AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 24, 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 REGULAR MEETING OF JUNE 10, 1976
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. RESULTS OF ACADEMIC SENATE ELECTIONS
         Recent election for the 1976-77 school year for offices
         of the Academic Senate is as follows:

         Dr. Elwood Schapansky          President
         Dr. Peter Haslund              Vice-President
         Mr. Raymond F. O'Connor        Secretary
      b. ENROLLMENT REPORT ON 1976 SUMMER SESSION

1.8 RECOMMENDED APPOINTMENT OF ASSISTANT SECRETARY-CLERK

   Dr. Donald K. Sorsabal has been re-appointed on a regular basis
   as Assistant Superintendent, Business Services, effective August 1,
   1976. He is serving as acting Assistant Secretary/Clerk to the Board
   of Trustees during the months of June and July.

   It is recommended that Dr. Donald K. Sorsabal be appointed
   Assistant Secretary-Clerk to the Board effective August 1, 1976
   through March 31, 1977.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTOR, SUBSTITUTE, AND LECTURER (CONSULTANT), CONTINUING EDUCATION DIVISION

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF ADDITIONAL INSTRUCTORS, AND CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS, SUMMER SESSION, 1976

Attachment 2.1-a(2)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(3)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF AMENDMENT TO 1976-77 WORKING SCHEDULE FOR ADMINISTRATIVE PERSONNEL

Attachment 2.1-b(1)

It has come to the attention of the staff that the 1976-77 Working Schedule for 12-Month Administrative Personnel adopted on March 25, 1976 erroneously listed the day before Christmas, the day before New Year, and Memorial Day as working days. These are legal holidays and should be eliminated from the Working Schedule. This would reduce the working days to 250 days for 1976-77 for 12-month administrative personnel.

The Superintendent recommends approval of the revised 1976-77 Working Schedule for 12-Month Administrative Personnel to reflect 250 working days.

(2) RECOMMENDED APPROVAL OF APPOINTMENT: ELIDA M. FLORES, INSTRUCTOR, BASIC SKILLS (NEW POSITION), EFFECTIVE 9/1/76

Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: KARL F. HALBACK, INSTRUCTOR, EARTH SCIENCE, NEW POSITION, EFFECTIVE 9/1/76

Attachment 2.1-b(3)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine - continued:

(4) RECOMMENDED APPROVAL OF CHANGE TO CONTRACT: SUZANNE MEDINA-NGUYEN, INSTRUCTOR, ESL, ADD HALF-TIME NEW POSITION FOR FULL-TIME ASSIGNMENT, EFFECTIVE 9/1/76

Attachment 2.1-b(4)

(5) RECOMMENDED APPROVAL OF TEMPORARY APPOINTMENT: JUDITH A. ROSE, INSTRUCTOR, DENTAL ASSISTING (REPLACING G. BARROCA ON SABBATICAL LEAVE), FALL SEMESTER 1976

Attachment 2.1-b(5)

(6) RECOMMENDED APPROVAL OF APPOINTMENT: GUY D. SMITH, INSTRUCTOR, ENGLISH (REPLACING M. DE WITT 3/5 AND NEW POSITION 2/5), EFFECTIVE 9/1/76

Attachment 2.1-b(6)

(7) RECOMMENDED APPROVAL OF APPOINTMENT (TEMPORARY): ELVIRA G. TAFOYA, INSTRUCTOR, CHICANO STUDIES, FALL SEMESTER 1976 @60%

Attachment 2.1-b(7)

(8) RECOMMENDED APPROVAL OF RE-APPOINTMENT OF VAUGHN W. WESTERMeyer, M.D., CONSULTANT, STUDENT HEALTH SERVICES FOR 1976-77 COLLEGE YEAR

Attachment 2.1-b(8)

The District has been fortunate to have the services of Dr. Vaughn W. Westermeyer as the consultant for Student Health services. Dr. Westermeyer is available to continue in his capacity as consultant for another year.

It is recommended that Dr. Vaughn W. Westermeyer be re-appointed as Consultant, Student Health Services, for the 1976-77 college year on an as-needed basis at a rate of $15.73 per consultation period.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF 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)

(3) RECOMMENDED ACCEPTANCE OF RESIGNATION: MARCELA MORALES, SECRETARY, APPRENTICESHIP PROGRAM, EFFECTIVE 6/30/76

Attachment 2.2-a(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: BARBARA WILLIAMS, WOMEN'S LOCKER ROOM ATTENDANT, P.E. DEPT., EFFECTIVE 6/30/76

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE: FRANCESCA PARKER, PERSONNEL CLERK, PERSONNEL DEPT., EFFECTIVE 6/8/76 FOR APPROXIMATELY 3 MONTHS

Attachment 2.2-a(5)

(6) RECOMMENDED APPROVAL OF APPOINTMENTS FOR COMMUNITY SERVICES, RECREATIONAL FOOTBALL PASSING LEAGUE, EFFECTIVE 7/6/76 THRU 7/27/76 (B-WARRANT PAYMENT)

Attachment 2.2-a(6)


Attachment 2.2-a(7)

(8) RECOMMENDED APPROVAL OF PROFESSIONAL GROWTH INCREMENTS: I. BUTLER, SR.SEC., MARINE TECH/ACAD.SENATE; C. CHRISTIAN, SR.LAB.TECH., PHYSICS & ENGR.; and M. JAMES, ADM. & RECORDS CLK., ADMISSIONS & RECORDS;, ALL EFFECTIVE 7/1/76

Attachment 2.2-a(8)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF YEARLY SALARY INCREMENTS

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF MILITARY LEAVE OF ABSENCE WITH PAY: DONALD R. CANLEY, GEN. MAINT. WORKER, FACILITIES & OPERATIONS, EFFECTIVE 6/26/76 THRU 7/10/76 and WILLIAM H. HAARZ, SR. LAB. TECH., EARTH SCIENCE, EFFECTIVE 7/25/76 THRU 8/6/76

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: GRACE D. SCHRAFFT, SR. TYP. CLK., FINANCIAL AIDS (REPLACING C. DARGA), EFFECTIVE 6/25/76

Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF NEW POSITION: TEACHER ASSISTANT, CHILDREN'S CENTER

Attachment 2.2-b(4)

On May 22, 1975 the College employed two certificated, hourly Teacher Interns in the Children's Center.

Notification has been received from the Department of Education that the Provisional Instructional Permit to certify these positions will no longer be required. Therefore, it is necessary to classify these positions so they can function without credentials, work as hourly classified employees, and be designated as temporary non-classified service, since they will work for less than one year.

It is recommended that the new position be established, and the job description be approved.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(5) RECOMMENDED APPROVAL OF APPOINTMENT: PATRICIA ROELLE AND SANDRA RUBEL, HOURLY TEACHER ASSISTANTS, CHILDREN'S CENTER, EFFECTIVE 9/1/76 (TEMPORARY POSITION)

Attachment 2.2-b(5)

(6) RECOMMENDED APPROVAL OF CLASSIFIED SALARY AND PERSONNEL BENEFIT ADJUSTMENTS

Enclosure #1

Discussions between the C.S.E.A. Salary Committee and the staff have resulted in agreements which are provided in Enclosure #1. They suggest phasing salary adjustments with Phase I being a 2.5% increase and Phase II an additional 2.5% increase if certain conditions can be met including the stipulation that no tax rate increase is required. They suggest, also, that the District increase personnel benefits to cover increased costs of insurance premiums.

It is recommended that adjustments be approved as described in Enclosure #1.
2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

a. RECOMMENDED APPROVAL OF PROPOSED PUBLIC NOTICE POLICY IN ACCORDANCE WITH COLLECTIVE BARGAINING ACT (RODDA)

Attachment 2.3-a

Section 3547 of the Rodda Act provides for certain public notice requirements in regards to initial proposals from an exclusive representative which relate to matters within the scope of meeting and negotiating (page 1, Attachment 2.3-a). Basically, the Rodda Act requires that the public be informed and have an opportunity to express itself regarding the proposals of not only the exclusive representative but also the employer.

Article 8 of the Rodda Act states that the Board of Trustees may adopt regulations to implement this public notice requirement (page 2, Attachment 2.3-a).

It is, therefore, recommended that the proposed Public Notice Policy be adopted.

b. RECOMMENDED APPROVAL OF AFFIRMATIVE ACTION GOALS AND TIMETABLES

Enclosure #2

At the June 10 Board meeting, the Board acted to have this item brought back for further discussion and consideration.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

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

For the past three years the Student Insurance Company of Los Angeles has been the carrier for the student accident and illness insurance plans. No change in the carrier is recommended.

It is recommended, therefore, that approval be given for the Student Insurance Company of Los Angeles to serve as the carrier of the mandatory Student Accident Insurance Policy, and, also, of the voluntary 24-hour Accident and Sickness Insurance Plan offered to the college for the period August 25, 1976 through August 24, 1977.
4. CURRICULUM AND INSTRUCTION

4.1 REPORT ON LEARNING CENTER USE FOR 1975-76, ROBERT CARMAN

4.2 REPORT ON TUTORIAL SERVICES, PABLO BUCKELEW

Attachment 4.2

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. P56-2783 through and including P56-2823.

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 claims as may arise prior to the meeting.

5.2 NON-ROUTINE

a. RECOMMENDED ACCEPTANCE OF SUPPLEMENTARY FUNDS FOR THE 1975-76 EOPS PROJECT

Attachment 5.2-a

On June 7, 1976, the College was notified by the Chancellor's office that the Santa Barbara City College 1975-76 EOPS Project had been allocated an additional $4,000. The attachment shows that State participation in the College's 1975-76 EOPS Project will total $66,700. No matching funds are required for this supplementary allocation.

It is recommended that the additional allocation of $4,000 to the 1975-76 EOPS Project be accepted.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTEINE - continued:

b. RECOMMENDED ACCEPTANCE OF THE ALLOCATION OF FUNDS FOR THE NATIONAL DEFENSE STUDENT LOAN PROGRAM, THE COLLEGE WORK-STUDY PROGRAM, AND THE SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS PROGRAM FOR 7/1/76 THROUGH 6/30/77

Attachment 5.2-b

Notice has been received from the U. S. Department of Health, Education and Welfare that the District has been allocated $17,758 for the National Defense Student Loan Program, $308,716 for the College Work-Study Program, and $81,882 for the Supplemental Educational Opportunity Grants Program for the period of July 1, 1976 through June 30, 1977.

It is recommended that allocations totalling $408,356 be accepted.

c. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #76-084

Attachment 5.2-c

#76-084 in the amount of $51.00: Transfer of funds to cover additional travel expense for the EOP Department.

Approval of Appropriation Transfer #76-084 is recommended.

d. RECOMMENDED APPROVAL OF 1976-77 INTRA-DISTRICT TRAVEL ALLOWANCE LIST

Attachment 5.2-d

Attachment 5.2-d delineates those persons who are required to use their automobiles for District purposes during 1976-77 and the amount of their scheduled reimbursement for intra-district travel.

The Superintendent recommends approval of the Intra-District Travel Allowance List for 1976-77 as contained on Attachment 5.2-d.

e. RECOMMENDED APPROVAL OF SUBMISSION OF AN APPLICATION FOR A NURSING CAPITATION GRANT

Enclosure #3

Capitation grant applications have been invited by the Public Health Service for the coming fiscal year. Applications must be postmarked no later than June 25. The amount of the grant will be based on a formula. The last such grant received by Santa Barbara City College was in the amount of $18,828, and was used to purchase television equipment. No matching funds are required.

The Superintendent recommends approval of the submission of Nursing Capitation Grant application.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED APPROVAL OF RENEWAL OF MEMBERSHIP IN CENTRAL COAST PERSONNEL COUNCIL, AND APPROVAL OF 2-YEAR AGREEMENT FOR SPECIAL SERVICES

Enclosure #4

On October 30, 1975, the Board approved membership in the Central Coast Personnel Council and approved an agreement, in consortium with other school districts, for consulting services related to employer/employee relations. This agreement will expire on June 30, 1976 and a new agreement has been arranged for the period of July 1, 1976 through June 30, 1978 (two-year contract).

The services provided to the District by this consulting arrangement have been vital in implementing the provisions of SB 160 (Rodda) and it is apparent that the necessity for such services will increase because of the negotiating process.

It is recommended that continued membership in the Central Coast Personnel Council be authorized, and the agreement for Special Services be approved.

g. REQUEST FOR SUNDAY USE OF DISTRICT FACILITIES

Attachment 5.2-g

In accordance with Board policy, requests for use of District facilities on Sundays are brought to the Board for approval. Attachment 5.2-g contains a request by the Muscular Dystrophy Associations, Inc., to use the gymnasium on Saturday, July 17 and Sunday, July 18, 1976, for the purpose of a procelebrity tennis tournament.

This item will be discussed in detail at the meeting.

h. CONSIDERATION OF COLOR AND TEXTURE SELECTIONS FOR THE CHILDREN'S CENTER PROJECT

The selection of building material colors and textures have been completed by project architects, Hall & Visioni. Children Center staff have reviewed and approved the proposed color and texture selections.

Mr. William Hall will present these recommendations for approval at the meeting.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. STATUS REPORT ON DRAMA/MUSIC BUILDING PROJECT COLOR AND TEXTURES

Mr. Donald Trent will speak to this item at the meeting.

j. NOTIFICATION OF DISTRICT STATUS ON DEFICIT FINANCING

Attachment 5.2-j

In accordance with Education Code 21107.5, the County Superintendent of Schools is required to notify each school district each quarter that records indicate the district has been spending more than its actual income for the year, excluding the beginning balances. Attachment 5.2-j indicates that the Santa Barbara Community College District had spent through the third quarter $238,021 more than its actual income. In actuality, the District had spent from its carry-over balances approximately $270,000 for capital construction and, thereby, making it appear that the District was in deficit financing.

This matter will be discussed additionally at the meeting.

k. RECOMMENDED APPROVAL OF THE 1976-77 TENTATIVE BUDGET

At the June 10 meeting of the Board of Trustees, the proposed Tentative Budget was submitted for review. Dr. Sorsabal will discuss the Tentative Budget at the meeting.

The Superintendent recommends approval of the 1976-77 Tentative Budget and requests authorization to submit it to the County Schools.

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, July 8, 1976 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.