AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

March 13, 1975

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

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER
1.2 ROLL CALL
1.3 WELCOME TO GUESTS
1.4 EXECUTIVE SESSION
1.5 MINUTES OF REGULAR MEETING OF FEBRUARY 27, 1975
1.6 HEARING OF CITIZENS
1.7 COMMUNICATIONS

a. REPORT ON RESULTS OF MARCH 4 TRUSTEES

Attachment 1.7-a

Dr. Gooder will report on the results of the recent election held March 4 to fill two positions on the Board.

b. REPORT OF ATTENDANCE AT NEGOTIATION SUPPORT SERVICES SEMINAR, MR. FRANK AND DR. DOBBS

Mr. Frank and Dr. Dobbs attended a seminar on Negotiation Support Services on February 22. They will report on the meeting.

c. REQUEST FROM "OLD SPANISH DAYS"

Attachment 1.7-c

Attachment 1.7-c contains a letter from El Presidente, 1975 and Chairman, Carriage Museum of Old Spanish Days. They are requesting a change in the District Master Facilities Plan as it relates to possible parking in Pershing Park.
1.7 COMMUNICATIONS - continued:

d. ACTION OF BOARD OF GOVERNORS REGARDING ANNEXATION OF CHANNEL ISLANDS

Attachment 1.7-d

On February 19, 1975 the California Community College Board of Governors adopted a resolution approving an alternate proposal for annexation of the Channel Islands. The Proposal will permit the electorate in the territory to annex as a unit (all four islands) either to Allan Hancock Community College District or Santa Barbara Community College District.

Staff is consulting with County Counsel about the legality and appropriateness of the Board of Governors' action. A further report will be presented at the meeting.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL SUBSTITUTES, SPRING SEMESTER, 1975

Attachment 2.1-a(1)

(2) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(2)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTE, CHANGE FOR PREVIOUSLY APPROVED INSTRUCTOR, AND CONSULTANTS (LECTURERS) FOR SPRING TERM, 1975, CONTINUING EDUCATION DIVISION

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF FIRST YEAR CONTRACT (PROBATIONARY) ADMINISTRATOR IN SECOND YEAR CONTRACT (PROBATIONARY) STATUS FOR 1975-76

Attachment 2.1-b(2)

(3) RECOMMENDED ACCEPTANCE OF RESIGNATION OF ROSEMARY E. HERNANDEZ

Attachment 2.1-b(3)

Ms. Rosemary E. Hernandez is on personal leave of absence to attend medical school. She has indicated that she will continue with her work at medical school and will not return to her regular position with the District.

It is recommended that the resignation of Rosemary E. Hernandez be accepted effective at the end of the 1974-75 college year.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

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

b. NON-ROUTINE

   (1) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE: JAMES RUGGIERO, GRAPHICS PROD. MGR., PRINT SHOP, EFFECTIVE 3/11/75, APPROXIMATELY 10 - 12 WEEKS
       Attachment 2.2-b(1)

   (2) RECOMMENDED APPROVAL OF PROMOTION: LEONARD M. RAMIREZ, TO CONTROL CLERK (NEW POSITION) FROM KEYPUNCH OPERATOR, DATA PROCESSING, EFFECTIVE 3/3/75
       Attachment 2.2-b(2)

   (3) RECOMMENDED APPROVAL OF PROMOTION: MARILU I. SCHAACK, SR. SEC. (REPLACING H. LECKIE) FROM MAG CARD TYP.CLK., EFFECTIVE 3/10/75
       Attachment 2.2-b(3)

   (4) RECOMMENDED APPROVAL OF APPOINTMENT: JOE J. MENDOZA, CUSTODIAN (NEW POSITION-GRAVEYARD SHIFT), FACILITIES & OPERATIONS, EFFECTIVE 3/14/75
       Attachment 2.2-b(4)

   (5) RECOMMENDED APPROVAL OF APPOINTMENT, CETA TITLE VI PROGRAM: HELEN A. SPIEGEL, TYP.CLK., SEC.SUPPORT SERVICES CENTER, EFFECTIVE 2/25/75 TO 1/23/76
       Attachment 2.2-b(5)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE

(6) RECOMMENDED APPROVAL OF APPOINTMENT: KATHLEEN TAIT, STATISTICAL CLERK, INSTRUCTION, EFFECTIVE 3/17/75 (TEMPORARY UNTIL 6/1/75)

Attachment 2.2-b(6)
3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF NEW COURSES FOR THE SPRING TERM, CONTINUING EDUCATION DIVISION

Attachment 4.1

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER NUMBERS FOR SUPPLIES, EQUIPMENT AND SERVICES

Attachment 5.1-a

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment and services on Purchase Orders No. P45-1788 through and including P45-1891.

b. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS

Attachment 5.1-b

The Superintendent recommends authorization and/or ratification of payment of claims listed on Attachment 5.1-b and such other claims as may arise prior to the meeting.

5.2 NON-ROUTINE

a. INSPECTOR'S REPORT No. 37, HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR THE PERIOD ENDING MARCH 1, 1975

Attachment 5.2-a

b. INSPECTOR'S REPORT No. 4, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING MARCH 1, 1975

Attachment 5.2-b

c. RECOMMENDED ACCEPTANCE OF 8 NEW BOOKS FROM THE JEWISH CHAUTAUQUA SOCIETY, NEW YORK

Attachment 5.2-c

The Jewish Chautauqua Society has offered the new books listed in the attachment to the Library. These books have a value of $107.15.

The Superintendent recommends acceptance of this gift and requests authorization to send a letter of appreciation to the Jewish Chautauqua Society.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. RECOMMENDED ACCEPTANCE OF $6,341 IN GRANT FUNDS UNDER NDEA, TITLE III-A, ADOPTION OF RESOLUTION No. 19, AND APPROVAL OF APPROPRIATION TRANSFER #75-047

Attachment 5.2-d

The College has been notified that it is to be awarded $6,341 in NDEA funds to purchase audio-visual equipment for Earth Science classes. This grant requires equal matching funds from the District.

The Superintendent recommends acceptance of the $6,341 grant award, adoption of Resolution No. 19, and approval of Appropriation Transfer #75-047.

e. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER

Attachment 5.2-e

#75-050 in the amount of $322: To transfer funds from Equipment Account to Replacement of Equipment Account for replacing a typewriter in the Continuing Education Division's Skills Center.

Approval of Appropriation Transfer #75-050 for internal action is recommended.

f. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #75-048 and ADOPTION OF RESOLUTION No. 20

Attachment 5.2-f

#75-048 in the amount of $8,850: To transfer funds from the Undistributed Reserve Account to Equipment Account to purchase video tape cassettes, portapack video tape recorders and video playback units, as approved by the Board on February 13, 1975.

The Superintendent recommends approval of Appropriation Transfer #75-048 and adoption of Resolution No. 20.

g. RECOMMENDED APPROVAL OF RESOLUTION No. 21 TO SET UP MARINE TECHNOLOGY FUND

Attachment 5.2-g

The Deep Ocean Work Boat (DOWB) donated to Santa Barbara City College by General Motors Corporation was sold to Friendship S.A. for the amount of $77,780 to be used for existing and new costs for the Marine Technology Program.

It is recommended that Resolution No. 21 be adopted approving the establishment of the new Marine Technology Fund.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. RECOMMENDED APPROVAL OF AGREEMENT TO CONDUCT BUILDING INVENTORY, MARSHALL AND STEVENS CORPORATION

Enclosure #1

Dr. Sorsabal will describe the details of this proposed agreement.

i. RECOMMENDED APPROVAL OF CHANGE ORDER #16, HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR

Attachment 5.2-1

Change Order #16 is to provide labor, material and equipment for landscaping and sprinklers for the Humanities Building. This work will require 120 days from the date the contractor is authorized to proceed and will not affect the current completion date of March 27, 1975 for the original contract. This work had been included and budgeted in the Preliminary Plan Package but was omitted from the plans and specifications for construction. The cost of the change order is $38,510.

Original contract price \( \$1,875,000 \)

Change Orders #1 thru #15 \( \text{plus } \$57,139 \)

\( \$1,932,139 \)

Change Order #16 \( + \$38,510 \)

New Contract Price: \( \$1,970,649 \)

The Superintendent recommends approval of Change Order #16 to the contract with Don Greene Contractor, Inc., Humanities Building Project at an additional cost of $38,510.

j. RECOMMENDED OCCUPANCY OF THE COMPUTER FACILITIES PORTION OF THE HUMANITIES BUILDING

The Inspector's Report indicates the Humanities Building completion date of March 27, 1975 may be delayed by approximately one month. The timing for relocating the existing computer operation into the new facilities must correspond to District requirements of Computer service. The current operating schedule makes it possible to relocate the existing equipment on March 25, 1975, during the Spring vacation (March 24-28). The next period the computer operation could be moved will not be until August, 1975.

Article 44, of the General Conditions, permits the District the right to take possession of and use any completed portions of the work. Occupancy of a portion of the work is not deemed an acceptance of any work not completed. If this prior use increases the cost or delays the work, the contractor may be entitled to extra compensation or extension of time as the architect may determine.

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

5.2 NON-ROUTINE - continued:

j. continued:

The Superintendent recommends approval of the portion of the Humanities Building housing the computer facilities, contingent upon written acceptance by the architect and written verification by the contractor that District occupancy will not increase the cost of or delay the work.

k. PUBLIC HEARING OF THE DRAFT ENVIRONMENTAL IMPACT REPORT OF THE SANTA BARBARA CITY COLLEGE MASTER PLAN

Attachment 5.2-k

The Draft EIR was completed and distributed in accordance with District and CEQA guidelines on March 5, 1975. Attachment 5.2-k includes a summary of the review process including current status, report content, evaluation, and recommended review schedule. If this review schedule is to be considered, a public hearing date should be set so that appropriate public notices can be made. At the hearing, members of the public are to be afforded an opportunity to express their opinion concerning the contents or adequacy of the Draft EIR.

l. PUBLIC HEARING FOR ACCEPTANCE OF PROPOSALS TO PURCHASE PROPERTY SURPLUS TO DISTRICT NEEDS

By Resolution No. 16, the Board set March 13, 1975 as the date for acceptance of proposals to purchase a parcel of land owned by the District and declared surplus to the District's needs. By law, these proposals must be accepted at a public hearing. Final acceptance of any proposal may be made either at the meeting or at an adjourned session of the same meeting to be held within 10 days following the March 13 meeting. Before accepting any written proposal, the Board shall call for oral bids. The Board may, at the meeting, reject any and all bids and withdraw the parcel from sale.

m. RECOMMENDED APPROVAL OF PRELIMINARY DRAWINGS FOR THE CHILDREN'S CENTER BUILDING

The architects for this project have been working with District staff on schematic studies for the Children's Center since January 30, 1975. The design has been approved by the Children's Center staff and Facilities Planning Committee. Preliminary plans, budget, and outline specifications will be presented to the Board at the meeting by the architects.

The Superintendent recommends approval of preliminary drawings and authorization to proceed with working drawings for the Children's Center building.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

n. RECOMMENDED APPROVAL OF ALLOCATION OF DEPARTMENTAL LEADERSHIP STIPENDS

Attachment 5.2-n

On November 14, 1974, the Board of Trustees approved an experimental plan for instructional organization. Included in the plan was a new approach to departmental organization. Compensation for departmental leadership was to be assigned on the basis of $140 per P.T.E. faculty plus $20 per teacher assigned to each department. Compensation was to be used in any of the following ways:

--to provide hourly release time for the Chairperson
--to provide a stipend for the Chairperson
--to be distributed among department faculty for leadership or support services provided
--to provide for student worker assistance

As departments have considered the new organization, some have indicated a preference to use departmental leadership allocations for purchase of special supplies or equipment or book loans which would be particularly beneficial to students in their departments. It seems appropriate to include this alternative as a use for the leadership stipend.

Attachment 5.2-n contains departmental leadership stipends as computed by the formula and the preferences for allocation as indicated by each department. Also included are the duties and responsibilities of department chairpersons, as approved by the Board of Trustees on November 14, 1974.

Approval of the allocations as listed is recommended.

o. STATUS OF FACILITIES FUNDING

Attachment 5.2-o

Attachment 5.2-o contains a summary of the status of facilities funding.

To complete facilities construction in accordance with the Master Plan will require $2,941,185 more than is available in bond funds or can be expected from State funds.

The present schedule calls for all projects of the Master Plan to be completed by 1981-82. That is seven budget years.

Present law permits the District to assess a tax for facilities on State approved projects. Matching funds can be raised through the process of bonding as well.

Costs for construction in Pershing Park and construction of the Child Care Facility are not included in the total above.

This item is provided for information. Further explanation will be provided as requested by the Board.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

p. RECOMMENDED APPROVAL OF REQUEST OF EXTENSION OF CETA MACHINE METALS PROJECT

Attachment 5.2-p

A CETA Machine Metals project for disadvantaged persons had been approved by the Board on September 12, 1974. An extension is desirable to train an additional 10 persons in the machine metals trades. Attachment 5.2-p contains the budget to carry the program from April 25 to June 30, 1975.

The Superintendent recommends approval of the request for an extension of the CETA Machine Metals Project.
6. GENERAL INFORMATION

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

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, March 13, 1975 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.