,200 had been set up with reimbursement contingent upon actual performance in service of meals in accordance with program regulations.

A motion was made by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to accept the $3,200 entitlement of a Special Food Service Program for Children as additional support for the District's Children's Center.

h. APPROVAL OF CONTRACT WITH GRIFFENHAGEN-KROEGER, INC., FOR PERSONNEL SERVICES, Attachment 5.2-h

Dr. Gooder stated that in response to Board direction at the last meeting Attachment 5.2-h contained a proposal from Griffenhagen-Kroeger, Inc., relative to the current allocation of classified jobs to an appropriate occupational series. Acceptance of this proposal was recommended at an estimated cost of approximately $500.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to authorize the staff to add to the current contract with Griffenhagen-Kroeger, Inc., for consultation services in examining the current allocation of classified jobs to an occupational series, as delineated in Attachment 5.2-h, at an approximate cost of $500.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. APPROVAL OF THE APPLICATION FOR CONTINUED FUNDING UNDER S. B. 164 (ALQUIST) OF EXTENDED OPPORTUNITIES PROGRAMS AND SERVICES PROJECT, Enclosure #2

Dr. Gooder stated that the application in Enclosure #2 had been discussed at the recent Board Budget subcommittee meeting. The District has been receiving funds for the EOPS program for several years and Enclosure #2 represented an updating of the 3-year plan. The application is a request for continuation of the initial program.

A motion was made by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve the submission of the application for continued funding under S.B. 164 of the Extended Opportunities Programs and Services Project.

Mrs. Alexander commented that it would be helpful to have this subject matter covered in a workshop with a general review by various staff members. Dr. Gooder responded that a report on the Financial Aids office and program would be presented at the next Board meeting.

j. APPROVAL OF APPROPRIATION TRANSFERS, Attachment 5.2-j

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve the following appropriation transfers (detailed in the attachment):

- #74-019 in the amount of $110
- #74-020 in the amount of $120

k. APPROVAL OF APPROPRIATION TRANSFERS #74-021 THROUGH #74-026 AND ADOPTION OF RESOLUTION #17, Attachment 5.2-k

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Frank, and passed by the Board to adopt Resolution #17 and approve the following appropriation transfers (detailed in the attachment):

- #74-021 in the amount of $16,467
- #74-022 in the amount of $46,777
- #74-023 in the amount of $3,300
- #74-024 in the amount of $5,000
- #74-025 in the amount of $9,435
- #74-026 in the amount of $770

Upon poll of the Board members, the vote on the resolution was as follows:

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

Nees: None

Absent: No one
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. APPROVAL OF THE POLICY AND IMPLEMENTATION PROCEDURES FOR ENERGY CONSERVATION FOR THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT, Attachment 5.2-1

Dr. Sorsabal stated that the District had been requested to voluntarily reduce its energy consumption by 10% of the 1972 level. In order to reach this goal, a concerted effort by all employees will be required. A proposed policy and implementation procedures was contained in Attachment 5.2-1.

Mr. Garvin commented that the proposed policy appeared to be very comprehensive but should also include provision for the administrative staff to confiscate those individual heaters, radios, coffee makers, etc., deemed unnecessary.

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve the Policy and Implementation Procedures for Energy Conservation for the Santa Barbara Community College District, as delineated in Attachment 5.2-1, with the additional authority for the administrative staff to confiscate those individual heaters, radios, coffee makers, etc., deemed necessary.

m. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR THE SITE DEVELOPMENT, PHASE I, Enclosure #3

n. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR THE DRAMA AND MUSIC FACILITIES EQUIPMENT, Enclosure #4

o. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR ADMINISTRATION BUILDING RENOVATIONS AND EQUIPMENT, Enclosure #5

p. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR THE MARINE TECHNOLOGY BUILDING AND EQUIPMENT, Enclosure #6

q. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR THE PHYSICAL SCIENCE ADDITION, Enclosure #7

In agreement with Mrs. Alexander, President, and the Board members the above five items were considered and acted upon as a group.

Mr. Trent stated that all of these Project Planning Guides were due in the Chancellor's office by January 15, 1974 and funds were being requested for the 1975-76 fiscal year. Minor changes had been made in the budget of the Site Development PPG to reflect the ENR for current submittals. Complete Preliminary Plan Packages will be submitted for all projects in October, 1974.

A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve the submittal of the Project Planning Guides for Site Development, Phase I, Drama and Music Facilities Equipment, Administration Building Renovations and Equipment, Marine Technology Building and Equipment, and Physical Science Addition to the Chancellor's office.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

r. APPROVAL OF PROCEDURES, GUIDELINES AND CALENDAR FOR RESOURCE ALLOCATION PLANNING, Attachment 5.2-r

Dr. Goeder stated that Attachment 5.2-r contained a revised draft of the proposed Procedures, Guidelines and Calendar for Resource Allocation Planning.

Mr. Wells, chairman of the Board's Budget Subcommittee, reported that the Budget committee had met on January 3 and were in full agreement in recommending approval of the Procedures, Guidelines and Calendar for Resource Allocation Planning as presented by Dr. Sorsabal and amended during the committee meeting.

Mrs. Powell, a member of the Budget subcommittee, commented that she felt the committee had worked extremely well together and even though there had been some excited discussions, a spirit of cooperation seemed to exist within the committee. Others present at that meeting were: Mr. T. Barnes, Dr. M. Bobgan, Mr. L. Coburn, Dr. J. Forsyth, Mr. R. Franz, Dr. G. Goeder, Mr. B. P. Miller, Dr. M. Rice, Mr. M. Ryan, Mr. A. Silvera, Mr. S. Sofas, and Dr. D. Sorsabal.

Dr. Forsyth, President of the Academic Senate, had been directed by the Representative Council to bring the following recommendation to the Board:

"Recognizing the desirability of input from all segments of the college community and that the primary function of the college is instructional in nature, the Representative Council recommends that these concerns be reflected in the composition of the Resources Allocation Review Board in the following manner:

- 3 members from the Administration,
- 3 members from the Classified Staff,
- and 6 members from the Faculty."

Mrs. Alexander pointed out that the Procedures, Guidelines and Calendar recommended by the Board's Budget Subcommittee stipulated that the Resources Allocation Review Board (RARB) consist of 3 members of the faculty, 3 members of the classified employees, and 3 administrators (see page 3 of Attachment 5.2-r).

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve the Procedures, Guidelines and Calendar for Resource Allocation Planning as revised and delineated in Attachment 5.2-r.

s. DISCUSSION OF LEGAL QUESTION CONCERNING SITE ACQUISITION

At the direction of the Board, the balance of the agenda items were considered at this time prior to an executive session.

At 6:28 p.m. the Board of Trustees adjourned to go into executive session with Dr. Goeder, Dr. Sorsabal, and Mr. Dana Smith, Assistant County Counsel in the Superintendent's office regarding legal aspects of the site acquisition and particularly the existing option agreement.

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Minutes - Regular Meeting
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5. BUSINESS SERVICES - continued:
5.2 NON-ROUTINE - continued:
  s. continued:

The Board of Trustees reconvened their regular meeting in the
Board Room at 6:53 p.m.

(Mr. Sidney Frank and Mr. James Garvin left the executive
session at 6:40 p.m.)

6. GENERAL INFORMATION
6.1 REVIEW OF GRANT PROPOSALS, Enclosure #8

Dr. Gooder stated that Enclosure #8 contained the five preliminary
grant proposals that had been submitted to the Fund For the Improvement
of Postsecondary Education.

At the request of the Board, this subject will be included in a
workshop.

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 January 11, 1974 to January 24, 1974, inclusive.

ADDED Mr. Wells gave a very brief report on a recent CJCA Region 5 meeting.
ITEM:

7. ADJOURNMENT
7.1 TENTATIVE SCHEDULE OF BOARD SUBCOMMITTEES, Attachment 7.1

Dr. Gooder stated that it had been suggested that a more regular
schedule for Board subcommittee meetings be developed to make planning
more efficient for Board members and staff members.

Attachment 7.1 contained a tentative schedule. Adjustments may be
required and, from time to time, other meetings may be required as indi-
cated by committee concerns.

The next regular meeting of the Board of Trustees is scheduled for
Thursday, January 24, 1974 at 4:00 p.m. in the Board Room of Santa Barbara
City College, Santa Barbara, California.

ATTEST:

MRS. KATHRYN O. 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
on January 24, 1974.