AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

February 10, 1977

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 JANUARY 27, 1977
    1.6 HEARING OF CITIZENS
    1.7 COMMUNICATIONS
        a. ENROLLMENT REPORT FOR SPRING, 1977
           Mr. Bresslin will report on enrollment for Spring, 1977.
        b. REPORT ON BUSINESS OFFICERS CONFERENCE
           Dr. Sorsabal will report on items of concern discussed at
           the annual Business Officers Conference.
        c. REPORT ON ACCCA CONFERENCE
           Dr. Sorsabal and Dr. Gooder will report on items of concern discussed at the Annual Conference of California Community College Administrators.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

d. RECOMMENDED APPOINTMENT OF GOVERNING BOARD MEMBERS IN ACCORDANCE
   WITH EDUCATION CODE SECTION 1329

   Attachment 1.7-d

   Notice has been received from the County Clerk's office that since only one candidate filed for each of four of the
governing board positions, the terms of which begin on April 1, 1977, no election will be held for those positions. In such
cases, at a meeting prior to the day fixed for the election, the governing board shall appoint to the position of govern-
ing board member the person nominated for each position.

   It is recommended, therefore, that by individual motions
   and actions of the Board, the following be appointed to the
   Board of Trustees for the period April 1, 1977 through March 31, 1981:

   Trustee Area No. 1 - Joyce H. Powell

   Trustee Area No. 3 - Ann Gutshall
   Joe W. Dobbs

   It is recommended, further, that Eli Luria be appointed to
   the Board of Trustee position, Area No. 2, for the period April 1,

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

   (1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS,
   DAY CLASSES, SPRING, 1977

   Attachment 2.1-a(1)

   (2) RECOMMENDED APPROVAL OF CHANGE FOR PREVIOUSLY-APPROVED
   HOURLY INSTRUCTOR (DAY), ADDITIONAL SUBSTITUTES (DAY),
   AND HOURLY SUBSTITUTES (DAY & EVENING), SPRING, 1977

   Attachment 2.1-a(2)

   (3) RECOMMENDED APPROVAL OF EVENING COLLEGE CERTIFICATED
   PERSONNEL, SPRING, 1977

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

2.1 CERTIFICATED PERSONNEL - continued:

a. ROUTINE - continued:

(4) RECOMMENDED APPROVAL OF HOURLY INSTRUCTOR, CHANGES/ADDITIONALS OF PREVIOUSLY-APPROVED INSTRUCTORS, AND LECTURER, CONTINUING EDUCATION DIVISION  
Attachment 2.1-a(4)

(5) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE  
Attachment 2.1-a(5)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF PAYMENT OF ADDITIONAL FUNDS, TITLE VII BILINGUAL/CROSS CULTURAL PROGRAM  
Attachment 2.1-b(1)

On December 16, 1976, the Board approved Cirenio Rodriguez as a Professional Expert (consultant) to provide support in the Title VII Bilingual/Cross Cultural Program. Specifically, he is writing grant proposals and serving as liaison with school districts. He had been approved to receive $2,448 for his services. An additional $500 in Title VII funds has been approved for Mr. Rodriguez by the Supervisor of the program, Mr. John Eggler.

It is recommended that an additional $500 be approved for Cirenio Rodriguez for services as a Professional Expert (consultant) for services as described.

(2) RECOMMENDED APPROVAL OF CHANGE IN CONTRACT: CLARA LOU GRANT, DIRECTOR, PARENT-CHILD WORKSHOP, EFFECTIVE 1/27/77  
Attachment 2.1-b(2)

Clara Lou Grant, Director, Parent-Child Workshop is assigned 4/5 contract and teaches 1/5 hourly. The Dean of Continuing Education has requested that her assignment be changed to full-time contract. This will increase the number of hours she will be available at the Parent-Child Workshop.

It is recommended that approval be given for a change in contract from 4/5 to full-time for Clara Lou Grant, effective January 27, 1977.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

Attachment 2.2-a(1)

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

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)

(4) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF MATERNITY LEAVE OF ABSENCE: ANNETTE V. CORDERO, TUTOR II, TUTORIAL CENTER, EFFECTIVE 2/7/77

Attachment 2.2-a(5)

(6) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE; FRANCESCA M. PARKER, TYP.CK., SR., PERSONNEL SERVICES, EFFECTIVE 2/9/77, APPROXIMATELY 6-8 WEEKS

Attachment 2.2-a(6)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENT: VES HALL, CUSTODIAN, (REPLACING G. PALACIO) FACILITIES & OPERATIONS DEPT., EFFECTIVE 2/14/77

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT: GARY O. PARKS, LAB. TECH., (NEW POSITION) ART DEPT., EFFECTIVE 2/14/77

Attachment 2.2-b(2)

2.3 GENERAL PERSONNEL

No items
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3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF CONTINUING EDUCATION COURSE - FIREARMS: POWERS OF ARREST FOR SECURITY GUARDS

It is recommended that the Board approve a Continuing Education course, Firearms: Powers of Arrest for Security Guards, which will begin on February 15. As mandated by the State of California Office of Consumer Affairs, the class will meet a total of 8 hours for relicensing private security guards, and will meet the requirements for firearms qualification and powers of arrest. Recommended for those who must meet relicensing requirements and others who may benefit from the instruction.

4.2 RECOMMENDED APPROVAL OF CONTINUING EDUCATION COURSE - CORONAL POLISHING (LEVEL FOUR)

It is recommended that the Board approve a Continuing Education course: Coronal Polishing (Level Four), which will begin March 2 for a total of 12 hours. The class is for registered dental assistants who must have Level IV instruction to perform coronal polishing, and for others who may benefit from the instruction. In accordance with the State Board of Dental Examiners, the instruction will cover plaque, calculus, stain formation and the principle of selecting abrasives, polishing agents and disclosing solutions. Also included are required clinical experience identifying calculus, plaque, applying disclosing agents and polishing. The material fee is $10.

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. P67-1587 through and including P67-1686.

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.
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5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

c. INSPECTORS' REPORTS FOR CONSTRUCTION PROJECTS FOR PERIOD ENDING JANUARY 31, 1977

Attachment 5.1-c

Inspectors' reports in Attachment 5.1-c contain information on the status of the following construction projects:

- Report No. 35 - Drama/Music Facility 99% complete
- Report No. 13 - Site Development, Phase IB 76%"
- Report No. 8 - La Playa Stadium Lighting 57%"
- Report No. 4 - Pershing Park, Phase III-A 40%"
- Report No. 3 - Pershing Park, Phase III-B 50%"

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF AMENDMENT TO ORIGINAL LIST OF TAX SHELTERED ANNUITY ACCREDITED PLANS

Attachment 5.2-a

The Security Life and Accident Company (Security Life of Denver) has requested approval to sell tax sheltered annuities to employees of the District. A Hold Harmless agreement has been filed with the District.

It is recommended that the list of tax sheltered annuity accredited plans be amended to include the firm of Security Life and Accident Company.

b. RECOMMENDED APPROVAL OF AMENDMENT TO INSTITUTIONAL MEMBERSHIP LIST

Attachment 5.2-b

Inadvertently, the County Schools Board Association was omitted from the list of District memberships approved by the Board.

It is recommended that membership in the County School Boards Association be approved.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

c. RECOMMENDED APPROVAL OF LIBRARY GRANT PROPOSAL AND AUTHORIZATION TO SUBMIT REQUEST FOR FUNDS

Enclosure #1

Enclosure #1 contains a summary of the request for a federal grant for the library. This is similar to requests which have been submitted for several years. No District funds are required.

It is recommended that the proposal be approved and that authorization be given to submit the grant request.

d. RECOMMENDED APPROVAL OF CONTINUATION OF RADIOLOGIC TECHNOLOGY PROJECT AND AUTHORIZATION TO SUBMIT GRANT REQUEST

Enclosure #2

Enclosure #2 contains the proposal and request for funding for the second year of a three-year project to improve the Radiologic Technology Program. The program was approved and the first year of funding was granted under an Allied Health Professions Grant for 1976-77. There are no additional costs to the District.

It is recommended that the proposal for the second year of the project be approved and that authorization be given to submit the grant request.

e. RECOMMENDED RATIFICATION OF SUBMISSION OF GRANT REQUEST FOR PHYSICS PROJECT

Enclosure #3

Enclosure #3 is a request for funds for a special project in Physics proposed by Mr. Isidor Elias. The proposal was submitted to meet a deadline for applications.

The proposal, if funded, requires $6,035 in district matching funds. Because of the uncertainty about funding and the lack of a specific policy as yet on funding of grants, it is recommended that submission of the proposal be ratified, subject to further consideration of funding.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

f. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #77-041, 77-042 AND 77-043

Attachment 5.2-f

#77-041 in the amount of $1,561: To transfer funds from Salary to Benefit Accounts for cost of Special Program Assistant in EOP-Human Relation Cost Center.

#77-042 in the amount of $75: To transfer funds from Supplies to Film Rental for the Philosophy Cost Center.

#77-043 in the amount of $140: To transfer funds from Film Rental and Repair account to Supplies Account in Auto Services Division.

It is recommended that approval be given of the above-listed Appropriation Transfers.

g. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #77-040 AND ADOPTION OF RESOLUTION No. 37 (1976-77)

Attachment 5.2-g

#77-040 in the amount of $37,171: To transfer funds from Contingencies to Carry-over Account - balances distributed to those Cost Centers who are eligible to receive a carry-over amount based on a savings in their budget for 1975-76 fiscal year.

It is recommended that Appropriation Transfer #77-040 be approved and Resolution No. 37 (1976-77) be adopted.

h. RECOMMENDED APPROVAL OF COMMUNITY SERVICES FUNDS FOR TRACK REPAIR

It has come to the attention of staff that because of recent rains and the age of the track, it is necessary to provide some surfacing material. It is an unBudgeted item; however, such funds are available within the Community Services Reserve to accomplish this task.

It is recommended that approval be given of an allocation of $5,000 from the Community Services Reserve for track repair.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. RECOMMENDED APPROVAL OF CHANGE ORDER No. 1, PERSHING PARK, PHASE III-B, MAULHARDT ELECTRIC, CONTRACTOR

Attachment 5.2-1

Change Order No. 1 for the Pershing Park, Phase III-B (Tennis Court Lighting) includes modifications to the contract with Maulhardt Electric to correct field conditions encountered on site related to vandalism and inaccurate as-built conditions. Also included is a material substitution and a credit for omitting the specified portable inspector's office. The net change to the contract is $638.65, plus an extension of four days due to rain.

\[
\begin{align*}
\text{Original Contract Price} & \quad \$32,987.00 \\
\text{Change Order No. 1} & \quad + \quad 638.65 \\
\text{New Contract Price} & \quad \ldots \quad \$33,625.65
\end{align*}
\]

It is recommended that approval be given for Change Order No. 1, Pershing Park, Phase III-B, Maulhardt Electric, contractor, at an increase of $638.65 to the contract price and a change in the completion date to February 8, 1977.

j. CONSIDERATION OF CHANGE OF PROJECT SCOPE FOR DISTRICT WAREHOUSE FACILITY

Attachment 5.2-j

On September 23, 1976, the Board authorized development of plans for a District warehouse and approved Hall and Visioni, A.I.A., as Consulting Architects.

The architect's estimates for construction exceeded the proposed budget and staff was asked for alternative plans. Alternatives considered included site relocation, phasing of construction elements, and comparison of metal and masonry building costs. Attachment 5.2-j includes a proposed project budget and schedule.

A report will be made by staff at the meeting regarding the alternatives studied.
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5. BUSINESS SERVICES - continued:  

5.2 NON-ROUTINE - continued:  

k. RECOMMENDED APPROVAL TO DEVELOP GRAPHICS FOR PARKING LOTS AND PEDESTRIAN PATHWAYS  

Attachment 5.2-k  

A campus graphics proposal was considered by the Board on December 16, 1976, but was returned to staff for additional information.  

The Board Subcommittee on Facilities considered additional information from staff on January 17, 1977 and requested review by the Master Plan architects on lettering, style, and colors.  

A report of the Master Plan architect's review and recommendations will be presented at the meeting by staff.  

1. PRESENTATION OF REPORT OF THE DISTRICT'S FINANCIAL STATUS FOR THE QUARTER ENDING DECEMBER 31, 1976  

Enclosure #4  

Enclosure #4 contains the financial report for the quarter ending December 31, 1976 for the following funds and accounts:  

Associated Student Trust Fund  
Bond Building Fund  
Cafeteria Account  
Children's Center Fund  
Children's Center Special Reserve Fund  
General Fund  
Community Services Override  
Lease Cost Override  
Harold R. Frank Foundation Trust Account  
Marine Technology Special Reserve Fund  
Special Reserve Fund  

Dr. Sorsabal will speak to this item at the meeting.  

m. REPORT SUMMARY OF OPERATIONS OF CAMPUS BOOKSTORE AND STUDENT FINANCES FOR PERIOD ENDING DECEMBER 31, 1976  

Enclosure #5  

Enclosure #5 contains a summary of operations of the Campus Bookstore and Student Finances for the period ending December 31, 1976.
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6. GENERAL INFORMATION

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

7. ADJOURNMENT

The next meeting of the Board of Trustees is scheduled for Thursday, February 10, 1977 at 4:00 pm in the Board Room of Santa Barbara City College, Santa Barbara, California.