MINUTES
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

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Ann Gutshall on Thursday, January 8, 1976 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 4:09 p.m.)
Mr. James R. Garvin
Mrs. Joyce H. Powell (arrived at 4:02 p.m.)
Mr. Benjamin P. J. Wells (left at 6:20 p.m.)

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
Mr. M. L. Huglin, Administrative Dean, Instruction
Dr. Alfred Silversa, Administrative Dean, Student Services and Activities
Mr. Mark Heinz, President, Associated Students
Dr. Elwood Schapansky, President, Academic Senate
Miss Tina Wainshilbaum, Reporter, THE CHANNELS
Mr. Jim M. Williams, Director, College Information
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1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. Dean H. Ankeny, Director, Purchasing  
Mrs. Betty Bartels, Sr. Secretary, Facilities & Operations  
Mr. James Baumbach, SBCC student  
Dr. Kenneth R. Berry, Coordinator, Instructional Media Services  
Mr. Lisle C. Bresslin, Assistant Dean, Admissions & Records  
Ms. Gloria Castleberg, Asst. Personnel Director, Classified Personnel  
Mrs. Ruth O. Little, College Librarian  
Mr. Burton P. Miller, Assistant to the Superintendent-President  
Mr. Daniel Oroz, Affirmative Action Officer/Director, Personnel Services  
Mr. Donald L. Trent, Director, Facilities Development  
Mr. Bruce Trotter, Professor, Social Science  
Mr. Russell S. Wenzlau, Assistant Dean, Evening College and Summer Session

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

1.3 WELCOME TO GUESTS

Mrs. Gutshall extended a cordial welcome to all present.

1.4 EXECUTIVE SESSION

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

1.5 MINUTES OF SPECIAL MEETING OF DECEMBER 18, 1975

Upon motion of Mr. Garvin, seconded by Dr. Dobbs, the minutes of the special meeting of December 18, 1975 were approved by the members of the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. ANNOUNCEMENT OF NEWLY-ELECTED OFFICERS OF CSEA, CHAPTER 289

Dr. Gooder announced that the new officers for the coming year are:

President: Harvey Bagley (re-elected)  
Vice-President: Phil Pifer (re-elected)  
Secretary: Marilu Schaack  
Treasurer: Barbara Cells  
Reporter: Thelma Elizondo

Mrs. Gutshall offered congratulations on behalf of the Board.
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED ITEM: b. Dr. Gooder stated that Mr. Euell Gibbons, who died this past week, had been scheduled as the first speaker for the Eminent Speakers Series. The Continuing Education series will be re-arranged.

ADDED ITEM: c. Dr. Gooder informed Board members that in their folders they would find a letter written on behalf of all classified employees in appreciation of the extended holidays at Christmastime.

ADDED ITEM: d. Dr. Gooder noted two conferences scheduled on S.B. 160 that may be of interest to the Board.

One on January 24 at Cathedral Oaks School to be conducted by the Central Coast Personnel Council. The second one on January 28 on campus for the in-service days. Dr. Paul Prasow, Associate Director of the Institute of Industrial Relations at UCLA, will be the principal speaker and will be followed by brief presentations from representatives of various organizations.

2. PERSONNEL

2.1 CERTIFICATED 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 Certificated Personnel items, as described in the attachments:

(1) APPROVAL OF ADDITIONAL HOURLY, CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTES, AND CONSULTANT (LECTURER), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(1)

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

b. NON-ROUTINE

(1) APPROVAL OF PROFESSIONAL VOLUNTEER, CHRISTOPHER SELVAGE, M.D., EFFECTIVE 11/1/75, Attachment 2.1-b(1)

Mr. Oroz indicated that Dr. Christopher Selvage volunteered his services as a Psychiatric Resident to the Counseling Department.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of a professional volunteer status for Christopher Selvage, M.D., as delineated in Attachment 2.1-b(1).
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2. PERSONNEL - continued:  

2.1 CERTIFICATED PERSONNEL - continued:  

   b. NON-Routine - continued:  

(2) APPROVAL OF LEAVE OF ABSENCE WITH PAY FOR ELINOR BRELSFORD,  
   PARENT/CHILD WORKSHOP DIRECTOR, Attachment 2.1-b(2)  

Mr. Oroz stated that a request had been received from  
Elinor Brelsford for a leave of absence for a short study trip to the People's Republic of China.  

Dr. Goeder interjected that because of the short notice  
Mrs. Brelsford had received and the brief period involved,  
there was not sufficient time to process a routine sabbatical request. He indicated that a personal leave with pay  
seemed more appropriate for such an unusual opportunity.  

It was moved by Mr. Wells, seconded by Mrs. Alexander,  
and passed by the Board to approve of a leave of absence  
with pay for Elinor Brelsford, Parent/Child Workshop  
Director, for the month of February, 1976.  

2.2 CLASSIFIED PERSONNEL  

a. ROUTINE  

Upon recommendation of the Director, Personnel Services, it  
was moved by Mrs. Alexander, seconded by Mr. Garvin, and passed  
by the Board to approve of the following routine Classified Personnel items, as described in the attachments:  

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

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

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

b. NON-Routine  

(1) TERMINATION - CETA TITLE VI POSITION: HELEN A. SPIEGEL, TYP.  
   CLK., SECRETARIAL SUPPORT SERVICES CENTER, EFFECTIVE 1/30/76,  
   Attachment 2.2-b(1)  

Mr. Oroz stated that this item concerns termination of  
a position which has been funded by CETA. Due to college restrictions of permanency, the incumbent has reached the end of her employment period. He added that there are some CETA funds available to hire another person to work until June of this year.  

It was moved by Dr. Dobbs, seconded by Mr. Wells, and  
passed by the Board to approve of the termination of the CETA Title VI position, Typ.Clk., Secretarial Support Services Center (Helen A. Spiegel, incumbent), effective 1/30/76.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(2) APPROVAL OF LONGEVITY INCREMENT: CHARLOTTE M. LEY, 10 YRS., SR.CLK., BOOKSTORE, EFFECTIVE 2/1/76, Attachment 2.2-b(2)

Mr. Oroz stated that Charlotte Ley has served the District for 10 years and he recommended a longevity increment.

It was moved by Dr. Dobbs, seconded by Mr. Carvin, and passed by the Board to approve of a longevity increment for Charlotte M. Ley (10 years), Sr. Clerk, Bookstore, effective February 1, 1976.

(3) APPROVAL OF P.E. ASSIGNMENT, NINA RODRIGUEZ, WOMEN'S TENNIS COACH, SPRING 1976 SEMESTER, Attachment 2.2-b(3)

Upon recommendation of the Director, Personnel Services, it was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the Board to approve of a P.E. assignment for Nina Rodriguez as Women's Tennis Coach for the Spring 1976 semester.

(4) APPROVAL OF APPOINTMENT: MARK L. ALLEN, THEATER STAGECRAFT TECHNICIAN, CONTINUING EDUCATION DIVISION (ALHECAMA THEATER) EFFECTIVE 2/1/76, Attachment 2.2-b(4)

Mr. Oroz stated that this was a new position that had been previously approved by the Board and also by the Resources Allocation Review Board. Mr. Mark Allen, the new appointee, was not able to be in town for this meeting.

It was moved by Mrs. Powell, seconded by Mrs. Alexander, and passed by the Board to approve of the appointment of Mark L. Allen, Theater Stagecraft Technician (new position), Continuing Education Division (Alhecama Theater), effective February 1, 1976.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. Mark Heinz, reported that the second contract between the promoter and the students for a future rock concert has been returned by County Counsel's office with some changes. He thanked Dr. Shelver for all his work and effort in this matter.

He also reported that the present Associated Student Vice-President may have to resign due to a class-scheduling conflict and another Senator will be leaving town, so there will be three vacancies in the Student Senate to be re-filled.

Mrs. Gutshall thanked him for his report.
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4. CURRICULUM AND INSTRUCTION

4.1 ADOPTION OF COLLEGE CALENDAR FOR 1976-77, Attachment 4.1

Dr. Gooder stated that Attachment 4.1 contained the proposed college calendar for the 1976-77 school year.

He expressed disappointment over lack of legislation for all colleges to have greater flexibility in the college calendar. Only six colleges will be allowed to experiment during the next two years. Each of those colleges will have to sign a contract between the district, Chancellor's office and the Department of Finance. Because of early deadlines, it was not possible to achieve consensus on a proposal that this district be considered as one of the six experimental districts. It was necessary, therefore, that the college adopt a calendar which met current criteria. Dr. Gooder recommended adoption of the proposed calendar contained in the attachment.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to approve of the college calendar contained in Attachment 4.1 as the adopted college calendar for the 1976-77 school year.

5. BUSINESS SERVICES 1

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:

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER NUMBERS P56-1356 THROUGH AND INCLUDING P56-1491 FOR SUPPLIES, EQUIPMENT AND SERVICES, Attachment 5.1-a.

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. 24, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING 12/31/75, Attachment 5.2-a

Dr. Gooder stated that this was an information item and the project is 97% complete. Arrangements will be made for Board members to tour the project at a future date.

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

Dr. Gooder stated that this was an information item and the project is about one-fourth complete.
5. BUSINESS SERVICES - continued:

5.2 NON ROUTINE - continued:

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

Dr. Gooder stated that a great deal of work has been performed on this project as the contractor is attempting to avoid the anticipated March rains.

d. RATIFICATION OF THE SUBMISSION OF THREE PRELIMINARY PROPOSALS TO THE FUND FOR THE IMPROVEMENT OF POSTSECONDARY EDUCATION, Enclosure #1

Dr. Gooder indicated that Enclosure #1 contained three proposals for funding.

The first one is to provide for individualized self-paced typing instruction and is intended as an open-entry, open-exit program. The second proposal is an extension of the Political Science Internship Program and the third one is the REACH proposal which has been submitted several times before.

Mr. Burt Miller spoke in detail to the three proposals which had been mailed to meet the December 31 deadline. In regards to the REACH proposal, Board members brought up the possibility of duplication of program/services already existing in the community. Although it was not believed that this would be duplicating any existing program, Mr. Miller agreed to check with members of the college staff. He added that these are only preliminary proposals which the agency reviews for interest. If significant, the agency will request that a full proposal be submitted. The full proposal would be presented to the Board for consideration before submittal to the agency.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to ratify the submission of the three preliminary proposals to the Fund For The Improvement of Postsecondary Education Commission contained in Enclosure #1.

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

Dr. Gooder informed Board members that a copy of the bid tabulation was in their folders.

Dr. Shelver reported that the low bidder was from a local contractor in the amount of $84,371. The architect's original estimate was $103,400 resulting in a savings of over $19,000. The contract for the construction of the fire access road also included extension of the road to Cabrillo Blvd. and demolition of the existing entry road from Castillo Street, pedestrian walkways, and street lighting system.

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5. BUSINESS SERVICES - continued:

5.2 NON ROUTINE - continued:

e. continued:

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to accept the low bid of $84,371 and authorize the staff to enter into a contract with Melcher Construction Co. for the construction of the Fire Access Road from Pershing Park.

f. AUTHORIZATION TO AWARD CONTRACT FOR LIBRARY RENOVATION, PHASE I
Attachment 5.2-f

Dr. Gooder stated that there is a problem of timing with this renovation project. The elevator portion must be completed, payment made and reimbursement by the Dept. of Rehabilitation accomplished prior to June 30, 1976 in order to retain the Federal architectural matching funds.

It was recommended that the staff be allowed to accept the low bid on the bid opening date of January 14, 1976 if within an estimated amount of $82,581.

It was moved by Mr. Garvin, seconded by Dr. Dobbs, and passed by the Board to authorize the staff to award a contract for the Library Renovation, Phase I, Project, contingent upon the successful low bid received on January 14, 1976 being within an estimated figure of $82,581.

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

(At the request of Mr. Trent, it was agreed by Board members to postpone this item until the end of the meeting pending the arrival of Mr. Messano.)

Mr. Trent stated that Mr. Frank Messano with Educational Design Consultants had worked with faculty and staff and presented to them a rough draft of the project including the philosophy and scope of the new center. (According to new State guidelines, the library project is now identified as the Learning Resource Center.)

The Project Planning Guide, due in the Chancellor's office on January 15, 1976, requests funds in the 1977-78 fiscal year for working drawings for the proposed center on the west campus. The project is included in the current Five-Year Construction Plan and preliminary plans will be required by October of 1976.

Mr. Messano spoke in detail to the project's philosophy, function, objectives, space requirements and building costs. A general discussion was held by Board members and specific questions were answered by Mr. Messano. A great part of the discussion and questions dealt with the non-print portion (Audio-Visual and Television services) of the proposed project.

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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. continued:

It was moved by Dr. Dobbs, seconded by Mr. Garvin, and passed by the Board to approve of working drawings for Phase #1 and Phase #2, Learning Resource Center, and defer remodeling of the Humanities Building for another year.

h. APPROVAL OF CHANGE ORDER No. 14, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION COMPANY, CONTRACTOR, Attachment 5.2-h

Dr. Gooder stated that Change Order No. 14 was a no-cost item to the contract and provided for modification of installation details only.

It was moved by Mr. Garvin, seconded by Mrs. Powell, and passed by the Board to approve of Change Order No. 14 to the contract with J. W. Bailey Construction Co., contractor, at no cost to the District and no change in completion date of February 3, 1976 for the Vocational Technology Building Project.

\[
\begin{align*}
\text{Original contract price} & \quad 1,169,500.00 \\
\text{Change Orders No. 1 - 13} & \quad + \quad 39,594.40 \\
\text{Change Order No. 14} & \quad - \quad 0 \\
\text{Contract Price} & \quad 1,209,094.40
\end{align*}
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i. APPROVAL OF CHANGE ORDER No. 2, SITE DEVELOPMENT, PHASE I-A, CLARENCE AND JACK LAMBERT, INC., CONTRACTOR, Attachment 5.2-1

Dr. Gooder stated that this change order allows for some adjustments relating to soil conditions. The bare minimum had been included in the architect's design and now it appears that additional subbase should be required to support anticipated traffic loads. The cost to the District for the additional excavation and subbase is $6,930. There is no modification to the completion date.

It was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the Board to approve of Change Order No. 2 to the contract with Clarence & 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.

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\begin{align*}
\text{Original contract price} & \quad 518,224 \\
\text{Change Order No. 1} & \quad - \quad 500 \\
\text{Change Order No. 2} & \quad + \quad 6,930 \\
\text{New Contract Price} & \quad 524,654
\end{align*}
\]
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

j. APPROVAL OF NEW DESIGN FOR OFFICIAL COLLEGE SEAL, Attachment 5.2-j

Dr. Gooder indicated that the original seal had been developed when the college was re-established and is used on transcripts and certain legal documents. Several years ago, a new seal was designed and has been used informally on college publications. At this time, it was necessary to replace the device which produces the seal. Therefore, it is appropriate to designate the new seal as official.

It was moved by Mr. Garvin, seconded by Mr. Wells, and passed by the Board to adopt as the official seal for Santa Barbara City College the design as reproduced on Attachment 5.2-j.

Dr. Gooder suggested that the Board may wish to consider changing the dates of the next meetings for several reasons. There is a Chancellor's meeting in San Diego on January 22 and February 12 is a school holiday. Also, a Board member had suggested that an overview be given of S.B. 160 and Proposition #9 at a Board meeting for the benefit of all Board members. (Some members would be attending a meeting relating to Proposition #9 on Monday, January 12 in San Francisco.)

Therefore, it was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to: schedule a special meeting on January 15, cancel the regular meeting of January 22, schedule a special meeting on February 5, and cancel the regular meeting of February 12, 1976.

(At this time, Mr. Wells left the meeting.)

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 January 9 to January 22, 1976.
7. ADJOURNMENT

Upon motion of Mr. Garvin, seconded by Mr. Frank, the Board of Trustees of the Santa Barbara Community College District adjourned their regular meeting at 6:28 p.m.

The next meeting of the Board of Trustees will be a specially-scheduled meeting on Thursday, January 15, 1976 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

ATTEST:

MRS. ANN GUTSHALL  
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 February 5, 1976.