AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

March 24, 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 ADJOUNDED MEETING OF MARCH 3, 1977
MINUTES OF REGULAR MEETING OF MARCH 10, 1977

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

   a. OFFICIAL REPORT OF RESULTS OF MARCH 8, 1977 GOVERNING BOARD
      ELECTION

1.8 OATH OF OFFICE FOR RE-ELECTED MEMBER OF THE GOVERNING BOARD

Official notification has been received from the County Clerk-Recorder’s office that Mrs. Kathryn O. Alexander has been re-elected as a member of the Governing Board for the Santa Barbara Community College District for a four-year term beginning April 1, 1977, representing Area #4.

The Oath of Office will be administered at the meeting by Dr. Glenn G. Cooder, Secretary/Clerk to the Board of Trustees.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS (DAY), HOURLY INSTRUCTORS AND SUBSTITUTE (EVENING COLLEGE), AND T.V. INSTRUCTORS, SPRING 1977 SEMESTER

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS: RICHARD FISHBACK (AKIDO) AND KARL HALBACH (VOLLEYBALL), SPRING 1977 SEMESTER

Attachment 2.1-a(2)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(3)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGES/ADDITIONS OF PREVIOUSLY-APPROVED INSTRUCTORS, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, SPRING 1977 TERM

Attachment 2.1-b(1)

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

Attachment 2.2-a(1)

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

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

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE; FRANK HOLGUIN, ATH.EQPT.ATTENDANT, P.E.DEPT., EFFECTIVE 3/25/77 FOR APPROXIMATELY 4-6 WEEKS

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE; CLAIRE PETERSEN, TYP.CK.,SR., LIBRARY, EFFECTIVE 3/25/77 FOR APPROXIMATELY 4-8 WEEKS

Attachment 2.2-a(5)

(6) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS; VERA PELIZZONI, GEN.CLERICAL DUTIES, VARIOUS DEPTS., THROUGH 6/30/77

Attachment 2.2-a(6)

(7) RECOMMENDED ACCEPTANCE OF RESIGNATION; MARGARITA DEL R. AVILES, OFFSET DUP.MACH.OPER., Duplicating DEPT., EFFECTIVE 4/29/77

Attachment 2.2-a(7)

(8) RECOMMENDED APPROVAL OF EXTENSION OF MATERNITY LEAVE OF ABSENCE; ANNETTE V. CORDERO, TUTOR II, TUTORIAL CENTER, UNTIL 6/30/77

Attachment 2.2-a(8)

(9) RECOMMENDED APPROVAL OF YEARLY SALARY INCREMENTS

Attachment 2.2-a(9)
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine

(1) RECOMMENDED APPROVAL OF RETIREMENT: JOSEPH G. PONZINE, CUSTODIAL SUPERVISOR, FACILITIES & OPERATIONS DEPT., EFFECTIVE MARCH 31, 1977

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF WORKING-OUT-OF-CLASSIFICATION: JOYCE HATHEWAY, ADMISSIONS & RECORDS CLERK, SR., ADMISSIONS OFFICE, EFFECTIVE 2/7/77 THROUGH 3/25/77

Attachment 2.2-b(2)

On February 7, 1977, Mrs. Thelma Nielsen, Admissions and Records Clerk, began her vacation which would carry her on district payroll until the effective date of her retirement, March 25, 1977.

Mrs. Joyce Hatheway was promoted after competition to fill the position effective March 28, 1977. Ms. Hatheway assumed all of the duties of the position as of February 7. It is appropriate that she receive out-of-classification compensation for the period February 7 through March 25, 1977.

It is recommended that working-out-of-classification pay as an Admissions & Records Clerk, Senior, Range 27, Step E, be approved for Ms. Joyce Hatheway, effective February 7 through March 25, 1977.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) PRESENTATION OF INITIAL CSEA COLLECTIVE BARGAINING CONTRACT PROPOSAL FOR 1977-78 SCHOOL YEAR

In accordance with the provisions of Chapter 10.7, Division 4, Title 1, of the Government Code (Rodda), the Board is required to have officially presented all initial proposals from recognized employee organizations which relate to matters within the scope of meeting and negotiating. The Rodda Act also requires that the public be informed and have an opportunity to express itself regarding the proposals of both the employee organizations and the Board.

The proposal will be presented and described to the Board by its official representative.

As required by the Rodda Act, Section 3547, it is recommended that the Board:

1. Officially receive the CSEA initial proposal,

2. make the CSEA proposal a matter for public record for public pickup in the Superintendent-President/s office and the Personnel Department, and

3. give notice by District news release to the public that at its next Board meeting on APRIL 14, 1977 a hearing will be held to provide the public with an opportunity to express itself regarding the CSEA proposal.

2.3 GENERAL PERSONNEL

No items
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3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF AGREEMENT FOR INSTALLATION AND USE OF VIDEO COMPUTER GAMES (PONG GAMES), SERVOMATION CORP., SANTA BARBARA DISTRICT  
Attachment 3.2

The Associated Student Body is seeking ways to increase its revenue. One avenue is to provide 'pong'-type video games. Servomation Corporation, Santa Barbara District, will provide the equipment and the Santa Barbara Community College District will provide the space. The A.S.B. and Servomation would divide the income equally.

The Superintendent recommends approval of the agreement between Servomation Corporation, Santa Barbara District, and the Associated Student Body, as delineated in Attachment 3.2.

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. P67-1917 through and including P67-2034.

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. RECOMMENDED ACCEPTANCE OF OFFER OF GIFT FROM ASSOCIATED STUDENT SENATE

The Associated Student Senate has offered to replace the main campus entrance sign. A presentation was made to the Board on March 10, 1977. The students agreed to use the lettering selected by the Board for site graphics and to bring a revised design to the Board for acceptance. On March 15, the Associated Student Senate approved a design submitted by student Graham Lewis and will present it to the Board.

Acceptance of the offer of the design and donation is recommended.

b. RECOMMENDED ADOPTION OF RESOLUTION No. 41 (1976-77) REGARDING SPONSORSHIP OF THE SANTA BARBARA EASTER RELAYS

Attachment 5.2-b

The Board has previously approved an agreement with the Santa Barbara Junior Chamber of Commerce to co-sponsor the Easter Relays. The current resolution is designed to bring public attention to the event.

The Superintendent recommends adoption of Resolution No. 41 (1976-77).

c. RECOMMENDED ACCEPTANCE OF ELECTRONICS EQUIPMENT FROM ATKINSON TELEVISION

Attachment 5.2-c

Mr. W. R. Atkinson of Atkinson Television has offered the Continuing Education Division the items noted on the attachment. These items will be of great use in the Television Service Class. They have an estimated value of $4,171.

The Superintendent recommends acceptance of these items and requests authorization to send a letter of appreciation to Mr. W. R. Atkinson.
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5. BUSINESS SERVICES - continued;

5.2 NON-ROUTINE - continued;

d. RECOMMENDED ACCEPTANCE OF A GIFT OF A SET OF GREAT SOVIET ENCYCLOPEDIA FROM MR. GREG GENTLING OF RADIO STATION KTYD

Attachment 5.2-d

Mr. Grey Gentling has generously offered a set of Great Soviet Encyclopedia to the Library. There will be additional volumes donated as they are published. This set has a value of $1,800.

The Superintendent recommends acceptance of this gift and requests authorization to send a letter of appreciation to Mr. Greg Gentling.

e. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #77-078 AND ADOPTION OF RESOLUTION No. 42 (1976-77)

Attachment 5.2-e

#77-078 in the amount of $350: To transfer funds from Contingencies Account to Membership Account for the cost of Radiologic Technology Annual Registration Fee for 1977.

The Superintendent recommends approval of Appropriation Transfer #77-078 and adoption of Resolution No. 42 (1976-77).

f. RECOMMENDED APPROVAL OF AMENDMENT TO THE INTRA-DISTRICT TRAVEL ALLOWANCE LIST FOR 1976-77

Attachment 5.2-f

It is recommended that the Intra-District Travel Allowance List for 1976-77 be amended to include travel allowance for Work Experience activities for the Spring 1977 semester.

g. RECOMMENDED APPROVAL OF EXTRA SERVICES TO THE ARCHITECTURAL CONTRACT WITH HALL & VISIONI, A.I.A., FOR THE WAREHOUSE FACILITY

Attachment 5.2-g

Attachment 5.2-g includes Hall & Visioni's statement for extra services performed in preparation of the application for Federal Public Works (EDA) funds.

The Superintendent recommends approval of extra services totaling $830 to the contract with Hall & Visioni, A.I.A., for the District Warehouse Facility.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

h. RECOMMENDED OCCUPANCY OF A PORTION OF THE DRAMA/MUSIC FACILITY

The completion date for this project has been delayed due to availability of power and is not expected before May, 1977. The first deliveries of moveable equipment recently bid for this facility will occur on March 21, 1977. The District does not have warehouse space for storing the equipment until building completion and the Drama/Music Facility contractor has agreed to the District using Room No. 105 for this purpose.

Article 44, of the General Conditions, permits the District the right to take possession of and use any completed portions of the work. Occupancy of a portion of the work is not deemed an acceptance of any work not completed. The architect and inspector will assess the completeness of the room prior to the occupancy by the District.

The Superintendent recommends approval of the portion of the Drama/Music Facility, listed as instrumental lab room No. 105, contingent upon written acceptance by the architect and verification by the contractor that District occupancy will not increase the cost or delay the work.

1. RECOMMENDED APPROVAL OF CHANGE ORDER No. 19, DRAMA/MUSIC FACILITIES PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR

Attachment 5.2-1

Change Order No. 19 deducts from the contract price all re-testing that is required for connections to the work. The total deduct amounts to $1,198.96 with no time extension requested.

Original Contract Price  $ 3,087,000.00
Change Orders No. 1-18 + 144,868.50
$ 3,231,868.50
Change Order No. 19 - 1,198.96
New Contract Price  $ 3,230,669.54

It is recommended that approval be given for Change Order No. 19, Drama/Music Facilities Project, Don Greene Contractor, Inc., contractor, at a decrease of $1,198.96 to the contract price, and no change in the completion date of November 6, 1976,
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5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

j. RECOMMENDED APPROVAL OF CHANGE ORDER No. 20, DRAMA/MUSIC FACILITIES PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR

Attachment 5.2-j

Change Order No. 20 includes the following additional work:

a. Scissors Lift Wiring: modify lift control wiring so that second control station is wired parallel with the receptable on the lift. This safety precaution precludes anyone from operating the lift while someone else is in the pit...ADD: $271

b. Electrical: provides additional wiring and conduit to provide remote control of work lights through existing relays.........ADD: $779

The total cost for this change order is $1,050, with no time extension requested.

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<th>Original Contract Price</th>
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It is recommended that approval be given to Change Order No. 20, Drama/Music Facilities Project, Don Greene Contractor, Inc., contractor, at an increase of $1,050 to the contract price, and no change in the completion date of November 6, 1976.

6. GENERAL INFORMATION

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

7. ADJOURNMENT

7.1 In accordance with provisions of Education Code Section 964, it is recommended that the annual organizational meeting of the Board of Trustees of the Santa Barbara Community College District be held on Thursday, April 14, 1977.

The next meeting of the Board of Trustees is scheduled for Thursday, April 14, 1977 at 4:00 pm in the Board Room of Santa Barbara City College, Santa Barbara, California.