MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

April 11, 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, April 11, 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
Dr. Joe W. Dobbs
Mr. Sidney R. Frank (arrived at 4:04 p.m.)
Mr. James R. Garvin
Mrs. Joyce H. Powell

Members absent:

Mrs. Ann Gutschall, Vice-President
Mr. Benjamin P. J. Wells

Others present for all or a portion of the meeting:

Dr. Glenn G. Goeder, 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
Dr. A. Silvera, Administrative Dean, Student Services and Activities
Mr. Jim M. Williams, Director, College Information

Miss Helen Benson, Reporter, Santa Barbara News Press
Dr. John Forsyth, President, Academic Senate
Mr. Andy Warfield, Reporter, THE CHANNELS

Mr. Dean H. Ankeny, Director of Purchasing
Mr. Harvey E. Bagley, Construction Inspector
Mr. Abelino M. Ballon, Assistant Dean, Continuing Education
Miss Gloria Castleberg, Director, Classified Personnel
Mr. Ray Foreman, Business Manager-Financial Secretary, Plumbers and Fitters Local #114
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. William L. Hess, President, Extrusion Control Technology, Inc.
Mr. G. Kendall
Mr. Robert Mager, R. P. Richards, Inc., Plumbing Contractor
Mr. Carl Marbery, Plastics Pipe Institute representative
Mr. Burton P. Miller, Assistant to the Superintendent-President
Mr. Jack Ostrander, Don Greene Contractor, Inc.
Mrs. Dee Rose, Administrative Secretary, Business Services

Mr. Theron E. Barnes, CSEA President and Audio-Visual Supervisor
Mrs. Elsie M. Brandt, Secretary to the 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 stated that there would not be an executive session.

1.5 MINUTES OF REGULAR MEETING OF MARCH 28, 1974

Upon motion of Mr. Carvin, seconded by Dr. Dobbs, the minutes of the regular meeting of March 28, 1974 were approved by the Board as delivered.

1.6 HEARING OF CITIZENS

a. MR. RAY FOREMAN, BUSINESS MANAGER/FINANCIAL SECRETARY, PLUMBERS AND FITTERS LOCAL #114, SANTA BARBARA, Attachment 1.6-a

Mrs. Alexander announced that written requests to speak at this Board meeting had been received from Mr. Ray Foreman and Mr. William Hess regarding the plastic pipes being used in the vent and waste systems for the new Humanities Building now under construction. Mrs. Alexander acknowledged Mr. Foreman's presence and invited him to make his presentation.

Mr. Foreman, Business Manager/Financial Secretary of the Plumbers and Fitters Local #114, charged that using plastic pipe in school construction violated California's building codes and plumbing codes. He cited a Federal Trade Commission complaint, the Congressional Record and Title 24 of the California Administrative Code. His contention was that plastic pipe is flammable, exudes a deadly toxic gas, and would endanger the lives of any persons occupying the building.
1. GENERAL FUNCTIONS - continued:

1.6 HEARING OF CITIZENS - continued:

a. continued:

(Copies of Mr. Foreman's full presentation in written form together with pertinent printed backup materials were distributed as complete packets to each Board member present, Dr. Gooder, and Dr. Sorsabal.)

In conclusion, Mr. Foreman requested that the Board members review the materials in the packet in considering his charges.

Mrs. Alexander, in summarizing Mr. Foreman's presentation, stated his charges indicated that plastic pipes are a fire hazard; the Board members should be concerned about the substitution; because the project now under construction is higher than two stories, it is relevant to the Code cited; and why the architects proceeded as they did with the substitutions. Also, it appeared the main point was it was Mr. Foreman's opinion that the construction did not comply with the Administrative State Code.

Mrs. Alexander thanked Mr. Foreman for his presentation and assured him an answer would be provided to the charges.

Mrs. Alexander then invited Mr. William Hess to take the floor.

Mr. Hess, 1952 founder-president of the Plastics Pipe Institute and current president of Extrusion Control Technology of Santa Barbara, defended the plastic products. He was joined in this stand by Mr. Carl Marbery, western field representative of the Plastics Pipe Institute, who stated that no toxic gases come from plastic pipe that do not also come from other products used today.

A representative of the plumbing contractor for the Humanities Building project, Mr. Bob Mager, stated that his firm had performed properly and followed procedures within Title 24 in submitting substitutions. He disclaimed knowing whether cast iron or plastic is a superior product, as he was not a chemist. He also stated that contrary to popular belief plastic is not cheaper, costs more, but installation is quicker.

Mrs. Alexander thanked all the gentlemen for their appearance at the meeting and for providing all the technical data. In response to Mr. Foreman's specific charges, Mrs. Alexander said it will be considered on the basis of facts and a specific answer would be provided.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS

a. LETTER FROM MR. JOHN C. WOODWARD, MANAGER, SANTA BARBARA TRUST FOR HISTORIC PRESERVATION, Attachment 1.7-a

Dr. Gooder stated that Attachment 1.7-a was an information item only regarding the parking lots on Garden and Carrillo Streets which have been leased to another party.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. 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 Certificated Personnel action items, as indicated in the attachments:

(1) APPROVAL OF ADDITIONAL HOURLY SUBSTITUTES, SPRING SEMESTER, 1974, Attachment 2.1-a(1)

(2) APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)

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

b. NON-ROUTINE

(1) APPROVAL OF APPOINTMENT OF JANICE FITZBIGGONS, TRUDI RUHBERG, AND LAURA KRAWCZYK TO FILL NEWLY-ESTABLISHED POSITIONS, Attachment 2.1-b(1)

Dr. Gooder stated that this item was a recommendation that three faculty members, who had been full-time hourly during 1973-74, be appointed to regular contract positions for 1974-75. These positions had been reviewed by the Division Chairmen and the Resource Allocation Review Board (RARB) who recommended that the positions be converted from hourly to full-time contractual. This conversion was approved by the Board on March 28, 1974. Mrs. Janice Fitzgibbon will not be available, however, it was recommended that Trudi Ruhberg and Laura Krawczyk be approved as described in the attachment.

A motion was made by Dr. Dobbs, seconded by Mrs. Powell, and passed by the Board to approve the appointment of Trudi Ruhberg and Laura Krawczyk to fill the newly-established positions as delineated in Attachment 2.1-b(1).
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Frank, 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 ADDITIONAL HOURLY APPOINTMENT, AND ADDITIONAL HOURLY, CONTINUING EDUCATION DIVISION, Attachment 2.2-a(1)

(2) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK-STUDY, Attachment 2.2-a(2)

(3) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.2-a(3)

b. NON-ROUTINE

(1) ACCEPTANCE OF RESIGNATION: RAMON GUERRERO, GROUNDSMAN-GARDENER, FACILITIES & OPERATIONS, EFFECTIVE 4/15/74, Attachment 2.2-b(1)

Dr. Gooder stated that Mr. Ramon Guerrero had accepted employment elsewhere and wished to resign as groundsman-gardener in the Facilities & Operations Department.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to accept with regret the resignation of Mr. Ramon Guerrero, Groundsman-Gardener, effective 4/15/74.

(2) ACCEPTANCE OF RESIGNATION: CHRISTOPHER BOYS, TUTOR, LEARNING RESOURCE CENTER, EFFECTIVE 3/15/74, Attachment 2.2-b(2)

Dr. Gooder stated that for personal reasons Mr. Christopher Boys had resigned as a tutor in the Learning Resource Center. Dr. Gooder recommended acceptance of his resignation effective 3/15/74.

A motion was made by Dr. Dobbs, seconded by Mr. Frank, and passed by the board to accept with regret the resignation of Mr. Christopher Boys, Tutor, Learning Resource Center, effective 3/15/74.

(3) APPROVAL OF HEALTH LEAVE OF ABSENCE, GERTRUDE COLBERG, PURCHASING ASST., PURCHASING, APPROXIMATELY TWO MONTHS, EFFECTIVE 4/1/74, Attachment 2.2-b(3)

Dr. Gooder stated that a request for a health leave of absence for approximately two months had been received from Trudi Colberg in the Purchasing Department. He recommended approval of this request at half-time salary.

It was moved by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to approve a health leave of absence (half pay) for Gertrude Colberg, Purchasing Assistant, for approximately two months, effective 4/1/74.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(4) APPROVAL OF TEMPORARY SUBSTITUTE WORK -- WORKING OUT OF CLASSIFICATION, CECELIA TATSch FOR GERTRUDE COLBERG, PURCHASING DEPARTMENT, EFFECTIVE 3/18/74, Attachment 2.2-b(4)

Dr. Gooder stated that with Gertrude Colberg now on a health leave of absence it was necessary to arrange for a replacement. He recommended approval for temporary substitute work -- working out of classification -- for Mrs. Cecelia Tatsch who is currently working half-time in the Purchasing Department. It was not planned to replace Mrs. Tatsch in half-time position.

It was moved by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to approve of temporary substitute work, working out of classification, for Mrs. Cecelia Tatsch in the Purchasing Department, effective 3/18/74, and as delineated in Attachment 2.2-b(4).

(5) APPROVAL OF SALARY RANGE AND JOB SPECIFICATIONS FOR AFFIRMATIVE ACTION OFFICER/DIRECTOR OF PERSONNEL SERVICES, Attachment 2.2-b(5)

Dr. Gooder stated that Attachment 2.2-b (5) contained the revised job description for the position of Affirmative Action Officer/Director of Personnel Services with a recommended salary at Range 63. The change in the job description was indicated on page 2 of the attachment. Dr. Gooder recommended approval of the job description and the proposed salary range and requested authorization to recruit for the position.

A motion was made by Mrs. Powell, seconded by Dr. Dobbs, and passed by the Board to approve of the job description and salary range for the position of Affirmative Action Officer/Director of Personnel Services, as delineated in Attachment 2.2-b(5), and authorized the administration to recruit for the position.

3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

None

4. CURRICULUM AND INSTRUCTION

4.1 REPORT OF GRADE DISTRIBUTION COMPARISON 1969-1973, Attachment 4.1

Mr. M. L. Huglin, Administrative Dean of Instruction, stated that Attachment 4.1 contained a comparison of grade distribution for 1969-1973 and that it was an information item at this time.

Board members expressed an interest in this subject and Mr. Huglin agreed to provide further additional information at the next Board meeting.
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 action items, as described in the attachments:

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER NOS. P34-1974 THROUGH AND INCLUDING P34-2081 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 #16 HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR PERIOD ENDING 4/1/74, Attachment 5.2-a

Dr. Goode stated that this was an informational item only.

b. INSPECTOR'S REPORT #6, PERSHING PARK, PHASE II, O K CONSTRUCTION COMPANY, CONTRACTOR, FOR PERIOD ENDING 4/1/74, Attachment 5.2-b

Dr. Goode stated that Attachment 5.2-b contained the April progress report on the tennis court project. He reported that dedication ceremonies had been held on the courts April 4.

Mrs. Alexander commented that it is a very rewarding sight to her to see another skill being developed by students now participating in the sport of tennis.

Dr. Sorsabal, in response to questions, stated that under the joint-use agreement with the City of Santa Barbara, City College will use the tennis courts from 8:00 a.m. to 6:00 p.m. daily, the City and the public on Saturdays, Sundays, and holidays, and when not needed by the College.

c. ACCEPTANCE OF PERSHING PARK PROJECT, PHASE II, AS SUBSTANTIALLY COMPLETE AND AUTHORIZATION TO OCCUPY THE FACILITY, Attachment 5.2-c

Dr. Goode stated that Attachment 5.2-c was a Certificate of Substantial Completion for the tennis courts issued by the architect, Mr. Richard B. Taylor, who certified that the construction of this project was sufficiently complete, in accordance with the contract documents, to allow the District to occupy the facility for the use intended. Acceptance of the project was recommended with the exception of the screen mesh installation and final payment and filing of a Notice of Completion withheld subject to completion of the items on the punch list.

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

5.2 NON-ROUTINE - continued:

c. continued:

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to accept the Pershing Park Project, Phase II, facility as substantially complete as of March 22, 1974, and that filing of the Notice of Completion and final payment be withheld subject to completion of the items on the punch list.

d. ACCEPTANCE OF $29,978 IN FUNDING OF MDTA AUTO SERVICE MECHANIC I PROJECT, CAL(M) 4013002, Attachment 5.2-d

Mr. Abilino Bailon, Assistant Dean of Continuing Education, stated that Attachment 5.2-d contained a notice of approval for federal Manpower Development Training Act (MDTA) funding in the amount of $29,978 for training of auto service mechanics. The project is tentatively scheduled to start June 3, 1974. In the future funding will come under the new federal program Comprehensive Employment and Training Act (CETA).

A motion was made by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to accept the $29,978 in federal MDTA funding for the training of auto service mechanics.

e. APPROVAL OF CONTRACT FOR FILM SERVICE - LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS, Attachment 5.2-e

Dr. Gooder stated that annually the District contracts with the Los Angeles County Superintendent of Schools for use of films in our instructional program. There is no increase in rate for the year 1974-75 and approval of the contract was recommended.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the contract for film services with the Los Angeles County Superintendent of Schools for the 1974-75 fiscal year in accordance with Attachment 5.2-e.

f. APPROVAL OF AMENDMENT TO JOINT POWERS AGREEMENT, SANTA BARBARA HIGH SCHOOL DISTRICT, Attachment 5.2-f

Dr. Sorsabal indicated that several years ago the District had entered into an agreement with the Santa Barbara High School District for joint use of data processing equipment with certain terms and conditions. Attachment 5.2-f contained an amended Joint Powers Agreement extending the date of right to cancel from June, 1973 to June, 1975 (see page 2) and added a stipulation for "a mutually agreed upon proration of indirect costs" (see page 3 and also paragraph 9). In response to questions, Dr. Sorsabal stated that the arrangements have been most satisfactory for the needs of the SBCC District.

A motion was made by Dr. Dobbs, seconded by Mr. Garvin, and passed by the Board to approve of the amended Joint Powers Agreement with the Santa Barbara High School District as delineated in Attachment 5.2-f.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. AUTHORIZATION TO ORDER ADDITIONAL DATA PROCESSING EQUIPMENT

Dr. Sorsabal stated that in accordance with the plans to evaluate and upgrade data processing capability, the Data Processing Joint Committee had recommended the addition of disc packs and an additional channel to the existing equipment. The cost of the lease was estimated to be $29,000 annually with the funds for the lease to be derived from the "Lease of Equipment Tax". In general terms, this additional equipment will provide immediate access to student, personnel, management and accounting records.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to authorize the Administrative Dean of Business Services to counter sign an order for a B9484-4 Dual Drive Disc Pack, B2383-3 Control, and a B3711 Type B Channel as new data processing equipment.

In response to a request from Board member Frank, a report will be presented at a future Board meeting of the instructional programs served by data processing.

6. GENERAL INFORMATION

6.1 1974 LEGISLATION REPORT, Attachment 6.1

Dr. Gooder stated that Attachment 6.1 contained a listing of legislation of special interest to the California Community Colleges. Also, he indicated that Board members would find in their folders a copy of an important newsletter from the Joint Committee on Post-secondary Education.

Mrs. Alexander expressed the opinion that this item presented some difficulties for general discussion at the Board meeting and, therefore, referred it to the Facilities and Planning Subcommittees for review.

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 April 12, 1974 through April 25, 1974.

In particular, the Continuing Education Division will hold "Energy Expo" on Saturday, April 20, with several workshops on the energy crisis. Also, Public Schools Week is scheduled for April 22 through April 26 and tours may be arranged through the College Information Office.
7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board of Trustees of the Santa Barbara Community College District adjourned their regular meeting at 5:56 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, April 25, 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 _______April 25_______, 1974.