MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

November 13, 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 Ann Gutshall on Thursday, November 13, 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. Ann Gutshall, President
Dr. Joe W. Dobbs, Vice-President
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank (arrived 4:01 pm)
Mr. James R. Garvin
Mrs. Joyce H. Powell (arrived 4:09 pm; left 5:40 pm)
Mr. Benjamin P. J. Wells

Members absent:

None

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. David K. Shelver, Assistant Superintendent, Business Services and Assistant Secretary-Clerk to the Board of Trustees

Dr. Martin M. Bogdan, Administrative Dean, Continuing Education
Mr. M. L. Huglin, Administrative Dean, Instruction
Dr. Alfred Silvera, Administrative Dean, Student Services and Activities

Dr. Elwood Schapansky, President, Academic Senate
Miss Tina Wainshilbaum, Reporter, THE CHANNELS
Mr. Jim M. Williams, Director, College Information

Mr. Abelino M. Bailon, Assistant Dean, Continuing Education
Mr. Tom Barbere, A-V Technician, Instructional Media Services
Mrs. Betty Bartels, Sr. Secretary, Facilities & Operations
Dr. Kenneth Berry, Coordinator, Instructional Media Services
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1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records  
Mr. Pablo G. Buckelew, Director, Tutorial Services  
Ms. Gloria Castleberg, Asst. Personnel Director, Classified Personnel  
Dr. Peter O. Haslund, Assistant Professor, Political Science  
Mrs. Suzanne Medina-Nyugen, Instructor, English  
Mr. Burton P. Miller, Assistant to the Superintendent-President  
Mr. Daniel Oroz, Affirmative Action Officer/Director, Personnel Services  
Mrs. Lynda Rodrigues, Assistant Dean, Student Activities  
Mrs. Dee Sorsabal, Administrative Secretary, Business Services  
Mr. Donald L. Trent, Director, Facilities Development

1.3 WELCOME TO GUESTS

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

1.4 EXECUTIVE SESSION

Mrs. Gutshall stated that there would not be an executive session.

1.5 MINUTES OF SPECIAL MEETING OF OCTOBER 16, 1975

Upon motion of Mr. Carvin, seconded by Mrs. Alexander, the minutes of the special meeting of October 16, 1975 were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

ADDED ITEM:

Mrs. Gutshall expressed the appreciation of the Board members for the tribute accorded them and previous Board members with the celebration of the Ten Years of Progress weekend. She thanked one and all who were responsible for the delightful dinner and accompanying music, and also for the other enjoyable events of the weekend.

Words of appreciation were also voiced by Mr. Frank and Mr. Wells.

a. REPORT BY MR. BENJAMIN WELLS ON SIXTH ANNUAL MEETING OF ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Mr. Wells reported on the Sixth Annual meeting of the Association of Community College Trustees (ACCT) which had been held in Miami, Florida, on October 2-4, 1975. Many interesting sessions proved the conference most worthwhile.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

b. REPORT BY DR. ELWOOD SCHAEPANSKY ON FALL MEETING OF ACADEMIC SENATE CALIFORNIA COMMUNITY COLLEGES

Dr. Schapansky reported on his attendance at the Fall meeting of the Academic Senate California Community Colleges (ASCCC) held in San Diego on October 30-31, 1975.

Senate Bill 160 was the dominant topic of discussion in all areas. There was evidence of sizeable activity by part-time teachers in having a voice in collective bargaining.

Regarding the school calendar, it was learned that a proposal was supposed to have been submitted by those districts wishing to participate in the experiment. The six districts to experiment with a new calendar have not been selected as yet.

Mrs. Gutshall, Mr. Wells and Dr. Gooder reported on the recent CCJCA Conference in San Diego, November 2-4, 1975. In attendance, also, was Mr. John Kay, Associate Professor, Political Science, and Associated Student President Mark Heinz.

Mrs. Gutshall mentioned the problem area developing from the new 16-17 year old test to obtain a State certificate without graduating from high school.

Mrs. Gutshall expressed the pride of Board members in the excellent job performed by Dr. Gooder who had to replace the conference chairman at the last moment due to illness.

Dr. Gooder informed the Board members that parking would be available in the new area by the temporary buildings at the main entrance.

Dr. Gooder stated that a copy of a letter from the Santa Barbara Fire Department was in their folders. The December 14 date for the rock concert was not available and Mark Heinz was negotiating for a March 21 date. (Mr. Heinz was not present to speak to this.) Dr. Gooder stated that Dr. Shelver had been instructed not to sign either contract until the second contract is completely satisfactory.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve of the following routine Certificated Personnel items, as described in the attachments:

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

2.1 CERTIFICATED PERSONNEL - continued:

a. ROUTINE - continued:

(1) APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTES, AND CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS, CONTINUING EDUCATION DIVISION, Attachment 2.1-a(1)

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

b. NON-ROUTINE

No items.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the following routine Classified Personnel items, as described 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 (ON-AND OFF-CAMPUS), VEA, GENERAL AND TUTORIAL PROGRAMS, Attachment 2.2-a(2)

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

b. NON-ROUTINE

Mr. Wells inquired if it would be possible to make a single motion for the first five non-routine items. In response, Dr. Gooder indicated that it would be appropriate, if that was the wish of the Board. (Other Board members agreed with the suggestion.)

It was moved by Mr. Frank, seconded by Dr. Dobbs, and passed by the Board to approve of the following non-routine Classified Personnel items, as described in the attachments:

(1) APPROVAL OF HEALTH LEAVE OF ABSENCE: BEULAH R. JONES, A-V MEDIA ACQUISITIONS AIDE, INSTRUCTIONAL MEDIA SERVICES, EFFECTIVE 11/6/75 FOR APPROXIMATELY 6-8 WEEKS, Attachment 2.2-b(1)

(2) APPROVAL OF HEALTH LEAVE OF ABSENCE: WILLIE FELTON, JR., CUSTODIAN, FACILITIES & OPERATIONS DEPT., EFFECTIVE 10/21/75, Attachment 2.2-b(2)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) ACCEPTANCE OF RESIGNATION: EUGENE N. ZARIS, CUSTODIAN, FACILITIES & OPERATIONS DEPT., EFFECTIVE 10/31/75, Attachment 2.2-b(3)

(4) APPROVAL OF CHANGE OF SHIPT: JOSEPH McENULTY, SECURITY PATROL OFFICER, FROM GRAVEYARD SHIFT TO SWING SHIFT, EFFECTIVE 11/15/75, Attachment 2.2-b(4)

(5) APPROVAL OF APPOINTMENT: NANCY L. BAIRD, SR. SECRETARY, HEALTH OCCUPATIONS (REPLACING J. STEEN), EFFECTIVE 11/14/75, Attachment 2.2-b(5)

(6) APPROVAL OF AGENCIES AND PROCEDURES FOR SALARY COMPARISONS, Attachment 2.2-b(6)

Mr. Oroz stated that in connection with the Classification and Salary Study being conducted by the Employee Management Services, it would be necessary to designate agencies and procedures for salary comparisons. Meetings had been held with CSEA and the Superintendent-President and the results of these meetings are contained in the attachment.

The proposal contained in the attachment had also been considered by the Board Salary Subcommittee on November 6, 1975. The list of agencies actually is a compromise between CSEA, the Superintendent-President, and the consultant. Of the 13 agencies listed, 10 are local sources and three are beyond the local area.

Dr. Dobbs, chairman of the Salary Subcommittee, stated that the proposal is the recommendation of the subcommittee. Mrs. Powell, committee member, gave her support to the recommendation.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve of the agencies and procedures for salary comparisons as described in Attachment 2.2-b(6).

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

No report
3. STUDENT SERVICES - continued:

3.2 REPORT OF STATUS OF APPLIED MAGNETICS SCHOLARSHIP FUND, Attachment 3.2

Dr. Gooder stated that a brief summary report of the status of the Applied Magnetics Scholarship Fund was contained in Attachment 3.2. This report is presented annually and is informational only.

4. CURRICULUM AND INSTRUCTION

4.1 REPORT ON THE ESL PROGRAM

Mr. Pablo Buckelew gave a brief overview of the ESL (English As A Second Language) Program. He serves as a teacher in the credit program and the coordinator for the Continuing Education ESL Program. Mrs. Suzanne Medina had been appointed at the beginning of the Fall semester to replace him in the credit program.

Referring to the 1970 census, there are 7,000 adults in the community who speak little or no English. At present, there are over 550 enrolled in the Continuing Education Program, a very extensive program in 8 different locations in the community, and over 100 enrolled in the college's credit program. Although the majority are Spanish-speaking, there are 11 different language groups represented in these classes, including Vietnamese and Arabic.

The credit program started two years ago and had 23 students enrolled showing a growth in excess of 300%. The basic difference in the two programs is that the Continuing Education Program stresses "survival English" and the credit program emphasizes a "pass college English". There is an excellent relationship between the two programs and they refer respective students to each other.

Mrs. Medina showed slides of some of the classes in session in the new Humanities Building. Many of the students are going on to college courses and there is only about a 1% drop-out rate. The majority of the students in both programs are permanent residents of the community.

Mr. Buckelew, also, spoke of a future program for the illiterate segment of the community. He expressed concern for the many thousands who are not being reached at all. No one is turned away who wants to enroll, especially in the Continuing Education Program where you can add a class anytime. Many of the students are in need of additional services such as counselling, financial aid, etc.

Mr. Buckelew expressed appreciation to the Board for support received to date. Mrs. Alexander inquired if there were anything the Board could do to further the program, and Mr. Buckelew replied that in the near future they would be presenting proposals for intensifying their efforts, such as, creating an adult illiteracy program, continuing services through Continuing Education Division, and establishing a downtown headquarters.

continued on next page. . . . .
4. CURRICULUM AND INSTRUCTION - continued:

4.1 continued:

An approach to reach potential adult students, according to Mr. Buckelew, is being made through the elementary school children. Once the parent starts a class, there are ramifications in the family itself showing attitudinal changes toward education.

Mrs. Alexander inquired if some articles on this subject could be submitted for the local newspapers in an effort to further the program. Dr. Gooder assured her an effort would be made to do so, although not all materials submitted are printed.

Mrs. Gutshall thanked Mr. Buckelew and Mrs. Medina for their very fine report and for their dedication to this program.

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Frank, 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. 20, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING NOVEMBER 1, 1975, Attachment 5.2-a

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

b. INSPECTOR'S REPORT No. 8, DRAMA/MUSIC BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR THE PERIOD ENDING NOVEMBER 1, 1975, Attachment 5.2-b

Dr. Gooder stated that this was, also, an informational item and the project is ahead of schedule.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

c. ACCEPTANCE OF PART F (CONSUMER AND HOMEMAKING EDUCATION), VOCATIONAL EDUCATION FUNDS, Attachment 5.2-c

Dr. Goode indicated that notification had been received of approval of an application for $7,605, Vocational Education funds under Part F.

It was moved by Mr. Garvin, seconded by Mr. Frank and passed by the Board to accept the $7,605 allocation of Part F, P.L.90-576 (Consumer & Homemaking Education) for the 1975-76 fiscal year.

d. ACCEPTANCE OF A $200 CASH GIFT FOR THE CHILDREN'S CENTER

Dr. Goode indicated that a friend of the Children's Center had given a $200 cash donation. The gift is to be used over the next 8 months at $25 per month according to the needs of the staff at the Center. The donor wished to remain anonymous.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to accept this gift for the Children's Center with appreciation to the anonymous donor.

e. RATIFICATION OF SUBMISSION OF AN APPLICATION FOR FUNDS UNDER NDEA, TITLE III-A, Enclosure #1

Dr. Goode indicated that a proposal had been submitted for funding to purchase television recording equipment for use by the Speech Department.

Mr. Miller added that this equipment would permit playback of student performances for critical analysis. The proposal requested $2,773.20 to be matched by an equal amount of District funds. He emphasized that the equipment would receive heavy use by the Speech Department. The equipment is compatible to that existing in the new Humanities Building as Dr. Berry had assisted in compiling the list.

It was moved by Mr. Frank, seconded by Mr. Wells, and passed by the Board to ratify the submission of the application for funds under NDEA, Title III-A.

f. APPROVAL OF AMENDMENT TO 1975-76 INTRA-DISTRICT TRAVEL ALLOWANCE LIST, Attachment 5.2-f

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve of an amendment to the 1975-76 Intra-District Travel Allowance List to initiate travel allowance for Judy Gainor, a substitute for Miss Elizabeth Jennings who is on illness leave.

Dr. Goode informed the Board members that Miss Jennings is somewhat improved as her condition has been arrested.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. APPROVAL OF ALLOCATION FOR TRAVEL AND CONFERENCE ATTENDANCE FOR MEDIA CENTER

Dr. Gooder stated that a request had been made for allocation of funds to the Media Cost Center for travel and conference attendance. This request was recommended by the Resources Allocation Review Board in the amount of $240. Dr. Gooder concurred in the recommendation.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of $240 to be allocated from the Contingencies Account to the Media Cost Center Account for travel and conference attendance.

h. ALLOCATION OF $100 FOR CCCSGA DUES FOR 1975-76, Attachment 5.2-h

Dr. Gooder indicated that it had been made clear by Mr. Mark Heinz, President of Associated Students, that the Associated Students of SBCC have very limited funds. They had expressed a desire to participate in the affairs of the state-wide student government association which would be advantageous to them and to the District. He recommended allocation of funds for membership fees.

It was moved by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to approve of a $100 allocation for membership of the Associated Students of Santa Barbara City College in the California Community College Student Government Association for 1975-76.

i. ADOPTION OF RESOLUTION NO. 10 (1975-76) PROPOSING AN EXCEPTION TO THE CITY OF SANTA BARBARA ZONING REGULATIONS, Attachment 5.2-1

Dr. Gooder stated that the proposed new Children's Center Facility exceeds all State requirements for such a center. The City of Santa Barbara's current zoning ordinances require certain square footage per child for nursery schools, but the new Children's Center will be used as a classroom demonstration laboratory for the teacher training needs of the college students enrolled in the Nursery School Program. Therefore, these ordinances are not applicable to the District.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to adopt Resolution No. 10 (1975-76) rendering the City of Santa Barbara zoning ordinances inapplicable to the District's proposed use of the property on which the new Children's Center will be constructed. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: No one
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

j. APPROVAL OF PACIFIC MATERIALS LABORATORY, INC., FOR REQUIRED TESTING SERVICES FOR THE SITE DEVELOPMENT, PHASE I-A, PROJECT, Attachment 5.2-j

Dr. Gooder indicated that proposals had been received from two firms for soils testing for the Site Development, Phase I-A, Project. It was recommended that the proposal of Pacific Materials, Inc., be accepted.

It was moved by Dr. Dobbs, seconded by Mrs. Powell, and passed by the Board to approve of the firm of Pacific Materials Laboratory, Inc., for required soils testing for the Site Development, Phase I-A, Project at a cost not to exceed $2,500.

k. ADOPTION OF RESOLUTION No. 11(1975-76) DECLARING THE INTENT TO CONVEY AN EASEMENT FOR DISTRICT PROPERTIES, Attachment 5.2-k

Dr. Shelver stated that this was Step 1 in the negotiations with the Regents of the University of California for a relocation of easement relating to the proposed Pedestrian/Utility bridge. The proposed relocation area is described in a proposed grant and easement agreement on file with the Secretary/Clerk of the Board of Trustees in the President's office. In consideration for this easement, the Regents will quit claim to the District the easement currently held for access to mineral deposits.

Dr. Shelver recommended adoption of the resolution contained in the attachment. The resolution will need to be published in the local newspaper and he suggested it be published just with the name and title of the Secretary/Clerk of the Board.

It was moved by Mr. Frank, seconded by Dr. Dobbs, and passed by the Board to adopt Resolution No. 11(1975-76) declaring the intent of the Board of Trustees to enter into a grant and easement agreement and to set a public hearing on this matter for the special meeting to be held December 18, 1975. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: No one
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. ADOPTION OF RESOLUTION No. 12 (1975-76) ADOPTING CONSOLIDATED WAGE RATES OF THE COUNTY OF SANTA BARBARA, Enclosure #2

Dr. Gooder stated that the State labor code requires the Board annually to determine the general prevailing rate of wages applicable to public construction work and to publish these rates. Beginning this year, it is possible for the wage rates to be compiled and published in a consolidated printing by the County. Dr. Gooder recommended adoption of the resolution contained in the enclosure.

It was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to adopt Resolution No. 12 (1975-76) adopting the consolidated wage rates of the County of Santa Barbara. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: No one

m. APPROVAL OF ALLOCATION FOR UTILITY BUY-IN AND MAIN EXTENSION CHARGES FROM THE CITY OF SANTA BARBARA, Attachment 5.2-m

Dr. Gooder indicated that the attachment contained a letter from the City Director of Public Works summarizing utility connection charges for the Site Development, Phase I-A, Project.

The total cost charged on a basis of $1,180 per acre includes $4,342.58 in recovery charges for pipe to Harbor Heights Manor the previous site developer.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of funds to be allocated for utility buy-in and main extension charges, as described in Attachment 5.2-m.

n. APPROVAL OF APPROPRIATION TRANSFERS #76-009 AND #76-010 AND ADOPTION OF RESOLUTION No. 9 (1975-76), Attachment 5.2-n

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to adopt Resolution No. 9 (1975-76) approving of Appropriation Transfers #76-009 and #76-010. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: Mrs. Powell
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

o. PRESENTATION OF REPORT OF THE DISTRICT'S FINANCIAL STATUS FOR QUARTER ENDING 9/30/75, Enclosure #3

Dr. Gooder stated that Enclosure #3 contained the financial report for the quarter ending September 30, 1975. This was presented for information and the District is in a good financial condition.

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 November 14 through December 4, 1975.

He reported that the Blood Drive held on November 7 resulted in the donation of 80 pints of blood. November 21 has been scheduled as Blood Pressure Day on campus.

Also, Santa Barbara City College University and College Day is scheduled for November 19 on campus.

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 5:47 p.m.

The next meeting of the Board of Trustees will be a special meeting on December 4, 1975 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

ATTEST:

MRS. ANN GUTHALL  DR. GLENN G. GOODER
President, Board of Trustees  Superintendent-President and Secretary-
Santa Barbara Community College District  Clerk to the Board of Trustees

Approved by the Board of Trustees

on December 4, 1975.