AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

July 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 - Item 2.1-b(4)
   1.5 MINUTES OF REGULAR MEETING OF JUNE 24, 1976
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. NOTICE THAT NOMINATIONS FOR CSBA DELEGATE ASSEMBLY ARE DUE
         Attachment 1.7-a
      b. REPORT OF REAFFIRMATION OF ACCREDITATION BY THE ACCREDITING
         COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES
         Attachment 1.7-b

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL
   a. ROUTINE
      (1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGE FOR
          PREVIOUSLY-APPROVED INSTRUCTOR, AND SUBSTITUTE, 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)
2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-Routine

(1) RECOMMENDED APPROVAL OF APPOINTMENTS: DEPARTMENT CHAIRPERSONS, CLUSTER COORDINATOR, AND DEPARTMENT CHAIRPERSONS (SABBATICAL REPLACEMENTS), EFFECTIVE 9/1/76

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF HOURLY CERTIFIED ASSIGNMENTS: LIZ KARZAG AND ELIDA FLORES, EOPS OFFICE, EFFECTIVE 8/9/76-8/27/76 and 6/21/76-7/30/76, RESPECTIVELY

Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF ADJUSTMENTS IN SALARY AND PERSONNEL BENEFITS FOR CERTIFIED PERSONNEL FOR 1976-77

Enclosure #1

Enclosure #1 contains recommendations regarding Certificated Salary and Benefit Adjustments for 1976-77.

These have been developed through meetings between the Superintendent-President and representatives of the Instructors Association Salary Committee, Continuing Education Instructors Salary Committee, and the Administrative Salary Committee in conjunction with instructions from the Board Subcommittee on Salaries.

It is recommended that the Certificated Salary and Personnel Benefit Adjustments for 1976-77 be approved as described in Enclosure #1.

(4) EXECUTIVE SESSION TO CONSIDER ADJUSTMENT TO THE CONTRACT OF THE SUPERINTENDENT/PRESIDENT
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS FOR 1976-77, EFFECTIVE JULY 1, 1976

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS, CONTINUING EDUCATION DIVISION, FOR 1976-77, EFFECTIVE JULY 1, 1976

Attachment 2.2-a(2)

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

Attachment 2.2-a(3)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF CHANGE IN POSITION ASSIGNMENT: E. CATHERINE CARBON, TYP.CLk., INT., LIBRARY, FROM 10 MOS. TO 12 MOS., EFFECTIVE 7/1/76

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF REASSIGNMENT: DARETHA K. SORSABAL, TO SR.SEC., FACILITIES DEVELOPMENT (REPLACING M. BOESCHEN), EFFECTIVE 8/2/76

Attachment 2.2-b(2)

With the reinstatement of Dr. Donald K. Sorsabal to the position of Assistant Superintendent of Business Services, it is necessary to reassign Mrs. Daretha K. Sorsabal from her position of Administrative Secretary 32, Business Services Office, to Senior Secretary 28 (Y), Facilities Development. This is in accordance with Classified Rules and Regulations 1422.11.

It is recommended that Daretha K. Sorsabal be reassigned to the position of Senior Secretary 28 (Y), Facilities Development, effective August 2, 1976.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) RECOMMENDED APPROVAL OF EXTENSION OF CETA (TEMPORARY) APPOINTMENT: STELLA CASTELLANOS, TYP.CLK., INT., PERSONNEL DEPARTMENT, EFFECTIVE 7/1/76 THROUGH 9/30/76

Attachment 2.2-b(3)

On December 19, 1975, Stella Castellanos was appointed as a CETA, Title VI, employee. The program has been extended through September 30, 1976 and is now designated as CETA, Title II. Stella Castellanos is currently a regular typist-clerk, intermediate (1/2 time), and will be extended as a half-time typist-clerk, intermediate under the CETA program.

It is recommended that approval be given for a CETA temporary appointment for Stella Castellanos, Typ.Clk., Int., (1/2 time), Personnel Department, for the period July 1, 1976 through September 30, 1976.

(4) RECOMMENDED APPROVAL OF APPOINTMENT (TEMPORARY), CETA TITLE II: ART CAMEZ, TYP.CLK.INT., SECRETARIAL SUPPORT SERVICES CENTER, EFFECTIVE 7/9/76 THROUGH 9/30/76

Attachment 2.2-b(4)

Notification has been received that CETA Title II funds have been made available to extend the position of typist-clerk, intermediate, in the Secretarial Support Services Center. This position had been funded by CETA Title VI in the past. Funding is extended from July 1 through September 30, 1976. This is a temporary appointment.

It is recommended that approval be given of a CETA Title II appointment (temporary), Art Camez, Typ.Clk.Int., for the period July 9, 1976 through September 30, 1976.

(5) RECOMMENDED APPROVAL OF APPOINTMENT: MARIA ANTUNEZ, SECRETARY, APPRENTICESHIP PROGRAM (REPLACING M. MORALES), EFFECTIVE 7/19/76

Attachment 2.2-b(5)

(6) RECOMMENDED APPROVAL OF APPOINTMENT (PROMOTION): IRENE BUTLER, ADMINISTRATIVE SECRETARY, BUSINESS SERVICES (REPLACING D. SORSABAL), EFFECTIVE 7/19/76

Attachment 2.2-b(6)
2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

No items

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. P56-2824 through and including P56-2914.

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. INSPECTORS' REPORTS FOR PERIOD ENDING JUNE 30, 1976

Attachment 5.2-a

The attachment contains the inspectors' reports for the following construction projects:

Report No. 21 - Drama/Music Facility
Report No. 11 - Site Development, Phase I-A
Report No. 10 - Children's Center
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. **RECOMMENDED ACCEPTANCE OF COLLEGE LIBRARY RESOURCES GRANT IN THE AMOUNT OF $3,930**

Attachment 5.2-b

Notification has been received from the Department of Health, Education and Welfare of the award of $3,930 in funds for college library resources.

The Superintendent recommends acceptance of $3,930 in grant funds from the Department of Health, Education and Welfare for college library resources.

c. **RECOMMENDED ACCEPTANCE OF GRANT FROM PUBLIC HEALTH SERVICE FOR IMPROVEMENT OF RADIOLOGIC TECHNOLOGY PROGRAM**

Attachment 5.2-c

The Public Health Service, Bureau of Health Manpower, has awarded Santa Barbara City College a grant in the amount of $128,515 for improvement of the college's program in Radiologic Technology. The grant will cover the salary of one additional instructor for three years and the purchase and installation of new X-Ray equipment at the college. This will permit most instruction to take place at the college and will reduce the program length from 30 months to 24 months.

It is recommended that the grant from Public Health Service be accepted.

d. **RECOMMENDED APPROVAL OF APPLICATION FOR PARTIAL SUPPORT OF REAL ESTATE EDUCATION PROGRAM FOR 1976-77 IN THE AMOUNT OF $1,000**

Attachment 5.2-d

The District has received notification that its application for support of the Real Estate Education Program in the amount of $1,000 has been approved.

The Superintendent recommends acceptance of the grant of $1,000 from the Department of Real Estate, Education and Research.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. RECOMMENDED APPROVAL OF CHANGE ORDER NO. 11 FOR THE DRAMA/MUSIC FACILITY, DON GREENE CONTRACTOR, INC., CONTRACTOR, FOR A TIME EXTENSION

Attachment 5.2-e

Change Order No. 11 is a request for an extension of contract time for an additional 26 days due to delay in approval of color schedule.

| Original contract price | $ 3,087,000.00 |
| Change Orders No. 1-10 | + 93,126.50 |
| Change Order No. 11 | $ 3,180,126.50 |
| New Contract Price. | $ 3,180,126.50 |

The Superintendent recommends approval of Change Order No. 11, Drama/Music Facility Project, Don Greene Contractor, Inc., contractor, for an extension of contract time to October 29, 1976.

f. RECOMMENDED APPROVAL OF WORKING DRAWINGS FOR LA PLAYA STADIUM LIGHTING AND AUTHORIZATION TO GO TO BID

Attachment 5.2-f

The working drawings for this project are now complete. A hearing was held on July 1, 1976 by the Coastal Commission and the application was approved. The engineer, Jack Winstrom and Associates, anticipates O.A.C. approval by Board meeting time. The approved budget for this project is $100,000. Attachment 5.2-f contains the proposed bidding schedule.

The Superintendent recommends approval of the La Playa Stadium Lighting working drawings and specifications, contingent upon O.A.C. approval, and requests authorization to advertise for bids.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. RECOMMENDED APPROVAL OF WORKING DRAWINGS AND SPECIFICATIONS, LIBRARY MODIFICATIONS, PHASE II, AND AUTHORIZATION TO GO TO BID

Attachment 5.2-g

Working drawings for this project were originally approved on April 22, 1976; however, the project did not meet requirements of the State Fire Marshall. The revised working drawings are now complete. The architect, John Robert Henderson, anticipates O.A.C. approval by Board meeting time. The architect's estimate for this phase of work is $20,559. Attachment 5.2-g includes the proposed bidding schedule.

The Superintendent recommends approval of Library Modifications, Phase II, revised working drawings and specifications, contingent upon O.A.C. approval, and requests authorization to advertise for bids.

h. RECOMMENDED ADOPTION OF RESOLUTION No. 1 (1976-77) AUTHORIZING THE COUNTY SUPERINTENDENT OF SCHOOLS AND COUNTY AUDITOR TO MAKE TEMPORARY TRANSFERS BETWEEN FUNDS

Attachment 5.2-h

Education Code Section 20954 allows for the temporary transfer of money from one or more restricted funds to the general fund of the District to offset a cash shortage. Resolution No. 1 would give the County Superintendent of Schools and the County Auditor authority to transfer money, if a temporary cash flow problem creates a lack of cash to meet immediate obligations. This allows immediate transfer at the County Superintendent's Office when required at any time.

It is recommended that Resolution No. 1 (1976-77) be adopted giving the County Superintendent of Schools and the County Auditor authority to make a temporary transfer between funds.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. RECOMMENDED APPROVAL, SUBJECT TO FUNDING, OF PRIORITIZATION LIST OF APPROVED BUDGET REQUESTS

Attachment 5.2-i

Attachment 5.2-i places, in rank order, those additional budget requests which have survived the review process and are recommended for funding, if money is available. This item will be discussed further at the meeting.

The Superintendent recommends approval of the Prioritization List of approved budget requests, as indicated on Attachment 5.2-i and, further, recommends implementation of items listed, if funds are available.

j. RECOMMENDED APPROVAL OF 1976-77 PUBLICATION BUDGET

Enclosure #2

The County Superintendent has received and reviewed the Tentative Budget. Since adoption of the Tentative Budget, some changes are recommended in the proposed budget for 1976-77. This item will be discussed at the meeting.

It is recommended that the 1976-77 Publication Budget be approved.

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