AGENDA

SPECIAL MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 12, 1975

3:00 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 May 22, 1975
      MINUTES OF SPECIAL MEETING OF May 29, 1975
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. CSBA DELEGATE ASSEMBLY NOMINATIONS
      Attachment 1.7-a
         Attachment 1.7-a contains a notice that nominations for
         CSBA Delegate Assembly are open from June 1 through July 15.
         If the Board wishes to nominate candidates or to consider the
         nomination of candidates, such action can be scheduled for the
         June 26 or July 10 Board meeting.
      b. ODDS AND ENDS NEWSLETTER, OCCUPATIONAL EDUCATION
         Enclosure #1
      c. REPORT ON POSSIBLE ENROLLMENT LEGISLATION
         Staff will report on the current status of discussions regarding
         possible limitations on community college growth in the State
         budget.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTES, AND CONSULTANT (LECTURER), CONTINUING EDUCATION DIVISION
Attachment 2.1-a(1)

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

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF EMPLOYMENT OF 1975 SUMMER SESSION FACULTY
Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT: KARL HALBACH, INSTRUCTOR, GEOLOGY (TEMPORARY POSITION), FALL, 1975, EFFECTIVE 9/3/75
Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: GEORGE S. LEWIS, INSTRUCTOR, RADIOLOGIC TECHNOLOGY (REPLACEMENT), EFFECTIVE 9/3/75
Attachment 2.1-b(3)

(4) RECOMMENDED APPROVAL OF APPOINTMENT: MYRENE SMITH, INSTRUCTOR, ASSOCIATE DEGREE NURSING, HEALTH OCCUPATIONS DIVISION (REPLACING E. ANDERSON), EFFECTIVE 9/3/75
Attachment 2.1-b(4)

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY APPOINTMENTS
Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK/STUDY (ON- AND OFF-CAMPUS), VEA AND TUTORIAL 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 ACCEPTANCE OF RESIGNATION: SOFIA M. BRAUNER, TEACHER'S AIDE, LIFE SCIENCE, EFFECTIVE 6/30/75
Attachment 2.2-b(1)

(2) RECOMMENDED ACCEPTANCE OF RESIGNATION: ELAINE M. RYMILLS, LAB. TECH., LIFE SCIENCE, EFFECTIVE 8/31/75
Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE: MARY J. MOFFAT, ADMIN. SEC., STUDENT SERVICES, EFFECTIVE 4/28/75 FOR APPROX. 2 MONTHS
Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE: EDWARD DOMINGUEZ, CUSTODIAN (GRAVEYARD SHIFT), FACILITIES & OPERATIONS, EFFECTIVE 6/1/75 to 7/7/75
Attachment 2.2-b(4)

(5) RECOMMENDED APPROVAL OF APPOINTMENT: BARBARA L. ORTIZ, INT. TYP.CLK., CONTINUING EDUCATION DIVISION (REPLACING L. SHARP) EFFECTIVE 6/23/75
Attachment 2.2-b(5)

(6) RECOMMENDED APPROVAL OF APPOINTMENT: LAWRENCE S. TROXELL, LAB. TECH., CHEMISTRY (REPLACING D. CORBIN), HALF-TIME, EFFECTIVE 6/16/75
Attachment 2.2-b(6)

(7) RECOMMENDED APPROVAL OF ADJUSTMENTS IN SALARY AND PERSONNEL BENEFITS FOR CLASSIFIED PERSONNEL

Enclosure #2

Enclosure #2 contains recommendations regarding Classified Salary and Benefit adjustments for 1975-76. These have been developed through discussions between CSEA representatives and the Superintendent-President.

It is recommended that the Classified Salary and Personnel Benefits Adjustments be approved as described.
3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE

Attachment 3.2

The Superintendent recommends that the Board of Trustees confer upon each of the candidates (423) listed in the attachment the Associate in Arts Degree, subject to completion of the State and local requirements for the degree.

3.3 RECOMMENDED APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN SCIENCE DEGREE

Attachment 3.3

The Superintendent recommends that the Board of Trustees confer upon each of the candidates (140) listed in the attachment the Associate in Science Degree, subject to the completion of the State and local requirements for the degree.

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF SUMMER 1975 CLASSES FOR THE CONTINUING EDUCATION DIVISION

Attachment 4.1

4.2 RECOMMENDED APPROVAL OF FORWARDING REPORT OF AREA COORDINATING COUNCIL

Enclosure #3

Each community college district offering adult education classes is required to submit a report of the Area Coordinating Council which has been established to review adult and continuing education plans. The report in Enclosure #3 has been prepared to describe activities of the Area Coordinating Council in this district.

It is recommended that the report be approved for forwarding to the Chancellor's office.

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. P45-2396 through and including P45-2667.

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. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

a. INSPECTOR'S REPORT No. 10, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING JUNE 1, 1975

Attachment 5.2-a

b. RECOMMENDED APPROVAL OF INTRA-DISTRICT MONTHLY MILEAGE ALLOWANCES FOR 1975-76

Attachment 5.2-b

Annually, a monthly travel allowance for certain personnel is presented for approval by the Board. Attachment 5.2-b delineates the recommended allowances for administrative, certificated and classified personnel for 1975-76.

The Superintendent recommends approval of the intra-district Monthly Mileage Allowances for 1975-76 for personnel listed in the attachment.

c. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #75-082 and #75-084

Attachment 5.2-c

#75-082 in the amount of $300: To transfer funds from Consultant Account to Hourly Classified Salary Account to cover salary for half-time (hourly) clerk-typist for the College Nurse's office.

#75-084 in the amount of $200: To transfer funds from Travel and Conference Account to Field Trip Account to assist in expenses of two basketball players attending try-outs for the Olympic Basketball squad.

Approval of the above-listed appropriation transfers is recommended.

d. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #75-083 AND ADOPTION OF RESOLUTION No. 29

Attachment 5.2-d

#75-083 in the amount of $140: To transfer funds from the Undistributed Reserve Account to Replacement of Equipment Account to cover loss of equipment in the Art Department.

It is recommended that Appropriation Transfer #75-083 be approved and Resolution No. 29 be adopted.

e. RECOMMENDED APPROVAL OF INNOVATIVE PROJECTS SUBJECT TO AVAILABLE FUNDING

Enclosure #4

Proposed Innovative Projects for 1975-76 were presented for information May 22, 1975. At this time, a budget breakdown is provided which summarizes proposed distribution of funds.

It is recommended that Innovative Projects for 1975-76 be approved subject to final approval of funding.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED APPROVAL OF CONSULTING SERVICES FOR INSTALLATION OF TELEVISION EQUIPMENT

Attachment 5.2-f

Mr. Robert Sigrist has been extremely helpful as a consultant to the District in selecting and preparing specifications for television equipment. It would be very valuable to have his continuing advice during installation of the equipment.

It is recommended that approval be given to employ Mr. Robert Sigrist as a consultant during delivery, set-up, and initial operation of the television equipment at a cost of one (1) percent of the purchase cost of the equipment, estimated to be $770.

g. RECOMMENDED RATIFICATION OF THE SUBMISSION OF A PROPOSAL TO THE READING ACADEMY PROGRAM

Enclosure #5

Reading Academies are a part of the Right-to-Read Program. They are intended to alleviate the problem of adult illiteracy. This proposal is essentially a modification of the REACH proposal submitted to various agencies during the past two years. Primary emphasis has been shifted from English As a Second Language to adult illiteracy, although the methods proposed before have been carried over. The target population remains essentially the same as before.

This proposal was mailed out on May 30, 1975 to meet a June 3 deadline.

The Superintendent recommends ratification of the submission of this proposal.

h. RECOMMENDED ACCEPTANCE OF GRANT FROM NATIONAL SCIENCE FOUNDATION FOR EQUIPMENT TO SUPPORT THE ASTRONOMY PROGRAM

Attachment 5.2-h

The National Science Foundation has announced the awarding of $13,400 to Santa Barbara City College for the purchase of planetarium equipment to support the Astronomy Program. This grant will require district matching funds equal to the grant. The proposed equipment will be installed in the Gladwin Planetarium at the Santa Barbara Museum of Natural History and a joint use agreement with the Museum will be worked out.

The Superintendent recommends the acceptance of this grant in the amount of $13,400 and approval of the expenditure of the funds.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. RECOMMENDED ACCEPTANCE OF GRANT FROM NATIONAL SCIENCE FOUNDATION FOR EQUIPMENT TO SUPPORT THE GEOSCIENCES TECHNICIAN PROGRAM

Attachment 5.2-i

The National Science Foundation has announced the awarding of $9,100 to Santa Barbara City College for the purchase of equipment to support the laboratory and field components of the new Geoscience Technician Program. This grant will require district matching funds equal to the grant.

The Superintendent recommends the acceptance of this grant in the amount of $9,100 and approval of the expenditure of the funds.

j. RECOMMENDED ADOPTION OF RESOLUTION NO. 28 APPROVING AN AGREEMENT WITH THE STATE OF CALIFORNIA DEPARTMENT OF REHABILITATION

Enclosure #6

On March 27, 1975, the Board approved the submission of an application for Federal funds for removal of architectural barriers. The District has now been notified that a portion of the projects requested has been approved with a total program amounting to $20,100 of which $16,080 is Federal funding and $4,020 is District funding. Enclosure #6 contains the agreement and a resolution for Board consideration. District funds will be provided from the Bond Fund, if approved.

The Superintendent recommends adoption of Resolution No. 28 approving the agreement with the State Department of Rehabilitation for $20,100 and requests authorization to use District funds in the amount of $4,020.

k. RECOMMENDED AUTHORIZATION TO ENTER INTO AGREEMENT(S) TO PROVIDE N.Y.C. JOB SLOTS FOR SUMMER EMPLOYMENT

The District has been requested by the Santa Barbara High School to participate in the 1975 Summer N.Y.C. Program by providing job stations for Santa Barbara High School students enrolled in the N.Y.C. Program. There will be no cost to the District.

The Superintendent recommends that the administration be allowed to enter into agreement(s) which will provide on-campus jobs for N.Y.C. enrollees.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. RECOMMENDED APPROVAL OF NEW LEASE FOR FACILITY AT 312 NORTH NOPAL STREET

   Enclosure #7

   The State has recently approved the District's request to continue to use the Nopal Street facility until the completion of the Vocational Technical facility or until June 30, 1977, whichever shall first occur. Additionally, recent legislation allows the use of leased facilities which do not have a purchase option even though they are non-conforming structures.

   The Superintendent recommends approval of the new lease with David W. Grotenhuis, R. Kelly Nielsen and the Santa Barbara Community College District for use of 312 N. Nopal Street facility at a cost of $2,395 per month, plus taxes and utilities.

m. RECOMMENDED ACCEPTANCE OF THE HUMANITIES BUILDING AND AUTHORIZATION TO FILE NOTICE OF COMPLETION, DON GREENE CONTRACTOR, INC., CONTRACTOR

   Architects Daniel, Mann, Johnson & Mendenhall have certified that the construction of this project is sufficiently complete in accordance with the contract documents to allow the District to occupy this facility for the use intended. All punch list items are expected to be complete by the time of the Board meeting. Exceptions, such as the change order for landscaping, will be noted at the meeting. Final payment and the notice of completion will not be processed until the contract requirements have been fulfilled, with the exceptions that will be presented at the meeting.

   The Superintendent recommends the acceptance of the Humanities Building as substantially complete as of May 22, 1975, and requests authorization to file the Notice of Completion with the final payment withheld subject to completion of the punch list.

n. RECOMMENDED APPROVAL OF BOND FUNDS FOR HUMANITIES BUILDING CONSTRUCTION SECONDARY EFFECTS

   The completion of the Humanities Building affects certain areas of the existing campus. One of these is the renovation of the areas to be vacated by the Art Department in the Campus Center. This area is to be renovated for use by the Tutorial Program. The renovation is anticipated to cost $9,500.

   The Superintendent recommends approval of the use of bond funds not to exceed $9,500 for renovations to the existing Campus Center art labs.