MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

January 13, 1977

4:00 p.m. - Board Room
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Ann Gutshall on Thursday, January 13, 1977 at 4:00 pm 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 at 4:01 pm)
Mr. Eli Luria
Mrs. Joyce H. Powell
Mr. Benjamin P. J. Wells

Members absent:

None

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. Donald K. Sorsabal, 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. Keith Ernst, ASB Senator-at-large
Dr. Elwood Schapansky, President, Academic Senate
Mr. Jim Williams, College Information Officer

Mr. Royce Adams, Director, Reading Study Skills Center
Dr. Abelino Ballon, Assistant Dean, Continuing Education
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Mr. Mel Elkins, Assistant Dean, Occupational and Career Education
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1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. Robert Eyre, Director, Facilities & Operations
Mrs. Lorraine Hatch, Chairperson, English Department
Mr. Eugenio M. Lujan, Assistant Director, Classified Personnel
Mrs. Thelma A. Nielsen, Sr. Admissions & Records Clerk,
    Admissions & Records Office
Mr. Daniel Oroz, Director, Personnel Services/Affirmative
    Action Officer
Ms. Sylvia Pugh, ASB Senator-at-large
Mr. William Regis, President, C.S.E.A.
Mr. Cal Reynolds, Associate Professor/Counselor
Mrs. Lynda Rodrigues, Assistant Dean, Student Activities
Mr. Guy Smith, Director of Writing Lab, English Dept.
Mrs. Dee Sorsabal, Sr. Secretary, Facilities Development
Mr. Donald Trent, Director, Facilities Development
Mr. Russell S. Wenzlau, Assistant Dean, Evening College and
    Summer Session

Mr. Jerry Morin, Audio-Visual Technician
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME TO GUESTS

Mrs. Gutshall extended a welcome and a Happy New Year wish to
all present.

1.4 EXECUTIVE SESSION

Mrs. Gutshall stated that there would not be an executive session.

1.5 MINUTES OF SPECIAL MEETING OF DECEMBER 16, 1976

Upon motion of Dr. Dobbs, seconded by Mr. Wells, the minutes of
the special meeting of December 16, 1976 were approved by the Board of
Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. ADOPTION OF RESOLUTION No. 30 (1976-77) RECOGNIZING THE RETIRE-
   MENT OF MRS. THELMA NIELSEN, ADMISSIONS & RECORDS, Attachment 1.7-a

   Dr. Goorder indicated that approval had been given by the
   Board at the last meeting but Mrs. Nielsen was not present for
   that action. A resolution prepared for Board consideration was
   contained in the attachment.

   continued on next page...
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

a. continued:

Mr. Lisle Bresslin, Assistant Dean of Admissions and Records, with both glad and sad feelings read the resolution in its entirety for all to hear of Mrs. Nielsen's services to the college and the local school district.

A motion was made by Mr. Wells to adopt with pleasure Resolution No. 30 (1976-77) recognizing the retirement of Mrs. Thelma Nielsen. The motion was seconded by Dr. Dobbs, and passed by all members of the Board. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Gutshall, Dr. Dobbs, Mrs. Alexander
Mr. Frank, Mr. Luria, Mrs. Powell, Mr. Wells

Noes: None

Absent: No one

Mrs. Gutshall extended wishes to Mrs. Nielsen for an enjoyable retirement.

Mrs. Nielsen thanked all for their good wishes.

b. ANNOUNCEMENT OF NEWLY-ELECTED OFFICERS OF C.S.E.A., CHAPTER 289

Dr. Gooder announced that the newly-elected officers were: Bill Regis, President; Leonard Ramirez, Vice-President; Doris Sofas, Treasurer; Lois Whittaker, Secretary; Helen Campbell, Reporter.

Mr. Regis was present and accepted congratulations from the Board.

ADDED ITEM:

Dr. Gooder reported that all of the District's building projects for next year are included in the Governor's budget: Administration Bldg. Renovation, Physical Science Bldg. Addition and Renovation, and Campus Center Addition & Renovation.

ADDED ITEM:

Dr. Gooder reported that two District employees, Mr. Burt Miller and Mr. Jack Halloran, suffered heart attacks during the recent holidays. Both are now at home and doing well.

ADDED ITEM:

Dr. Gooder indicated that in their folders Board members would find: a copy of the letter of protest written to the architects at the request of the Board; and a copy of the schedule of meetings to be held by the Board of Governors occurring oftener and on Fridays.

continued on next page, . . . . .
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED ITEM: Dr. Gooder reported on a recent CCJCA meeting at which the big issue was part-time teacher legislation. An analysis prepared by CCJCA resulted in a pretty sound argument and a copy was sent to Assemblyman Cary Hart.

The Serrano decision will not have a direct impact on funding of the community colleges.

The Board of Governors will meet tomorrow (January 14) and their agenda covers items such as: 5-year Plan; part-time teaching legislation; and EOPS Advisory Committee.

Project Renewal had been approved at the conference in Palm Springs.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of the following routine Certificated Personnel items, as described in the attachments:

(1) APPROVAL OF ADDITIONAL HOURLY SUBSTITUTES (DAY), Attachment 2.1-a(1)

(2) APPROVAL OF ADDITIONAL HOURLY INSTRUCTOR, AND CONSULTANT (LECTURER), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)

(3) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a(3)

b. NON-ROUTINE

(1) APPROVAL OF RE-APPOINTMENT OF TEACHER/COORDINATORS, SPRING 1977 SEMESTER, Attachment 2.1-b(1)

Dr. Gooder indicated that although the reorganization experiment ends at the end of January, a new pattern has not been brought about as yet. Representative Council has agreed that it should be continued another semester. There will be a meeting with all chairpersons during In-Service Days, January 27-28. Extension would result in the experiment lasting 2½ years instead of 2 years. All other elements of the reorganization would continue as is for the present.

continued on next page.... 
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(1) continued:

It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the Board to approve of the re-appointment of the Teacher/Coordinators, as delineated in Attachment 2.1-b(1), for the Spring 1977 semester.

(2) APPROVAL OF SABBATICAL LEAVE PROPOSALS SUBJECT TO FUNDING, Enclosure #1

Dr. Goober indicated that the requests for sabbatical leave had been presented at the last Board meeting for a first reading. In the usual manner, it was recommended that approval be given of the leave requests, so that the faculty members will be informed of that approval. Funding will be determined at a later date when the financial situation for the next year is clarified.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to approve of the sabbatical leave proposals as contained in Enclosure #1, subject to funding.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to approve of the following routine Classified Personnel items, as described in the attachments:

(1) APPROVAL OF HOURLY APPOINTMENTS: NON-CLASSIFIED SERVICE EMPLOYEES, Attachment 2.2-a(1)

(2) APPROVAL OF HOURLY APPOINTMENTS, CONTINUING EDUCATION DIVISION, Attachment 2.2-a(2)

(3) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON-AND OFF-CAMPUS) AND TUTORIAL PROGRAMS, Attachment 2.2-a(3)

(4) RATIFICATION OF EMPLOYMENT OF PROFESSIONAL CONSULTANT: TOSHIKO SAITO, ADMISSIONS & RECORDS OFFICE, Attachment 2.2-a(4)

(5) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.2-a(5)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL — continued:

a. ROUTINE — continued:

(6) ACCEPTANCE OF RESIGNATION: JEAN M. GARDNER, SR. SECRETARY, ACADEMIC SENATE, EFFECTIVE 1/4/77, Attachment 2.2-a(6)

(7) ACCEPTANCE OF RESIGNATION: JACQUELINE MORRIS, STUDENT PLACEMENT CLK., PLACEMENT & FINANCIAL AIDS, EFFECTIVE 12/31/76, Attachment 2.2-a(7)

(8) ACCEPTANCE OF RESIGNATION: GERALD PALACIO, CUSTODIAN, FACILITIES & OPERATIONS, EFFECTIVE 12/14/76, Attachment 2.2-a(8)

(9) APPROVAL OF HEALTH LEAVE OF ABSENCE: MARIA ELENA BECERRA, ACCT. CLK., INT., ACCOUNTING, EFFECTIVE 1/6/77, APPROXIMATELY 3-6 WEEKS, Attachment 2.2-a(9)

(10) APPROVAL OF HEALTH LEAVE OF ABSENCE: ALTHEA J. FRANCK, FOOD SERVICE HELPER, FOOD SERVICES, EFFECTIVE 12/6/76, APPROXIMATELY 6-8 WEEKS, Attachment 2.2-a(10)

(11) APPROVAL OF HEALTH LEAVE OF ABSENCE: BURTON P. MILLER, ADMIN. ASST. TO SUPT/PRES., PRESIDENT'S OFFICE, EFFECTIVE 1/3/77, APPROXIMATELY 2 MONTHS, Attachment 2.2-a(11)

(12) APPROVAL OF HEALTH LEAVE OF ABSENCE: CLAIRE PETERSEN, TYP. CLK., SR., LIBRARY, EFFECTIVE 1/21/77, APPROXIMATELY 6-8 WEEKS, Attachment 2.2-a(12)

b. NON-ROUTINE

(1) APPROVAL OF EXTENSION OF CETA (TEMPORARY) APPOINTMENTS; STELLA CASTELLANOS, TYP. CLK., PERSONNEL OFFICE AND CLAUDETTE N. CONCHA, TYP. CLK., SECRETARIAL SUPPORT SERVICES CENTER, EFFECTIVE 1/30/77 - 3/25/77, Attachment 2.2-b(1)

Mr. Oroz stated that notification had been received that the CETA Title II, Public Service Employment Program, will be continued through March 25, 1977. This makes it possible to extend the services of two current employees occupying CETA positions on campus.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to approve of an extension to March 25, 1977, of the CETA (temporary) appointments of Stella Castellanos and Claudette N. Concha, as delineated in Attachment 2.2-b(1).
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) APPROVAL OF CHANGE IN INDUSTRIAL ACCIDENT-LEAVE OF ABSENCE:
MARGARITA D. AVILES, DUPLICATING DEPT., EFFECTIVE 12/20/76-
1/20/77, Attachment 2.2-b(2)

Mr. Oroz stated that Margarita Aviles had been on a
leave of absence for a work-related injury. She was re-
leased by her physician on December 20, 1976 to return
to work on a half-time basis for a short period.

It was moved by Dr. Dobbs, seconded by Mr. Luria, and
passed by the Board to approve of a change in an industrial
accident leave of absence for Margarita D. Aviles, Dupli-
cating Dept., to work half-time for the period 12/20/76 to
1/20/77.

(3) APPROVAL OF TRANSFER FROM 3/4 TIME TO FULL-TIME POSITION,
FRANK HAYWOOD, LAB.TCHG.ASST., H.R.M. DEPT., EFFECTIVE
1/14/77, Attachment 2.2-b(3)

Mr. Oroz indicated that a full-time vacancy for a
laboratory teaching assistant became available when a
former employee resigned. The H.R.M. Department requested
that a current employee be transferred from his 3/4-time
position to the full-time position. The 3/4-time posi-
tion will be filled at a later date.

It was moved by Mr. Wells, seconded by Mr. Frank,
and passed by the Board to approve of a transfer from
3/4-time to full-time for Frank Haywood, Lab. Tchg. Asst.,
H.R.M. Dept., effective 1/14/77.

(4) APPROVAL OF CHANGE IN HOURS: NAOMI E. SULLWOLD, GEOSCIENCE
ILLUSTR.,EARTH SCIENCE DEPT., FROM FULL-TIME TO HALF-TIME,
EFFECTIVE 1/3/77 - 6/30/77, Attachment 2.2-b(4)

Mr. Oroz indicated that Naomi Sullwold had been on a
four-month leave of absence. She has now received per-
mission from her physician to return to work on a full-
time basis. At her request, the Department agreed to a
change in hours from full-time to half-time until the end
of this school year.

It was moved by Mrs. Powell, seconded by Mr. Luria,
and passed by the Board to approve of a change in hours
for Naomi E. Sullwold, Geoscience Illustrator, Earth
Science Dept., from full-time to half-time, effective
1/3/77 - 6/30/77.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(5) APPROVAL OF APPOINTMENT (PROMOTION): NANCY K. SORENSON, SR. SEC., ACADEMIC SENATE (REPLACING J. GARDNER), EFFECTIVE 1/24/77, Attachment 2.2-b(5)

Mr. Oroz stated that it was a pleasure to announce a promotion of a current employee, Nancy Sorenson, as Senior Secretary for the Academic Senate. She was not able to be present.

It was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve of the appointment (promotion) of Nancy K. Sorenson, Sr. Secretary, Academic Senate (replacing J. Gardner), effective 1/24/77.

2.3 GENERAL PERSONNEL

a. APPROVAL OF DISTRICT ENVIRONMENTAL HEALTH AND SAFETY POLICY STATEMENT, Attachment 2.3-a

Mr. Oroz indicated that as a result of a recent CAL-OSHA Training Seminar, it was felt that the District should have a policy statement on safety.

The Safety Committee, under the chairmanship of Mr. Robert Eyre, had worked on this project during the last semester and developed an Environmental Health and Safety Policy Statement. The proposed policy statement was contained in Attachment 2.3-a. When adopted by the Board, the Safety Committee will publish the policy statement and administrative procedures in booklet form for distribution to District faculty and staff.

Dr. Gooder summarized that the policy itself directs the staff to have a safety policy, and the guidelines, which cover procedures already existing, will implement the policy and can be amended from time to time.

It was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to adopt the District Environmental Health and Safety Policy Statement contained in Attachment 2.3-a.
3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. Keith Ernst, ASB Senator-at-large, reported on two projects that have been completed by the students.

A manual entitled Capsule Course Descriptions for the Spring was compiled from information provided by faculty members. Due to lack of funds, a limited number was printed and given to counselors, registration personnel, and other resource persons during the registration period. Provision was made in the constitution for a committee to keep this manual updated in the future. Mr. Ernst expressed appreciation to the Secretarial Support Services Center for typing of the manual on their own time, and the advisory assistance from Dr. Elwood Schapansky and Mr. Huglin.

The second project was a discount coupon booklet which is now available at $2.00 for $80.00 of value. The discounts have been obtained from local merchants and proceeds will provide funds for the Student Senate.

Dr. Gooder acknowledged receipt of a personalized copy of the course manual and complimented Mr. Ernst and Miss Barbie Eberle on a product which is the best way to describe courses. The material had been furnished by the faculty members who were pleased to participate in such a project.

Dr. Sorsabal commented that Mr. Ernst and Miss Eberle had worked very closely on the discount booklet project, and have a contract with every vendor that is effective until July 31, 1977, and, also, the project has County Counsel approval. He complimented them on an outstanding job.

Board members expressed genuine pleasure on these worthwhile projects and thanked Mr. Ernst and Miss Eberle for their enthusiasm and accomplishments.

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF DISTRICT POLICY ON OPEN COURSES AND ADOPTION OF RESOLUTION No. 31 (1976-77), Attachment 4.1

Dr. Gooder indicated that after many drafts had been considered, the Board of Governors has adopted new Title V regulations on open courses. All community college districts are now required to adopt a comparable statement regarding policy on open courses. A proposed resolution was contained in Attachment 4.1.

A motion was made by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to adopt Resolution No. 31 (1976-77) stating a policy on open courses. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Gutshall, Dr. Dobbs, Mrs. Alexander,
Mr. Frank, Mr. Luria, Mrs. Powell, Mr. Wells
Noes: None
Absent: No one
4. CURRICULUM AND INSTRUCTION - continued:

4.2 REPORT ON ENGLISH DEPARTMENT INCLUDING ESSENTIAL SKILLS, Enclosure #2

Mrs. Lorraine Hatch, Chairperson of the English Department, gave an overall view of the entire English Department.

This was followed by a detailed report on the Writing Lab as directed by Mr. Guy Smith. (A written report was contained in the enclosure entitled Reading Lab and Essential Skills #50.)

Mr. Royce Adams, Director of the Reading Study Skills Center, presented a report on the aims of the Reading Skills Center for Fall 1976 in which he pointed out the successes and failures during 1975-76 and the future aims and aspirations. Mr. Adams distributed a summary sheet describing a breakdown of courses in the Essential Skills Center.

During a lengthy discussion, faculty members responded to specific questions. Board members voiced appreciation of the sincere efforts made by faculty and spoke of concern for facilities now and in the future.

Mrs. Gutshall thanked the faculty members of the English Department for their report.

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to approve of the following routine Business Services items, as described in the attachments:


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.

c. INSPECTORS' REPORTS FOR PERIOD ENDING DECEMBER 31, 1977, Attachment 5.1-c

5.2 NON-Routine

a. DISTRIBUTION OF COUNTY SUPERINTENDENT'S FINANCIAL DATA REPORT, Enclosure #3

Dr. Gooder indicated that this was an information item. Enclosure #3 contained the County Superintendent's annual report of comparative financial information for all school districts in Santa Barbara County.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. ACCEPTANCE OF THE AUDIT REPORT FOR THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT FOR THE FISCAL YEAR 1975-76, Enclosure #4

Dr. Gooder indicated that the annual independent report has been completed and was contained in Enclosure #4.

Dr. Sorsabal added that the auditor considers the District is doing a proper job of keeping track of everything and recommended payment of the audit fee.

It was moved by Mr. Frank, seconded by Dr. Dobbs, and passed by the Board to accept the audit report contained in Enclosure #4 and to direct staff to pay the audit fee to Mr. William H. Kendall, C.P.A.

c. ACCEPTANCE OF ADDITIONAL FUNDING OF $5,606 FOR THE NURSING STUDENT LOAN PROGRAM, Attachment 5.2-c

Dr. Gooder indicated that notification had been received of an additional allocation for the Nursing Student Loan Program in the amount of $5,606 for the 1976-77 fiscal year. Funds required of the District have been budgeted.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the Board to accept the additional allocation of $5,606 from the Department of Health, Education and Welfare for the Nursing Student Loan Program for the 1976-77 year.

d. APPROVAL OF SUBMISSION OF VEA PART J PROJECT APPLICATION, BILINGUAL SECRETARIAL TRAINING, FOR 1977-78, Enclosure #5

Dr. Gooder indicated that a similar proposal had been submitted previously for a Bilingual Secretarial Training Program. Prospects of obtaining funds are more encouraging at this time. No additional funds are required from the District.

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve the submission of the VEA Part J. Project application, as contained in Enclosure #5, for a Bilingual Secretarial Training Program for 1977-78.

e. CHANGE IN STATE REQUIREMENTS ON DESTRUCTION OF RECORDS, Attachment 5.2-e

Dr. Gooder stated that notification had been received that Community Colleges need not notify the State Archives of impending disposition of records. This was an information item only.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. TERMINATION OF AGREEMENT BETWEEN THE ADULT EDUCATION DIVISION
STUDENT BODY AND ARENDT, MOSHER AND GRANT, Enclosure #6

Dr. Gooder indicated that an agreement had been entered into between the architectural firm of Arendt, Mosher and Grant and Selmer O. Wake as trustee of the funds of the unorganized Student Body of the Adult Education Division in the year 1965. The purpose was to provide architectural services for the development of schematic plans for a proposed new Adult Education Center. That original project was completed but the contract was never terminated. It seemed appropriate that such action should be taken now.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to terminate the agreement between the firm of Arendt, Mosher and Grant, architects, and Selmer O. Wake as trustee of the funds of the unorganized Student Body of the Adult Education Division, as contained in Enclosure #6.

g. NOTIFICATION OF DENIAL OF FEDERAL FUNDS UNDER THE LOCAL PUBLIC WORKS CAPITAL DEVELOPMENT AND INVESTMENT ACT OF 1976, Attachment 5.2-g

Dr. Gooder indicated that this was an information item. Notification had been received from the U.S. Department of Commerce that the District's application for public funds for the Physical Science Addition project had been denied.

h. APPROVAL OF AMENDMENTS TO ORIGINAL INTRA-DISTRICT TRAVEL ALLOWANCE LIST FOR 1976-77, Attachment 5.2-h

Dr. Gooder indicated that the attachment listed changes in mileage allowances due to additional assignments in the Health Occupations Department.

It was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the Board to approve of the amendments to the 1976-77 Intra-District Travel Allowance List, as delineated in Attachment 5.2-h.

i. APPROVAL OF APPROPRIATION TRANSFER #77-030 AND ADOPTION OF RESOLUTION No. 32 (1976-77), Attachment 5.2-i

Dr. Gooder indicated that the transfer in the attachment provides for contingency funds to fund the decision made at the last Board meeting to help support the cost of the mural.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to adopt Resolution No. 32 (1976-77) approving of Appropriation Transfer #77-030 in the amount of $500. Upon poll of the members, the vote was as follows:

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

5.2 NON-ROUTINE - continued:

i. continued:

Ayes: Mrs. Gutshall, Dr. Dobbs, Mrs. Alexander
      Mr. Frank, Mr. Luria, Mrs. Powell, Mr. Wells

Noes: None

Absent: No one

j. ADOPTION OF RESOLUTION No. 33 (1976-77) TO ADD $16,134 TO THE
   GENERAL FUND, Attachment 5.2-j

   Dr. Gooder indicated that due to Board acceptance of an
   award for a Bi-Lingual Cross-Cultural Teacher Aide Training
   Program, and in accordance with current accounting procedures,
   it is necessary to increase the District's Income Budget and
   distribute these funds to the Bilingual/Cross Cultural Pro-
   gram Cost Center.

   It was moved by Mr. Wells, seconded by Mr. Frank, and
   passed by the Board to adopt Resolution No. 33 (1976-77)
   authorizing this action. Upon poll of the members, the vote
   was as follows:

   Ayes: Mrs. Gutshall, Dr. Dobbs, Mrs. Alexander
         Mr. Frank, Mr. Luria, Mrs. Powell, Mr. Wells

   Noes: None

   Absent: No one

k. APPROVAL OF STATE DEPARTMENT OF TRANSPORTATION CHARGES FOR CLIFF
   DRIVE ENCROACHMENT, Attachment 5.2-k

   Dr. Gooder stated that some extra work was required on Cliff
   Drive at the West Campus entry. It related to left-turn channel-
   ization and signs and the work was performed by the State Dept.
   of Transportation. The attachment contained the charges, includ-
   ing permits granted, billed to the District. It was suggested
   that bond funds be used to cover these costs.

   It was moved by Mr. Wells, seconded by Mr. Frank, and passed
   by the Board to approve of State Department of Transportation
   charges of $2,843.91, as delineated in Attachment 5.2-k.
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5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

1. APPROVAL OF CHANGE ORDER No. 1, PERSHING PARK PHASE III-A,
DON GREENE CONTRACTOR, INC., CONTRACTOR, Attachment 5.2-1

Dr. Gooder indicated that this change order modifies the
structural redwood specifications and adds a redwood veneer
to six exterior doors. Douglas fir doors will be used in
lieu of redwood doors.

Dr. Sorsaball added that the change was requested by the
architect and as described in the attachment would be a no-
cost item to the District. Structural marked redwood has
become unavailable and the redwood veneer added to the fir
doors was suggested as additional protection and for esthet-
ic purposes.

Mr. Luria stated that fir doors are of equal quality to
redwood and it did not seem necessary to add redwood veneer.

It was moved by Mr. Luria, seconded by Dr. Dobbs, and
passed by the Board to approve of Change Order No. 1 with
Item "A" only (Item "B" was rejected) to the contract with
Don Greene Contractor, Inc., contractor, Pershing Park
Phase III-A project for a credit to the contract price of
$329 and no change in completion date of April 6, 1977, as
follows:

| Original Contract Price | $159,000 |
| Change Order No. 1 | -329 |
| New Contract Price | $158,671 |

It was noted by staff that a revised change order would
be requested of the architect reflecting the above Board
action.

m. CONSIDERATION OF CHANGE ORDER No. 17, DRAMA/MUSIC FACILITIES
PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR, Enclosure #7

Dr. Gooder indicated that the enclosure contained a copy
of Change Order No. 17 which had been considered but not accepted
at the last Board meeting. It should be noted that the change
order as described in the enclosure needs to be corrected to
reflect Board action of December 16, 1976 on Change Order No.16
which amounted to $12,318 only.

Mr. Wells, Chairman of the Board Subcommittee on Facili-
ties, reported that the subcommittee had met on Friday, Decem-
ber 17, with the architect's representatives and staff members
on the site of the Drama/Music Project. Discussion at that
meeting covered cedar paneling on the theater shell and adja-
cent areas. Mr. Wells stated that a cost breakdown was included

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

5.2 NON-ROUTINE - continued:

m. continued:

in the enclosure as a letter from the contractor dated January 4, 1977 (page 5) totaling $17,438. He reported that the subcommittee recommended approval of the expenditure of $17,438 for cedar paneling.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the Board to approve of Change Order No. 17, as amended by the Board Subcommittee on Facilities, to the contract with Don Greene Contractor, Inc., contractor, Drama/Music Facilities Project, at an increase in contract cost of $17,438, and no change in completion date of April 6, 1977, as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Price</td>
<td>$3,087,000.00</td>
</tr>
<tr>
<td>Change Orders No. 1-15</td>
<td>+ 103,497.50</td>
</tr>
<tr>
<td></td>
<td>$3,190,497.50</td>
</tr>
<tr>
<td>Change Order No. 16</td>
<td>+ 12,318.00</td>
</tr>
<tr>
<td>Change Order No. 17</td>
<td>+ 17,438.00</td>
</tr>
<tr>
<td>New Contract Price</td>
<td></td>
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<tr>
<td></td>
<td>$3,220,253.50</td>
</tr>
</tbody>
</table>

It was noted by staff members, that Change Orders No. 16 and No. 17 would be revised to reflect Board action of December 16, 1976 for Change Order No. 16 and today's action on Change Order No. 17.

n. CONSIDERATION OF CONTINUING EDUCATION FACILITIES PLAN, Enclosure #8

Dr. Gooder indicated that Enclosure #8 contained a written report prepared by Dr. Martin Bobgan on the needs for the proposed new facilities for Continuing Education. This report is one element of the total plan estimating the needs for the Adult Literacy/Home Economics Center.

Dr. Gooder noted that staff members have not had time to study the impact on the District's Master Plan. It was suggested that this be referred to the Board Facilities Subcommittee for discussion with staff as to the impact on the Master Plan. A recommendation would then be presented at a future Board meeting.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the Board to refer consideration of the Continuing Education Facilities plan, as contained in Enclosure #8, to the Board Subcommittee on Facilities.

(The Facilities Subcommittee agreed to meet on Monday, January 17, 1977.)
6. GENERAL INFORMATION

6.1 PUBLIC HEARING AND ADOPTION OF POLICY ON CONFLICT OF INTEREST CODE

Dr. Gooder informed Board members that in their folders they would find an extra copy of a proposed Conflict of Interest Code including a set of Disclosure Statements. He noted one change in the Code: Paragraph III. C., change time of filing from month of January to February.

Upon motion of Dr. Dobbs, seconded by Mrs. Powell, the Board President declared the meeting open for a public hearing at 6:19 pm. Those present in the audience were all members of the faculty or staff of Santa Barbara City College.

Dr. Gooder noted that if the Code is adopted, action should include adoption of the Disclosure Forms. He added that all persons holding one of the positions listed on page 5 of the Code had been sent a copy.

Dr. Sorsabal reported that he had attended a County meeting on Monday, January 10, at which specific questions on the Code were considered and answered by representatives of County Counsel. It was felt that department chairpersons would not be added to the list of positions. He, also, stated that a definite answer has not been given as to whether the members of the Resources Allocation Review Board should or should not be on the list. At this time, it was better to leave the list as is and to amend it, as needed, in the future.

Mrs. Betty Bartels, staff member, indicated that she was concerned about the list in her capacity as a member of RARB.

Dr. Sorsabal indicated that the Code must be adopted by the Board prior to January 31, 1977.

Upon motion of Mr. Frank, seconded by Dr. Dobbs, the public hearing was closed at 6:24 pm by the Board President.

Dr. Gooder noted for Board members that Item F in the Code stipulates that an elected person will be required to file a statement 10 days prior to taking office. This also applies to persons appointed, promoted or transferred to designated positions affected by the Code.

A motion was made by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to adopt the Conflict of Interest Code, as distributed on December 16, 1976 with the correction in paragraph III-C to read month of February, and including the Disclosure Statement Forms distributed at today's meeting.
6. GENERAL INFORMATION - continued:

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

Mr. Jim Williams, College Information Officer, 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 January 14 to January 27, 1977, inclusive.

7. ADJOURNMENT

Upon motion of Dr. Dobbs, seconded by Mrs. Alexander, the Board of Trustees of the Santa Barbara Community College District adjourned their regular meeting at 6:25 p.m.

The next meeting of the Board of Trustees will be a regular meeting on Thursday, January 27, 1977 at 4:00 p.m. in the Board Room of Santa Barbara City College.

ATTEST:

MRS. ANN GUTSHALL
President, Board of Trustees
Santa Barbara Community College District

DR. GLENN C. GOODER
Superintendent-President and Secretary/Clerk to the Board of Trustees

Approved by the Board of Trustees