AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

March 27, 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 MARCH 13, 1975

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

a. OATH OF OFFICE FOR RE-ELECTED MEMBERS OF THE GOVERNING BOARD

Attachment 1.7-a

Official notification has been received from the County Clerk-Recorder's office that Mr. Sidney R. Frank and Mr. Benjamin P. J. Wells have been re-elected as members of the Governing Board for the Santa Barbara Community College District for a four-year term beginning April 1, 1975. The Oath of Office will be administered at the meeting by Dr. Glenn G. Gooder, Secretary/Clerk to the Board of Trustees, to the following:

Mr. Sidney R. Frank    Trustee Area #3
Mr. Benjamin P. J. Wells Trustee Area #4

b. REPORT OF SUBCOMMITTEE ON EDUCATIONAL POLICIES

Enclosure #1

On November 14, 1975, the Board of Trustees approved new Procedures for Selection of Students for the A.D.N. Program. It was understood that criteria were to be refined.

Refinement of criteria has occurred in procedures for evaluation of bi-culturalism and bi-lingualism. Proposed procedures were reviewed and approved by the Board Subcommittee on March 19, 1975. The minutes of the meeting are included in Enclosure #1.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTOR AND SUBSTITUTES, AND CHANGE FOR PREVIOUSLY APPROVED INSTRUCTOR FOR THE EVENING COLLEGE

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF CHANGES FOR PREVIOUSLY APPROVED INSTRUCTORS, ADDITIONAL CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION

Attachment 2.1-a(2)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(3)

b. NON ROUTINE

(1) RECOMMENDED AUTHORIZATION TO RECRUIT FOR CERTIFICATED POSITIONS SUBJECT TO FUNDING

Attachment 2.1-b(1)

Requests for additional certificated positions for 1975-76 have been prioritized and approved, subject to funding, by the Teacher/Coordinators, the Dean of Instruction, the Representative Council, and the Resources Allocation Review Board.

It is recommended that the first six positions on the priority list in Attachment 2.1-b(1) be approved, subject to future funding, and that authorization be given to recruit with the understanding that the positions may not be filled if not approved for funding during the budget development process.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS, AND HOURLY APPOINTMENTS FOR CONTINUING EDUCATION DIVISION

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS, GENERAL, TUTORIAL, COLLEGE WORK STUDY, AND VEA PROGRAMS

Attachment 2.2-a(2)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(3)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine

(1) RECOMMENDED APPROVAL OF YEARLY SALARY INCREMENTS
Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS
Attachment 2.2-b(2)

Volunteer services have been offered to the Audio-Visual Department for video tape productions. Fredrick Cota and Michael Moser are SBCC students and are contributing approximately 10 hours per week. Laura Krawczyk, daughter of Mrs. Krawczyk, Health Occupations Instructor, and John Reed are both students at Dos Pueblos High School enrolled in the TV courses there and they will be contributing about 5 hours per week.

It is recommended that the professional volunteer status be approved for these students, effective 3/10/75.

(3) RECOMMENDED TERMINATION OF BOOKSTORE SUPPLY CLERK, R. KEITH TRAPHAGEN, EFFECTIVE MARCH 17, 1975
Attachment 2.2-b(3)

At a meeting held on March 15, 1975, Mr. R. Keith Traphagen indicated that for health reasons he would not be able to return to his job of Bookstore Supply Clerk, upon expiration of his health leave of absence.

Mr. Traphagen first went on a health leave of absence on May 3, 1974, as a result of a work-related injury. He received two extensions of this health leave. The period of his last leave expired on March 17, 1975.

In accordance with District Classified Rules and Regulations, Section 1343.11, it is recommended that Mr. R. Keith Traphagen be terminated effective March 17, 1975, and placed on a re-employment list for 39 months.

(4) RECOMMENDED APPROVAL OF PROMOTION: ANNE L. MUNOZ, FROM INT. TYP.CLK. TO SR.TYP.CLK., MAC CARD (NEW POSITION), SECRETARIAL SUPPORT SERVICES CENTER, EFFECTIVE AS SOON AS POSSIBLE AFTER 3/27/75
Attachment 2.2-b(4)
3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

No items

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. P45-1892 through and including P45-1994.

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. RECOMMENDED ACCEPTANCE OF 36 BOOKS FROM VIRGINIA F. BASS

Attachment 5.2-a

Virginia F. Bass, a retired nurse at General Hospital, has offered the 36 books listed in the attachment for the Health Occupations Division. These books have an estimated value of $200.

The Superintendent recommends acceptance of this gift and requests authorization to send a letter of appreciation.

b. NOTIFICATION OF AUGMENTATION OF VEA, PART B, 1974-75 FUNDS, VOCATIONAL EDUCATION AMENDMENTS OF 1968

Enclosure #2

Notification has been received that the District's VEA, Part B, 1974-75 entitlement has been augmented by the sum of $13,940 bringing the total entitlement to date of $164,942. Enclosure #2 contains the project requirement identifying how the augmented funds will be used.

Approval of the proposed use of VEA, Part B, augmented funds is recommended.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

c. RECOMMENDED ACCEPTANCE OF CETA GRANT FOR COMMUNITY HEALTH TECHNICIAN PROGRAM

Attachment 5.2-c

Last May, a grant proposal was submitted to the County Manpower Planning Council for funding under the Comprehensive Employment and Training Act to underwrite the first year program for training Community Health Technicians. The project was not funded. Recently, however, the College was informed that additional funds were available, and that we might apply for funds to cover the remainder of the year. Such funds were applied for and approved in the amount of $17,075.

The Superintendent recommends acceptance of $17,075 in CETA funds for the Community Health Technician Program.

d. RECOMMENDED RATIFICATION OF SUBMISSION OF AN APPLICATION FOR A 1975-76 CETA GRANT FOR COMMUNITY HEALTH TECHNICIAN PROGRAM

Enclosure #3

Enclosure #3 contains a proposal for a follow-up CETA grant for the Community Health Technician Program. The initial request submitted last year was not approved but a partial grant was received. It is anticipated that support may be provided to begin a second class for Community Health Technicians.

It is recommended that submission of the proposal as described be ratified.

e. RECOMMENDED APPROVAL OF THE SUBMISSION OF AN APPLICATION FOR FEDERAL FUNDS FOR REMOVAL OF ARCHITECTURAL BARRIERS

Attachment 5.2-e

Federal funds are available for the second year for removal of architectural barriers to disabled persons. The District currently is participating in a contract with the California Dept. of Rehabilitation in a program involving $82,000 of barrier removal funds. The District's share of this program will be $16,400. District staff is currently surveying the campus to determine needs for a barrier free campus. The current application for funds is to identify all needs, priority order, and District commitment for the current year. Attachment 5.2-e indicates the current programs under contract, Dept. of Rehabilitation Questionnaire, and criteria used for funding. District staff will present, at the meeting, the total needs for this campus for removal of architectural barriers, recommended order of priority, and cost estimates.

It is recommended that approval be given to submit an application for funding reflecting the level of participation desired by the District for the 1974-75 fiscal year.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

f. RECOMMENDED APPROVAL OF AMENDMENT TO ORIGINAL INTRA-DISTRICT TRAVEL ALLOWANCE LIST FOR 1974-75

Attachment 5.2-f

Inadvertently, a travel allowance amount had been deleted for the Spring semester of 1975 for Gwendolyn Jenkins, Assistant Professor in the Health Occupations Division.

It is recommended that approval be given for an amendment to the 1974-75 Intra-District Travel Allowance List to re-instate Gwendolyn Jenkins as delineated in Attachment 5.2-f.

g. RECOMMENDED APPROVAL OF BUDGET ALLOCATIONS

Attachment 5.2-g

The Resources Allocation Review Board has reviewed requests and recommended allocations as indicated below:

Tutorial Services $2,500
Transportation 1,500

$4,000

It is recommended that these budget allocations be approved.

h. RECOMMENDED RATIFICATION OF AGREEMENT - SANTA BARBARA RELAYS

Enclosure #4

Annually, the District has co-sponsored the Santa Barbara Relays. The agreement was late this year in arriving in the Business Office to be included on the last agenda.

The Superintendent recommends ratification of an agreement between the University of California at Santa Barbara, the Santa Barbara Junior Chamber of Commerce and the Santa Barbara Community College District for co-sponsoring the Santa Barbara Relays.

i. RECOMMENDED APPROVAL OF AMENDMENT TO LEASE PURCHASE AGREEMENT WITH MR. EUGENE KUEHNLE

Enclosure #5

At the last meeting of the Board, it was decided that an option allowing the purchase of the property owned by Mr. Kuehnle would be better than leasing it. It has been determined that Mr. Kuehnle would be able to accept the property at Cliff and Weldon plus $60,000 as full payment for his property within the 1975 tax year without tax problems. Enclosure #5 is an amendment to the previously approved agreement which would allow the direct purchase.

The Superintendent recommends approval of the amendment to the Agreement To Lease Real Property, dated February 27, 1975, as delineated in Enclosure #5.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

j. RECOMMENDED EMPLOYMENT OF PACIFIC MATERIALS LABORATORY, INC., FOR FOUNDATION INVESTIGATION AT A COST NOT TO EXCEED $500

Attachment 5.2-j

The architects, Hall and Visioni, AIA, for the Children's Center building have requested a foundation investigation to complete the architectural and structural design of the project. Attachment 5.2-j includes the architects' letter of recommendation and the Pacific Materials Laboratory, Inc., proposal for the investigation.

It is recommended that Pacific Materials Laboratory, Inc., be employed to provide the foundation investigation for the Children's Center Building at a cost not to exceed $500.

k. RECOMMENDED APPROVAL OF DESIGN DEVELOPMENT DRAWINGS FOR SITE DEVELOPMENT, PHASE I

Attachment 5.2-k

The Preliminary Plan Package for this project was approved in October 1973, and submitted to the Chancellor's office. The project was reduced in scope but approved for working drawings during the 1974-75 fiscal year. Modifications were made and a revised Preliminary Plan Package was approved in September 1975. The project has been included in the Governor's Budget for Construction in the 1975-76 fiscal year.

The project architects, John Robert Henderson and William Blurock & Partners, have completed the design development phase of this project and are ready to begin the working drawing stage. Mr. Henderson will present the design development drawings at the meeting. Attachment 5.2-k includes project description and schedule, and the architects' current estimates.

The Superintendent recommends approval of design development drawings and authorization to proceed with working drawings for the Site Development Project, Phase I.

1. RECOMMENDED APPROVAL OF EXTRA SERVICES TO THE ARCHITECTURAL CONTRACT WITH JOHN ROBERT HENDERSON AND WILLIAM BLuroCK AND PARTNERS FOR SITE DEVELOPMENT, PHASE I

Attachment 5.2-1

Recent consultation with the Santa Barbara City Traffic Engineer relative to the pedestrian utilities bridge pier locations have resulted in a request by the City for a preliminary plan of Loma Alta Drive from Shoreline Drive to Cliff Drive. The purpose of the plan is to (a) study road alignment for bridge economy, (b) show graphically the effects of future access points indicated on the Master Plan, and (c) provide a basis for future negotiations relative to street improvements. Staff recommendations suggest the drawing be coordinated through the Site Development, Phase I, project architect as an extra services fee not to exceed $2,500.

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

5.2 NON-ROUTINE - continued:

1. continued:

The Superintendent recommends approval of extra services to the architectural contract with John Robert Henderson and William Blurock and Partners, architects, to provide a preliminary layout of Loma Alta Drive at a cost not to exceed $2,500.

m. RECOMMENDED MODIFICATION TO SANTA BARBARA CITY COLLEGE MASTER PLAN

Attachment 5.2-m

At the request of District staff, the Master Plan architects, John Robert Henderson and William Blurock & Partners, have produced "Guidelines for Exterior Colors" for the Santa Barbara City College Master Plan. Attachment 5.2-m includes the architects' recommendations which will be presented at the meeting.

The acquisition of the parcel of land at the southwest corner of Weldon Road and Loma Alta Drive and sale of the parcel of land at the northeast corner of Weldon Road and Cliff Drive will require a modification to the Santa Barbara City College Master Plan to reflect these changes and a relocation of the area designated for the Child Care Center. Attachment 5.2-m indicates the corrected location.

The Superintendent recommends the Santa Barbara City College Master Plan be modified to include the "Guidelines for Exterior Colors" recommended by the Master Plan architects, and additional modification to reflect the current Child Care Center location.

6. GENERAL INFORMATION

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

7. ADJOURNMENT

7.1 In accordance with provisions of Education Code Section 965, it is recommended that the Board of Trustees hold a Special Meeting on Thursday, April 3, 1975 at 4:00 p.m. in the Board Room to:


7.2 In accordance with provisions of Education Code Section 964, it is recommended that the annual organizational meeting of the Board of Trustees be held on Thursday, April 10, 1975.

The next regular meeting of the Board of Trustees is scheduled for Thursday, April 10, 1975, at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.