AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

January 8, 1976

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 SPECIAL MEETING OF DECEMBER 18, 1975

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

   a. ANNOUNCEMENT OF NEWLY-ELECTED OFFICERS OF C.S.E.A., CHAPTER 289

      The newly-elected officers of CSEA, Chapter 289, are:

      President         Harvey Bagley
      Vice-President    Phil Pifer
      Secretary         Marilu Schaack
      Treasurer         Barbara Cells
      Reporter          Thelma Elizondo

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

   a. ROUTINE

      (1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY, CHANGES FOR
          PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTES, AND CON-
          SULTANT (LECTURER), CONTINUING EDUCATION DIVISION

          Attachment 2.1-a(1)

      (2) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

          Attachment 2.1-a(2)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER, CHRISTOPHER SELVAGE, M.D., EFFECTIVE 11/1/75

Attachment 2.1-b(1)

Dr. Christopher Selvage has volunteered his services as a Psychiatric Resident to the Counseling Department.

It is recommended that the status of professional volunteer be assigned Dr. Christopher Selvage for the balance of the school year.

(2) RECOMMENDED APPROVAL OF LEAVE OF ABSENCE WITH PAY FOR ELINOR BRELSFORD, PARENT/CHILD WORKSHOP DIRECTOR

Attachment 2.1-b(2)

The letter in the attachment from Elinor B. Brelsford requests a leave of absence for a short study trip to the People's Republic of China.

'Such a study trip is an unusual opportunity and should be an extremely valuable educational experience. Because of the short notice and the brief period involved, a sabbatical leave is not practicable. A personal leave with pay is a more appropriate procedure.

It is recommended, therefore, that a personal leave of absence with pay be approved for Elinor Brelsford for the month of February, 1976.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK/STUDY (ON- AND OFF-CAMPUS), AND VEA PROGRAMS

Attachment 2.2-a(2)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(3)

b. NON-ROUTINE

(1) RECOMMENDED TERMINATION - CETA TITLE VI POSITION: HELEN A. SPIEGEL, TYP.-CLK., SECRETARIAL SUPPORT SERVICES CENTER, EFFECTIVE 1/30/76

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF LONGEVITY INCREMENT: CHARLOTTE M. LEY, 10 YEARS, SR.-CLK., BOOKSTORE, EFFECTIVE 2/1/76

Attachment 2.2-b(2)
2. PERSONNEL - continued:
   2.2 CLASSIFIED PERSONNEL - continued:
      b. NON-ROUTINE - continued:
         (3) RECOMMENDED APPROVAL OF P.E. ASSIGNMENT: NINA RODRIGUEZ,
             WOMEN'S TENNIS COACH, SPRING 1976 SEMESTER
             Attachment 2.2-b(3)
         (4) RECOMMENDED APPROVAL OF APPOINTMENT: MARK L. ALLEN, THEATER
             STAGECRAFT TECHNICIAN, CONTINUING EDUCATION DIVISION (ALHE-
             CAMA THEATER), EFFECTIVE 2/1/76
             Attachment 2.2-b(4)

3. STUDENT SERVICES
   3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION
   4.1 RECOMMENDED ADOPTION OF COLLEGE CALENDAR FOR 1976-77
       Attachment 4.1

       Extensive efforts were made during the 1975 legislative session to
       obtain changes which would have permitted greater flexibility in the
       college calendar. Legislation was passed and signed but allows only for
       experimentation in six districts during the next two years.

       Because of early deadlines, it was not possible to achieve consensus
       on a proposal that this district be considered as one of the six experi-
       mental districts. It is necessary, therefore, that the college adopt a
       calendar which meets current criteria.

       It is recommended that the calendar described in Attachment 4.1 be
       adopted for the 1976-77 college year.

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 ratifi-
         cation of the purchase of supplies, equipment and services on
         Purchase Orders No. P56-1356 through and including P56-1491.

      b. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS
         Attachment 5.1-b

         The Superintendent recommends authorization and/or ratifi-
         cation 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. 24, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING 12/31/75

Attachment 5.2-a

b. INSPECTOR'S REPORT No. 12, DRAMA/MUSIC BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR THE PERIOD ENDING 12/31/75

Attachment 5.2-b

c. INSPECTOR'S REPORT No. 2, SITE DEVELOPMENT, PHASE I-A, CLARENCE AND JACK LAMBERT, INC., CONTRACTOR, FOR PERIOD ENDING 12/31/75

Attachment 5.2-c

d. RECOMMENDED RATIFICATION OF THE SUBMISSION OF THREE PRELIMINARY PROPOSALS TO THE FUND FOR THE IMPROVEMENT OF POSTSECONDARY EDUCATION

Enclosure #1

The Fund For The Improvement of Postsecondary Education has invited institutions to submit preliminary proposals for innovative projects in postsecondary education. In order to meet a December 31 mailing deadline, three proposals were submitted. These are: 1) A project for individualized, self-paced typing instruction; 2) a political science internship program; and 3) a program to provide off-campus basic education for adults.

The Superintendent recommends ratification of the submission of these three preliminary proposals.

e. CONSIDERATION OF LOW BID AND AUTHORIZATION TO AWARD CONTRACT FOR CONSTRUCTION OF THE FIRE ACCESS ROAD FROM PERSHING PARK

Bids for this project will be received on January 6, 1976 for the Fire Access Road. All required approvals and permits have been obtained. The engineers' estimate for the construction is $103,400 which includes the base contract for the access road plus alternates to extend the road to Cabrillo Blvd., and demolition of the existing entry road from Castillo Street, pedestrian walkways, and street lighting system.

Staff will report on the results of the bidding and recommend acceptance of the low bid and authorization to award contract for construction of the Fire Access Road, pedestrian walkways, and street lighting.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED AUTHORIZATION TO AWARD CONTRACT FOR LIBRARY RENOVATION, PHASE I

Attachment 5.2-f

Bids for this project will not be received until January 14, 1976; however, the contingency of federal funds for the elevator and instruction schedules suggest the contract for this project be awarded as soon as possible. Attachment 5.2-f includes the proposed schedule for this two-phase project which allows construction to begin during the semester recess and construction of the elevator to be completed by May 1, 1976. The elevator must be finished, payment made, and reimbursement by the Department of Rehabilitation accomplished prior to June 30, 1976, in order to retain the Federal architectural barrier matching funds. The staff recommends an allowance of $82,581 be allowed for award of this contract.

The Superintendent recommends approval of authorization to award a contract for Library Renovation, Phase I, contingent upon the successful low bid received on January 14, 1976 being within the project budget of $82,581.

g. RECOMMENDED APPROVAL OF THE PROJECT PLANNING GUIDE (PPG) FOR THE LEARNING RESOURCE CENTER

This Project Planning Guide (PPG), due at the Chancellor's office January 15, 1976, requests funds in the 1977-78 fiscal year for working drawings for the new Learning Resource Center (Library) on the west campus. This new project is included in the current Five-Year Construction Plan. Preliminary plans for this project will be required by October, 1976.

Mr. Frank Messano with Educational Design Consultants has been working with faculty and staff on the philosophy and scope of the new center. The project philosophy, functions, objectives, space requirements, and building costs will be presented at the meeting.

The Superintendent recommends the approval of the Project Planning Guide for the Learning Resource Center.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. RECOMMENDED APPROVAL OF CHANGE ORDER No. 14, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION COMPANY, CONTRACTOR

Attachment 5.2-h

Change Order No. 14 includes modification of monorail installation details to accommodate the manufacturer's method of construction and assembly. The architects have checked and approved all proposed installation details. No addition to or deduction from the contract price; nor modification to the completion date of February 3, 1976.

Original contract price $1,169,500.00
Change Orders No. 1 - 13 + 39,594.40
$1,209,094.40
Change Order No. 14 -0-
New Contract Price:......$1,209,094.40

The Superintendent recommends approval of Change Order No. 14, Vocational Technology Building project, J. W. Bailey Construction Co., contractor, at no cost to the District and no change in completion date of February 3, 1976.

i. RECOMMENDED APPROVAL OF CHANGE ORDER No. 2, SITE DEVELOPMENT, PHASE I-A, CLARENCE AND JACK LAMBERT, INC., CONTRACTOR

Attachment 5.2-i

Change Order No. 2 is to provide an additional 7" of sub base for the entry road included in this project. Tests of soil conditions in the excavated areas indicated the additional sub base would be required to support anticipated traffic loads. The cost for the additional excavation and sub base is $6,930. There is no modification to the contract completion date of November 9, 1976.

Original contract price $518,224
Change Order No. 1 - 500
$517,724
Change Order No. 2 + 6,930
New Contract Price:......$524,654

The Superintendent recommends approval of Change Order No. 2, to the contact with Clarence and Jack Lambert, Inc., contractor, for the Site Development, Phase I-A, project at an increase of $6,930 to the contract price and no change in completion date of November 9, 1976.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

j. RECOMMENDED APPROVAL OF NEW DESIGN FOR OFFICIAL COLLEGE SEAL

Attachment 5.2-j

The official seal of the College is used on transcripts and certain legal documents. The original seal was developed when the College was re-established after World War II.

Several years ago, a new seal was designed and has been used informally on college publications. At this time, it is necessary to replace the device which produces the official seal on transcripts. It is appropriate, therefore, to designate the new seal as official.

It is recommended that the seal as reproduced on Attachment 5.2-j be adopted as the official seal for Santa Barbara City College.

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, January 22, 1976 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.