AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 13, 1977
3:00 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 SEPTEMBER 22, 1977
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. ANNOUNCEMENT OF APPOINTMENT OF DR. JOHN KAY TO COMMITTEE TO STUDY COUNTY SPLIT
      b. NOTICE OF EXTENSION OF ADMISSION OFFICE HOURS
      c. REPORT OF ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) MEETING ATTENDANCE
      d. REPORT OF RECENT MEETINGS WITH CHANCELLOR CRAIG
      e. REPORT OF PLANS FOR PERFORMING ARTS BUILDING OPEN HOUSE AND DEDICATION CEREMONIES
      f. ANNOUNCEMENT OF ALISAL CONFERENCE ON NOVEMBER 7-8

Attachment 1.7-f
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY SUBSTITUTES, AND CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS (DAY & EVENING), FALL 1977 SEMESTER

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, AND CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTOR, EVENING COLLEGE

Attachment 2.1-a(2)

(3) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGES/ADDITIONS FOR PREVIOUSLY-APPROVED INSTRUCTORS, AND CONSULTANT (LECTURER), CONTINUING EDUCATION DIVISION

Attachment 2.1-a(3)

(4) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS: PETER CAMPOS, ALEX FOURNIER, YOUREE IRVING, AND DAVID MILROY, P.E. DEPARTMENT, 10/14/77 - 1/25/78

Attachment 2.1-a(4)

(5) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEERS (PSYCHIATRIC RESIDENTS): HOWARD BABUS, M.D. AND MARK KOFLER, M.D., EFFECTIVE SEPTEMBER 19, 1977

Attachment 2.1-a(5)

(6) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(6)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY T.V. INSTRUCTORS, FALL 1977 SEMESTER

Attachment 2.1-b(1)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) RECOMMENDED REVISION IN CERTIFICATED SALARY CLASSIFICATION POLICY

Attachment 2.1-b(2)

The Professional Standards and Leave Committee and the Representative Council have recommended a revision of the Certificated Salary Classification policy.

The revision provides that a person holding the California General Secondary Teaching Credential (old lifetime), who was employed by the District prior to September 1, 1977, may advance on the salary schedule to Class IV.

The Educational Policies Subcommittee considered the proposed revision and recommends approval of the change.

It is recommended that the policy be amended, as described, to be effective with the Spring 1978 semester.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS, NON-CLASSIFIED SERVICE

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS, NON-CLASSIFIED SERVICE, CONTINUING EDUCATION DIVISION

Attachment 2.2-a(2)

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

Attachment 2.2-a(3)

(4) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(4)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF TERMINATION OF PROBATIONARY EMPLOYEE AND RE-INSTATEMENT TO FORMER CLASSIFICATION: PATRICIA J. FOLEY

Attachment 2.2-b(1)

It is recommended that approval be given to terminate Patricia J. Foley as Secretary, Drama/Music, effective 10/14/77, per Section 1514.12 of the Classified Personnel Rules & Regulations, and re-instate Ms. Foley to her former classification as Typist Clerk, Int. (1/2 time, 10 mo.), Coordinated Instruction Office, effective 10/17/77.

(2) RECOMMENDED APPROVAL OF DELETION OF CLASSES OF CONSTRUCTION INSPECTOR I AND CONSTRUCTION INSPECTOR II FROM CLASSIFIED SALARY SCHEDULE, EFFECTIVE 10/14/77

On September 22, 1977, the Board of Trustees accepted the resignation of the District's only construction inspector. The Director of Facilities Development has determined that adequate construction inspection services can be acquired through appointment of professional consultants, thereby eliminating the need for a classified position.

It is recommended that approval be given to delete the classes of Construction Inspector I and Construction Inspector II from the Classified Salary Schedule, effective 10/14/77.

(3) RECOMMENDED APPROVAL OF PROFESSIONAL CONSULTANT, JEROME MORIN, AUDIO VISUAL, EFFECTIVE 10/14/77

Attachment 2.2-b(3)

The Coordinator of Media Services recommends appointment of Mr. Jerome Morin as a Professional Consultant in the event of television production and maintenance problems. Mr. Morin recently left the district's employment and is prepared to provide emergency maintenance to district equipment.

It is recommended that approval be given to employ Mr. Jerome Morin as a Professional Consultant, effective 10/14/77.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

   b. NON-ROUTINE - continued:

   (4) RECOMMENDED APPROVAL OF ESTABLISHMENT OF A 5% SALARY DIFFERENTIAL FOR SECURITY OFFICER POSITIONS ASSIGNED EXCLUSIVELY TO WEEKEND AND HOLIDAY SCHEDULES, EFFECTIVE 11/1/77

   Section 88204 (State Education Code) authorizes community colleges to recognize the exclusive weekend and holiday peculiarity of certain positions, such as Security Officer, by setting a special salary rate and exempting said positions from overtime compensation. Discussion with County Counsel has determined that a salary differential, assigned only to those positions scheduled for weekend and holiday work, will meet the requirements of Section 88204.

   The recommended differential complies with Section 1355.12 of the Classified Personnel Rules & Regulations and with Article 8.6 of the CSEA contract agreement. This amendment will provide for more efficient payroll administration and it is estimated that district savings on overtime costs will offset added costs of the 5% differential.

   It is recommended that approval be given to establish a 5% salary differential for Security Officer positions assigned exclusively to weekend and holiday schedules, effective November 1, 1977.

2.3 GENERAL PERSONNEL

   No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS
3. **STUDENT SERVICES - continued:**

3.2 **RECOMMENDED APPROVAL OF DISTRICT POLICY ON COURSE PREREQUISITES AND ADOPTION OF RESOLUTION No. 12 (1977-78)**

Attachment 3.2

The Board of Governors has adopted new Title V regulations requiring each community college district to adopt a resolution regarding policy on course prerequisites.

It is recommended that Resolution No. 12 (1977-78) be adopted as the policy of the Santa Barbara Community College District on this issue.

3.3 **RECOMMENDED APPROVAL OF DISTRICT POLICY ON A PRIORITY SYSTEM FOR REGISTRATION AND ENROLLMENT AND ADOPTION OF RESOLUTION No. 13 (1977-78)**

Attachment 3.3

The Board of Governors has adopted new Title V regulations providing for each community college district to adopt a policy on a priority system for registration and enrollment.

It is recommended that Resolution No. 13 (1977-78) be adopted as the policy on a priority system for registration and enrollment.

3.4 **RECOMMENDED APPROVAL OF AMENDMENT OF THE POLICY ON ADMISSION OF FOREIGN STUDENTS**

Attachment 3.4

Changing conditions related to societal and campus activities as well as to the admissions and enrollment programs of the college have stimulated a review of the college policy on admission of foreign students.

It is recommended that the District's policy of admission of foreign students be amended as contained in Attachment 3.4.
3. STUDENT SERVICES - continued:

3.5 RECOMMENDED APPROVAL OF REVISION IN POLICY ON RELEASE AND DISCLOSURE OF INFORMATION FROM STUDENT RECORDS

Attachment 3.5

As a result of recent legislation, the Board of Trustees adopted a policy regarding release of student information. The purpose of the policy was to provide additional safeguards and privacy for student records.

In one area, it seems that the policy goes beyond what is legally possible. The proposed change which will meet legal requirements is included in the attachment.

This was discussed and approved by the Board Educational Policies subcommittee on Friday, October 7, 1977.

Approval of the revised policy is recommended.

3.6 PRESENTATION OF ANNUAL FINANCIAL AIDS OFFICE REPORT FOR 1976-77

Enclosure #1

Enclosure #1 contains the annual report of the Financial Aids Office.

Mr. William Cordero will be present to describe the report and respond to questions.

3.7 PRESENTATION OF ANNUAL PLACEMENT OFFICE REPORT FOR 1976-77

Enclosure #2

Enclosure #2 contains the annual report of the Placement Office.

Mr. William Cordero will be present to describe the report and respond to questions.

4. CURRICULUM AND INSTRUCTION

4.1 DESCRIPTION OF TWILIGHT COLLEGE EXPERIMENT

Attachment 4.1

Attachment 4.1 contains a description of the Experimental Twilight College. Dr. Richard Sanchez will be available to respond to questions.
AGENDA - Regular Meeting  
Board of Trustees - SBCCD  
October 13, 1977

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 Order No. P67-2907 and P67-2913 (Prior Year), and P78-0623 through and including P78-0758.

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. RECOMMENDED APPROVAL TO ENTER INTO AGREEMENTS WITH THE DEPARTMENT OF HEALTH, EDUCATION AND WELFARE COVERING PARTICIPATION IN PROGRAMS OF STUDENT FINANCIAL AID, 1978-79

Enclosure #3

Enclosure #3 contains agreement forms and an application which are required for continued participation in federal programs for student financial aid.

It is recommended that approval be given for submission of the agreements for 1978-79.

b. RECOMMENDED APPROVAL OF USE BY OFF-CAMPUS GROUP OF LA PLAYA FIELD AND P.E. FACILITIES ON SUNDAY, OCTOBER 16, 1977

Attachment 5.2-b

Mr. Desmond O'Neill, representing the Santa Barbara Jaycees, has requested the use of La Playa Field and dressing room and shower facilities for the 12th Annual Santa Barbara Marathon.

Approval of the request is recommended.
5. BUSINESS SERVICES – continued:

5.2 NON-ROUTINE – continued:

c. RECOMMENDED ACCEPTANCE OF A VIDEO SWITCHER AND SPECIAL EFFECTS GENERATOR FROM TELEVISION STATION KEYT, CHANNEL 3

Attachment 5.2-c

Television Station KEYT has generously offered the two above-mentioned pieces of equipment to the Theatre Arts Department. These items have a value of $4,000.

It is recommended that the Board accept these items and authorize the staff to send Mr. Wilson of Station KEYT a letter of appreciation.

d. RECOMMENDED ACCEPTANCE OF $50,000 GRANT TO PROVIDE ESL CLASSES FOR INDOCHINESE

Attachment 5.2-d

The Office of Education has notified the district of the award of $50,000 to provide three levels of instruction in English As A Second Language for Indochinese refugees. These classes will be set up by Continuing Education in an Isla Vista location.

Acceptance of this grant is recommended.

e. RECOMMENDED ACCEPTANCE OF NURSING CAPITATION GRANT IN THE AMOUNT OF $16,464

Attachment 5.2-e

The District has been informed that its application for a Nursing Capitation Grant has been approved. No matching funds are required, although the Department of HEW was assured that the current level of non-Federal funds in the Nursing Program would be maintained.

Acceptance of this grant is recommended.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED ACCEPTANCE OF $6,000 GRANT FOR PHYSICS LABORATORY EQUIPMENT

Attachment 5.2-f

The National Science Foundation has awarded $6,000 to Santa Barbara City College to purchase equipment for the Physics of Music laboratory. This grant requires $6,035 in district-matching funds. Appropriation of matching funds has been considered by the Resources Allocation Review Board which has recommended that the funds be appropriated, if available.

Acceptance of this grant is recommended.

g. RECOMMENDED RATIFICATION OF THE SUBMISSION OF PROPOSAL TO SEA GRANT

Enclosure #4

A proposal was submitted to University of California, San Diego, on October 3, 1977, for Sea Grant funds to support the Marine Technology Program. This proposed grant is essentially the same as one which was submitted to NOAA last year and not funded. The grant will be used to complete a bell/saturation diving system through the purchase of a diesel-driven hydraulic power unit and air compressor.

Ratification of the submission of this proposal is recommended.

h. RECOMMENDED APPROVAL OF CAFETERIA AND SNACK SHOP PRICES FOR THE FALL 1977 SEMESTER

Attachment 5.2-h

Attachment 5.2-h delineates the recommended prices to be charged for food served in the Cafeteria and the Snack Shop during the fall semester, 1977. Changes in the price structure are indicated on the second page of the attachment.

Approval of the 1977-78 Cafeteria Price List for the 1977 Fall semester is recommended.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. RECOMMENDED APPROVAL OF AUTHORIZATION TO REQUEST EQUIPMENT THROUGH THE "TOOLS FOR SCHOOLS" PROGRAM

Attachment 5.2-i

The District is required to return several pieces of heavy equipment (tools) which have been on loan through the CETA program.

An alternate source has been found which may replace some of the equipment. Attachment 5.2-i describes the program briefly and lists District requirements.

It is recommended that authorization be given to request equipment through the "Tools For Schools" program.

j. RECOMMENDED APPROVAL OF RENEWAL OF TRAVEL ACCIDENT INSURANCE POLICY - I.N.A.

In 1976-77, Travel Accident insurance was provided for employees while on business for the District. The premium of $1,033 was based upon an estimated 950 travel days. Actually, 1,510 travel days were recorded. The premium for 1977-78 will be based upon the actual travel days for 1976-77, i.e., 1,510, resulting in a cost of $1,280.

Approval of renewal of the Travel Accident policy with I.N.A. at a cost of $1,280 is recommended.
6. GENERAL INFORMATION

6.1 RECOMMENDED ADOPTION OF RESOLUTION No. 11 (1977-78) NAMING THE JAMES R. GARVIN MEMORIAL THEATRE

Attachment 6.1

On September 22, 1977, the Board of Trustees named the auditorium in the Performing Arts Building the JAMES R. GARVIN MEMORIAL THEATRE and directed staff to prepare a resolution for Board action.

The proposed resolution is contained in Attachment 6.1. Adoption of Resolution No. 11 (1977-78) is recommended.

6.2 RECOMMENDED APPROVAL OF DISTRICT COMMENTS ON BOARD OF GOVERNORS' 1977-82 FIVE-YEAR PLAN

Enclosure #5

Enclosure #5 is the final draft of proposed comments on the Board of Governors' Five-Year Plan.

An earlier draft was circulated among members of the Board of Trustees and the staff. Revisions have been made as a result of suggestions by those who reviewed the earlier draft.

It is recommended that the response be approved and forwarded to the Board of Governors.

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, October 27, 1977 at 3:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.