MINUTES

SPECIAL MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

August 7, 1975

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

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The special meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Ann Gutshall on Thursday, August 7, 1975 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Mrs. Ann Gutshall, President
Dr. Joe W. Dobbs, Vice-President
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank (arrived at 4:15 p.m.)
Mr. James R. Garvin
Mrs. Joyce H. Powell
Mr. Benjamin P. J. Wells

Members absent:

None

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. David K. Shelver, Assistant Superintendent, 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. Elwood Schapansky, President, Academic Senate

Mr. Jim M. Williams, Director, College Information

Mr. Dean H. Ankeny, Director, Purchasing
Mr. Theron E. Barnes, Audio-Visual Assistant
Mrs. Betty Bartels, Sr. Secretary, Facilities & Operations
Ms. Gloria Castleberg, Asst. Personnel Director, Classified Personnel
Mr. Robert H. Gallun, Associate Professor, Foreign Language/Member, Library Committee
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Ms. Cleveonease Johnson, Teacher, Children's Center
Mrs. Ruth Little, College Librarian
Ms. Paula J. Machado, appointee, Teacher, Children's Center
Ms. Terry-Jo Maskell, Teaching Intern, Children's Center
Mr. Burton P. Miller, Assistant to the Superintendent-President
Ms. Carolyn Mullins, appointee, Head Teacher, Children's Center
Mr. Daniel P. Oroz, Affirmative Action Officer/Director, Personnel Services
Mr. David L. Pickering, Controller, Business Services
Mr. Donald L. Trent, Director, Facilities Development
Ms. Cindy Winstrom, Teaching Intern, Children's Center
Ms. Marcella J. Woolfolk, appointee, Secretary, Continuing Education Division (Apprenticeship)

Mrs. Elsie M. Brandt, Secretary to the Superintendent-President
Mr. Jerry E. Morin, Audio-Visual Technician

1.3 WELCOME TO GUESTS

Mrs. Gutshall extended a welcome to all present.

1.4 EXECUTIVE SESSION

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

1.5 MINUTES OF REGULAR MEETING OF JULY 10, 1975

Upon motion of Mr. Garvin, seconded by Mrs. Alexander, the minutes of the regular meeting of July 10, 1975 were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. NOTICE OF APPOINTMENT OF MRS. ANN GUTSHALL TO THE CCJCA COMMITTEE ON ARTICULATION, Attachment 1.7-a

Dr. Gooder indicated that this was an informational item giving notice of Mrs. Gutshall's committee appointment.

ADDED ITEM:

Dr. Gooder reported on the veto action of President Ford on the Education appropriation bill. A great effort will be made by educators to persuade congress to override the veto.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED ITEM:  
Dr. Gooder also indicated that notice had been received from the Chancellor's office that the Vocational Technology plan is stalled by the Department of Health, Education and Welfare.

ADDED ITEM:  
Dr. Gooder indicated that in their folders, Board members would find a copy of a letter addressed to Dr. Dobbs responding to an inquiry.

2. PERSONNEL

2.1 CERTIFIED PERSONNEL

a. ROUTINE

No items.

b. NON-ROUTINE

(1) APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTE, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, FALL SEMESTER, 1975, Enclosure #1

Dr. Gooder stated that Enclosure #1 contained the list of certificated personnel for the Fall term for the Continuing Education Division.

It was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the Board to approve of the Continuing Education Division's faculty for the Fall term as listed in Enclosure #1.

(2) APPROVAL OF APPOINTMENT: KENNETH BERRY, COORDINATOR, INSTRUCTIONAL MEDIA SERVICES (NEW POSITION), EFFECTIVE 8/25/75, Attachment 2.1-b(2)

Dr. Gooder was pleased to recommend the appointment of Dr. Kenneth Berry as the new Media Coordinator. Dr. Berry will begin his duties August 25.

It was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Dr. Kenneth Berry as Coordinator, Instructional Media Services (new position), effective August 25, 1975.

(3) APPROVAL OF APPOINTMENT: JOHN C. BOWMAN, INSTRUCTOR, BUSINESS (REPLACING J. FOXX), EFFECTIVE 9/3/75, Attachment 2.1-b(3)

Dr. Gooder was pleased to recommend the appointment of John Bowman, a local man, as an instructor in Business Finance, Insurance and Real Estate.

continued on next page...
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) continued:

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of John C. Bowman as Instructor, Business (replacing James Foxx, retired), effective 9/3/75.

(4) APPROVAL OF APPOINTMENT: MARGO HANDELSMAN, COUNSELOR (SABBATICAL LEAVE REPLACEMENT, D. ANDERSON), FALL, 1975, Attachment 2.1-b(4)

Dr. Gooder was pleased to recommend the appointment of Margo Handelsman as Counselor replacing Dwight Anderson on sabbatical leave.

It was moved by Dr. Dobbs, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Margo Handelsman as Counselor for the Fall of 1975.

(5) APPROVAL OF APPOINTMENT: PAULA MACHADO, TEACHER, CHILDREN'S CENTER (REPLACING K. L'AMOREAUX), EFFECTIVE 8/25/75, Attachment 2.1-b(5)

Dr. Gooder was pleased to recommend the appointment of Paula Machado as the new Teacher in the Children's Center.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to approve of the appointment of Paula Machado as Teacher, Children's Center (replacing Kathleen L'Amoreaux), effective 8/25/75.

(6) APPROVAL OF APPOINTMENT: CAROLYN MULLINS, HEAD TEACHER, CHILDREN'S CENTER (REPLACING M. STATUCKI), EFFECTIVE 8/25/75, Attachment 2.1-b(6)

Dr. Gooder was pleased to recommend the appointment of Carolyn Mullins as Head Teacher for the Children's Center.

It was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the appointment of Carolyn Mullins as Head Teacher, Children's Center (replacing Marilyn Statucki), effective 8/25/75.

Both of the new appointees, Paula Machado and Carolyn Mullins, were present at the meeting and introduced to the Board members by Ms. Clevonease Johnson, faculty member of the Children's Center. Also present and introduced were Terry-Jo Maskell and Cindy Winstrom, Teaching Interns for the Children's Center, who had been approved at a previous meeting.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine - continued:

(7) APPROVAL OF APPOINTMENT: MACE PERONA, INSTRUCTOR, ENGLISH
     (REPLACING J. GONZALES), EFFECTIVE 9/3/75, Attachment 2.1-b(7)

     Dr. Gooder was pleased to recommend the appointment of
     Mace Perona, who has filled hourly and substitute assignments
     for the College, as an English Instructor.

     It was moved by Dr. Dobbs, seconded by Mrs. Powell, and
     passed by the Board to approve of the appointment of Mace
     Perona as Instructor in the English Department (replacing J.
     Gonzales), effective 9/3/75.

(8) APPROVAL OF CORRECTION TO SABBATICAL LEAVE REQUEST: PAUL
     McCiUNG, ASSOCIATE PROFESSOR, SOCIAL SCIENCE, FALL SEMESTER
     OF 1975 INSTEAD OF FULL SCHOOL YEAR, Attachment 2.1-b(8)

     Dr. Gooder indicated that approval had been given for
     a full-year sabbatical leave for Paul McClung. Due to a
     change in schedule, Mr. McClung requested leave for one
     semester only. Dr. Gooder approved of this request.

     It was moved by Mr. Garvin, seconded by Mr. Wells, and
     passed by the Board to approve of the change from a full-year
     to a semester (Fall, 1975) sabbatical leave for Paul McClung,
     Associate Professor, Social Science.

(9) APPROVAL OF CORRECTIONS TO 1975-76 CERTIFICATED PERSONNEL
     LIST, Attachment 2.1-b(9)

     Dr. Gooder indicated that Attachment 2.1-b(9) contained
     corrections to the previously-approved personnel list. He
     recommended approval of these additional corrections.

     It was moved by Mrs. Alexander, seconded by Mr. Wells, and
     passed by the Board to approve of corrections to the 1975-76
     Certificated Personnel List as delineated in Attachment 2.1-b(9).

(10) APPROVAL OF CORRECTION TO CONTRACT: CHARLES COURTNEY, PROFESSOR,
     ENGLISH, Attachment 2.1-b(10)

     Dr. Gooder stated that the 1974-75 contract for Mr. Charles
     Courtney had been the beginning of his 18th year of service and
     inadvertently the annual service increment had been omitted. Dr.
     Gooder recommended Mr. Courtney be paid the service increment
     for the 1974-75 year.

     It was moved by Dr. Dobbs, seconded by Mrs. Powell, and
     passed by the Board to approve of a $300 annual service increment
     for Mr. Charles Courtney, Professor of English, for the 1974-75
     school year.
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(11) CANCELLATION OF PERSONAL LEAVE AND APPROVAL OF CHANGE IN
RESIGNATION DATE FOR DR. DONALD K. SORSABAL, Attachment
2.1-b(11)

Dr. Gooder indicated that Dr. Donald Sorsabal requested
that his approved personal leave for 1975-76 be cancelled
and that his resignation from the District be changed from

It was moved by Mr. Garvin, seconded by Mr. Wells, and
passed by the Board to approve of the cancellation of a
personal leave for Dr. Donald K. Sorsabal for the 1975-76
year and of the change in resignation date from 6/30/76 to
6/30/75.

(12) APPROVAL OF CANCELLATION OF SABBATICAL LEAVE AND APPROVAL
OF ILLNESS LEAVE OF ABSENCE FOR MR. VERNON STIERS, Attach-
ment 2.1-b(12)

Dr. Gooder regretfully reported that Mr. Vernon Stiers,
Life Science Instructor, is fatally ill. It will not be
possible for Mr. Stiers to engage in the planned sabbatical
leave project previously approved by the Board. Dr. Gooder
recommended cancellation of the sabbatical leave and approval
of an illness leave of absence.

It was moved by Dr. Dobbs, seconded by Mrs. Powell and
passed by the Board to approve of the cancellation of a sаб-
batical leave for the 1975-76 year for Mr. Vernon Stiers, Life
Science Instructor, and granted an illness leave of absence,
effective 9/3/75.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Dr.
Dobbs, seconded by Mr. Wells, and passed by the Board to approve of
the following routine Classified Personnel items, as described in
the attachments:

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

(2) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK/STUDY (ON- AND
OFF-CAMPUS), VEA, GENERAL AND TUTORIAL PROGRAMS, Attachment 2.2-a(2)

(3) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.2-a(3)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE

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

Dr. Gooder recommended approval of yearly salary increments for two employees including Nancy Sorensen who attained permanency in her position.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of the yearly salary increments delineated in Attachment 2.2-b(1), effective 8/1/75.

(2) APPROVAL OF LONGEVITY INCREMENT: DONNA J. PAGE, SR. SECRETARY, LIBRARY, 10 YEARS, EFFECTIVE 8/1/75, Attachment 2.2-b(2)

Dr. Gooder was pleased to recommend a longevity increment for Donna Page for 10 years of service to the District.

It was moved by Mrs. Powell, seconded by Dr. Dobbs, and passed by the Board to approve of a longevity increment for Donna Page, Sr. Secretary in the Library, as delineated in Attachment 2.2-b(2) and effective 8/1/75.

(3) ACCEPTANCE OF RESIGNATION: PATRICIA D. RICHARDSON, SECRETARY, CONTINUING EDUCATION, EFFECTIVE 8/29/75, Attachment 2.2-b(3)

Dr. Gooder indicated that Patricia Richardson wished to continue her education and he recommended acceptance of her resignation.

It was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to accept with regret the resignation of Patricia Richardson, Secretary in the Continuing Education Division, effective 8/29/75.

(4) APPROVAL OF EXTENSION OF TEMPORARY APPOINTMENT OF KATHLEEN TAIT AS STATISTICAL CLERK, INSTRUCTION OFFICE, Attachment 2.2-b(4)

Dr. Gooder indicated that the position of Statistical Clerk had been approved as a permanent position by the Board. He recommended extension of the temporary appointment of the incumbent employee to allow for recruitment and selection.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of the extension of the temporary employment of Kathleen Tait as Statistical Clerk, Instruction, effective 7/31/75 through 8/29/75.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(5) APPROVAL OF HEALTH LEAVE OF ABSENCE: CHARLOTTE LEY, SR. CLERK, BOOKSTORE, EFFECTIVE 6/3/75 - 7/28/75, Attachment 2.2-b(5)

Dr. Gooder indicated that Charlotte Ley had been under medical care for some time and her illness lasted longer than had been anticipated. He recommended approval of her leave of absence due to health reasons.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the health leave of absence for Charlotte Ley, Sr. Clerk, Bookstore, as delineated in Attachment 2.2-b(5).

(6) APPROVAL OF MILITARY LEAVE OF ABSENCE WITH PAY, JIM M. WILLIAMS, DIRECTOR, COLLEGE INFORMATION, FOR THE PERIOD 8/11/75 THROUGH 8/22/75, Attachment 2.2-b(6)

Dr. Gooder stated that Jim Williams will be on Coast Guard Reserve duty and he recommended approval of a military leave.

It was moved by Mrs. Alexander, seconded by Mr. Garvin, and passed by the Board to approve of a military leave of absence with pay for Jim M. Williams, Director, College Information, for the period 8/11/75 through 8/22/75.

(7) APPROVAL OF APPOINTMENT: MARCELLA MORALES, SECRETARY, CONTINUING EDUCATION DIVISION (APPRENTICESHIP) (REPLACING: P. RICHARDSON) EFFECTIVE 8/27/75, Attachment 2.2-b(7)

Dr. Gooder was pleased to recommend the appointment of Marcella Morales as Secretary in the Apprenticeship Program.

It was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Marcella Morales, Secretary, Continuing Education Division (Apprenticeship), (replacing P. Richardson), effective 8/27/75.

(8) APPROVAL OF APPOINTMENT: RITA M. SELES, CASHIER, BOOKSTORE (NEW POSITION) 5/8 TIME, 11 MO., EFFECTIVE 8/8/75, Attachment 2.2-b(8)

Dr. Gooder was pleased to recommend the appointment of Rita Seles as Cashier in the Bookstore.

It was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the appointment of Rita M. Seles as Cashier, Bookstore (new position), 5/8 time for 11 mos., effective 8/8/75.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON ROUTINE - continued:

(9) APPROVAL OF APPOINTMENT: MARCELLA J. WOOLFOLK, SECRETARY, CONTINUING EDUCATION DIVISION (ALHECAM THEATER) REPLACING P. STEWART, 1/2 TIME, 10 MOS., EFFECTIVE 9/8/75, ATTACHMENT 2.2-b(9)

Dr. Gooder was pleased to join with Dr. Bobgan in recommending the appointment of Marcella Woolfolk as Secretary to Dr. Pope Freeman in the Alhecama Theater.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of the appointment of Marcella Woolfolk as Secretary, Continuing Education Division (Alhecama Theater), replacing P. Stewart, 1/2 time, 10 months, effective 9/8/75.

(10) APPROVAL OF JOB DESCRIPTION AND NEW POSITION OF LEARNING CENTER ASSISTANT, ATTACHMENT 2.2-b(10)

Dr. Gooder stated that the position of Learning Center Assistant had been funded at the June 26 Board meeting. After study and review of the duties of this position, he recommended approval of the job description and salary range contained in the attachment.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the job description for Learning Center Assistant as contained in Attachment 2.2-b(10) and authorized the staff to recruit for the position.

3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

None given.

3.2 APPROVAL OF THE CARRIER OF THE STUDENT ACCIDENT INSURANCE (MANDATORY) AND ADDITIONAL VOLUNTARY STUDENT HEALTH AND ACCIDENT INSURANCE POLICIES

Dr. Gooder stated that for the past two years, the Student Insurance Company of Los Angeles has been the carrier for the student accident and illness insurance plans for the District. He recommended continuance of the same carrier.

It was moved by Mr. Wells, seconded by Mr. Garvin, and passed by the Board to approve of the Student Insurance Company of Los Angeles as the carrier of the mandatory student accident insurance policy and, also, of the voluntary 24-hour accident and sickness insurance plan for the period August 25, 1975 through August 24, 1976.
3. STUDENT PERSONNEL - continued:

3.3 REPORT OF YEARLY A.D.A. COMPARISON, Attachment 3.3

Dr. Gooder indicated that this was an informational item. Attachment 3.3 contained a report prepared by Mr. Lisle Bresslin showing a comparison of yearly A.D.A. for the District.

Briefly, Dr. Gooder stated that A.D.A. had increased an average of 10% per year for the last ten years. The 1975-76 budget had been prepared with a 5% increase anticipated in enrollment. In the previous year, a 5% increase had also been built into the budget, but actual enrollment increased to 9%. However, full reimbursement had been received from the State and these funds are reflected in the ending balance. Now any increase over the 5% cap will have to be absorbed by funds in the Undistributed Reserve Account. The year after next, 1976-77, is the greatest concern at this time.

In response to Mrs. Powell, Dr. Gooder reported on a recent meeting he and Dr. Bobgan had had with Assemblyman Gary Hart, who was concerned about Continuing Education and community college finance for same. Dr. Gooder indicated that the staff would attempt to keep the assemblyman posted. Mr. Hart expressed a desire to visit a meeting of the Board of Trustees in the near future.

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF COURSES FOR FALL TERM, CONTINUING EDUCATION DIVISION, Enclosure #2

Dr. Gooder stated that Enclosure #2 contained the list of courses for the Fall term for the Continuing Education Division.

Dr. Bobgan reported that there will be 485 courses offered in the Fall. He expects the number of classes to remain the same due to the 5% cap on enrollment. The program will be staffed by 365 part-time hourly teachers, and about 100-200 volunteers and paid lecturers; assisted by 40 different local organizations; and using approximately 70 locations in the community. Dr. Bobgan described briefly some of the courses in the list.

Mrs. Gutshall thanked him for his fine report and the outstanding program offered to the community.

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:

5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

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. INSPECTOR'S REPORT No. 14, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING AUGUST 1, 1975, Attachment 5.2-a

   Dr. Gooder indicated that this was an informational item.

b. REPORT OF NOTIFICATION OF APPROVED AUTHORIZATION CEILING FOR THE BASIC EDUCATIONAL OPPORTUNITY GRANT (BEOG) PROGRAM FOR 1975-76, Attachment 5.2-b

   Dr. Gooder indicated that this was an informational item. The District had been notified by the Department of H.E.W. of the authorized ceiling for the Basic Educational Opportunity Grant Program for 1975-76. The approved authorization, which acts as a line of credit in the disbursement of funds through the College's Financial Aids Office, amounts to $106,495 but may be affected by the President's veto.

c. ACCEPTANCE OF $11,000 GRANT FOR GEOSCIENCE TECHNOLOGY PROGRAM AND ALLOCATION OF $12,000 IN MATCHING FUNDS, Attachment 5.2-c

   Dr. Gooder stated that the College had been awarded an $11,000 National Science Foundation grant requiring matching funds in the amount of $12,000. He recommended acceptance of the grant with matching funds subject to funding in a later agenda item.

   Mr. Burt Miller expressed pleasure in receiving this grant as it will help to support development of a 2-year vocational program in Geoscience Technology.

   It was moved by Dr. Dobbs, seconded by Mrs. Powell, and passed by the Board to accept the National Science Foundation grant in the amount of $11,000 for the Geoscience Technology Program with $12,000 required matching funds subject to funding.

d. APPROVAL TO PARTICIPATE IN AIR TRAVEL INSURANCE FOR 1975-76

   Dr. Gooder stated that annually the District has participated with the County Superintendent of Schools to provide air travel insurance. The rate is $1.50 per $100 of flight fare. He recommended continued participation in this program.

   It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve of participation with the County Superintendent of Schools for air travel insurance for 1975-76.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. APPROVAL OF RENEWAL OF LEASE WITH VETERANS' ADMINISTRATION,
   Attachment 5.2-e

   Dr. Gooder stated that certain office space in the Student
   Services Center had been leased to the Federal government for use
   of Veterans' representatives on campus. He recommended renewal
   of the lease agreement for the coming year.

   It was moved by Mrs. Powell, seconded by Mr. Garvin, and
   passed by the Board to approve of the renewal of the lease agree-
   ment, under the same existing terms and conditions, with the
   Veterans' Administration for the period August 1, 1975 to July 31,
   1976.

f. APPROVAL OF AMENDED AGREEMENT WITH SANTA BARBARA MUSEUM OF NATURAL
   HISTORY, Attachment 5.2-f

   Dr. Gooder indicated that a joint-use agreement between the
   District and the Santa Barbara Museum of Natural History had been
   approved by the Board at the July 10 meeting. This agreement
   will support the College's Astronomy Program which is funded by
   a recent National Science Foundation grant. Some changes in the
   agreement have been requested by the Museum staff and have been
   approved by County Counsel. Additionally, a clause allowing for
   future amendments with approval of boards of both institutions
   was inserted as Item No. 17. (Copies of the revised agreement
   with all changes were in Board members' folders.) Dr. Gooder
   recommended approval of the revised agreement.

   It was moved by Mrs. Alexander, seconded by Mr. Wells, and
   passed by the Board to approve of the amended agreement between
   the Santa Barbara Community College District and the Santa Barbara
   Museum of Natural History as presented.

g. APPROVAL OF CONTRACT WITH SETSER-GOATLEY BEAUTY COLLEGE FOR
   COSMETOLOGY TRAINING, Enclosure #3

   Dr. Gooder indicated that Enclosure #3 contained a Cosmetology
   Training Agreement for the next school year. This agreement allows
   for 28 students at a fee not to exceed 50¢ per hour as compared to
   last year's agreement for 23 students at 40¢ per hour. Dr. Gooder
   recommended renewal of the agreement for the coming school year.

   It was moved by Mr. Garvin, seconded by Mrs. Powell, and
   passed by the Board to approve of the agreement between the Santa
   Barbara Community College District and Setser-Goatley Beauty College
   for cosmetology training in accordance with the terms and conditions
   described in Enclosure #3.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. EXTENSION OF THE MAINTENANCE AND SERVICE CONTRACT ON IBM TYPEWRITERS AND DictATING EQUIPMENT

Dr. Gooder stated that the District has a Maintenance and Service contract with IBM. This year the contract will cover 181 typewriters, 2 Mag card typewriters, 1 Composer typewriter, and 9 pieces of dictating equipment for the amount of $8,298.76. He recommended the contract be extended for next year.

It was moved by Mr. Frank, seconded by Dr. Dobbs, and passed by the Board to authorize the extension of the contract with IBM in the amount of $8,298.76 for the maintenance and service of the equipment.

i. WAIVER OF BID PROCEDURES ON EQUIPMENT FOR PLANETARIUM EQUIPMENT (NATIONAL SCIENCE FOUNDATION GRANT)

Dr. Gooder indicated that a highly specialized piece of equipment had been specified in relation to the Astronomy Program at the Santa Barbara Museum of Natural History. He recommended authorization to waive bidding procedures as a re-furbished unit is available from a reputable firm.

Mr. Miller interjected that the Museum was interested in purchasing the equipment if the joint-use agreement between the two institutions changed during the 10-year period. There will be two credit classes conducted at the Planetarium plus some Continuing Education classes.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to authorize Waiver of Bid procedures and purchase of a re-furbished Spitz Model A-3-p Planetarium instrument, control console and auxiliary package at a cost of $20,800, plus tax, from the Spitz Space Systems firm.

j. ADOPTION OF RESOLUTION No. 2(1975-76) CLARIFYING MARINE TECHNOLOGY SPECIAL RESERVE FUND TITLE, Attachment 5.2-j

Dr. Gooder indicated that it was necessary to adopt a resolution clarifying the fact that the establishment of a Marine Technology Fund is a special reserve fund. This technicality must be met so funds can be completely separated from the General Fund for easier control and accountability. He recommended adoption of Resolution No. 2 contained in the attachment.

It was moved by Mrs. Powell, seconded by Mr. Wells, and passed by the Board to adopt Resolution No. 2(1975-76) clarifying the title of the Marine Technology Fund as the Marine Technology Special Reserve Fund. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Gutshall, Dr. Dobbs, Mrs. Alexander
Mr. Frank, Mr. Garvin, Mrs. Powell, Mr. Wells

Noes: None

Absent: No one
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. APPROVAL OF INSTITUTIONAL MEMBERSHIP LIST FOR 1975-76, Attachment 5.2-k

Dr. Gooder stated that Attachment 5.2-k contained a list of each organization in which the District had held a membership in 1974-75. A fee schedule was expected to remain as is except for the TV Consortium which increases by $1,000. This increase is more than adequately recovered through State support. Also, the CCJCA fee is based on a formula and will be $2,793 for 1975-76 as compared to $2,462 for the past year. Dr. Gooder recommended approval of the list of organizations for the coming year.

It was moved by Dr. Dobbs, seconded by Mr. Garvin, and passed by the Board to approve of the institutional memberships for 1975-76 as listed in Attachment 5.2-k.

l. APPROVAL OF NIGHT USE OF STADIUM BY YOUTH FOOTBALL LEAGUE

Dr. Gooder stated that he had received a request from the Youth Football League to use La Playa Stadium on nine Thursday evenings in September, October and November. They are building a field but it is not yet complete and available for use for this year.

Dr. Gooder noted that the Board had adopted a policy restricting night use of the stadium due to the fuel crisis. He recommended approval of the request to use the stadium due to the emergency nature of the request and because the energy crisis is somewhat less severe at this time.

All arrangements and requirements will be handled routinely by the Office of Public Information.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to approve of night use of La Playa Stadium by the Youth Football League for nine Thursday evenings during the Fall semester.

m. APPROVAL OF CHANGE ORDER #5, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, Attachment 5.2-m

Dr. Gooder stated that Change Order #5 (taken out of sequence as #1 through #4 have not been completely processed) is to provide labor, materials and equipment to remove and replace existing sewer and storm drain lines, remove an existing fuel tank and concrete vault discovered underground in the quad area. All of this work is required by the State Division of Industrial Safety and will be performed on a time-and-material basis at a cost not to exceed $35,827. Dr. Gooder recommended approval of the Change Order which is an addition to the contract, as follows:

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

5.2 NON-ROUTINE - continued:

m. continued:

Original Contract Price $1,169,500.00
Change Orders #1 thru #4 -0-
Change Order #5 + 35,827.00

New Contract Price...$1,205,327.00

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to approve of Change Order #5 to the contract with J. W. Bailey Construction Co., Contractor, Vocational Technology Building project at a time and material cost not to exceed $35,827.

n. APPROVAL OF EMPLOYMENT OF EDUCATIONAL DESIGN CONSULTANTS TO ASSIST DISTRICT STAFF WITH PRELIMINARY PROJECT PLANNING FOR THE PROPOSED LIBRARY FACILITY, Enclosure #4

Dr. Gooder indicated that discussions have been held for a long time on the advantages of professional assistance for the preliminary programming of the proposed Library facility. Support data is needed prior to preparation and submission of the Preliminary Planning Guide due in October. Enclosure #4 contained a proposed contract from Educational Design Consultants at a cost of $8,650 for professional assistance and was recommended by Dr. Gooder.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to approve of the employment of Educational Design Consultants to provide preliminary project planning for the Library Facility project at a cost not to exceed $8,650 and in accordance with the terms of the contract contained in Enclosure #4.

o. APPROVAL OF EXTRA SERVICES TO THE ARCHITECTURAL CONTRACT WITH KRUGER, BENSEN, ZIEMER, ARCHITECTS, FOR THE PHYSICAL SCIENCE ADDITION AND RENOVATION, Attachment 5.2-o

Dr. Gooder stated that Attachment 5.2-o contained a proposal covering an engineering study for alternate energy source systems in connection with the Physical Science Addition and Renovation project. Dr. Gooder recommended that this study be added as extra services to the contract of the architectural firm presently working on this project.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of extra services to the contract with Kruger, Bensen, Ziemer, architects, to provide an engineering study of alternate energy sources for the Physical Science Addition and Renovation project at a cost of $1,750 as described in Attachment 5.2-o.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

p. APPROVAL TO PROCEED WITH FACILITIES RENOVATIONS REQUIRED FOR FALL SEMESTER, 1975, Enclosure #5

Dr. Gooder stated that Enclosure #5 contained descriptions of renovations to the campus that will be required to provide facilities for the Fall. The summary of renovations and costs had been prepared by Mr. Trent and the areas affected would include the Campus Center, temporary wood bungalows, additional parking, audio-visual in Physical Science #101, and the fire access road. Total costs of the renovations will amount to $238,966 and accompanying equipment will be $33,135.

Mr. Trent responded to a few specific questions from Board members.

Dr. Gooder recommended approval, subject to funding in the next agenda item, thereby avoiding use of bond funds.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve of the facility renovations, as described in Enclosure #5, subject to funding.

q. PUBLIC HEARING AND ADOPTION OF 1975-76 BUDGET, Enclosure #6

Dr. Gooder stated that prior to adoption of the annual budget a public hearing must be held. The budget as contained in Enclosure #6 included all items approved by the Board during the budget process. The enclosure also included a memo addressed to the Board of Trustees dated August 5, 1975 containing recommendations for adjustments in the budget prior to adoption. Dr. Gooder spoke in detail to items #1 through #4 in that memo covering the Community Services Program Budget of $464,112; additional RARB items totalling $50,000; NSF grant matching funds of $12,000; and capital projects totalling $272,101.

Also, Dr. Gooder noted for Board members that due to S.B. 6 the District operates under a revenue limit and the Board no longer sets the tax rate. The ending balance of last year, $1,321,940 (on page 14-A of the budget) is larger than anticipated because of funds generated by ADA last year over the 5% anticipated growth and the ending balance from the 1973-74 year. Increases in assessed valuation no longer bring added revenue to the District for operational purposes because of the revenue limit procedure established in S.B.6.

Dr. Gooder's item #5 in the memo dealt with the new Children's Center Facility. He stated that a special tax levy is permitted for construction funds for this project. A 2c tax for approximately three years would provide funds for this purpose.

Dr. Gooder stated that the above five recommendations would result in a contingency unappropriated reserve fund of approximately $867,000. Although this is greater than the minimum 5% of the operating budget required by Board policy, Dr. Gooder advised against reducing the reserve below this level pending the outcome of the following uncertainties: possible enrollment increase over 105%;

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

5.2 NON-ROUTINE - continued:

q. continued:

veto of the Education Appropriations Bill by President Ford; and current legislative activity regarding the State's position on adult and continuing education programs. Also, since it will take three years to collect funds for the construction of the Children's Center, the costs of this project will be advanced from the reserve account and then replaced.

Dr. Gooder recommended that these amendments to the budget be approved and that the budget in Enclosure #6 be adopted for 1975-76.

Mr. Frank questioned inclusion of State reimbursement for removal of architectural barriers, in particular, cost of the elevator in the existing library. There was discussion of the possible need to reduce capital expenditure items by the amount of State reimbursement for the architectural barriers, but no action was taken. It was pointed out that, although the total expenditure is included in the proposed renovations, the reimbursement amount is now included as income in the budget.

At this point, a motion was made by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to open the meeting as a Public Hearing.

No comments or discussion were offered by the audience.

Mr. Garvin made a motion, seconded by Mrs. Alexander, and passed by the Board to close the Public Hearing portion of the meeting.

More discussion followed on the tax rate. Dr. Gooder stated that S.B. 6 sets the revenue limit, the County Auditor checks the figures, and the Board of Supervisors finalizes the tax rate. The tax rate for 1974-75 was .7848 and the rate for 1975-76 is estimated to be .7762 plus 2c for construction of the Children's Center. When the bond redemption rate is set by the County, the rate may be somewhat less.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to approve the budget in Enclosure #6 for the 1975-76 year, as amended by the Superintendent/President's recommendations contained in the memo dated August 5, 1975, and including a 2c tax levy for three years to provide construction funds for the Children's Center facility.

r. ADOPTION OF RESOLUTION No. 3(1975-76) ESTABLISHING A CHILDREN'S CENTER SPECIAL RESERVE BUILDING FUND, Attachment 5.2-r

Dr. Gooder stated that under the Education Code Section 16750 a resolution must be adopted by the Board of Trustees establishing a Special Reserve Fund for the Children's Center Building project.

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

5.2 NON-ROUTEINE - continued:

r. continued:

This provides for complete separation of these funds from the General Fund for easier control and accountability.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to adopt Resolution No. 3 (1975-76) establishing a special fund entitled Children's Center Special Reserve Building Fund. Upon roll of the members, the vote was as follows:

Ayes: Mrs. Gutshall, Dr. Dobbs, Mrs. Alexander
Mr. Frank, Mr. Garvin, Mrs. Powell
Mr. Wells

Noes: None

Absent: No one

6. GENERAL INFORMATION

6.1 APPROVAL OF DISTRICT AFFIRMATIVE ACTION PROGRAM PLAN, Enclosure #7

Dr. Goeder indicated that Enclosure #7 contained the proposed District Affirmative Action Program Plan. He expressed appreciation to Mr. Daniel Oroz, Affirmative Action Officer, members of the Affirmative Action Committee, and members of the Board Subcommittee on Educational Policies for this excellent plan.

Mr. Oroz reported that weekly meetings had been held for many months and input was received from several different segments of the campus. He felt the results covered all existing laws, and that Executive Order 11246 and the Guidelines of 1972 actually amplified the District's policy statement. The document in the enclosure contained 8 chapters.

Mrs. Gutshall thanked all who had participated and thought the plan was a thoughtful and understandable one.

Mr. Frank, chairman of the Board Subcommittee, felt the final result was a well-written document and that the plan casts a realistic look on the problem.

Mrs. Alexander commented that Mr. Oroz had contributed great quality of articulation to this project, and she expressed appreciation of the time and dedication he and the committees had given.

Mr. Oroz thanked all for their comments and said he would relay them to the members of the committee. He added that the committee membership will not change, except to add one new member, and will continue in developing implementation of the plan.

It was moved by Mr. Frank, seconded by Mrs. Powell, and unanimously passed by the Board to adopt the Affirmative Action Program Plan, as contained in Enclosure #7, for the Santa Barbara Community College District.
6. GENERAL INFORMATION - continued:

6.2 SELECTION OF MEMBERS FOR THE BOARD OF DIRECTORS OF THE FUND FOR SANTA BARBARA CITY COLLEGE

Dr. Gooder stated that in accordance with the Bylaws of the Fund For Santa Barbara City College, the Board had selected Dr. Donald K. Sorsabal to serve on the Board of Directors as the Chief Business Administrator. Dr. Sorsabal has agreed to serve as a lay representative.

Dr. Gooder recommended selection of Dr. David K. Shelver to serve as Chief Business Administrator on the Board of Directors.

It was moved by Mrs. Alexander, seconded by Mr. Garvin, and passed by the Board to appoint Dr. David K. Shelver, Assistant Superintendent, Business Services, as a member (Chief Business Administrator) of the Board of Directors of the Fund For Santa Barbara City College.

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

Mr. Jim Williams stated that there were no new events for this period.

7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the Board of Trustees of the Santa Barbara Community College District adjourned their special meeting at 6:15 p.m.

The next regular meeting of the Board of Trustees will be held on Thursday, August 28, 1975 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

ATTEST:

MRS. ANN GUTSCHALL
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 August 28, 1975.