MINUTES

SPECIAL MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

February 5, 1976

4:00 p.m. - Board Room
Santa Barbara 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, February 5, 1976 at 4:01 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 4:08 pm; left 6:33 pm)
Mrs. Joyce H. Powell
Mr. Benjamin P. J. Wells

Member absent:

Mr. James R. Garvin

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 Silvera, Administrative Dean, Student Services and Activities

Mr. Bob Challinor, Reporter, THE CHANNELS
Mr. Walter Martinez, Jr., Vice-President, Associated Students
Dr. Elwood Schapansky, President, Academic Senate
Mr. Jim Williams, Director, College Information

Mr. Dean H. Ankeny, Director, Purchasing
Miss Cynthia Annett, SBCC student
Mr. Abelino Bailon, Assistant Dean, Continuing Education
Mrs. Betty Bartels, Sr. Secretary, Facilities & Operations
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mrs. Cary Berry, visitor
Dr. Kenneth R. Berry, Coordinator, Instructional Media Services
Mr. Lisle Bresslin, Assistant Dean, Admissions & Records
Ms. Helen Burton, visitor
Mr. Michael Combs, Business Manager, Student Finance
Mrs. Susanne K. Culler, Vice-President, Academic Senate
Mr. Edward C. De Lacy, Assistant Professor, Physical Education
Lt. Kirby K. Duncan, Santa Barbara Police Department
Miss Lisa Eccles, SBCC student
Dr. Peter O. Haslund, Assistant Professor, Political Science
Ms. Elizabeth Hodges, Assistant Professor, Mathematics
Mr. John D. Kay, Associate Professor, Political Science
Miss Egie Krosniunas, SBCC student
Mr. Eldo Marra, visitor
Miss Nadine Marra, SBCC student
Mr. William A. McDavid, Jr., SBCC student
Ms. Melinda Mobley, reporter, Intercourse paper
Mr. David L. Pickering, Controller, Business Services
Mr. Walter J. Rephun, appointee, Construction Inspector
Mr. Rao Threadgill, Editor, Intercourse paper
Mr. Donald L. Trent, Director, Facilities Development
Mr. Conrad P. Weller, Professor, Life Science
Mr. E. M. (Skip) Willis, Jr., Senator-at-large, Associated Students

Miss Pamela Eldridge, Audio-Visual Technician
Mrs. Elsie M. Brandt, Secretary to the Superintendent

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 REGULAR MEETING OF JANUARY 8, 1976
MINUTES OF SPECIAL MEETING OF JANUARY 15, 1976

Upon motion of Dr. Dobbs, seconded by Mr. Wells, the minutes of the regular meeting of January 8, 1976 and the minutes of the special meeting of January 15, 1976 were approved by the members of the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS

a. ANNOUNCEMENT OF VERNON E. STIERS MEMORIAL BOOK SCHOLARSHIP RECIPIENTS

Mr. Conrad Weiler stated that an original idea of Mr. Vernon Stiers of giving help to students through book scholarships was being continued with donations made in his memory. The students selected to receive the first Vernon E. Stiers Memorial Book Scholarships were presented to the Board. They were: Cynthia Annett, Lisa Eccles, Egle Krosniunas, and Nadine Marra.

Mrs. Gutshall congratulated the four students after they received their certificates, and thanked Mr. Weiler for the presentation.

b. STATUS OF FUND FOR SANTA BARBARA CITY COLLEGE

Dr. Gooder stated that the Articles of Incorporation for the Fund For Santa Barbara City College have been filed with the Secretary of State and the County Clerk. There will be an organizational meeting scheduled soon.

c. REQUEST FROM CONTRACTOR REGARDING BIDDING PROCEDURES, Attachment 1.7-c

Dr. Gooder stated that Attachment 1.7-c contained a request regarding the availability of telephones for contractors at bid time for facility projects.

Dr. Shelver described the phone situation on campus. He indicated that contractors do receive last minute price changes that might result in savings to the District.

There was no recommendation made as investigation will continue into alternative methods.

d. CHANGES PROPOSED BY CHANCELLOR IN TITLE 5 REGULATIONS FOR ADULT CLASSES, Attachment 1.7-d

Dr. Gooder stated that Attachment 1.7-d contained proposed changes in Title 5 requirements for adult classes. He pointed out some of the concerns he had with this version: systematic evaluation, introductory levels of instruction, understanding maximum of 75 hrs. in craft course — all adding up to "tinkering" and not getting at the critical problem.

The general result of the proposed changes will be increased state regulation and lack of flexibility. This will be an agenda item for the next Board of Governors meeting on February 18-19 in Sacramento.
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

e. SPRING 1976 ENROLLMENT REPORT

Mr. Lisle Bresslin, Assistant Dean, Admissions and Records, reported that Spring enrollment approximates 6300 - marking a 6% decrease in day students over Fall of 1975. Evening enrollment stands at 2600 - a 3½% increase over a year ago and about equal to last Fall. Total day/evening credit enrollment declined 4% from Fall of 1975.

Dr. Gooder added that it is common to have fewer students in Spring than in the previous Fall.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of the following routine Certificated Personnel items, with noted corrections, and as described in the attachments:

(1) APPROVAL OF HOURLY INSTRUCTORS, SPRING, 1976 SEMESTER (DAY), AND SUBSTITUTES, Attachment 2.1-a(1)

(2) APPROVAL OF HOURLY INSTRUCTORS, SPRING, 1976 SEMESTER, EVENING COLLEGE, Enclosure #1

(3) APPROVAL OF HOURLY INSTRUCTORS, CONSULTANT (LECTURER), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(3)

DELETED ITEM: (4) RECOMMENDED APPROVAL OF TEACHING INTERNS, CHILDREN'S CENTER, SPRING 1976 SEMESTER, Attachment 2.1-a(4)

Mr. Oroz requested deletion of this item.

(5) APPROVAL OF P.E. COACHING ASSIGNMENTS, SPRING 1976 SEMESTER, Attachment 2.1-b(5)

Mr. Oroz requested deletion of the name of Jack Simon, Assistant Coach, Swimming.

(6) APPROVAL OF PROFESSIONAL VOLUNTEER STATUS, P.E. DEPT., SPRING 1976 SEMESTER, Attachment 2.1-a(6)

(7) APPROVAL OF APPOINTMENT (TEMPORARY SUBSTITUTE): GREG CAIN, INSTRUCTOR, PHYSICAL SCIENCE, 2/5 CONTRACT, EFFECTIVE SPRING 1976 SEMESTER, Attachment 2.1-a(7)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

a. ROUTINE - continued:

(8) APPROVAL OF APPOINTMENT (TEMPORARY SUBSTITUTE): JUDITH GAINOR, INSTRUCTOR, HEALTH OCCUPATIONS, EFFECTIVE SPRING 1976 SEMESTER, Attachment 2.1-a(8)

Mr. Oroz stated that this is a full-time contract, not a 2/5 contract as indicated in the attachment.

(9) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a(9)

b. NON-ROUTINE

(1) APPROVAL OF APPOINTMENT - DEPARTMENT CHAIRPERSON: LESTER STEVENS, PHYSICAL EDUCATION (REPLACING M. DEKKER), EFFECTIVE SPRING 1976 SEMESTER, Attachment 2.1-b(1)

Upon recommendation of the Director, Personnel Services, it was moved by Mr. Wells, seconded by Mr. Frank, and passed by the Board to approve of the appointment of Lester Stevens as Department Chairperson for the Physical Education Department, replacing M. Dekker, for the Spring, 1976, semester.

(2) APPROVAL OF APPOINTMENT - ATHLETIC DIRECTOR: EDWARD DE LACY, PHYSICAL EDUCATION (REPLACING A. REVIS), EFFECTIVE 7/1/76 FOR THE 1976-77 COLLEGE YEAR, Attachment 2.1-b(2)

Mr. Oroz stated that Ed De Lacy is recommended as Athletic Director, replacing Al Revis who is retiring as of June 30, 1976.

Mr. M. L. Huglin, Administrative Dean of Instruction, added that since arriving at Santa Barbara City College, Ed De Lacy has brought two Western State Conference championships to the college. Mr. De Lacy is considered an excellent replacement according to Mr. Huglin and Mr. Revis.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to approve of the permanent appointment of Edward De Lacy as Athletic Director, replacing A. Revis, effective July 1, 1976.

Mrs. Gutshall congratulated Mr. De Lacy, who was present at the meeting, on his new position.

(3) APPROVAL OF CORRECTION TO CONTRACT: HARRIET LECKIE, DIRECTOR, COOPERATIVE WORK EXPERIENCE, FOR 1975-76 YEAR, Attachment 2.1-b(3)

Mr. Oroz stated that an inaccurate rating-in had been processed for Harriet Leckie upon her appointment as Director of Cooperative Work Experience. All necessary documentation for the salary class transfer had been presented prior to the deadline date.

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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine - continued:

(3) continued:

It was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to approve of a correction to the contract for Harriet Leckie, Director of Cooperative Work Experience, from Class III-1 to Class IV-1, retroactive to the beginning of the current school year.

(4) APPROVAL OF RETIREMENT: MIRIAM DE WITT, ASSOCIATE PROFESSOR, ENGLISH, EFFECTIVE JUNE 30, 1976, Attachment 2.1-b(4)

Dr. Goeder stated that Ms. Miriam De Witt has indicated that she intends to retire in June. A brief summary of her services to the District was contained in the attachment which Dr. Goeder read aloud for benefit of all. He added that due to class scheduling Ms. De Witt was unable to appear at the meeting.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to approve of the retirement of Ms. Miriam De Witt, Associate Professor of English, effective June 30, 1976.

Best wishes for good fortune in a new profession were extended by the staff and the Board members.

(5) APPROVAL OF RETIREMENT: MAXINE WAUGHTELL, PROFESSOR, LIFE SCIENCE, EFFECTIVE JUNE 30, 1976, Attachment 2.1-b(5)

Dr. Goeder stated that Ms. Maxine Waughtell has indicated that she plans to retire in June. She is the first teacher to complete 25 years of service to the college. Dr. Goeder read the summary of her services for those present which were contained in the attachment. Ms. Waughtell had sent regrets at not being able to attend the meeting.

It was moved by Mr. Frank, seconded by Mr. Wells, and passed by the Board to approve of the retirement of Ms. Maxine Waughtell, Professor, Life Science, effective June 30, 1976.

Members of the Board and the staff extended wishes for good health and enjoyment in her retirement.

(6) RE-APPOINTMENT OF TEACHER/COORDINATORS FOR ONE-YEAR TERMS, EFFECTIVE JANUARY 26, 1976, Attachment 2.1-b(6)

Mr. Oroz stated that the college is now entering into the second year of the 2-year experiment in the instructional re-organizational project. The three teacher/coordinators appointed January 9, 1975 for the first year have indicated that they will continue in their assignments for the second year.

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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) continued:

Dr. Gooder indicated that an evaluation report of the first year of the project is nearing completion and will be presented by Mr. Burt Miller soon. He added that the ending date of the re-appointment of the persons listed in the attachment should be January 28, 1977.

It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve of the re-appointment of Ms. Betty Dean, Dr. Manuel Rivera, and Mr. David R. Williams, as Teacher/Coordinators for one-year terms beginning January 26, 1976 and ending January 28, 1977, and of supplemental pay for the positions at the same rate as for the previous year.

(7) APPROVAL OF NEW CERTIFICATED POSITIONS SUBJECT TO FUNDING, Attachment 2.1-b(7)

Mr. Oroz stated that this item is a request for new certificated positions for the 1976-77 year. The positions, 4 teaching and 2 non-teaching, have been reviewed by the Curriculum Committee, Academic Senate, and the Dean of Instruction.

For general planning purposes, a 3-year period is shown in the attachment, according to Mr. Huglin. He outlined briefly the sequence in which positions are requested by departments and channeled through his office, the teacher/ coordinators, and the Academic Senate. The positions will then be advertised as subject to funding, and, after the financial status is known in late Spring, the request for the positions is submitted to the Resources Allocation Review Board; then to the Superintendent/President who presents a recommendation for consideration by the Board.

It was moved by Mrs. Powell, seconded by Dr. Dobbs, and passed by the Board to approve of the new certificated positions for 1976-77 as described in Attachment 2.1-b(7) and subject to later approval as to funding.

(8) APPROVAL OF SABBATICAL LEAVES FOR 1976-77, Enclosure #2

Dr. Gooder noted that Dr. Schapansky had to leave the meeting, but Mrs. Susanne Culler, Vice-President of the Academic Senate, and Mr. John Kay, Chairman of the Professional Standards and Leave Committee, were present to respond to questions, if any. Both groups had reviewed and approved of the requests.

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2. PERSONNEL - continued:

2.1. CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(8) continued:

Dr. Gooder indicated that the list of applicants and a summary of their proposed activities were contained in Enclosure #2. The number of applicants is large due to considerable growth in the number of faculty members in 1970, but estimated costs are within the amount established by policy. The Professional Standards and Leave Committee and the Dean of Instruction have consulted extensively with the departments, and they have concluded that the quality of instruction will be maintained during these leaves.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to approve of the sabbatical leaves for 1976-77 as described in Enclosure #2.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, 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 CONTINUING EDUCATION DIVISION, Attachment 2.2-a(1)

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

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

(4) ACCEPTANCE OF RESIGNATION: FRANCES J. MONK, INT.TYP.CLK., PLACEMENT & FINANCIAL AIDS, EFFECTIVE 2/27/76, Attachment 2.2-a(4)

(5) RATIFICATION OF MILITARY LEAVE OF ABSENCE WITH PAY, EDWARD H. LESKA, JR., PROGRAM ANALYST, DATA PROCESSING, EFFECTIVE 1/19/76 - 1/30/76, Attachment 2.2-a(5)

(6) APPROVAL OF MILITARY LEAVE OF ABSENCE WITH PAY: GARY A. SPECKHALS, PROGRAM ANALYST, DATA PROCESSING, EFFECTIVE 2/2/76 - 2/13/76, Attachment 2.2-a(6)

(7) APPROVAL OF YEARLY SALARY INCREMENTS, EFFECTIVE FEBRUARY 1, 1976, Attachment 2.2-a(7).
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON ROUTINE

(1) APPROVAL OF APPOINTMENT: WALTER J. REPUN, CONSTRUCTION INSPECTOR, FACILITIES DEVELOPMENT, EFFECTIVE 1/30/76, Attachment 2.2-b(1)

Mr. Oroz stated that this was a temporary appointment which will end prior to January 1, 1977. The attachment contained the background of Mr. Repun who is recommended as a construction inspector as required by the State Office of Architecture and Construction (OAC).

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to approve of the appointment of Mr. Walter J. Repun as Construction Inspector, Facilities Development (temporary position), beginning January 30, 1976 and ending prior to January 1, 1977.

(2) APPROVAL OF NEW HOURLY POSITION, ASSISTANT FOOD SERVICES SUPERVISOR, RANGE 21, JOB DESCRIPTION, AND HOURLY APPOINTMENTS, EFFECTIVE 2/6/76, Attachment 2.2-b(2)

Mr. Oroz stated that this item covered three parts: the establishment of a new temporary, hourly position; a job description; and appointments. The HRM Program has been re-scheduled, and the cafeteria needs coverage by paid hourly employees from 2:00 pm on each day. It will, also, provide management experience for HRM students.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to approve of the temporary, hourly position of Assistant Food Services Supervisor, Range 21, of the job description, and of the appointments - all as contained in Attachment 2.2-b(2).

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mrs. Gutshall extended a welcome to Mr. Walter Martinez, Jr., newly-elected Vice-President of the Associated Students.

Mr. Martinez stated that he had no report to make other than to participate in discussion of Agenda Item 3.5.

3.2 APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE, JANUARY, 1976, Attachment 3.2

Dr. Goodey stated that Attachment 3.2 contained a list of 134 candidates for the Associate in Arts degree. These are January graduates who have completed all State and local requirements.

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3. STUDENT SERVICES - continued:

3.2 continued:

It was moved by Dr. Dobbs, seconded by Mrs. Powell, and unanimously passed by the Board to confer on each of the candidates listed in Attachment 3.2 the Associate in Arts Degree.

Mrs. Gutshall extended congratulations on behalf of the Board.

3.3 APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN SCIENCE DEGREE, JANUARY, 1976, Attachment 3.3

Dr. Gooder stated that Attachment 3.3 contained a list of 29 candidates for the Associate in Science Degree. These are January graduates who have completed their State and local requirements.

It was moved by Mr. Wells, seconded by Mr. Frank, and unanimously passed by the Board to confer on each of the candidates listed in Attachment 3.2 the Associate in Science Degree.

Mrs. Gutshall extended congratulations on behalf of the Board.

3.4 AMENDMENT OF THE POLICY ON ADMISSION OF FOREIGN STUDENTS

Dr. Gooder indicated that changing conditions dealing with granting of visas, as well as admission and enrollment regulations affecting the college, have required a review of college policy on admission of foreign students. The recommended change in policy would result in enrollment of about the same number of foreign students but would bring all foreign students under the same policy.

Mr. Bresalin reported that there are 78 foreign students enrolled, plus 20 - 30 Vietnamese students.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of amending the policy of admission of foreign students to now read as follows:

3112. Foreign Students

Foreign student enrollment at SBCC is limited to one percent of the day enrollment of the preceding semester. Students admitted must satisfy certain conditions set down by Student Personnel Procedures governing the admission of foreign students.

3.5 FIRE DEPARTMENT AND POLICE DEPARTMENT REACTIONS TO BEACH BOYS CONCERT, Attachment 3.5

Dr. Gooder stated that the attachment contained a memo from Dr. Shelver and a letter from the Fire Department in response to Board request for information concerning: 1) how would the Fire and Police Departments handle such an event should there be additional cost, and 2) greater assurance regarding the impact as they foresee it.

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3. STUDENT SERVICES - continued:

3.5 continued:

Dr. Gooder read the letter from J. Staneff, acting Fire Chief, noting particular sentences describing their concerns of this event.

Lt. Kirby Duncan spoke on behalf of the Police Department stating similar concerns and additional problems of crowd control and traffic congestion.

An hour and a half discussion was held by Board members, staff, Walter Martinez, and others. Dr. Shelver, Mr. Trent, Dr. Gooder and Lt. Duncan responded to questions. Some of the discussion centered on a "general-use statement" regarding the capacity to be held by the La Playa stadium.

A motion was made by Mrs. Alexander to set as a general policy a limit on La Playa stadium, within the stadium, of 9,000 persons. The motion was seconded by Mrs. Powell in order to initiate discussion on this point.

After discussion, the vote taken on this motion was 'yes' by Mrs. Alexander and Mr. Wells, and 'no' by Dr. Dobbs, Mrs. Powell, Mr. Frank, and Mrs. Gutshall. The motion was defeated.

Mrs. Gutshall noted for Board members that the additional new information requested by the Board has been received and should be taken into consideration. Dr. Gooder indicated that previous Board action had approved a concert but a date has not been set nor presented for approval.

There was some discussion as to the intent of the original motion passed by the Board at a previous meeting. Dr. Gooder obtained from his office the minutes of the October 16, 1975 meeting in which the proposed event was first discussed and a motion made to consider the possibility of renting the stadium for such an event. Also, he read from the minutes of the October 30, 1975 Board meeting in which the following action was taken and passed:

"...to enter into a contract with the Associated Students for a performance by the Beach Boys on December 14, 1975, if available, in La Playa Stadium; contract to be approved by Dr. David Shelver and ratified by the Board at the next meeting; all subject to the approval of the Fire and Police Departments of Santa Barbara."

Board members felt there were still serious questions to be answered by the promoter.

A motion was made by Mr. Frank to postpone a decision until the next Board meeting and to have the promoter, John Cochran, available. The motion was seconded by Dr. Dobbs. A vote was taken: Mr. Frank, Dr. Dobbs, and Mrs. Alexander voted 'yes', and Mr. Wells, Mrs. Powell, and Mrs. Gutshall voted 'no'. Motion cancelled.

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3. **STUDENT SERVICES - continued:**

3.5 continued:

Dr. Gooder reminded the Board of the letter from the Fire Department which stated that "......the influx of 15,000 to 20,000 people and their mode of transportation into that general area will create an intolerable situation for residents and businesses along with a tremendous traffic jam that could block and/or greatly delay response into the area for our department causing a possible loss of life and property." With this new knowledge and the input of the Police Department, the situation becomes more critical in decision making. Dr. Gooder offered to extend an invitation to John Cochran to attend the next Board meeting, if the Board so desired.

Mr. Wells made a motion that the former motion of Mr. Frank be considered again. This was seconded by Dr. Dobbs, and passed by the Board. Dr. Dobbs, Mrs. Alexander, Mr. Wells, Mr. Frank and Mrs. Powell voted in favor of Mr. Frank's former motion "to postpone a decision until the next Board meeting and to have the promoter, John Cochran, available". Motion passed.

Mrs. Gutshall thanked Lt. Duncan for his appearance and the participation of all.

4. **CURRICULUM AND INSTRUCTION**

4.1 **REPORT ON INSTRUCTIONAL TELEVISION ACTIVITIES**

Dr. Peter Haslund presented a television showing of instructional programs produced in the new TV studio in the Humanities Building. One program had been produced for one of his Political Science classes, and the other program viewed was the product of a Math class by Ms. Liz Hodes.

Dr. Kenneth Berry, Coordinator of Instructional Media Services, responded to questions regarding the use of the TV studio. (Copies of a list of users was distributed to Board members.) Certain specific tapes produced by the studio would be placed into a tape library for use by students in the Learning Resource Center and others. The studio was not completely in full operation last semester, but a busier season is anticipated this coming semester.

Mrs. Gutshall thanked them all for the presentation.

(Mr. Frank left the meeting during the TV showings at approximately 6:33 p.m.)

5. **BUSINESS SERVICES**

5.1 **ROUTINE**

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Dr. Dobbs, 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


Dr. Goeder stated that this was an informational item. Board members had toured the project just prior to today's meeting.

b. INSPECTOR'S REPORT No. 13, DRAMA/MUSIC BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR THE PERIOD ENDING JANUARY 30, 1976, Attachment 5.2-b

Dr. Goeder indicated that this was an informational item. Over 22% of the project has been completed.

c. INSPECTOR'S REPORT No. 3, SITE DEVELOPMENT, PHASE I-A PROJECT, CLARENCE AND JACK LAMBERT, INC., CONTRACTOR, FOR PERIOD ENDING JANUARY 30, 1976, Attachment 5.2-c

Dr. Goeder indicated that this was, also, an informational item. He noted that the most critical portion of the work has been completed.

d. APPROVAL FOR PERMISSION TO SELL 2 TANK FURNACES AND 2 COOLING LEHRS

Dr. Goeder stated that certain items originally built for a Glassblowing Program were no longer of use to the Continuing Education Division. The items had not been used due to lack of meeting safety standards after installation. A buyer is available and permission was requested to sell the items under Education Code Section 16402.

It was moved by Dr. Dobbs, seconded by Mrs. Powell, and passed by the Board to approve the sale of two tank furnaces and two cooling Lehrs as surplus property for the Continuing Education Division.

e. ACCEPTANCE OF $2,773 NDEA-III GRANT FOR SPEECH DEPARTMENT EQUIPMENT

Dr. Goeder stated that word had been received of a NDEA grant in the amount of $2,773. These funds will be used to purchase television recording equipment for the Speech Dept.

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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. continued:

to permit playback of student performances for critical analysis. Matching funds have been budgeted.

It was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to accept a NDEA, Title III-A, grant in the amount of $2,773 for the Speech Department.

f. RATIFICATION OF THE SUBMISSION OF AN APPLICATION TO THE STATE DEPARTMENT OF EDUCATION FOR FUNDING OF EDUCATIONAL SERVICES TO INDOCHINESE REFUGEES, Enclosure #3

Dr. Gooder stated that Enclosure #3 was a request for $7,472 to provide educational services for Indochinese refugees. No matching funds are required of the District. The application had been mailed to meet a January 30 deadline.

It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to ratify the submission of an application to the State Dept. of Education for funding of educational services for Indochinese refugees in the amount of $7,472.

g. RATIFICATION OF THE SUBMISSION OF A READING ACADEMY PROPOSAL TO THE DEPARTMENT OF HEALTH, EDUCATION AND WELFARE, Enclosure #4

Dr. Gooder stated that Enclosure #4 contained a proposal to the Department of Health, Education and Welfare for a Reading Academy. This program is intended to promote adult literacy, especially those who are functionally illiterate.

This project is extremely important and the proposal is exceptionally well-written. There are future budget implications as it runs only one year at a time. The proposal had been mailed to meet a February 2 deadline.

It was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to ratify the submission of the Reading Academy proposal to the Department of Health, Education and Welfare in the amount of $88,743 for the first year.

h. APPROVAL OF LEASE OF REAL PROPERTY WITH FAMILY SERVICE AGENCY, Attachment 5.2-h

Dr. Gooder indicated that annually the District has entered into a no-cost leasing arrangement with the Family Service Agency for real property to be used as a parking lot.

It was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of a no-cost lease of real property with the Family Service Agency as described in Attachment 5.2-h.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. APPROVAL OF PACIFIC MATERIALS LABORATORY, INC., FOR TESTING SERVICES REQUIRED FOR THE FIRE ACCESS ROAD PROJECT, Attachment 5.2-1

Dr. Gooder stated that specific tests of materials are required by the State. The attachment contained the engineer's recommendation and a proposal for performance of these tests.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to approve of Pacific Materials Laboratory, Inc., for required soils testing for the Fire Access Road project at a cost not to exceed $600.

j. APPROVAL OF PACIFIC MATERIALS LABORATORY, INC., FOR REQUIRED TESTING SERVICES FOR THE LIBRARY MODIFICATIONS PROJECT, Attachment 5.2-j

Dr. Gooder indicated that specific materials tests are required for the Library Modifications project. The actual number of tests required is determined by the architect and inspector and is dependent on actual job conditions.

According to Mr. Trent, proposals for testing had been received from Buena Engineers, Inc., of Ventura and Pacific Materials Laboratory, Inc., of Santa Barbara. He recommended using the same laboratory being used for other campus projects.

It was moved by Dr. Dobbs, seconded by Mrs. Powell, and passed by the Board to approve of Pacific Materials Laboratory, Inc., for required materials testing for the Library Modifications project at a cost not to exceed $950.

k. ALLOCATION FOR VIDEO TAPE RENTAL

Dr. Gooder indicated that a request had been received for $450 for rental of video tapes in a class previously taught by Mr. Vern Stiers. The current instructor has a different teaching method and needs these tapes. The request has been reviewed and approved by the Resources Allocation Review Board.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of an allocation from the Contingencies Fund of $450 for rental of video tapes as described.

1. APPROVAL OF APPROPRIATION TRANSFERS #76-043, 76-044, and 76-045, Attachment 5.2-1

Dr. Gooder stated that Attachment 5.2-1 contained proposed internal appropriation transfers.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to approve of Appropriation Transfers #76-043, 76-044, and 76-045, as described in Attachment 5.2-1.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

m. APPROVAL OF APPROPRIATION TRANSFERS #76-039, 76-040, 76-041, AND 76-042 AND ADOPTION OF RESOLUTION No. 17 (1975-76), Attachment 5.2-m

Dr. Gooder stated that Attachment 5.2-m contained four proposed appropriation transfers from the Contingencies Fund to fund projects previously approved by the Board.

It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve of Appropriation Transfers #76-039, 76-040, 76-041 and 76-042, and to adopt Resolution No. 17 (1975-76). Upon poll of the members, the vote was as follows:

Ayes: Mrs. Gutshall, Dr. Dobbs, Mrs. Alexander

Mrs. Powell, Mr. Wells

Noes: None

Absent: Mr. Frank, Mr. Garvin

n. PRESENTATION OF REPORT OF THE DISTRICT'S FINANCIAL STATUS FOR QUARTER ENDING DECEMBER 31, 1975, Enclosure #5

Dr. Gooder indicated that Enclosure #5 contained the financial report for the quarter ending December 31, 1975, and shows the District is in 'good shape'.

Dr. Shelver noted one figure misplaced - page 12, under Capital Outlay, the figure of $2,650 will be transferred out.

Dr. Gooder stated that staff would respond at any time that the Board would have a question pertaining to this report. No action was needed.

o. REPORT SUMMARIES OF BOOKSTORE AND STUDENT FINANCE OPERATIONS FOR THE 2nd QUARTER OF THE 1975-76 YEAR, Enclosure #6

Dr. Gooder stated that Enclosure #6 contained a summary of operations of the Campus Bookstore and Student Finance for the period July 1, 1975 through December 31, 1975. This was presented for information only.

p. REPORT ON STATUS OF CHILDREN'S CENTER PROJECT, Attachment 5.2-p

Dr. Gooder reported briefly on the status of the Children's Center Project.

Bids had been received for construction of this project on January 20, 1976. The project had been previously approved by the Coastal Commission but a citizen owning adjoining land had appealed the decision. This appeal was denied by the Commission at its last meeting. In the meantime, the City required some widening of the street and desired all utilities to be underground. Negotiations are in process regarding the utility poles.

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

5.2 NON-ROUTINE - continued:

p. continued:

The street widening had been included as an addendum to the plans and specifications prior to bidding. Bid figures received included costs for the street widening but the Coastal Commission must now review and act on the street widening portion as a separate project. The bids are good for 60 days and the bidders have been informed of the pending situation.

Dr. Shelver added that, since the building will be completed prior to collection of all necessary tax funds, alternate financing may have to be considered.

Dr. Gooder concluded that no action was necessary at this time. More information will be presented at a later date when all pending items are finalized.

ITEM q. INCOME PROJECTIONS FOR 1976-77

Dr. Gooder stated that this item had to do with income projections for 1976-77 as estimated under the proposed continuation of the apportionment 'cap'.

Copies of a written report prepared by Dr. Shelver were distributed to Board members. Dr. Gooder, also, reminded the Board of the report he must prepare for the Chancellor on the impact of the 'cap' on Santa Barbara City College.

At the request of Mrs. Alexander and other Board members, this item was postponed to give the Board ample time to review Dr. Shelver's report. Also, Dr. Gooder's report to the Chancellor may be available to consider at one and the same time.

6. GENERAL INFORMATION

6.1 WORK FORCE AND UTILIZATION ANALYSIS, Enclosure #7

Dr. Gooder stated that Enclosure #7 contained a report on the work force as prepared by Mr. Dan Oroz, Affirmative Action Officer.

Mr. Oroz indicated that the District's Affirmative Action Plan required completion of three basic elements: 1) a Work Force Analysis, 2) a Utilization Analysis, and 3) goals and timetables. Based on data collected by the Personnel Department, the enclosure contained the required Work Force and Utilization Analysis. He responded to questions from Board members.

Mrs. Gutshall thanked Mr. Oroz for his report and the great amount of time and effort evident in it.
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6. GENERAL INFORMATION - continued:

6.2 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 February 6 through February 26, 1976.

7. ADJOURNMENT

Upon motion of Mrs. Powell, seconded by Mrs. Alexander, the Board of Trustees of the Santa Barbara Community College District adjourned their special meeting at 7:36 p.m.

The next meeting of the Board of Trustees will be a regular meeting on Thursday, February 26, 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 26, 1976.