AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

March 11, 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 - Item 2.1-b(5)

1.5 MINUTES OF REGULAR MEETING OF FEBRUARY 26, 1976

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

a. LETTER FROM AGENT REGARDING APPEARANCE OF BEACH BOYS
   Attachment 1.7-a

   Attachment 1.7-a is a letter from International Creative
   Management indicating that the Beach Boys will not appear at
   Santa Barbara City College on April 4, 1976.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

   (1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS
       (DAY), CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS,
       AND SUBSTITUTES, SPRING, 1976
       Attachment 2.1-a(1)

   (2) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTOR,
       EVENING COLLEGE, SPRING, 1976
       Attachment 2.1-a(2)

   (3) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS (TELEVISION),
       SPRING, 1976
       Attachment 2.1-a(3)

   (4) RECOMMENDED APPROVAL OF P.E. COACHING ASSIGNMENT: HANIA
       MUNRO (REPLACING C. FIGUEROA), WOMEN'S TRACK/FIELD,
       EFFECTIVE 3/1/76
       Attachment 2.1-a(4)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

a. ROUTINE - continued:

(5) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTES, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, SPRING 1976 TERM

Attachment 2.1-a(5)

(6) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(6)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF FIRST YEAR CONTRACT (PROBATIONARY) INSTRUCTORS IN SECOND YEAR CONTRACT (PROBATIONARY) STATUS FOR 1976-77

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF SECOND YEAR (PROBATIONARY) INSTRUCTORS IN THIRD YEAR REGULAR (TENURE) STATUS FOR 1976-77

Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF FIRST YEAR CONTRACT (PROBATIONARY) ADMINISTRATOR IN SECOND YEAR CONTRACT (PROBATIONARY) STATUS FOR 1976-77

Attachment 2.1-b(3)

(4) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF SECOND YEAR CONTRACT (PROBATIONARY) ADMINISTRATOR IN THIRD YEAR REGULAR (TENURE) STATUS FOR 1976-77

Attachment 2.1-b(4)

(5) RECOMMENDED APPROVAL OF NOTIFICATION OF NON-RENEWAL OF CONTRACT OF FIRST YEAR CONTRACT (PROBATIONARY) INSTRUCTOR

Enclosure #1

Enclosure #1 contains information related to the performance and evaluation of the performance of a first-year contract teacher. It includes, also, a resolution indicating that it is the intention of the Board of Trustees not to enter into a contract for the second academic year with the employee and to give written notice to the employee of such action.

Adoption of the resolution is recommended.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

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

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF EXTENSION OF HEALTH LEAVE: MARIAN
RAPP, ADMIN. SEC., INSTRUCTION, EFFECTIVE 3/1/76 - 3/19/76
Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT: MARIANN CARRAN, INT. TYP.
CLK., FINANCIAL AIDS (REPLACING F. MONK), EFFECTIVE 3/15/76
Attachment 2.2-b(2)

(3) PRESENTATION OF FINAL REPORT BY EMPLOYEE MANAGEMENT SERVICES
OF THE CLASSIFICATION AND SALARY SURVEY

Enclosure #2

On September 25, 1975 an agreement with Employee Management Services for a campus-wide Classification and Salary Survey was approved by the Board of Trustees. This approval came after the proposed study was reviewed at a CSEA meeting on September 19, 1975 and unanimously recommended for implementation.

The final report is presented to the Board as Enclosure #2. The Employee Management Services has performed the survey in accordance with the terms of the contract approved by the Board on September 25. The Scope and Methodology outlined in the contract were adhered to. Considerable input has been provided by all personnel in the District, including employees, supervisors and administration. Procedures for appeals were set up and an opportunity to appeal given to anyone who disagreed with the Preliminary Report. Provisions were made by the Personnel Department to insure that all affected employees were kept advised of the progress of the study and the status of their individual classification reviews.

Mr. David Creighton of Employee Management Services will be present to speak to the report and answer any questions.

It is recommended that the Classification and Salary Survey be received by the Board for their review and appropriate action.
3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 REPORT ON STUDENT VOLUNTEER PROGRAM

Students of Santa Barbara City College have organized and are developing an effective volunteer program related to career objectives. Mr. Brad Fiske, a student and member of the Associated Student Senate, will describe the program.

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF NEW COURSES FOR THE SPRING TERM, CONTINUING EDUCATION DIVISION

Attachment 4.1

4.2 REPORT OF RESULTS OF UNDERWATER EVALUATION OF POWER RESCUE TOOL FOR U.S. NAVY

Enclosure #3

Enclosure #3 contains the report of results of underwater tool tests by students and staff of the Marine Technology Program on behalf of the United States Navy.

4.3 REPORT OF INTERIM EVALUATION OF THE REORGANIZATION OF INSTRUCTION

Enclosure #4

A report of the first-year interim evaluation of the instructional reorganization has been prepared and is submitted as Enclosure #4.

This is presented for information. The experiment is continuing for a second year. It will be evaluated further. It is anticipated that recommendations will be developed in late Spring and early Fall regarding future organization for instruction.

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER NUMBERS FOR SUPPLIES, EQUIPMENT AND SERVICES

Attachment 5.1-a

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment and services on Purchase Orders No. P56-1846 through and including P56-1987.
4. CURRICULUM AND INSTRUCTION

4.4 RECOMMENDED APPROVAL OF DISTRICT PLAN FOR VOCATIONAL EDUCATION, 1976-77

Enclosure #6

Enclosure #6 contains the District Plan for Vocational Education for 1976-77. It constitutes the basis for application for VEA funds, Public Law 90-576, under Part B and Part F and describes all vocational education programs, activities, and services in the district.

Approval of the District Plan for Vocational Education for 1976-77 is recommended.
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

b. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS

Attachment 5.1-b

The Superintendent recommends authorization and/or ratification of payment of claims listed on Attachment 5.1-b and such other claims as may arise prior to the meeting.

5.2 NON-Routine

a. INSPECTOR'S REPORT No. 28, VOCATIONAL TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, FOR THE PERIOD ENDING FEBRUARY 27, 1976

Attachment 5.2-a

b. INSPECTOR'S REPORT No. 14, DRAMA/MUSIC BUILDING PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR THE PERIOD ENDING FEBRUARY 27, 1976

Attachment 5.2-b

c. INSPECTOR'S REPORT No. 4, SITE DEVELOPMENT, PHASE I-A PROJECT, CLARENCE & JACK LAMBERT, INC., CONTRACTOR, FOR PERIOD ENDING FEBRUARY 27, 1976

Attachment 5.2-c

d. INSPECTOR'S REPORT No. 3, FIRE ACCESS ROAD FROM PERSHING PARK PROJECT, MELCHER CONSTRUCTION COMPANY, CONTRACTOR, FOR PERIOD ENDING FEBRUARY 27, 1976

Attachment 5.2-d

e. INSPECTOR'S REPORT No. 2, LIBRARY MODIFICATIONS PROJECT, FRED H. CLYDE, INC., CONTRACTOR, FOR PERIOD ENDING FEBRUARY 27, 1976

Attachment 5.2.e

f. RECOMMENDED ACCEPTANCE OF AN ADDITIONAL ALLOCATION IN THE AMOUNT OF $2,412 FOR NURSING STUDENT LOANS

Attachment 5.2-f

Notification of an additional $2,412 award to be used for nursing student loans to aid Nursing Program students has been received. The required District-matching share of $268, or 1/9 of the allocation, is included in the 1975-76 District budget.

The Superintendent recommends acceptance of Nursing Loan Funds from the Department of Health, Education and Welfare in the amount of $2,412.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. RECOMMENDED APPROVAL OF FILM RENTAL CONTRACT WITH THE LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS

Attachment 5.2-g

Annually, the District enters into an agreement with the Los Angeles County Superintendent of Schools office for the rental of selected films. There is no increase in the cost for this year.

The Superintendent recommends approval of the contract with the Los Angeles County Superintendent of Schools office for rental of films for fiscal year 1976-77, as described in Attachment 5.2-g.

h. RECOMMENDED RATIFICATION OF THE SUBMISSION OF A PROPOSAL FOR THE REACH PROJECT

Enclosure #5

As a result of a preliminary proposal submitted to the Fund For The Improvement of Postsecondary Education, the college has been invited to submit a full proposal for the REACH project. This project, in a variety of forms, has been submitted to this and other agencies previously with primary emphasis upon reaching, recruiting, and preparing adults to enter regular programs of the college. The emphasis in this proposal has shifted to providing basic English language skills training to adults. Reading and ESL will be offered in small group and one-to-one tutor situations in a downtown center. The proposal was mailed on March 1 to meet a receipt deadline of March 5.

The Superintendent recommends ratification of the submission of this proposal.

i. RECOMMENDED ACKNOWLEDGEMENT OF NOTIFICATION OF DISTRICT STATUS ON DEFICIT FINANCING

Attachment 5.2-i

In accordance with Education Code 21107.5, the County Schools office has notified the Board of Trustees that, as of December 31, 1975, District budgeted expenditures exceed estimated income. Such a report will be received quarterly.

The last report submitted to the Board on December 18, 1975, for the quarter ending September 30, showed an expected deficit of $343,966. The additional $23,018 consists of several transfers from the Appropriation For Contingencies as recommended by the Resources Allocation Review Board and approved by the Board of Trustees.
5. BUSINESS SERVICES – continued:

5.2 NON-ROUTINE – continued:

j. RECOMMENDED APPROVAL OF CHANGE ORDER No. 2, FIRE ACCESS ROAD FROM PERSHING PARK PROJECT, MELCHER CONSTRUCTION COMPANY, CONTRACTOR

Attachment 5.2-j

Change Order No. 2 includes additional retaining wall required to provide adequate width for the fire access road. The cost of this work ($2,000) is within the unit prices listed in the contractor's original bid. No additional time will be required for this work.

| Original contract price | $ 84,371 |
| Change Order No. 1     | + 8,130  |
| Change Order No. 2     | + 2,000  |
| New Contract Price     | $ 94,501 |

The Superintendent recommends approval of Change Order No. 2, Fire Access Road from Pershing Park Project, Melcher Construction Company, contractor, at an increase of $2,000 to the contract price and no change in the completion date of May 18, 1976.

k. RECOMMENDED APPROVAL OF EXTRA SERVICES TO THE ENGINEERING CONTRACT WITH MARTIN & NORTHART, INC., FOR THE FIRE ACCESS ROAD

Attachment 5.2-k

Change Order No. 1 for the Fire Access Road project required the design of additional retaining wall and drainage of impounded water at Castillo Street. Attachment 5.2-k includes the engineer's request for extra services for this additional work.

The Superintendent recommends approval of extra services to the engineering contract with Martin & Northart, Inc., to revise construction documents for the Fire Access Road at a cost of $395.50.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. RECOMMENDED APPROVAL OF CHANGE ORDER No. 1, LIBRARY MODIFICATIONS PROJECT, FRED H. CLYDE, INC., CONTRACTOR

Attachment 5.2-1

Change Order No. 1 for the Library Modification project includes:

1. Modifying electrical conduit and service not shown in the floor slab near the elevator. . . . . . . Add $1,146.80
2. Removing and modifying the existing wall and ceiling construction to facilitate framing . . . . . . Add $ 790.00
3. Additional bracing of restroom walls at existing ceiling . . . . . . . . . . . . . . . . . Deduct $ 100.00
4. Add wall finish at existing wall omitted in plans . . . . . . . . . . . . . . . . . . . . . . . . Add $ 325.00
5. Relocate ceiling light fixtures . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . $ no cost
6. Remove and relocate existing electrical and telephone conduit and service not shown on plans . . . . . . . . . . . . Add $1,360.00
7. Deduct allowance for electrolysis protection . . . . . . . . . . . . . . . . . . . . . . Deduct $2,500.00

NET ADD........$1,021.80

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<th>Original contract price</th>
<th>Change Order No. 1</th>
<th>New Contract Price</th>
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<td>$ 78,700.00</td>
<td>+ 1,021.80</td>
<td>$ 79,721.80</td>
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The Superintendent recommends approval of Change Order No. 1, Library Modifications Project, Fred H. Clyde, Inc., contractor, at an increase of $1,021.80 to the contract price and no change in the completion date of August 13, 1976.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

m. RECOMMENDATIONS REGARDING FUNDING OF CHILD CARE CENTER

Attachment 5.2-m

As a result of increased costs resulting from the requirement that the street be widened, and in order to fund the Children's Center construction in advance of receipt of revenues, it is recommended that the Child Care Center be funded from the ending balance.

It is recommended, further, that income from the Child Care Center Building Fund Tax through the 1977-78 fiscal year be credited back to the General Fund to replace the advance.

n. CONSIDERATION OF LOW BID AND AUTHORIZATION TO AWARD CONTRACT FOR CONSTRUCTION OF THE CHILDREN'S CENTER PROJECT

Attachment 5.2-n

Bids for this project were received on January 20, 1976, but have been held pending outcome of an appeal to the Coastal Commission and of negotiations by staff to defer the requirement of underground utilities to a later date. Attachment 5.2-n includes the schedule of events to date and anticipated schedule of construction. Also included is the bid tabulation sheet for this project. Ratification by the Coastal Commission of an Administrative Permit to widen Weldon Drive is anticipated on March 11, 1976. The appeal period will not expire until March 25, 1976.

It is anticipated that all negotiations and hearings will be completed by Board meeting time and a summary will be presented by staff. Assuming completion of negotiations and hearings, it is recommended that the low bid be accepted and staff be authorized to award contract for the construction of the Children's Center project, subject to the condition that a notice to proceed will not be issued prior to the end of the Coastal Commission appeal period.
Agenda - Regular Meeting
Board of Trustees - SBCCD
March 11, 1976

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, March 25, 1976 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.