MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

January 9, 1975

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, January 9, 1975 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. Sidney R. Frank (arrived at 4:15 p.m.)
Mr. James R. Garvin
Mr. Benjamin P. J. Wells (arrived at 4:02 p.m.)

Member absent:

Mrs. Joyce H. Powell

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 & Activities
Dr. John Forsyth, President, Academic Senate
Mr. Tom O'Brien, Reporter, Santa Barbara News Press
Miss Karen Peterson, Reporter, THE CHANNELS
Mr. Abelino Segura, President, Associated Students
Mr. James M. Williams, Director, College Information

Mr. Dean Ankeny, Director, Purchasing
Mr. Harvey E. Bagley, President, CSEA
Mrs. Betty Bartels, Secretary, CSEA
Mr. Lisle Bresslin, Assistant Dean, Admissions & Records
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1. GENERAL FUNCTIONS - continued:
   1.2 ROLL CALL - continued:

   Others present for all or a portion of the meeting - continued:
   Mrs. Irene Butler, Reporter, CSEA  
   Miss Gloria Castleberg, Assistant Personnel Director, Classified Personnel  
   Mrs. Donna Coffman, Director, Children's Center  
   Ms. Barbara Crawford, Assistant Professor, Fine Arts  
   Miss Betty Dean, Teacher/Coordinator appointee  
   Mrs. Trish Dupart, Reporter, CSEA  
   Mr. Mel Elkins, Assistant Dean, Vocational Technical  
   Dr. Joanne Hendrick, Assistant Professor, Vocational Technical  
   Mr. Eugene F. Kuehnele, citizen  
   Mr. Alan Massie, Int.Typ.Clk. appointee, Library  
   Mr. Burton P. Miller, Assistant to the Superintendent-President  
   Mr. Daniel Oroz, Affirmative Action Officer/Director, Personnel Services  
   Mr. Christopher Pagliaro, Counselor/Coach appointee  
   Mr. Phil Pifer, Vice-President, CSEA  
   Mr. R. Dennis Ringer, Assistant Professor, Social Science  
   Dr. Manuel G. Rivera, Teacher/Coordinator appointee  
   Mr. Gilbert Robledo, EOPS Counselor  
   Mrs. Dee K. Rose, Administrative Secretary, Business Services  
   Mr. Bob Ruppert II, SBCC student  
   Dr. Orrin Sage, Jr., Geopac Corporation  
   Mr. Thomas Smith, Instructor, Vocational Technical  
   Miss Kim Thomas, SBCC student  
   Mr. Donald L. Trent, Director, Facilities Development  
   Mr. Russell Wenzlau, Assistant Dean, Evening College  
   Mr. David R. Williams, Teacher/Coordinator appointee  
   Mrs. Elsie M. Brandt, Secretary to the Superintendent-President  
   Mr. Jerry E. 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 REGULAR MEETING OF DECEMBER 12, 1974

   Upon motion of Dr. Dobbs, seconded by Mr. Garvin, the minutes of the regular meeting of December 12, 1974 were approved by the Board of Trustees with the following correction:

   Item 5.2-m, page 17, last paragraph should read:

   "A motion was made by Dr. Dobbs, seconded by Mrs. Powell, and passed by the Board to deny the recommendation presented in Item 5.2-m of the agenda."

1.6 HEARING OF CITIZENS

   None
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS

a. INTRODUCTION OF NEW OFFICERS OF C.S.E.A., CHAPTER 289

Dr. Gooder introduced to the Board, Mr. Harvey Bagley, the newly-elected president of CSEA, Chapter 289.

Mr. Bagley then introduced to the Board the other officers for the coming year: Mr. Phil Pifer, Vice-President; Mrs. Betty Bartels, Secretary; and Mrs. Irene Butler and Mrs. Trish Dupart, Reporters. Mr. Michael Combs, Treasurer, was unable to be present. Mr. Bagley indicated that he looked forward to working with the Board members in the coming year.

Mrs. Alexander acknowledged the introductions on behalf of the Board and thanked them all for coming.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, 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, HOURLY SUBSTITUTES, CHANGES FOR PREVIOUSLY APPROVED INSTRUCTORS, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(1)

(2) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a(2)

b. NON-ROUTINE

(1) APPROVAL OF PERSONAL LEAVE OF ABSENCE: MRS. HELEN GILLINGHAM, ASSOCIATE PROFESSOR, ENGLISH, FOR THE MONTH OF JANUARY, 1975, Attachment 2.1-b(1)

Dr. Gooder stated that Mrs. Helen Gillingham had requested a personal leave of absence for the month of January. He informed the Board members that Mrs. Gillingham's husband passed away just before the holidays. He recommended approval of her request.

A motion was made by Mrs. Gutshall, seconded by Mr. Garvin, and passed by the Board to approve of a personal leave of absence for Mrs. Helen Gillingham, Associate Professor, English, for the month of January, 1975.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) APPROVAL OF APPOINTMENT OF MR. GLENN GASTON AS HEAD COUNSELOR, EFFECTIVE FALL SEMESTER, 1975

Dr. Gooder stated that the Counseling staff and the Administrative Dean of Student Services and Activities have recommended the appointment of Mr. Glenn Gaston as Head Counselor for a regular term beginning Fall, 1975. This early nomination was due to an anticipated leave for Mr. Dwight Anderson, currently Head Counselor, and will provide for a learning period and a smooth transfer of responsibilities. Dr. Gooder recommended approval of the appointment.

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Mr. Glenn Gaston as Head Counselor for a regular term beginning with the Fall semester of 1975.

(3) APPROVAL OF APPOINTMENT: MARGARET SMITH, COUNSELOR (NEW POSITION) EFFECTIVE FEBRUARY 3, 1975, Attachment 2.1-b(3)

Dr. Gooder was pleased to recommend the appointment of Mrs. Margaret Smith to fill the new position of counselling. Mrs. Smith is currently at Santa Ana College.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Mrs. Margaret Smith as Counselor (new position) beginning Feb. 3, 1975.

(4) APPROVAL OF APPOINTMENT: CHRISTOPHER PAGLIARO, COUNSELOR/COACH (NEW POSITION), EFFECTIVE FEBRUARY 3, 1975, Attachment 2.1-b(4)

Dr. Gooder was pleased to recommend the appointment of Mr. Christopher Pagliaro to the new position of Counselor/Coach. Mr. Pagliaro is currently at Newbury Park High School.

A motion was made by Dr. Dobbs, seconded by Mrs. Gutshall, and passed by the Board to approve of the appointment of Mr. Pagliaro as Counselor/Coach (new position) beginning February 3, 1975.

Mr. Pagliaro was introduced to the Board and Mrs. Alexander welcomed him to the staff.

(5) APPROVAL OF APPOINTMENT: VAUGHN W. WESTERMeyer, M.D., AS CONSULTANT, STUDENT HEALTH SERVICES, Attachment 2.1-b(5)

Dr. Gooder stated that due to the resignation of Dr. L. C. N. Wayland, it was necessary to arrange for consultation services of another physician. He recommended the appointment of Dr. Vaughn W. Westermeyer who has worked with the Santa Barbara school districts for a number of years and has been one of the physicians to whom SBCC employees have been referred for physical examinations.

continued on next page
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(5) continued:

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Dr. Vaughn W. Westermeyer as consultant, Student Health Services, for the 1974-75 college year on an as-needed basis at a rate of $15.73 per consultation period.

(6) APPROVAL OF APPOINTMENT OF MISS BETTY DEAN AS TEACHER/COORDINATOR, EDUCATIONAL PLANNING AND CURRICULUM, Attachment 2.1-b(6)

Dr. Gooder was pleased to recommend the appointment of Miss Betty Dean to the new Teacher/Coordinator position for Educational Planning and Curriculum.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Miss Betty Dean as Teacher/Coordinator, Educational Planning and Curriculum, for a one-year term beginning February 3, 1975.

Miss Dean was present and was introduced to the Board members.

(7) APPROVAL OF APPOINTMENT OF DR. MANUEL G. RIVERA AS TEACHER/COORDINATOR, ARTICULATION AND IN-SERVICE TRAINING, Attachment 2.1-b(7)

Dr. Gooder was pleased to recommend the appointment of Dr. Manuel Rivera to the new position of Teacher/Coordinator for Articulation and In-Service Training.

A motion was made by Mrs. Gutshall, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Dr. Manuel G. Rivera as Teacher/Coordinator, Articulation and In-Service Training, for a one-year term beginning February 3, 1975.

Dr. Rivera was introduced to the Board members upon arrival later during the course of the Board meeting.

(8) APPROVAL OF APPOINTMENT OF MR. DAVID R. WILLIAMS, JR., AS TEACHER/COORDINATOR, INSTRUCTIONAL RESOURCES, Attachment 2.1-b(8)

Dr. Gooder was pleased to recommend Mr. David Williams to the new position of Teacher/Coordinator for Instructional Resources.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Mr. David R. Williams, Jr., as Teacher/Coordinator, Instructional Resources, for a one-year term beginning February 3, 1975.

Mr. Williams was introduced to the Board members upon his arrival during the course of the Board meeting.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(9) APPROVAL OF RETIREMENT OF MR. JAMES EDWARD FOXX, ASSOCIATE PROFESSOR, BUSINESS EDUCATION, EFFECTIVE JUNE 30, 1975

Dr. Goeder stated that Mr. James Foxx, Associate Professor, Business Education, has indicated that he intends to retire at the end of the 1974-75 school year. Dr. Goeder read out loud for the benefit of all a brief summary of Mr. Foxx's contributions during his tenure with the District (see page 2 of the attachment).

Mr. Garvin commented that Mr. Foxx had been a great influence during his years in the District and had been a great 'mover' of programs and their support.

A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of the retirement of Mr. James E. Foxx, effective June 30, 1975.

Mr. Foxx was not able to be present at the meeting, and Mrs. Alexander requested word be sent to Mr. Foxx expressing appreciation of his contributions and the great loss the District will incur with his retirement.

(10) APPROVAL OF PERSONAL LEAVE AND ACCEPTANCE OF RESIGNATION OF DR. DONALD K. SORSABAL, Attachment 2.1-b(10)

Dr. Goeder expressed regret in announcing Dr. Sorsabal's submission of his resignation, effective June 30, 1976. Dr. Sorsabal also requested a personal leave of absence without pay for the 1975-76 year.

Dr. Goeder read out loud for all the brief summary of Dr. Sorsabal's many accomplishments during his service to the District (page 3 of the attachment). He stated that it was with a great sense of loss and the certain knowledge that it will not be possible to replace Dr. Sorsabal's many strengths that he recommended approval of the leave of absence and acceptance with deep regret of the resignation.

Dr. Sorsabal, in replying to Board questioning, stated that he felt he was at a crucial period in his life, and his age, his abilities and his personal circumstances added up this being 'the right time' to make the step into the business world. He emphasized that his statement in the last paragraph of his own letter was not to be taken lightly -- working with the Board of Trustees of the Santa Barbara Community College District had been a great opportunity and he valued his years with the Board members as a great privilege.

Mrs. Gutshall expressed words of personal loss as it was through Dr. Sorsabal's guidance and good-humored patience that the budget became understandable and clear.

continued on next page. . . . . . .
2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(10) continued:

Mrs. Alexander added that not only will the Board members miss Dr. Sorsabal but that his ability to work tightly with the District's resources will be missed by Santa Barbara taxpayers. By his firm grasp on the funds and taking into consideration that people are involved in the whole procedure, she noted that "Business Services" can be an 'art'.

Mr. Frank added his words of regret, also, and stated that the guidelines set up by Dr. Sorsabal in handling the District's funds can be pointed to with pride. He acknowledged the groundwork laid by Dr. Sorsabal and expressed hope that the Board may be able to follow the guidelines.

A motion was made by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of a personal leave of absence without pay for Dr. Donald K. Sorsabal, Administrative Dean of Business Services, for the 1975-76 year, and accepted with deep regret the resignation of Dr. Sorsabal effective June 30, 1976.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mrs. Gutshall, 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 APPOINTMENT FOR CONTINUING EDUCATION DIVISION, Attachment 2.2-a(1)

(2) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.2-a(2)

b. NON-ROUTINE

(1) APPROVAL OF YEARLY INCREMENTS, Attachment 2.2-b(1)

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and passed by the Board to approve of yearly salary increments as delineated in Attachment 2.2-b(1).

(2) ACCEPTANCE OF RESIGNATION: JOYCE S. AOI, INT.TYP.CLK., PLACEMENT & FINANCIAL AIDS OFFICE, EFFECTIVE 12/31/74, Attachment 2.2-b(3)

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to accept with regret the resignation of Joyce S. Aoi, Int.Typ.Clk., Placement & Financial Aids, effective 12/31/74.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(3) APPROVAL OF LEAVE OF ABSENCE (WITHOUT SALARY): JEANNE LABBITT, WOMEN'S LOCKER RM. ATTENDANT, PHYSICAL EDUCATION, EFFECTIVE 1/20/75 THROUGH 4/18/75, Attachment 2.2-b(3)

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of a personal leave of absence without salary for Jeanne Labbitt, Women's Locker Room Attendant, Physical Education, effective 1/20/75 through 4/18/75.

(4) APPROVAL OF TRANSFER: GEORGE P. HOLGUIN, FROM CUSTODIAN (GRAVEYARD SHIFT) TO GROUNDSMAN-GARDENER (NEW POSITION), FACILITIES & OPERATIONS DEPT., EFFECTIVE 1/1/75, Attachment 2.2-b(4)

Dr. Gooder recommended approval of the transfer of Mr. George P. Holguin to the new position of Groundsman-Gardener with the effective date to be January 1, 1975, not February 1 as stated in the attachment.

A motion was made by Mr. Garvin, seconded by Mrs. Gutshall, and passed by the Board to approve of the transfer of Mr. George P. Holguin from Custodian (Graveyard shift) to Groundsman-Gardener (new position), effective January 1, 1975.

(5) APPROVAL OF APPOINTMENT: ALAN P. MASSIE, INT.TYP.CLK., LIBRARY (NEW POSITION), EFFECTIVE 1/6/75, Attachment 2.2-b(5)

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the appointment of Mr. Alan P. Massie, Int.Typ. Clk., Library (new position), effective January 6, 1975.

Mr. Massie was present and introduced to the Board. Mrs. Alexander welcomed him to the staff.

(6) APPROVAL OF APPOINTMENT: JAIME R. GONZALES, CUSTODIAN (GRAVEYARD SHIFT), REPLACING S. ESPARZA, FACILITIES & OPERATIONS DEPT., EFFECTIVE 1/1/75, Attachment 2.2-b(6)

Upon recommendation of the Superintendent, it was moved by Mrs. Gutshall, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Jaime Gonzales, Custodian (Graveyard shift), replacing S. Esparza, Facilities & Operations Dept., effective 1/1/75.

(7) APPROVAL OF APPOINTMENT: EUGENE N. ZARIS, CUSTODIAN (GRAVEYARD), REPLACING G. HOLGUIN, FACILITIES & OPERATIONS DEPT., EFFECTIVE 1/1/75, Attachment 2.2-b(7)

Dr. Gooder recommended approval of the appointment of Mr. Eugene N. Zaris as Custodian to replace G. Holguin with the effective date to be January 1, 1975, not February 1 as stated in the attachment.

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2. PERSONNEL - continued:
   2.2 CLASSIFIED PERSONNEL - continued:
      b. NON-ROUTINE - continued:
         (7) continued:
         
         A motion was made by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the appointment of Eugene N. Zaris as Custodian (Graveyard shift), replacing G. Holguin, Facilities & Operations Dept., effective 1/1/75.

   (8) AUTHORIZATION TO ENTER INTO AGREEMENT WITH GRIFFENHAGEN-KROEGER, INC., FOR CONSULTING SERVICES

         Dr. Goeder stated that the Board had approved authorization for the consulting services of Griffenhagen-Kroeger, Inc., to make classification studies of several classified positions. Included in this original study were the two Accounting Technician positions, one in Accounting and one in Payroll. Due to several unresolved questions in Payroll, that position was not studied at that time, but it is requested to be studied now. Since Griffenhagen-Kroeger, Inc., had very recently concluded a study of the one Accounting Technician position in Accounting, Dr. Goeder recommended that they also study the other position in Payroll. Estimated cost is quoted at $75 - $100.

         A motion was made by Mr. Frank, seconded by Mr. Wells, and passed by the Board to authorize the staff to enter into agreement with Griffenhagen-Kroeger, Inc., to do a classification study of the Accounting Technician position in Payroll at an estimated cost of $75-$100.

   (9) APPROVAL OF AMENDMENTS TO CLASSIFIED RULES & REGULATIONS 1410-14 & 1422.11, Attachment 2.2-b(9)

         Dr. Goeder indicated that amendments to existing policies were made to insure consistency in Classified Personnel hiring procedures and to comply with Affirmative Action guidelines found in Executive Order 11246.

         Mr. Daniel Oroz, Affirmative Action Officer/Director, Personnel Services, stated that the revisions to Sections 1410-14 and 1422.11 included:

         a) addition of procedural guidelines for hiring Classified personnel;
         b) appointment of Screening Committees and Chairpersons with appropriate responsibilities;
         c) job vacancy advertising guidelines;
         d) development of a case file and a Classified Employment Audit report to comply with Affirmative Action recordkeeping requirements; and
         e) revisions to the District's current anti-nepotism statement to comply with Affirmative Action guidelines regarding anti-nepotism statements.

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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(9) continued:

After a short discussion and upon agreement of Board members, four small changes were to be made in wording.

A motion was made by Mr. Frank, seconded by Mr. Wells, and passed by the Board to approve of the amendments to Classified Rules & Regulations 1410-14 and 1411.22 with the following changes:

1) 1413.d: next to the last sentence to read: "If it has been determined that a serious effort has not been made, selection to fill such positions will be deferred until all avenues of recruitment have been exhausted."

2) 1413.e: in second line delete the words "in priority order".

3) 1413.f: add to the end of the first sentence "for appointment, or re-open the selection process."

4) 1414: should now read: "Recommendations are made by the Superintendent/President to the Board of Trustees which appoints each classified employee of the school district."

Dr. Gooder added that this is the beginning of a big step forward and complimented Mr. Oroz on his implementation of the new directions.

3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

Dr. Gooder stated that, at the request of the Board, certain data on grade point averages and test scores for ADN students had been gathered and the information was contained in Attachment 3.2.

A short discussion was held in which Mrs. Alexander spoke to the importance of grades. She felt that the committee on ADN Selection Procedures should reconsider the weights given to grades. Other opinions voiced were that grades do not necessarily make the best employee in the nursing field and the possibility existing that the program 'may be teaching students to take the State Board Exams'.

Mr. Burt Miller informed the Board that additional information will be gathered in the future for comparison purposes and presented to the Board.

Mrs. Alexander requested that the committee on ADN Selection Procedures consider the report contained in the attachment (3.2) when they review the Selection Procedures.
4. CURRICULUM AND INSTRUCTION

4.1 MEMO FROM CHANCELLOR BROSSMAN REGARDING ANNUAL DESCRIPTIVE REPORT FOR OCCUPATIONAL EDUCATION, Attachment 4.1

Dr. Goeder indicated that this was an informational item only and Attachment 4.1 contained a report from the Chancellor's office on Occupational Education in the California Community Colleges.

4.2 REPORT ON COOPERATIVE WORK EXPERIENCE, Attachment 4.2

Dr. Goeder indicated that Attachment 4.2 contained an annual report on Cooperative Work Experience and was presented as an informational item.

Mr. Mel Elkins, Assistant Dean of Vocational Technical pointed out some of the details in the report. The new programs of Interior Design and Cosmetology are going very well although each can only accommodate a small enrollment. In response to questions on the decreasing enrollments, Mr. Elkins anticipated an increase of activities in many areas and that the total Work Experience Program is holding steady at about 650 - 700 students.

New working stations for students are being sought in the fields of Social Science, Political Science and Correctional Science.

At present interviews are being conducted for a Director of Work Experience who will be responsible for compliance with Title V regulations, will assist Mr. Elkins in developing policies and objectives and new programs, and be involved in teaching new courses in occupational programs.

Mrs. Alexander thanked Mr. Elkins for his report.

4.3 PRESENTATION OF DIVISIONAL GOALS AND OBJECTIVES, Enclosure #1

Dr. Goeder indicated that Enclosure #1 contained the Goals and Objectives of the Academic and Support Divisions of the college. These goals and objectives grew out of District goals and will be used as a basis for projecting the programs and plans as well as the resource needs of each Cost Center. It is anticipated that in the preparation of the goals and objectives for next year, the final phasing-in of the Educational Management System will be accomplished. It will be a major task of Miss Betty Dean, Teacher/Coordinator of Educational Planning and Curriculum, and Mr. Huglin, Administrative Dean of Instruction, to complete refinement of goals and objectives and, from them, to develop the District's Academic Plan.

The Goals and Objectives for 1974-75 are provided at this time for information and will serve as a source of reference as the budget is developed for the coming year.

Dr. Goeder also indicated that the Items for Institutional Study and Action have been replaced by the Goals and Objectives of the Support Divisions.
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 of the following routine Business Services items, as described in the attachments:


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. 34, HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR THE PERIOD ENDING DECEMBER 31, 1974, Attachment 5.2-a

Dr. Gooder indicated that this was an informational item and work is continuing mostly on the inside of the building.

b. INSPECTOR'S REPORT No. 1, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING DECEMBER 31, 1974, Attachment 5.2-b

Dr. Gooder indicated that work had begun on the Vocational Technology construction project but it is currently held up until an alternate fire access road can be completed.

c. APPROVAL OF THE SUBMISSION OF THE APPLICATION FOR CONTINUED FUNDING UNDER S.B. 164 (ALQUIST) OF EXTENDED OPPORTUNITY PROGRAMS AND SERVICES, Enclosure #2

Dr. Gooder stated that Enclosure #2 contained the application for continued funding for the Extended Opportunity Programs and Services. He commented that it was a very ambitious request covering a very ambitious program as described in Section 3 of the application.

Mr. Gilbert Robledo, EOP Counselor, added that the document was all-inclusive representing an updating of the 3-year plan for direct student financial aid and support services.

Mr. Wells commented briefly on the very impressive endorsement letters included in the document. Mrs. Alexander commented it was important to have an open-door policy for students together with support services for them.

A motion was made by Mr. Wells, seconded by Mrs. Gutshall, and passed by the Board to approve of the submission of the Extended Opportunity Programs and Services application for continued funding under S.B. 164 (Alquist).
5. BUSINESS SERVICES

5.2 NON-ROUTINE - continued:

d. RATIFICATION OF LEASE AGREEMENT WITH R.K.M. CORPORATION, Attachment 5.2-d

Dr. Sorsabal stated that with the addition of new programs at Nopal Street facility, parking for students has been a matter of concern. Mr. Kenneth St. Oegger, owner of a vacant lot adjacent to the facility has agreed to make the vacant lot available to the District. This would be an interim agreement for the period of 12/18/74 through 6/30/75 and would be no cost to the District.

A motion was made by Mr. Garvin, seconded by Mrs. Gutshall, and passed by the Board to approve of the ratification of the agreement with the R.K.M. Corporation as outlined in Attachment 5.2-d.

e. APPROVAL TO SUBMIT PROPOSAL TO STATE DEPARTMENT OF EDUCATION FOR FUNDING UNDER NDEA, TITLE III-A, Enclosure #3

Dr. Gooder indicated that Enclosure #3 contained a one-page summary of a proposal to the State Department of Education for funding under NDEA, Title III-A. Funds, if awarded, will provide materials and equipment for increased use of audio-visual media in courses in the Social Science, Philosophy and Earth Sciences Departments. Also, if awarded, the District will be responsible for 50% of the total grant or about $20,000.

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the submission of a proposal to the State Department of Education for funding under NDEA, Title III-A.

f. APPROVAL TO SUBMIT FOUR PRELIMINARY PROPOSALS TO THE FUND FOR THE IMPROVEMENT OF POSTSECONDARY EDUCATION, Enclosure #4

Dr. Gooder indicated that Enclosure #4 contained three proposals for requested funding from the Fund for the Improvement of Postsecondary Education.

Mr. Burt Miller briefly described the three proposals which were in the following areas: 1) an adult outreach program (REACH); 2) an experimental pilot program for a Variable Modular College Calendar; and 3) Workshops on Voluntary Support of Community Colleges. He added that the fourth proposal, An Institute of Community Affairs, is in preparation and will be completed in time for submission. After screening by the Fund, a limited number will be invited to submit full proposals by March 17.

It was moved by Mr. Wells, seconded by Mrs. Gutshall, and passed by the Board to approve of the submission of the four preliminary proposals named above to the Fund for the Improvement of Postsecondary Education.
5. BUSINESS SERVICES - continued:

5.2 NON ROUTINE - continued:

g. APPROVAL OF APPROPRIATION TRANSFERS #75-020 THROUGH #75-024 AND ADOPTION OF RESOLUTION No. 12, Attachment 5.2-g

Dr. Gooder indicated that action to fund the appropriation transfers contained in Attachment 5.2-g had recently been approved by the Board. He recommended approval of the transfers and adoption of Resolution No. 12.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to adopt Resolution No. 12 approving of Appropriation Transfers #75-020 through #75-024 as delineated in Attachment 5.2-g. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: Mrs. Powell

h. APPROVAL OF CONTRACT WITH THE OFFICE OF MANPOWER PROGRAMS AND OF TEMPORARY POSITIONS AND RELATED JOB DESCRIPTIONS, Enclosure #5

Dr. Gooder stated that the Office of Manpower Programs is arranging to provide work for unemployed within Santa Barbara County. In a very brief time, efforts have been made to identify and describe entry-level positions that would provide meaningful work stations and at the same time serve many of the unmet needs of the District.

Enclosure #5 contained a list of the proposed positions and job descriptions for each new position.

At the moment, it appears that few, if any, of these positions will be funded and no contract has been received.

Dr. Gooder recommended approval of the job positions and job descriptions, and requested authorization to employ, subject to ratification by the Board of contractual arrangements.

A motion was made by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve of the job positions and job descriptions for the new positions as delineated in Enclosure #5, and authorized the staff to employ, subject to ratification by the Board of contractual arrangements with the Office of Manpower Programs.

i. REPORT ON ALTERNATE SITE FOR THE CHILDREN'S CENTER

Dr. Sorsabal stated that at the last Board meeting it was requested that the results of an analysis of the difference between purchase of a new site and existing District-owned property for a Children's Center be presented to the Board.

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

    After a visit to the site of the new location, members of the Children's Center staff and the administration agreed that either site would be acceptable.

    Dr. Sorsabal and Mr. Trent have been in negotiation with the owner of the new site, and it appears that the present offer from the owner may be feasible.

    Dr. Sorsabal gave a brief summary of the past history of the District-owned site and the variables of funding the purchase of the new site.

    Mr. Trent showed a plot plan on the screen and reviewed the three alternate ways to place buildings on the two sites.

    Dr. Sorsabal felt the site on Weldon Road and the property on Canon Perdido Street should be offered for sale. Dr. Bobgan reviewed the past history on the acquisition of the Canon Perdido lot.

After much discussion, Dr. Gooder recommended the staff be authorized to continue to negotiate with the owner of the new site and bring to the next meeting the best offer and offer for public sale the Weldon Road property. This would exclude the Canon Perdido property.

    It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to authorize the staff to continue negotiations on the new site, bring the best offer possible to the next meeting, and a plan for putting the Weldon Road site up for public sale.

j. REPORT ON ALTERNATIVE SOLUTION FOR ADDITIONAL PARKING

    Dr. Gooder stated that at the last Board meeting it was determined that no additional parking should be created in front of the Humanities Building.

    With the assistance of Dr. Sorsabal and Mr. Trent, an alternative has been found. Mr. Trent pointed out on a map the lot on the corner of Loma Alta and Cliff Drive where 40 spaces are available. Board action was not necessary, and signs have been posted for staff parking.

    Mr. Segura, not having attended the previous meeting, maintained the students are losing out more spaces. A short discussion was held on the availability of parking spaces in Pershing Park that were not being used and possibility of formalizing an existing path from the park to the campus.

    It was generally acknowledged that parking on the campus is a problem and may not get better for some time.
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5. BUSINESS SERVICES - continued:
   5.2 NON-ROUTINE - continued:

   k. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR EROSION
      CONTROL, EAST CAMPUS, Attachment 5.2-k

      Dr. Goober indicated that Attachment 5.2-k contained the
      Project Planning Guide (PPG) for funds for working drawings and
      construction of erosion control on the existing East Campus.

      Mr. Trent showed the area on a map and stated that it is
      a new project, however, included in the current Ten-Year Con-
      struction Plan. Project description, budget, schedule and site
      plan were included in the attachment.

      It was moved by Dr. Dobbs, seconded by Mr. Wells, and
      passed by the Board to approve of the Project Planning Guide
      for Erosion Control, East Campus, and of its submission to the
      Chancellor's Office.

   l. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR THE NEW CAMPUS
      CENTER (HRM) ADDITION AND RENOVATION, Attachment 5.2-1

      Dr. Goober informed the Board members that a revised
      Attachment 5.2-1 was in their folders. This revision contained
      new budget figures after review concluded that existing square
      footage could be utilized rather than new construction.

      Mr. Trent stated that this PPG requesting funds for working
      drawings and construction for the Campus Center addition and
      renovation was a new project and included in the current Ten-
      Year Construction Plan.

      It was moved by Dr. Dobbs, seconded by Mr. Garvin, and
      passed by the Board to approve of the Project Planning Guide
      for the Campus Center (HRM) Addition and Renovation, and of its
      submission to the Chancellor's Office.

   m. APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR THE PHYSICAL
      SCIENCE ADDITION, RENOVATION, AND EQUIPMENT, Attachment 5.2-m

      Dr. Goober stated that the Project Planning Guide contained
      in Attachment 5.2-m had been previously submitted but deferred
      due to over capacity of lab space.

      According to Mr. Trent, this PPG requests funds for working
      drawings, construction and equipment for the Physical Science
      addition and renovation, and is included in the current Ten-
      Year Construction Plan.

      It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed
      by the Board to approve of the Project Planning Guide for the
      Physical Science Addition, Renovation, and Equipment, and of its
      submission to the Chancellor's Office.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

n. CONSIDERATION OF THE INITIAL ENVIRONMENTAL STUDY OF THE MASTER PLAN FOR THE SANTA BARBARA CITY COLLEGE, Enclosure #6

Dr. Sorsabal stated that Enclosure #6 contained the Initial Environmental Study of the District Master Plan which resulted from discussion and action by the Board at the last meeting.

Mr. Trent spoke on details in the Initial Study, in particular, the areas of concern identified on page 4 of the enclosure. The study summarized that "some portions of the Master Plan may have a significant effect on the environment." The summary included a recommendation that an environmental impact report be prepared as a supplement to the District's Master Plan.

Mr. Trent stated he had contacted District staff members, and they are willing to participate in the preparation of an EIR. He had also received a third proposal (copies were distributed prior to this meeting) from Dr. Orrin Sage, Jr., Geopac Corp., which made allowances for portions of the EIR to be prepared by District staff and City and County offices.

Obtaining augmentation of funding depends on the contract for the Drama/Music project to be signed before June 30, 1975. This leaves 16 weeks for completion of an EIR. Dr. Sage indicated that if the staff could complete their portion of the work in the next 2-3 weeks, his firm could complete the EIR in approximately 8 weeks—not 10-12 weeks as stated on page 2 of his proposal.

A motion was made by Dr. Dobbs, seconded by Mr. Garvin, and passed by the Board to accept the proposal of Dr. Orrin Sage, Jr., President of Geopac Corp., with the time element agreed to be 8 weeks.

o. APPROVAL OF BUDGET ALLOCATIONS, Attachment 5.2-o

Dr. Gooder stated that Attachment 5.2-o contained recommendations from the Resources Allocation Review Board for funding of equipment and supplies for Business Education Department and Physical Education Division. The Superintendent concurred in the recommendations.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of budget allocations in accordance with the recommendations of the Resources Allocation Review Board, as delineated in Attachment 5.2-o.

6. GENERAL INFORMATION

6.1 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 January 10 through January 23, 1975.
7. ADJOURNMENT

Upon motion of Dr. Dobbs, seconded by Mr. Frank, the Board of Trustees of the Santa Barbara Community College District adjourned their regular meeting at 6:18 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, January 23, 1975, 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