MINUTES

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

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, March 27, 1975 at 4:07 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Mrs. Kathryn O. Alexander, President
Dr. Joe W. Dobbs
Mr. Sidney R. Frank
Mr. James R. Garvin
Mrs. Joyce H. Powell
Mr. Benjamin P. J. Wells

Member absent:

Mrs. Ann Gutshall, Vice-President

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
Dr. Alfred Silvera, Administrative Dean, Student Services and Activities

Dr. John Forsyth, President, Academic Senate
Mr. K. Douglas Jost, Reporter, THE CHANNELS
Mr. Jim M. Williams, Director, College Information

Mr. Dean H. Ankeny, Director, Purchasing
Mr. Thomas F. Barbere, Audio-Visual Technician
Mrs. Betty Bartels, Sr. Secretary, Facilities & Operations
Miss Shirley Conklin, Assistant Dean, Health Occupations
Mr. Melvin J. Elkins, Assistant Dean, Occupational and Career Education
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Ms. Miriam Hawthorne, S.B. County Commission on Status of Women
Mr. Peter O. Haslund, Assistant Professor, Political Science
Mr. John Robert Henderson, Architect
Miss Laura Krawczyk, Dos Pueblos High School Student
Mr. Owen C. McCorkle, Architect, William Blurock & Partners
Mr. Burton P. Miller, Assistant to the Superintendent-President
Mrs. Anne Munoz, Sr. Typ. Clk. appointee, Secretarial Support Services Center
Mr. Daniel Oroz, Affirmative Action Officer/Director, Personnel Services
Mr. John Reed, Dos Pueblos High School Student
Mrs. Dee K. Rose, Administrative Secretary, Business Services
Mrs. Charlotte Spafford, Administrative Aide, Business Services
Mr. R. Keith Traphagen
Mrs. Donald L. Trent
Mr. Donald L. Trent, Director, Facilities Development
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.

Mrs. Alexander also announced that Board members had just returned from a tour of the new Humanities Building. She felt that it was an absolutely beautiful working environment with fantastic views and that all who see it will be pleased.

1.4 EXECUTIVE SESSION

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

1.5 MINUTES OF REGULAR MEETING OF MARCH 13, 1975

Upon motion of Dr. Dobbs, seconded by Mr. Garvin, the minutes of the regular meeting of March 13, 1975 were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. OATH OF OFFICE FOR RE-ELECTED MEMBERS OF THE GOVERNING BOARD,
   Attachment 1.7-a

   Dr. Gooder stated that the official results of the March 4 election had been received from the County Clerk-Recorder's office, and Mr. Frank and Mr. Wells have been re-elected as members of the Governing Board for a four-year term beginning April 1, 1975.

   continued on next page . . . .
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

a. continued:

With extreme pleasure, Dr. Gooder administered the Oath of Office to Mr. Sidney R. Frank, representing Trustee Area #3, and Mr. Benjamin P. J. Wells, representing Trustee Area #4.

Congratulations were then extended to the two members by Dr. Gooder and the other Board members.

b. REPORT OF SUBCOMMITTEE ON EDUCATIONAL POLICIES, Enclosure #1

Dr. Gooder stated that Enclosure #1 contained the minutes of a meeting held by the Board Subcommittee on Educational Policies. The committee had reviewed and approved proposed procedures for evaluation of bi-culturalism and bi-lingualism. This refinement of criteria was according to Board direction when Board approval had been given November 14, 1974 for new Procedures for Selection of Students for the A.D.N. Program. Dr. Gooder added that this item was presented for information only at this time.

Mr. Frank, chairman of the Subcommittee, expressed pleasure with the outcome of one of the tougher parts of the educational requirements. He stated that a very favorable comment about the application had been received from one of the applicants.

In response to questions, Miss Conklin, Assistant Dean of Health Occupations, stated that processing of applications was nearing completion, interviews would begin next week, and an early report would be presented to the Board.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of the following routine Certificated Personnel action items, as indicated in the attachments:

(1) APPROVAL OF ADDITIONAL HOURLY INSTRUCTOR AND SUBSTITUTES, AND CHANGE FOR PREVIOUSLY APPROVED INSTRUCTOR FOR THE EVENING COLLEGE, Attachment 2.1-a(1)

(2) APPROVAL OF CHANGES FOR PREVIOUSLY APPROVED INSTRUCTORS, ADDITIONAL CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)

(3) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a(3)
2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-ROUTINE

(1) AUTHORIZATION TO RECRUIT FOR CERTIFIED POSITIONS SUBJECT TO FUNDING, Attachment 2.1-b(1)

Dr. Gooder stated that a recent study of requests for additional certificated positions resulted in the prioritized list contained in Attachment 2.1-b(1). This prioritized list had been approved by the Teacher/Coordinators, the Dean of Instruction, the Representative Council, and the Resources Allocation Review Board.

Dr. Gooder recommended that the first six positions (through the two temporary positions) be approved at this time, even though funding is uncertain.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the first six certificated positions on the priority list contained in Attachment 2.1-b(1) and to authorize recruitment 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

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Garvin, and passed by the Board to approve of the following routine Classified Personnel action items, as indicated 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, GENERAL, TUTORIAL, COLLEGE WORK STUDY, AND VEA PROGRAMS, Attachment 2.2-a(2)

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

b. NON-ROUTINE

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

Dr. Gooder recommended with pleasure yearly salary increments for the five employees listed on the attachment.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the yearly salary increments as delineated in Attachment 2.2-b(1).
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

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

Dr. Gooder stated that four persons have volunteered to assist in the Audio-Visual Department in video tape productions.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the professional volunteer status for the four persons listed in Attachment 2.2-b(2), effective March 10, 1975.

Miss Krawczyk and Mr. Reed, Dos Pueblos High School students, were present and introduced to the Board by Mr. Tom Barbee of the Audio-Visual Department.

Mrs. Alexander thanked them for attending the meeting.

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

Dr. Gooder stated that, as indicated in the attachment, Mr. Traphagen's health does not permit his return to the position he held in the Bookstore. The employee has been on illness leave since May of 1974 as a result of a work-related injury. It was recommended that Mr. Traphagen be terminated and placed on a re-employment list for 39 months in accordance with District policy.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to terminate Mr. R. Keith Traphagen as of March 17, 1975 and to direct the staff to place him on a re-employment list for a 39-month period.

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

Dr. Gooder was pleased to recommend the promotion of Mrs. Anne Munoz to Sr.Typ.Clk. (Mag Card) in the Secretarial Support Services Center. Mrs. Munoz is currently in the Admissions Office.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to approve of the promotion of Mrs. Anne L. Munoz from Int.Typ.Clk. (Admissions) to Sr.Typ.Clk., Mag Card (Secretarial Support Services Center), effective after March 27, 1975.

Mrs. Alexander offered congratulations to Mrs. Munoz, who was present, and thanked her for attending the meeting.
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3. STUDENT PERSONNEL  

3.1 REPORT BY ASSOCIATED STUDENTS  
None given  

4. CURRICULUM AND INSTRUCTION  
No items  

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. ACCEPTANCE OF 36 BOOKS FROM VIRGINIA F. BASS, Attachment 5.2-a  

Dr. Gooder stated that the books listed on Attachment 5.2-a had been offered by a retired nurse, Virginia F. Bass, to the Health Occupations Department.  

A motion was made by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to accept this gift and to direct the Superintendent to send a letter of appreciation to Ms. Virginia F. Bass.  

b. NOTIFICATION OF AUGMENTATION OF VEA, PART B, 1974-75 FUNDS, VOCATIONAL EDUCATION AMENDMENTS OF 1968, Enclosure #2  

Dr. Gooder indicated that notification had been received that the VEA, Part B, 1974-75 entitlement had been augmented by the sum of $13,940 bringing the total entitlement to date to $164,942. The proposed use of the funds are identified in the project requirement contained in Enclosure #2.  

A motion was made by Mr. Wells, seconded by Mr. Frank, and passed by the Board to approve of the proposed use of augmented VEA, Part B, 1974-75 funds as identified in Enclosure #2.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

c. ACCEPTANCE OF CETA GRANT FOR COMMUNITY HEALTH TECHNICIAN PROGRAM, Attachment 5.2-c

Dr. Gooder stated that a grant proposal submitted last May requesting funds for the first year training program of Community Health Technicians had not been funded. Recently notification had been received that additional funds were available and the District could apply for funds for the remainder of the year. Such funds were applied for and granted in the amount of $17,075 for the current year.

A motion was made by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to accept $17,075 in Comprehensive Employment and Training Act (CETA) funds for the Community Health Technician Program for 1974-75.

d. RATIFICATION OF SUBMISSION OF AN APPLICATION FOR A 1975-76 CETA GRANT FOR COMMUNITY HEALTH TECHNICIAN PROGRAM, Enclosure #3

Dr. Gooder indicated that Enclosure #3 contained a request for CETA funds for the next year for the Community Health Technician Program which would permit the District to begin a second class.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to ratify the submission of an application for CETA funds for the Community Health Technician Program for the 1975-76 year.

e. APPROVAL OF THE SUBMISSION OF AN APPLICATION FOR FEDERAL FUNDS FOR REMOVAL OF ARCHITECTURAL BARRIERS, Attachment 5.2-e

Dr. Gooder stated that federal funds may be available for a second year for removal of architectural barriers to disabled persons. He added that Mr. Huglin and Dr. Silvera had personally toured the campus recently in wheelchairs.

Mr. Trent stated that the District is currently participating in a contract with the California Dept. of Rehabilitation in a program involving $82,000, including $16,400 of District funds. Copies of a 3-part proposed program for items such as installation of elevators, modification of ramps, restrooms, walkways, etc., including order of priority and cost estimates were distributed to Board members. Mr. Trent spoke to many of the details in the proposal and pointed out the location of each item on an enlarged campus map.

Dr. Gooder interjected that two representatives of the Dept. of Rehabilitation had visited the campus recently, and consequently the staff became aware of available funds on a possible four to one basis. The District is not mandated to comply except in the case of all future construction. Dr. Gooder recommended consideration by the Board of requesting all three levels of the program totaling $207,250, including District share of $41,450.

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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. continued:

A motion was made by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the submission of an application to the California Department of Rehabilitation in the amount of $207,250 for removal of architectural barriers.

f. APPROVAL OF AMENDMENT TO ORIGINAL INTRA-DISTRICT TRAVEL ALLOWANCE LIST FOR 1974-75, Attachment 5.2-f

Dr. Gooder indicated that Gwendolyn Jenkins had been inadvertently omitted for the Spring semester from the Intra-District Travel Allowance List for 1974-75.

A motion was made by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to approve of an amendment to the 1974-75 Intra-District Travel Allowance List as delineated in Attachment 5.2-f.

g. APPROVAL OF BUDGET ALLOCATIONS, Attachment 5.2-g

Dr. Gooder indicated that the Resources Allocation Review Board had reviewed and recommended the following budget allocations:

- Tutorial Services $2,500
- Transportation $1,500

Dr. Gooder concurred in the recommendations.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to approve of the above budget allocations.

h. RATIFICATION OF AGREEMENT, SANTA BARBARA RELAYS, Enclosure #4

Dr. Gooder stated that Enclosure #4 contained an agreement for the Santa Barbara Relays for the District to be a co-sponsor. This had been received very late necessitating contacting four Board members who indicated approval of the agreement.

In response to questions, Dr. Gooder stated that only the University portion of the Relays had been cancelled and other events were conducted with some to be re-scheduled later due to the rain.

It was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to ratify the Santa Barbara Relays Agreement as described in Enclosure #4.

i. APPROVAL OF AMENDMENT TO LEASE PURCHASE AGREEMENT WITH MR. EUGENE KUEHNLE, Enclosure #5

Dr. Gooder indicated that at the last Board meeting, it had been decided that an option to purchase would be better than to lease the property owned by Mr. Kuehnle.

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5. BUSINESS SERVICES - continued:

5.2 NON ROUTINE - continued:

i. continued:

Dr. Sorsabal stated that Enclosure #5 contained an amendment to the previously-approved agreement which would allow direct purchase involving no interest charges.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the amendment to the Agreement To Lease Real Property, dated February 27, 1975, as described in Enclosure #5.

j. APPROVAL OF EMPLOYMENT OF PACIFIC MATERIALS LABORATORY, INC., FOR FOUNDATION INVESTIGATION AT A COST NOT TO EXCEED $500, Attachment 5.2-j

Dr. Gooder indicated that Attachment 5.2-j contained a request from the architects, Hall and Visioni, for a foundation investigation for the new Children's Center Building.

In response to questions, Mr. Trent assured Board members that this was not an unusual request. Such an investigation to complete architectural and structural design of the project was routine for such a heavy structure.

It was moved by Dr. Dobbs, seconded by Mr. Garvin, and passed by the Board to approve of the employment of Pacific Materials Laboratory, Inc., to provide a foundation investigation for the Children's Center Building at a cost not to exceed $500 and as delineated in Attachment 5.2-j.

k. APPROVAL OF DESIGN DEVELOPMENT DRAWINGS FOR SITE DEVELOPMENT, PHASE I, Attachment 5.2-k

Mr. Trent stated that this project is now included in the Governor's construction budget in the 1975-76 fiscal year. A time schedule was included in the attachment together with the architect's current estimates. According to Mr. Trent, the College's maintenance staff, Mr. Al Flinck, Assistant Professor in the Life Science Department, and a group of students have also thoroughly reviewed the completed design development phase of this project.

Mr. Henderson identified certain areas of concern on displayed maps and responded to specific questions from the Board.

A motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the design development drawings for the Site Development Project, Phase I, and to authorize the project architects to proceed with the working drawings.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. 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

Mr. Trent stated that recent discussions with the City Traffic Engineer relative to the pedestrian 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.

Mr. Trent explained that 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. It was deemed appropriate that the plan be coordinated through the Site Development Project architect.

A motion was made by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of extra services to the architectural contract with John Robert Henderson and William Blurock and Partners to provide a preliminary plan of Loma Alta Drive at a cost not to exceed $2,500.

m. APPROVAL OF MODIFICATION TO SANTA BARBARA CITY COLLEGE MASTER PLAN, Attachment 5.2-m

Dr. Gooder indicated that the Santa Barbara Master Plan will require two modifications: 1) exterior color schemes, and 2) the relocation of the Children's Center site.

Mr. Owen McCorklc, architect with William Blurock and Partners, displayed a chart of basic colors for the Master Plan. He indicated that the colors shown were only a guideline at this point and were arrived at after discussions with Mr. Trent and Mr. Henderson. The color guidelines were contained in the attachment.

A motion was made by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve of the modifications to the Santa Barbara City College Master Plan to include the Guidelines For Exterior Colors and to show the relocation of the Children's Center site.

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 of March 28 to April 10, 1975, inclusive.
7. ADJOURNMENT

7.1 SPECIAL MEETING SCHEDULED

In accordance with provisions of Education Code Section 965, it was moved by Mr. Garvin, seconded by Mr. Frank, and passed by the Board to schedule a Special Meeting to be held on Thursday, April 3, 1975 at 4:00 p.m. in the Board Room to conduct a Public Hearing on the Environmental Impact Report on the Santa Barbara City College Master Plan.

7.2 ANNUAL ORGANIZATIONAL MEETING

In accordance with provisions of Education Code Section 964, it was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to hold the annual organizational meeting of the Board of Trustees in conjunction with the regularly-scheduled meeting on Thursday, April 10, 1975 at 4:00 p.m.

ADDED ITEM:

Upon recommendation of the Superintendent, a meeting of the Board Subcommittee on Budget was scheduled for Wednesday, April 2, 1975 at 4:30 p.m. in the Board Room.

The committee consists of Mr. Garvin, chairman, Mrs. Alexander, and Mrs. Gutshall and will meet with an Ad Hoc committee from the Representative Council to discuss the Resources Allocation Review Board.

Upon motion of Mr. Wells, seconded by Mr. Garvin, the Board of Trustees of the Santa Barbara Community College District adjourned their regular meeting at 5:25 p.m.

The next meeting of the Board of Trustees will be a Special Meeting held on Thursday, April 3, 1975, and the next regularly-scheduled meeting will be held on Thursday, April 10, 1975. Both meetings will start at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

ATTEST:

MRS. KATHRYN O. ALEXANDER
President, Board of Trustees
Santa Barbara Community College District

DR. GLENN G. GOODER
Superintendent-President and Secretary-Clerk to the Board of Trustees

Approved by the Board of Trustees

on April 10, 1975.