AGENDA

SPECIAL MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

August 5, 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 JULY 22, 1976
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. IN-SERVICE MEETINGS FOR FALL, 1976
         Several workshop meetings are scheduled for In-Service
         Days on September 1 and 2, 1976. One session will be entitled
         "Board, Administration, and Faculty Relations". Members of
         the Board of Trustees will be very welcome at all sessions,
         but are particularly invited to attend the session on Board,
         Administration, and Faculty Relations which will be held from
         10:00 a.m. until 12:00 noon on Thursday, September 2 in room
         H-241 in the Humanities Building.

2. PERSONNEL
   2.1 CERTIFICATED PERSONNEL
      a. ROUTINE
         (1) RECOMMENDED APPROVAL OF CHANGES/ADDITIONS TO PREVIOUSLY-
             APPROVED INSTRUCTORS AND SUBSTITUTE, 1976 SUMMER SESSION
             Attachment 2.1-a(1)
         (2) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE
             Attachment 2.1-a(2)
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) AND VEA PROGRAMS
Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF YEARLY SALARY INCREMENT
Attachment 2.2-a(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: SARAH J. PAQUETTE, FIN. AIDS CLK., FINANCIAL AIDS DEPT., EFFECTIVE 8/6/76
Attachment 2.2-a(4)

(5) RECOMMENDED ACCEPTANCE OF RESIGNATION: KATHLEEN R. TAILT, DATA LIAISON TECHNICIAN, INSTRUCTION OFFICE, EFF: 8/27/76
Attachment 2.2-a(5)

(6) RECOMMENDED ACCEPTANCE OF RESIGNATION: SCOTT SIMQUE, CUSTODIAN, FACIL. & OPERATIONS, EFFECTIVE 7/21/76
Attachment 2.2-a(6)

(7) RECOMMENDED APPROVAL OF CHANGE OF SHIFT: DAVID CHAVEZ, CUSTODIAN, FROM DAY SHIFT TO GRAVEYARD SHIFT, EFF: 9/1/76
Attachment 2.2-a(7)

b. NON-ROUTINE

(1) RECOMMENDED ACCEPTANCE OF RESIGNATION: GLORIA CASTLEBERG, ASST. DIRECTOR, CLASS. PERSONNEL, PERSONNEL DEPT., EFFECTIVE SEPTEMBER 17, 1976
Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT: KATHLEEN GEBHARDT, SR. SEC., MARINE TECH (REPLACE I. BUTLER), EFFECTIVE AUGUST 16, 1976
Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: JANE MARSH, INT. ACCT. CLK., ACCOUNTING (REPLACE D. DAVIES), EFFECTIVE AUGUST 9, 1976
Attachment 2.2-b(3)
2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF FOUR-CLASS COURSE: GREAT MODERN PLAYS ON FILM, CONTINUING EDUCATION DIVISION

   It is recommended that the Board approve "Great Modern Plays On Film - a course to be held at the Campus Center beginning September 16, 7:30 - 9:30 pm on Thursdays.

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. P67-0223 through and including P67-0335.

   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. BUSINESS SERVICES - continued:

5.2 NON-Routine

a. PUBLIC HEARING AND RECOMMENDED ADOPTION OF 1976-77 BUDGET

Enclosure #1

Prior to the adoption of the annual budget, it is required that a public hearing be held for the purpose of receiving public recommendations on the budget.

The budget, as provided in Enclosure #1, contains all items approved by the Board, including the additions made to the Publication Budget. Enclosed, also, are recommendations for adjustments to the budget prior to adoption.

The Superintendent recommends approval of the adjustments as presented and approval of the 1976-77 Budget as amended.

b. INSPECTORS' REPORTS FOR PERIOD ENDING JULY 30, 1976

Attachment 5.2-b

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

- Report No. 23 - Drama/Music Facility
- Report No. 13 - Site Development, Phase I-A
- Report No. 1 - Site Development, Phase I-B
- Report No. 12 - Children's Center

c. RECOMMENDED ACCEPTANCE OF THE GIFT OF A ZENITH 21" COLOR TELEVISION SET

Attachment 5.2-c

Mr. Thomas H. Diffley has offered the Media Department a used television set. The set has an estimated value of $100.

It is recommended that the Board accept the gift and that a letter of appreciation be sent to Mr. Diffley.
Agenda - Special Meeting  
Board of Trustees - SBCCD  
August 5, 1976

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. REPORT OF NOTIFICATION OF APPROVED AUTHORIZATION CEILING FOR THE BASIC EDUCATIONAL OPPORTUNITY GRANT (BEOG) PROGRAM FOR 1976-77

Attachment 5.2-d

Notification has been received from the U.S. Department of Health, Education and Welfare of the authorization ceiling of the Basic Educational Opportunity Grant Program for 1976-77. The approved authorization is $421,050 and acts as a line-of-credit in the disbursement of funds through the College's Office of Financial Aids.

e. NOTICE OF EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS) ALLOCATION OF $105,451 FOR 1976-77

Attachment 5.2-e

Attachment 5.2-e is an information item indicating that the District has been allocated $105,451 for the Extended Opportunity Programs and Services for 1976-77. The total allocated to the District last year was $66,700.

f. RECOMMENDED APPROVAL OF DESTRUCTION OF RECORDS

Attachment 5.2-f

It is requested that staff be given permission to submit a letter to the Historian, State Archives, to forward the following Class 2 and 3 documents, or to be given permission for their destruction. These records have been retained for the legal period of time as per Article 2, Section 3015 thru 3019 of Title V, Administrative Code.

Student Activities:
1. Ledger Cards Class 2 1967 thru 1971
2. Bank Statements Class 3 1967 thru 1972
3. Purchase Orders Class 3 1967 thru 1971
5. Work Paper Class 3 1967 thru 1972

Personnel Office:
1. Certificated Employment Applications Class 3 Calendar Year 1975

It is recommended that approval be given for submission of the letter.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

  g. NOTICE OF APPROVAL OF MODIFICATION TO PLAN OF SERVICE UNDER COMPREHENSIVE EMPLOYMENT AND TRAINING ACT OF 1973 (CETA)

Attachment 5.2-g

Attachment 5.2-g indicates the State has approved the District's request to alter its plan of expenditures for the CETA-funded Community Health Technician Program. The approved change reduces the amount of expenditure for certificated salaries from $12,490 to $11,639 and increases the expenditure for classified salaries from $9,428 to $10,279. This change is neither an increase nor a decrease in the overall cost of the approved project.

  h. RECOMMENDED APPROVAL OF LEASE OF 629 CORONEL PLACE -- CHILD CARE FACILITY

Enclosure #2

Because the construction of the District's Children's Center is not anticipated to be completed until the Spring semester, it will be necessary to extend the lease on the current property. The period of the lease will be for 8 months, commencing on July 1, 1976 and ending on February 28, 1977.

The Superintendent recommends the approval of the lease with Coronel Properties, Ltd., for the use of the facility for housing the existing Child Care Program.

  i. RECOMMENDED AUTHORIZATION TO AWARD A CONTRACT FOR LIBRARY MODIFICATIONS, PHASE II

The Board authorized awarding a contract for this project, if it were within the project budget of $25,000 at the July 22, 1976 meeting. Bids received on July 28 were not within this budget limitation. Bids received were as follows:

Don Greene Contractor, Inc. $ 28,000
J. W. Bailey Construction Co. $ 32,480
Klaus Thielmann Contracting, Inc. No bid

It is recommended that the low bid for Library Modifications, Phase II, be accepted and that authorization be given to award a contract to Don Greene Contractor, Inc., at a cost of $28,000.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

j. RECOMMENDED AUTHORIZATION FOR CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) TO USE FUNDS REMAINING FROM SPECIAL ASSESSMENT TO SUPPORT FEDERAL FUNDING EFFORTS

Attachment 5.2-j

As indicated in Attachment 5.2-j, the California Community College Trustees (CCCT) is requesting permission to use the funds remaining from a special dues assessment to establish an office to assist in securing of federal funding for California Community Colleges.

It is recommended that use of the funds for the purpose suggested be authorized.
6. GENERAL INFORMATION

6.1 PROCEDURES FOR FILLING VACANCY ON BOARD OF TRUSTEES

Action to fill the vacancy on the Board of Trustees must be taken within thirty (30) days of the vacancy. In this case, the Board must either call an election or make a provisional appointment before August 18, 1976.

The earliest possible time at which an election could be held would be on November 2, 1976 in conjunction with the General Election. It is estimated that it would cost the District $10,000 to consolidate an election with the General Election. If this alternative is followed, a resolution should be prepared prior to August 18 calling for an election to be consolidated with the General Election on November 2.

An interim appointment would be effective through March of 1977. An election to fill the remainder of the term of the vacant position would be consolidated with the regular Board election in March. There would be no extra cost to the District since a regular election will be held for four trustee positions, the terms of which end in March of 1977. If this alternative is followed, procedures for selecting an interim Board member should be established and the selection made before August 18.

The Board has a regular meeting scheduled for August 12, 1976. Action to fill the vacancy could be taken at that time.

6.2 REPORT ON COMING EVENTS, MR. JIM M. WILLIAMS

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, August 12, 1976 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.