AGENDA

ANNUAL ORGANIZATIONAL MEETING
AND
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

April 10, 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 27, 1975
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. LETTER FROM MR. KING DURKEE, CHAIRMAN, CALIFORNIA COMMUNITY COLLEGE BOARD OF GOVERNORS
      Attachment 1.7-a
         Mr. King Durkee, Chairman of the Board of Governors has responded to the Board of Trustees' resolution regarding the election on the annexation of the Channel Islands. His response is contained in the attachment.
   1.8 BOARD ACTION REQUIRED IN CONNECTION WITH THE 1975-76 BOARD OF TRUSTEES ORGANIZATIONAL MEETING
      a. ELECTION OF PRESIDENT AND VICE-PRESIDENT
         The Education Code requires that a President and a Vice-President be elected during this meeting. In accordance with Board policy established on March 11, 1971, "The President shall be elected for a one-year term and may succeed himself or herself in office for one additional year".
1. GENERAL FUNCTIONS - continued:

1.8 continued:

b. ELECTION OF SECRETARY-CLERK AND ASSISTANT SECRETARY-CLERK

The Superintendent recommends the following action with regard to filling the positions of Secretary-Clerk and Assistant Secretary-Clerk:

(1) That the Superintendent-President, Dr. Glenn G. Gooder, be elected Secretary-Clerk for the period from April 1, 1975 through March 31, 1976.

(2) That the Administrative Dean, Business Services, Dr. Donald K. Sorsabal, be elected Assistant Secretary-Clerk for the period from April 1, 1975 through March 31, 1976.

c. ELECTION OF REPRESENTATIVES TO THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

It has been customary for the Board to elect one of its members to represent the District on the County Committee on School District Organization. Mr. Garvin has served in this capacity for the past five years.

d. ESTABLISHMENT OF MEETING DATES, TIME, AND PLACE

In accordance with Board policy established on March 11, 1971, the Board of Trustees has met on the second and fourth Thursdays of each month at 4:00 p.m. in the Board Room at Santa Barbara City College.

e. LIAISON REPRESENTATIVE, COMMUNITY COLLEGE DIVISION OF THE CALIFORNIA SCHOOL BOARDS ASSOCIATION

Attachment 1.8-e

A meeting of the Community College Division of California School Boards Association is anticipated in September. Mr. Sidney R. Frank was appointed as the Liaison Representative on August 22, 1974.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY, SUBSTITUTES AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION

Attachment 2.1-a(1)

(2) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(2)
Agenda - Annual Organizational
Meeting and Regular Meeting
Board of Trustees - SBCCD
April 10, 1975

2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL SABBATICAL LEAVE, MRS. MARGARET McGILLIN, SPRING, 1976
Attachment 2.1-b(1)

(2) PRESENTATION OF CERTIFICATED SALARY PROPOSAL, 1975-76, INSTRUCTORS' ASSOCIATION

(3) PRESENTATION OF ADMINISTRATIVE SALARY PROPOSAL FOR 1975-76

(4) PRESENTATION OF HOURLY CERTIFICATED SALARY PROPOSAL, 1975-76, CONTINUING EDUCATION INSTRUCTORS' ASSOCIATION

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

(2) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE: EDWARD DOMINGUEZ, CUSTODIAN, FACILITIES & OPERATIONS DEPT., EFFECTIVE 4/1/75 FOR APPROXIMATELY ONE MONTH
Attachment 2.2-b(1)

3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL FOR NEW COURSES FOR 1975-76

Attachment 4.1

Attachment 4.1 contains a list of new courses in alphabetical order as approved by the Curriculum Advisory Committee. These courses will be offered during the 1975-76 academic year pending funding. Also, included is the list of new courses as prioritized for funding by the Curriculum Advisory Committee.

It is recommended that the new courses for 1975-76 be approved pending funding in the priority order recommended.
4. CURRICULUM AND INSTRUCTION - continued:

4.2 RECOMMENDED APPROVAL OF SUMMER SESSION SCHEDULE FOR 1975

Attachment 4.2

Attachment 4.2 contains the Summer Session Schedule for 1975. Mr. Russell Wenzlau, Assistant Dean of Summer Session, will be present to speak to this item.

It is recommended that the Summer Session Schedule for 1975 be approved.

4.3 INFORMATION REGARDING LA MESA PROJECT

Enclosure #1

District support is being sought for a three-year program of community education and research related to alternate sources of energy and urban agriculture, conducted by the Community Environmental Council, Inc., and the University of California at Santa Barbara, known as La Mesa Project. The District is being asked, also, to indicate its willingness to continue to cooperate with the Community Environmental Council in providing classes and forums for the community under the Continuing Education Division. This item is provided for information at this time.

Mr. Paul Relis, Director, The Community Environmental Council, Inc., will be present to answer questions.

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. P45-1995 through and including P45-2121.

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. 39, HUMANITIES BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR FOR THE PERIOD ENDING 4/1/75

Attachment 5.2-a
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. INSPECTOR'S REPORT No. 6, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING APRIL 1, 1975

Attachment 5.2-b

c. RECOMMENDED APPROVAL OF AGREEMENT FOR SERVICES WITH THE U. S. NAVY, NAVAL AIR STATION, POINT MUGU

Attachment 5.2-c

The Supply Officer at the Naval Air Station, Point Mugu, is again requesting participation of the Marine Tech Program in the Attachment Device Program. The contract calls for payment of $1,500 to the District for this participation.

The Superintendent recommends approval of the contract with the Supply Officer at Point Mugu, Naval Air Station, in the amount of $1,500.

d. RECOMMENDED APPROVAL OF THE SUBMISSION OF AN APPLICATION TO THE PUBLIC HEALTH SERVICE, DHEW, FOR A NURSING CAPITATION GRANT

Enclosure #2

Although appropriations have not yet been finalized, applications have been invited for nursing program capitation grants for fiscal year 1976. Applications must be postmarked no later than April 12, 1975. The last such grant was received in 1972-73 in the amount of $18,828.

The Superintendent recommends approval of the submission of an application for a Nursing Capitation Grant.

e. RECOMMENDED RATIFICATION OF THE SUBMISSION OF A PRELIMINARY PROPOSAL TO THE NATIONAL SCIENCE FOUNDATION FOR A GEOSCIENCES TECHNICIAN PROGRAM

Enclosure #3

Under its Science and Engineering Technician Education Program, the National Science Foundation supports the development of programs to train para-professionals in the science and engineering fields. Santa Barbara City College has this year inaugurated such a program in the Earth Sciences. This proposal would seek funds to support the further development of the program during the Summer, Fall, and Spring of 1975-76. Total amount requested is $11,000. No matching funds are required. The preliminary proposal has been transmitted to NSF in order to provide sufficient time for review and submission of a final proposal before the end of the fiscal year.

The Superintendent recommends ratification of the submission of this preliminary proposal.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED APPROVAL FOR SUBMISSION OF AN APPLICATION FOR FUNDING OF COMPREHENSIVE EMPLOYMENT AND TRAINING ACT (CETA) PROJECT FOR ELECTRONIC FAMILY OF OCCUPATIONS IN THE AMOUNT OF $27,265

Attachment 5.2-f

It is recommended that the Board approve the submittal of an application for funding of a CETA Electronic Family of Occupations Project to start September 8, 1975 for 35 weeks, in the amount of $27,265 for a maximum of 30 disadvantaged persons.

g. RECOMMENDED APPROVAL FOR SUBMISSION OF AN APPLICATION FOR FUNDING OF COMPREHENSIVE EMPLOYMENT AND TRAINING ACT (CETA) PROJECT FOR OFFICE SKILLS IN THE AMOUNT OF $29,920

Attachment 5.2-g

It is recommended that the Board approve the submittal of an application for funding of a CETA Office Skills Project to start September 8, 1975 for 35 weeks, in the amount of $29,920, for a maximum of 30 disadvantaged persons.

h. RECOMMENDED APPROVAL FOR SUBMISSION OF AN APPLICATION FOR FUNDING OF COMPREHENSIVE EMPLOYMENT AND TRAINING ACT (CETA) PROJECT FOR MACHINE METALS IN THE AMOUNT OF $28,003

Attachment 5.2-h

It is recommended that the Board approve the submittal of an application for funding of a CETA Machine Metals Project to start September 8, 1975 for 35 weeks, in the amount of $28,003, for a maximum of 30 disadvantaged persons.

i. RECOMMENDED APPROVAL OF AMENDMENT TO THE INTRA-DISTRICT TRAVEL ALLOWANCE LIST FOR 1974-75

Attachment 5.2-i

It is recommended that the Intra-District Travel Allowance List for 1974-75 be amended to include travel allowances for Work Experience Activities personnel for the 1975 Spring semester.

j. RECOMMENDED APPROVAL OF BUDGET ALLOCATIONS

Attachment 5.2-j

The Resources Allocation Review Board recommends an additional allocation of $2,384 for supplies and contracted services for the P. E. and Athletic Divisions, as described on Attachment 5.2-j.

It is recommended that this allocation be approved.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #75-055

Attachment 5.2-k

Appropriation Transfer #75-055 in the amount of $3,668 is a request to transfer funds to correct accounts for the Health Services Cost Center. This covers an internal action.

The Superintendent recommends approval of Appropriation Transfer #75-055 as delineated in Attachment 5.2-k.

1. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #75-056 THROUGH #75-060 AND ADOPTION OF RESOLUTION No. 24

Attachment 5.2-1

#75-056 in the amount of $2,521: To transfer funds from Undistributed Reserve to Hearing Costs Account covering expenses incurred during personnel hearing.

#75-057 in the amount of $1,200: To transfer funds from Undistributed Reserve to Hourly Salaries Account per RARB meeting of November 7, 1974.

#75-058 in the amount of $2,500: To transfer funds from Undistributed Reserve to Hourly Student Tutor Account to cover additional tutor salaries due to increase in classes and enrollment.

#75-059 in the amount of $440: To transfer funds from Undistributed Reserve to Replacement Account to cover replacement of record player and projector for the Audio-Visual Department.

#75-060 in the amount of $1,500: To transfer funds from Undistributed Reserve to Mileage Account for the Co-Curricular Budget to meet their 1974-75 transportation commitments.

The Superintendent recommends approval of the above-listed appropriation transfers and adoption of Resolution No. 24 contained in the attachment.

m. CONSIDERATION OF RESOLUTION FROM CONTINUING EDUCATION FACILITIES ADVISORY COMMITTEE

Attachment 5.2-m

Attachment 5.2-m is a resolution presented for consideration by the Board of Trustees. It is a recommendation that the Board of Trustees write to the City Council urging that the integrity of Adult Education property be safeguarded in any Redevelopment Plan.

It is presented at this time for initial discussion by the Board of Trustees.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

n. RECOMMENDED APPROVAL OF RESOLUTION No. 25 REQUESTING STATE ALLOCATION BOARD APPROVAL FOR INTERIM USE OF NON-FIELD ACT-CONFORMING BUILDINGS

Attachment 5.2-n

The Education Code requires all District-owned or leased facilities used for school use that do not meet Field Act structural requirements be repaired, reconstructed, or replaced. The new Vocational Technology building, now under construction, is to replace existing leased welding and machine facilities at Nopal Street. The Nopal Street facility does not meet the structural requirements of the Field Act. The Education Code does allow continued use of this facility through completion of the Vocational Technology building, or June 30, 1977. The District must, by resolution, request approval from the State Allocation Board for the use of such a facility beyond June 30, 1975, and until June 30, 1977.

It is recommended that Resolution No. 25 be adopted requesting State Allocation Board approval for interim use of the Nopal Street leased facility.

o. RECOMMENDED AUTHORIZATION TO DEVELOP PRELIMINARY PLANS FOR THE PHYSICAL SCIENCE ADDITION AND RENOVATION AND TO CONSIDER APPLICATIONS FOR ARCHITECTURAL SERVICES

Attachment 5.2-o

The schedule of development, as listed in the District Ten-Year Construction Plan, calls for submittal of preliminary plans for the Physical Science addition and renovation prior to October 1, 1975. It will be necessary to select an architectural firm for the project prior to the development of the Preliminary Plan Package. Attachment 5.2-o includes a statement of relationship of the project to the college educational plans, and anticipated cost and schedule.

It is recommended that the staff be authorized to develop preliminary plans for the Physical Science addition and renovation and to consider applications for architectural services.

p. RECOMMENDED AUTHORIZATION TO DEVELOP PRELIMINARY PLANS FOR THE CAMPUS CENTER ADDITION AND RENOVATION AND TO CONSIDER APPLICATIONS FOR ARCHITECTURAL SERVICES

Attachment 5.2-p

The schedule of development, as listed in the District Ten-Year Construction Plan, calls for submittal of preliminary plans for the Campus Center addition and renovation prior to October 1, 1975. It will be necessary to select an architectural firm for the project prior to the development of the Preliminary Plan Package. Attachment 5.2-p includes a statement of relationship

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

5.2 NON-ROUTINE - continued:

p. continued:

of this project to college educational plans, and anticipated cost and schedule.

It is recommended that the staff be authorized to develop preliminary plans for the Campus Center addition and renovation and to consider applications for architectural services.

q. RECOMMENDED APPROVAL OF EXTRA SERVICES TO THE ARCHITECTURAL CONTRACT WITH JOHN ROBERT HENDERSON, ARCHITECT FOR THE ADMINISTRATION BUILDING RENOVATION

Enclosure #4

The current program, under contract with the Department of Rehabilitation, for removal of architectural barriers includes renovations in the Campus Center, Administration Building, Physical Science 101, Library and miscellaneous site work. Additionally, the Humanities Building secondary effects will require renovations in the Campus Center and Library. It is recommended that architectural services required for these renovations be included as extra services to the existing architectural contract for the Administration Building renovations. Enclosure #4 lists the renovations to be included and a proposal letter from Mr. Henderson.

The Superintendent recommends approval of extra services to the architectural contract with John Robert Henderson, architect for the Administration Building renovations, in accordance with Enclosure #4 at a cost not to exceed $18,966.

r. REPORT ON STATUS OF FACILITIES FUNDING

Enclosure #5

Enclosure #5 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:

s. RECOMMENDED CHANGE IN MEMBERSHIP OF RESOURCES ALLOCATION REVIEW BOARD

Enclosure #6

The Board Budget Subcommittee met on April 2, 1975 to receive recommendations from an Ad Hoc Subcommittee of the Representative Council to discuss the distribution of membership on the Resources Allocation Review Board.

By unanimous vote the Budget Subcommittee approved the following recommendation for consideration by the Board of Trustees.

It is recommended by the Board Budget Subcommittee that:

1. The Resources Allocation Review Board be composed of four faculty members, 2 classified employees, and 2 administrators; and

2. the Representative Council be urged to make certain that appointment of faculty members to serve on the Resources Allocation Review Board be such that the faculty has utmost confidence in their representatives.

T. RECOMMENDED PROCEDURES AND GUIDELINES FOR REALLOCATION PLANNING

Enclosure #7

An Ad Hoc committee of RARB has been appointed to develop Recommended Procedures which would attempt to facilitate the budget review process for which RARB is responsible. Enclosure #7 is a copy of the final recommendations for Board consideration.

Additionally included for consideration are the recommended Procedures and Guidelines under which RARB will function to review the budget requests for 1975-76. These items will be discussed in detail at the meeting.

The Superintendent recommends the Procedures for RARB's operation and the Procedures And Guidelines For Resource Allocation Planning be approved.

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, April 24, 1975 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.