MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 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 Kathryn O. Alexander on Thursday, October 10, 1974 at 4:00 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. James R. Garvin (arrived 4:04 p.m.)
Mrs. Joyce H. Powell
Mr. Benjamin P. J. Wells

Member absent:

Mr. Sidney R. Frank

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
Dr. Alfred Silvera, Administrative Dean, Student Services and Activities
Dr. John Forsyth, President, Academic Senate
Mr. Abolino Segura, President, Associated Students
Mr. Jim M. Williams, Director, College Information
Mr. John Dell, Reporter, Santa Barbara News Press
Miss Karen Petersen, Reporter, THE CHANNELS
Mr. W. Royce Adams, Associate Professor, English
Mr. Dean H. Ankeny, Director, Purchasing
Mrs. Betty Bartels, Senior Secretary, Facilities & Operations
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. Dennis Benn, Vice-President, Associated Student Body
Mr. Lisle Bresslin, Assistant Dean, Admissions & Records
Mr. Pablo G. Buckelew, Director, Tutorial Services
Ms. Margaret Bush
Mr. Donald R. Canley, Maintenance Trainee (appointee), Facilities & Operations
Miss Gloria Castleberg, Assistant Personnel Director, Classified Personnel
Miss Shirley Conklin, Assistant Dean, Health Occupations
Mr. William J. Cordero, Director, Student Services
Mr. Michael T. Kelly, representative, Daniel, Mann, Johnson and Mendenhall
Mr. Burton P. Miller, Assistant to the Superintendent-President
Miss Christine Paleno, Treasurer, Associated Student Body
Mr. David L. Pickering, Controller, Accounting Services
Mrs. Dee Rose, Administrative Secretary, Business Services
Mr. Donald L. Trent, Director, Facilities Development
Mrs. Elsie M. Brandt, Secretary to the Superintendent-President
Mr. Jerry Morin, Audio-Visual Technician

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 stated that there would not be an executive session.

1.5 MINUTES OF SPECIAL MEETING OF SEPTEMBER 19, 1974
MINUTES OF SPECIAL MEETING OF SEPTEMBER 24, 1974
MINUTES OF REGULAR MEETING OF SEPTEMBER 26, 1974

Upon motion of Mr. Wells, seconded by Mrs. Gutshall, the minutes of the special meeting of September 19, 1974 and the special meeting of September 24, 1974 were approved by the Board as delivered, and the minutes of the regular meeting of September 26, 1974 were approved by the Board corrected as follows:

Page 11, last paragraph, last sentence:
reads: "A vote was not taken on this motion."
should read: "The motion was passed with Mr. Garvin voting 'no'."

1.6 HEARING OF CITIZENS

None
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS

a. LETTER FROM MR. JAMES DRISCOLL, CHIEF CLERK, REGARDING RECENT LEGISLATION OF THE CALIFORNIA ASSEMBLY, Attachment 1.7-a

Dr. Gooder stated that Attachment 1.7-a contained a copy of Assembly Concurrent Resolution (ACR) No. 149 setting goals for postsecondary education for California and a copy of ACR No. 157 regarding innovative education and increased educational productivity and cost effectiveness. Both were considered important as they indicate the legislative goals for postsecondary education.

b. MS. ALICIA KURTZ ELECTED TO STATEWIDE OFFICE

Dr. Gooder stated that Ms. Alicia Kurtz, Human Relations Assistant, had been elected to serve as treasurer of the California Community Colleges Extended Opportunity Program and Services Association (a statewide office) for the 1974-75 academic year.

Mrs. Alexander on behalf of the Board offered congratulations.

2. PERSONNEL

2.1 CERTIFICATED 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 of the following Certificated Personnel action items as indicated in the attachments:

(1) APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, AND EVENING COLLEGE INSTRUCTOR, FOR FALL, 1974, Attachment 2.1-a(1)

(2) APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, HOURLY SUBSTITUTES, AND CHANGES FOR PREVIOUSLY APPROVED INSTRUCTORS, CONTINUING EDUCATION DIVISION, FOR FALL, 1974, Attachment 2.1-a(2)

(3) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a(3)

b. NON-ROUTINE

(1) APPROVAL OF PROFESSIONAL VOLUNTEER FOR CONTINUING EDUCATION PROJECT RE-ENTRY CLASS, Attachment 2.1-b(1)

Dr. Gooder stated that Mrs. Bruno Nikodemski volunteered her services as an instructor for a new Continuing Education course and he recommended approval of a professional volunteer status.

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the professional volunteer status for Mrs. Bruno Nikodemski, effective 10/16/74.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) PROFESSIONAL VOLUNTEERS AS RESIDENT PSYCHIATRISTS, Attachment 2.1-b(2)

Dr. Goode stated that by means of a cooperative effort with the Santa Barbara County Mental Health Services, psychiatric counseling can be provided for students as part of the services of the Counseling Center. He recommended approval of professional volunteer status for Dr. Linda Lynn and Dr. Pauline Powers who are currently available one day (each) per week at no cost to the District.

In response to questions, Dr. Goode indicated that funds for this kind of service are in a health budget which now provides for a full-time nurse and additional funds are available to secure the services of a medical consultant, Dr. Lambert, on an individual basis.

Dr. Silvera added that a new procedure being tried this year is for the student to be referred first to a counselor and, if necessary, later referred on to the psychiatrist.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the professional volunteer status for Dr. Linda Lynn and Dr. Pauline Powers as resident psychiatrists for the 1974-75 college year.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to approve of 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, TUTORIAL AND GENERAL PROGRAMS, Attachment 2.2-a(2)

b. NON-ROUTINE

(1) APPROVAL OF MATERNITY LEAVE OF ABSENCE: IRMA BERNAL, TUTORIAL CENTER, EFFECTIVE 9/10/74 FOR APPROXIMATELY 6 MONTHS, Attachment 2.2-b(1)

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of a maternity leave of absence without salary for Mrs. Irma M. Bernal, Tutor, Learning Resources Center, effective 9/10/74, for approximately six months.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON ROUTINE - continued:

(2) APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE: GEORGETTE G. REILLY, DATA PROCESSING DEPT., Attachment 2.2-b(2)

Dr. Gooder stated that Mrs. Georgette Reilly had had back surgery and requested an extension of her health leave. Her position is being covered with substitute help and he recommended approval of the request.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of an extension of a health leave of absence without salary for Mrs. Georgette Reilly, Keypunch operator, Data Processing Dept., effective 10/10/74 - 2/21/75.

(3) ACCEPTANCE OF RESIGNATION: EDNA M. ARNOLD, TYP. CLK., INSTRUCTION, EFFECTIVE 10/18/74, Attachment 2.2-b(3)

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and passed by the Board to accept with regret the resignation of Mrs. Edna M. Arnold, Typist-Clerk, Instruction, effective 10/18/74.

(4) ABOLISHMENT OF POSITION OF ADVISOR, STUDENT ACTIVITIES, Attachment 2.2-b(4)

Dr. Gooder stated that the position of Advisor, Student Activities, has been unfilled since June of 1972 and it seemed appropriate to abolish the position. Also, it is not a budgeted item.

It was moved by Mrs. Gutshall, seconded by Mr. Garvin, and passed by the Board to approve of the abolishment of the position of Advisor, Student Activities, effective 10/10/74.

(5) RE CLASSIFICATION OF CUSTODIAL POSITION AT CONTINUING EDUCATION DIVISION, Attachment 2.2-b(5)

Dr. Gooder indicated that with the retirement of Mr. Stan Beckstead on October 31, 1974, a study was made of the position to be vacated and the functions it serves in the Continuing Education Division. As a result, he recommended that the position be re-classified.

It was moved by Mrs. Gutshall, seconded by Dr. Dobbs, and passed by the Board to approve of the re-classification of the custodial position being vacated in the Continuing Education Division as of October 31, 1974, and approve of the job description contained in Attachment 2.2-b(5).
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) APPROVAL OF POSITION OF TUTOR II, TUTORIAL CENTER, AND APPROVAL OF JOB DESCRIPTION, Attachment 2.2-b(6)

Dr. Gooder stated that Mr. Pablo Buckelwe, Director of the Tutorial Center, requested the position of Tutor II be established to assist him in supervision of other classified and student tutors and to assist in supervision of the labs.

According to Mr. Buckelwe, a committee will select those who do function in a supervisory manner to be of assistance to him. There may be approximately 3-5 Tutor II's as related to about 80 Tutor I's (Classified hourly and student workers) chosen also on a basis of need.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the establishment of the position of Tutor II and of the job description in Attachment 2.2-b(6).

(7) APPROVAL OF APPOINTMENT: DONALD R. CANLEY, MAINTENANCE TRAINEE, FACILITIES & OPERATIONS, EFFECTIVE 10/1/74, Attachment 2.2-b(7)

Dr. Gooder was pleased to recommend the appointment of Mr. Donald R. Canley as Maintenance Trainee in the Facilities & Operations Dept. Dr. Gooder introduced Mr. Canley to the Board.

Dr. Sorsabal added that Mr. Canley was a graduate of SBCC, had worked as a student helper for several years, and enthusiastically stated that Mr. Canley will be a great asset to the District.

It was moved by Mrs. Gutshall, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Mr. Donald R. Canley as Maintenance Trainee (New position) in the Facilities & Operations Dept., effective 10/1/74.

Mrs. Alexander welcomed Mr. Canley to the staff and thanked him for attending the meeting.

(8) APPROVAL OF APPOINTMENT: CYNTHIA H. PYLE, SECURITY PATROL OFFICER, EFFECTIVE 10/9/74 (NEW POSITION), Attachment 2.2-b(8)

Dr. Gooder was pleased to recommend the appointment of Miss Cynthia H. Pyle as Security Patrol Officer. Miss Pyle is also a graduate of SBCC and thoroughly qualified with a police science background for this new position.

It was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the appointment of Miss Cynthia H. Pyle as Security Patrol Officer (New Position), effective 10/9/74.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(9) AUTHORIZATION TO ENTER INTO AGREEMENT WITH GRIFFENHAGEN-KROEGER, INC., FOR CONSULTING SERVICES, Attachment 2.2-b(9)

Dr. Goeder stated that the staff had fallen behind in completing reclassification studies due to the delay and turnover in filling the position of Affirmative Action Officer/Director, Personnel Services. It was deemed important to eliminate this backlog using funds available from the unused salary.

Responding to questions, Dr. Goeder indicated that it seemed wise to use an outside consultant for an objective viewpoint. The firm of Griffenhan-Kroeger, Inc., had been used for a couple of very special studies in the recent past and their knowledge of the District was a distinct advantage at this time. The present situation was a workload problem and clearing it with an outside firm will enable Mr. Daniel Oroz, the new Affirmative Action Officer/Director, Personnel Services, arriving November 4 to start work on an Affirmative Action Plan with implementation. Mr. Huglin will continue to handle matters of certificated personnel for the same reason. Dr. Goeder, therefore, recommended that the staff be authorized to enter into an agreement with Griffenhan-Kroeger, Inc., to conduct reclassification studies.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to authorize the staff to enter into an agreement with Griffenhan-Kroeger, Inc., to conduct the reclassification studies delineated in Attachment 2.2-b(8) and in accordance with the cost and schedule also indicated in the attachment.

3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. Abelino Segura, President, reported that the Student Senate is looking into the possibility of helping participative-minded students by purchasing chess, card and other games to be located in a central spot. Financial help had been voted, also, by the Senate for the cheer leaders and men's volleyball.

Elections had been held and six new senators-at-large were voted into office, as was also a new Vice-President. Mr. Segura introduced the new Vice-President, Mr. Dennis Benn, to the Board, and Miss Christine Paleno, ASB Treasurer.

Mrs. Alexander thanked Mr. Segura for his report and thanked Mr. Benn and Miss Paleno for attending the meeting.
3. STUDENT PERSONNEL - continued:

3.2 REPORT OF STATUS OF APPLIED MAGNETICS SCHOLARSHIP FUND

Dr. Gooder stated that Attachment 3.2 contained the Annual Report of the Applied Magnetics Trust Scholarship Fund as prepared by Mr. William Cordero. The report was presented as an informational item.

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF NEW CONTINUING EDUCATION COURSE

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve a new Continuing Education course: Project Re-entry: Stroke Rehabilitation and Re-Socialization to be conducted October 16 - December 11, 1974 at the County Mental Health Department.

4.2 REPORT OF A.D.N. STATE BOARD SCORES FOR NURSING DEGREE CANDIDATES, Attachment 4.2

Dr. Gooder stated that Attachment 4.2 contained the official report received from the California Board of Nursing Education and Nurse Registration.

Miss Conklin, Assistant Dean of Health Occupations, reported that the 1973 SBCC students had performed extremely well in comparison to all other nursing programs in the state in baccalaureate, associate degree and diploma programs. The State board exams are taken usually in July and results come about a year later. Thirty-six students from SBCC were among approximately 3,500 graduates taking the test.

With regard to students completing the program, Miss Conklin stated that of the last class 21 out of 30 students finished to completion. Students had been accepted who do not get into the R.N. program and take the V.N. program as a second choice resulting in less motivation. In the last class, those with V.N. as their primary aim were accepted into the program.

Speaking in general terms on employment for graduates, Miss Conklin indicated that difficulties prevail throughout the country. In the Los Angeles area it is not too difficult, but in the San Francisco area there is a waiting list. SBCC graduates have obtained employment with the majority remaining in the Santa Barbara area. Because there is no baccalaureate program in Santa Barbara, the graduates move on to other areas for that phase of their education. Efforts are being made to introduce such a program in Santa Barbara.

The economic situation has also changed and many hospital beds remain empty as only people who can afford hospital care and need acute care use the facilities. A recent survey of the five local hospitals indicated about 50 openings for RN's, VN's, and aides. Some positions are supervisory but all are unfilled as the hospitals are not making money as in the past. Supervisory training and experience are not included in the SBCC curriculum.

Miss Conklin responded to questions from Board members on how to better inform high school and junior high school students on the program at SBCC

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4. CURRICULUM AND INSTRUCTION - continued:

4.2 continued:

and its entrance requirements. Refinement of selection procedures are now in process and expected in printed form by early November and will be distributed locally. She indicated that the new procedures will include a point system. The RN program now enrolls 45 the first year and 45 the second year. With the modular program now being used, a new student can be enrolled as soon as another student completes the course during the school year. Enrollment in the other programs are: 30 in Vocational Nursing; 24 in Radiologic Technology; 28 in Medical Assisting; and 28 in Dental Assisting. In the D.A. and M.A. programs students are also trained in secretarial work so that they are more "employable" -- trained not only in technical skills but able to manage office functions and process insurance forms. Approximately 400 applications had been received this past year. Miss Conklin felt optimistic about the future of medical opportunities as many more people are applying to health programs than ever before.

In conclusion, Miss Conklin told the Board that the new selection procedures will be presented for their consideration at the next Board meeting.

Mrs. Alexander thanked Miss Conklin for her fine report in response to the desire of Board members to have a better feel for the opportunities of SBCC graduates.

4.3 REPORT ON T.V. CONSORTIUM COURSE ENROLLMENT

In the absence of Mr. Wenzlau, Mr. Jim Williams stated that record enrollments are reported for the TV credit courses for the second semester. "Child Growth & Development" has an enrollment of 350, and 182 enrolled in "Music Appreciation". There are now 34 colleges and 25 districts in the membership of the Southern California TV Consortium.

4.4 REPORT ON THE AIMS AND PURPOSES OF THE READING LAB, FALL, 1974, Attachment 4.4

Dr. Gooder stated that Mr. Royce Adams had prepared a brief report on the progress and future plans for the Reading Lab and was present to speak to this item.

Mr. Adams indicated that this report (Attachment 4.4) was an attempt to follow up on the general and specific aims proposed last year. He then gave details on the successes and failures in achieving those aims. The two largest areas of interest were in vocabulary and grammar. His future hope is to be able to move to larger quarters -- plans are to move into the space to be vacated by the Art Department when they move into the new Humanities Building -- and establish a true Reading-Study Skills Center. The possibility of collecting ADA for walk-in students is being pursued with the assistance of Mr. Lisle Bresslin in Admissions. Although the lab is open daily and two nights per week, Mr. Adams would like to expand the evening hours. The lab has become more popular to the point that all classes were filled one week after registration. New and updated materials are needed and some are being created under a $2,000 award for an innovative project to provide individualized instructional packages.

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4. CURRICULUM AND INSTRUCTION - continued:

4.4 continued:

After responding to specific questions, Mr. Adams concluded with the hope that the administration will continue its strong support of this program.

Mrs. Alexander thanked Mr. Adams for his very fine report.

4.5 PRESENTATION OF CERTIFIED JOB DESCRIPTIONS - INSTRUCTIONAL DIVISION REORGANIZATION, Enclosure #1

Dr. Gooder stated that Enclosure #1 contained the proposed job descriptions related to the reorganization of the Instructional Division. This was presented for a first reading only. At this time there is not complete unanimity between the Superintendent and the Academic Senate on some points but there is a 'near-approaching consensus'.

Dr. Gooder, in starting to give some of the background on the development and refinement of the proposed plan, referred back to Item 1.7-a of this meeting. One of the Assembly Resolutions had set as its legislative goals for postsecondary education: flexibility to adapt to changing needs of students in society; cooperation between institutions; involvement with local communities; increased understanding of the learning process; discovery of quantitative and qualitative evaluation methods; and accountability throughout. There is no question about these goals with the legislation that is being enacted. At a recent Chancellor's meeting and CCJCA Board of Directors meeting, it was evident that everyone is conscious of this legislative thrust in this direction. The other Resolution has to do with innovation productivity and cost effectiveness, namely, acceleration of certificated degree programs; greater use of advanced placement and talent examinations; inter-institutional cooperation and cooperative arrangements; greatest use of technology; greater cost effectiveness through innovation; improvement of management techniques; outcomes approach to budgeting; and adequate support services for faculty.

Some laws that have been passed and signed will be presented in summary form at the next Board meeting. Included will be the new one on the permissive code which will require a lot of understanding and legal advice.

One of the broad trends will be to bring more maturity to the 5-year Educational Master Plan upon which will be based the District's Facilities Plan. According to Dr. Gooder, funding in the future will depend more on whether the Chancellor's office is satisfied with a college's Academic Plan.

There are, also, new accounting procedures which Dr. Sorsabal and District staff participated in extensively to help establish the new accounting procedures that were mandated by the California Community Colleges. This brought the change in SBCC budgeting procedures last year.

The requirements and procedures for accreditation are changing considerably with more emphasis on whether the college has followed up on the last team's recommendations. Also, attention will be focused upon the self-study itself - has the institution looked at itself completely, carefully, adequately, and in terms of outcomes. The last emphasis will be upon forecasting. It is recognized that nationally there is a consciousness of non-traditional study, life-long learning and career education.

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4. CURRICULUM AND INSTRUCTION - continued:

4.5 continued:

At SBCC, the staff is trying to develop an educational planning and management system; carry on a 3-year project with the establishment of RARB; requesting goals and objectives of divisions, departments, and support departments to develop goals and objectives statements for a 5-year program forecast and a 3-year resource forecast.

SBCC is one of ten colleges in the country that has been invited to participate in an experiment to try to develop a new model for accreditation in terms of measuring outcomes. In response to new directions, the staff completed a Goals and Objectives Study and presented it to the Board about a year ago. A new philosophy statement has been developed by the President of the Board, the President of the Academic Senate, the President of the Associated Student Body, and the Superintendent/President. The Continuing Education Division is in the forefront in terms of new directions.

All this pointed out that our existing instructional organization pattern was not adequate to meet the needs as they will develop in the future. Thought had been given to that for over a year with a concept emerging in June to which there was general agreement on the part of the Academic Senate, faculty, and the Superintendent/President, and the Board approved the plan in concept. Basic elements of the plan are detailed in Enclosure #1. The Representative Council and the Superintendent worked during the summer trying to list the duties that should be performed and the faculty are still checking this to see if it should be expanded; then listing support personnel; and finally charting personnel and functions. The third portion of the chart was "what was done", i.e., initiating action, consulting, advising, etc. It was Dr. Gooder's feeling that when this is refined, the District will have the most thoughtful and rational descriptions of what the personnel should be doing in the instructional functions. Currently, the Representative Council has a special committee reviewing the duties of the three Teacher/Coordinators. After the chart was completed, job descriptions were written bearing a rational basis for describing what is expected of people in terms of achieving our instructional goals.

Dr. Gooder then spoke to the four basic elements of the two-year plan as listed in the enclosure. Dr. Forsyth interjected that the proportion of time recommended by Dr. Gooder to be served by the Teacher/Coordinators is now an area of agreement with the faculty. He explained that the Teacher/Coordinators will be an expansion of the Instruction Office. One change will produce just one body of the Academic Senate, the Representative Council, in direct line to the Instruction Office instead of the current two bodies, the Representative Council and the Division Chairman Council. The addition of the three Teacher/Coordinators will make the Instruction Office more efficient for all departments. The Teacher/Coordinators will remain as teachers to the satisfaction of all. In the selection of the Teacher/Coordinators, there had been some disagreement on the length of service and rotation of the faculty members serving in this capacity.

Dr. Gooder expressed the hope that the Board members will review the proposed plan before it is brought back at a future meeting for consideration and action.

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4. CURRICULUM AND INSTRUCTION - continued:

4.5 continued:

Mrs. Alexander commented that from reading minutes of the Academic Senate meetings that there is all of a sudden a great deal of interest in this subject and it is a healthy sign. Much discussion and interest will help to make this work rather than a continuation of an expression of apathy.

Lastly, Dr. Gooder stated that we are now in the process of identifying subject areas, the most exciting part of the whole plan. Groups will be permitted to affiliate with any other group. This will prevent a built-in relationship that is not working. If successful, every three years each subject group will be permitted to re-affiliate and/or re-cluster. It was Dr. Gooder's belief that if higher education does not survive, it will be because we are professionally oriented to subjects rather than to human potential. Compensation will be based upon the number of teachers in a group and the funds assigned to the department for use in various ways as outlined in the enclosure.

In conclusion, Dr. Gooder stated that that is essentially the plan which will be evaluated at the end of one year. He hoped to bring virtual consensus to the next meeting, or a later meeting, and, if not a total agreement, the differences will be described as clearly as possible.

5. BUSINESS SERVICES

5.1 ROUTINE

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

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS No. P34-2795 THROUGH AND INCLUDING P34-2798 (Prior Year), and P45-0655 THROUGH AND INCLUDING P45-0811 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. 28, HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR THE PERIOD ENDING OCTOBER 1, 1974, Attachment 5.2-a

Dr. Gooder stated that this was an informational item only and indicated that the Humanities project is on schedule.

b. REPORT OF SURPLUS EQUIPMENT SOLD THROUGH THE SANTA BARBARA COUNTY AUCTION ON AUGUST 31, 1974, Attachment 5.2-b

Dr. Gooder stated that as indicated in the report prepared by Dean Ankeny the sale of some surplus property netted $309.82 for the District.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

c. APPROVAL TO SUBMIT A PROPOSAL TO THE CALIFORNIA POSTSECONDARY EDUCATION COMMISSION FOR FUNDING UNDER TITLE I OF THE HIGHER EDUCATION ACT OF 1965, Enclosure #2

Dr. Gooder stated that Enclosure #2 contained a proposal for funding of a REACH program. This is essentially the same as the REACH proposal submitted last Spring to another source. This proposal, if funded, will have some budget implications. In recommending approval of the submittal of this proposal, Dr. Gooder assured the Board that there was no obligation on their part until funds are actually granted.

It was moved by Mrs. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the submittal of the REACH proposal to the California Postsecondary Education Commission for funding under Title I of the Higher Education Act of 1965.

d. APPROVAL OF LEASE AGREEMENT, Attachment 5.2-d

Dr. Gooder stated that the Federal government has agreed to reimburse the District for space used by the Veterans' representatives on campus.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the lease with the Federal government for space used by the Veterans' representatives. Attachment 5.2-d contained a copy of the lease for the period 8/1/74 through 7/31/75 at a rate of $180 per month payable quarterly.

e. AUTHORIZATION TO ENTER INTO AGREEMENTS WITH THE DEPT. OF H.E.W. COVERING PARTICIPATION IN PROGRAMS OF STUDENT FINANCIAL AID FOR 1975-76, Enclosure #3

Dr. Gooder stated that Enclosure #3 contained agreement forms and the application which are required for continued participation in Federal programs for student financial aid. The total request for the National Direct Student Loan, College Work/Study, and Supplemental Educational Opportunity Grant programs is approximately $1.3 million.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to authorize the staff to enter into agreement with the Dept. of H.E.W. for continued participation in Federal programs for student financial aid for 1975-76.

f. AUTHORIZATION TO INCREASE THE HOURLY RATE OF PAY FOR STUDENT WORKERS

Dr. Gooder stated that the last review of student worker salaries had been done in December of 1972.

According to Mr. William Cordero, a new survey had just been completed which indicates the need to raise the hourly rate of pay for student workers on campus to be more representative of that paid for similar work in the community. The survey also indicated general agreement among supervisors of the need for such a raise by giving up a percentage of hours in order to increase the wage to $2.00 per hour. There will be no increase in the budget and the existing rate of $2.25 per hour for tutors and peer counselors would not be changed.

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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. continued:

Mr. Abelino Segura voiced his support of this pay raise, also.

It was moved by Mrs. Powell, seconded by Dr. Dobbs, and passed by the Board to authorize the increase of the hourly rate of pay for student workers on campus from $1.80 to $2.00 per hour, effective October 14, 1974.

g. APPROVAL OF DETERMINATION OF GENERAL PREVAILING RATE OF WAGES IN THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT, Enclosure #4

Dr. Gooder stated that Enclosure #4 contained the new recent list of wage rates for crafts or types of workers needed for construction projects. He recommended approval of the list.

It was moved by Mr. Garvin, seconded by Mrs. Gutshall, and passed by the Board to approve of the Determination of the General Prevailing Wage Rates as listed in Enclosure #4.

h. RATIFICATION OF ADDITIONAL ARCHITECTURAL SERVICES FOR THE VOCATIONAL TECHNOLOGY BUILDING, Attachment 5.2-h

Dr. Gooder stated that the District has been notified by DMJM that extra services will be required to distribute the bid documents at a cost of $1,200. This service had been included in previous contracts with DMJM but at the present time is an unresolved issue. In order not to delay the project, authorization was given by the administration to proceed with the extra services contingent on Board ratification.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to ratify the additional services for the Vocational Technology building project by DMJM for a fee not to exceed $1,200 as delineated in Attachment 5.2-h.

i. RATIFICATION OF AGREEMENT OF COST REDUCTIONS TO THE DRAMA/MUSIC FACILITIES, Enclosure #5

Dr. Gooder stated that Enclosure #5 contained the recommendations of the staff in regard to cost reductions to the Drama/Music Facilities project. This very important item will be described by Mr. Trent who had met with the representatives of DMJM and the Master Plan architects at the request of the Board.

Mr. Trent reported on the meeting with Messrs. Conklin, Henderson, Kelly, Lumsdien and McCorkle held on October 3 at DMJM offices. All items of the Cost Reduction Analysis Summary dated September 6, 1974 were taken for consideration one at a time as they related to the Master Plan with specific thought given to architectural character. Thorough discussion and consideration was given to the observation deck and the view. In light of budget problems and the enlargement of the entrance area to take advantage of view, it was deemed advisable to eliminate the observation deck. There would be a small parapet wall hiding the

continued on next page
5. BUSINESS SERVICES - continued:
5.2 NON-ROUTINE - continued:

i. continued:

exposed roofs with their necessary mechanical roof equipment. According to Mr. Trent, the DMJM staff is well aware of the Master Plan vocabulary in terms of wall texture. The recommendation of DMJM for the walls called for 4"x16" concrete blocks with tooled joints and painted. The Master Plan architects recommended that the concrete blocks be plastered to be more consistent with the vocabulary of the Master Plan. Their reasoning was that the introduction of concrete block is a change and will affect future buildings.

Mr. Henderson pointed out to Board members that even though limited, a view could still be seen towards the ocean from the outdoor area of the foyer. He recommended elimination of the deck if cost is important and also because it would be inaccessible for handicapped persons. Regarding the expanse of wall area, Mr. Henderson advised that long-range planning and proximity of the residential area should guide the decision on the treatment of the walls so that it is more directly in keeping with the Master Plan. Color also is very important, but not a big cost item.

Mr. Michael Kelly also summarized his comments of the meeting and explained the reasons behind the recommendations offered by his company.

In conclusion, Mrs. Alexander stated that there was a decision before the Board. It appeared that there was agreement on all except for the surface material on the walls which according to DMJM should be in concrete block making a sharper and stronger looking appearance, and according to the Master Plan architects should be concrete block with plaster over to be in keeping with the Master Plan.

A motion was made by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to accept the recommendations of District staff, as delineated in Enclosure #5, and that the wall finish be plaster over concrete block.

Mr. Alexander thanked Mr. Kelly for coming to the meeting and expressed appreciation to him and to the DMJM staff for their considerate opinions and cooperation on this matter.

j. DISTRIBUTION OF THE DETAILED ADOPTED BUDGET DOCUMENT FOR 1974-75

Copies of the adopted budget for 1974-75 made available by Mr. David Pickering were distributed to Board members at the meeting. The document shows budgeted expenditures by Division and Cost Center as a result of the new accounting procedures.

Mrs. Alexander expressed appreciation in receiving the document and thanked Mr. Pickering for this service.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. APPROVAL OF APPROPRIATION TRANSFER #75-001 AND ADOPTION OF RESOLUTION #5, Attachment 5.2-k

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of Appropriation Transfer #75-001 by adoption of Resolution #5 to transfer $805 from Undistributed Reserve to replace a typewriter in the College Information Office. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: Mr. Frank

1. APPROVAL OF APPROPRIATION TRANSFER #75-002 AND ADOPTION OF RESOLUTION #6, Attachment 5.2-1

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and passed by the Board to approve of Appropriation Transfer #75-002 by adoption of Resolution #6 to transfer $445 from Undistributed Reserve to replace stolen P.E. equipment. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: Mr. Frank

6. GENERAL INFORMATION

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

Mr. Williams first expressed his thanks to the Board for their action on his request for a new typewriter for his office.

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 October 11, 1974 through October 24, 1974
7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Mr. Wells, the Board of Trustees of the Santa Barbara Community College District adjourned their regular meeting at 6:24 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, October 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 October 24, 1974.