AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 23, 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

a. PERSONNEL ITEMS 2.1-b(4) and 2.2-b(5)
b. Consultation with Mr. T. Anderle, District's Negotiator

1.5 MINUTES OF REGULAR MEETING OF JUNE 9, 1977
1.6 HEARING OF CITIZENS
1.7 COMMUNICATIONS

a. CSBA REGION 20 DELEGATE ASSEMBLY NOMINATIONS

Attachment 1.7-a

Attachment 1.7-a contains information clarifying the relationship between CSBA and CCCT.

At this time, nominations may be made for membership on Region 20 Delegate Assembly of the CSBA.

b. REPORT ON MEETING OF THE CALIFORNIA POSTSECONDARY EDUCATION COMMISSION

The Superintendent-President will report on items considered by the California Postsecondary Education Commission at their meeting on June 13, 1977.

c. PETITION OF LOCAL CITIZENS REGARDING THE PROPOSED WAREHOUSE

Attachment 1.7-c

Attachment 1.7-c contains a petition from local citizens regarding location of the proposed warehouse.

d. ENROLLMENT REPORT ON 1977 SUMMER SESSION
AGENDĂ – Regular Meeting  
Board of Trustees – SBCCD  
June 23, 1977

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTOR, SUBSTITUTE, AND CONSULTANT (LECTURER), CONTINUING EDUCATION DIVISION

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF ADDITIONAL CERTIFICATED PERSONNEL, 1977 SUMMER SESSION

Attachment 2.1-a(2)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(3)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENT; GREG CAIN, 3/5 CONTRACTUAL TEMPORARY SUBSTITUTE (REPLACING E. SCHAPANSKY), PHYSICAL SCIENCE, 1977-78 COLLEGE YEAR

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT; LUIS A. VILLEGAS, 3/5 CONTRACTUAL TEMPORARY SUBSTITUTE (REPLACING M. RIVERA), CHICANO STUDIES/SPANISH, 1977-78 COLLEGE YEAR

Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT; CALVIN H. REYNOLDS, ASSISTANT DEAN, STUDENT ACTIVITIES & COMMUNITY SERVICES (REPLACING L. RODRIGUES), EFFECTIVE AUGUST 1, 1977

Attachment 2.1-b(3)
AGENDA - Regular Meeting
Board of Trustees - SBCCD
June 23, 1977

2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(4) RECOMMENDED APPROVAL OF ADJUSTMENTS IN SALARY FOR
CERTIFICATED PERSONNEL FOR 1977-78

Enclosure #5

Enclosure #5 contains recommendations regarding
certificated salary adjustments for 1977-78.

These have been developed through meetings be-
tween the Superintendent-President and representatives
of the Instructors' Association Salary Committee, Con-
tinuing Education Instructors' Salary Committee, and
the Administrators' Salary Committee in conjunction
with instructions from the Board Subcommittee on
Salaries.

It is recommended that Certificated Salary Ad-
justments for 1977-78 be approved as described in
Enclosure #5.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE
WORK STUDY (ON- AND OFF-CAMPUS) AND GENERAL PROGRAMS,
1977 SPRING SEMESTER

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: TUTORIAL
PROGRAM, 1977 SUMMER SESSION

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE
WORK STUDY (ON- AND OFF-CAMPUS) AND GENERAL PROGRAMS,
EFFECTIVE JULY 1, 1977

Attachment 2.2-a(3)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(4) RECOMMENDED APPROVAL OF MILITARY LEAVE OF ABSENCE WITH PAY: DONALD R. CANLEY, FACIL. & OPER. DEPT., AND JAMES WILLIAMS, COLLEGE INFORMATION OFFICER

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF YEARLY SALARY INCREMENTS

Attachment 2.2-a(5)

(6) RECOMMENDED APPROVAL OF CAREER (LONGEVITY) INCREMENT (10 YRS.): JULIETTE D. SANGSTER, TYP.CLK., INT., LIBRARY

Attachment 2.2-a(6)

(7) RECOMMENDED APPROVAL OF PROFESSIONAL GROWTH INCREMENTS, EFFECTIVE JULY 1, 1977

Attachment 2.2-a(7)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF EXTENSION OF CETA (TEMPORARY) APPOINTMENT: STELLA CASTELLANOS, TYP.CLK., INT., CONFIDENTIAL, PERSONNEL OFFICE, EFFECTIVE 7/1/77 - 9/30/77

Attachment 2.2-b(1)

Notification has been received that the district has been granted an extension for Mrs. Castellanos until September 30, 1977.

It is recommended that approval be given of an extension of Mrs. Castellanos' half-time position (CETA), as delineated in Attachment 2.2-b(1).
AGENDA - Regular Meeting  
Board of Trustees - SBCCD  
June 23, 1977  

2. PERSONNEL - continued:  

2.2 CLASSIFIED PERSONNEL - continued:  

b. NON-ROUTINE - continued:  

(2) RECOMMENDED APPROVAL OF APPOINTMENT (PROMOTION): MARILYN M. FALETTI, ACCT.CLK., SR., ACCOUNTING (REPLACING S. TIMM), EFFECTIVE 7/1/77  

Attachment 2.2-b(2)  

(3) RECOMMENDED APPROVAL OF APPOINTMENT: LUCILLE A. GREGER, STATISTICAL CLERK, RESEARCH & GRANTS (NEW POSITION), EFFECTIVE 7/5/77  

Attachment 2.2-b(3)  

(4) RECOMMENDED RECOGNITION OF NOTIFICATION OF DEATH (TERMINATION): JAMES RUGGIERO, PROD.OFFICE SUPV., PRINT SHOP, JUNE 14, 1977  

Attachment 2.2-b(4)  

(5) RECOMMENDED APPROVAL OF ADJUSTMENTS IN SALARY FOR CLASSIFIED MANAGEMENT, SUPERVISORY AND CONFIDENTIAL PERSONNEL FOR 1977-78  

Enclosure #6  

Enclosure #6 contains recommendations regarding 1977-78 salary adjustments for classified management, supervisory and confidential personnel. 

These have been developed through meetings between the Superintendent-President and representatives of this employee group in conjunction with instructions from the Board Subcommittee on Salaries. 

It is recommended that Salary Adjustments for Classified Management, Supervisory and Confidential Employees for 1977-78 be approved as described in Enclosure #6.
2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

No items

3. STUDENT PERSONNEL

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED CERTIFICATION OF ASSURANCE OF COMPLIANCE WITH SECTION 504
OF THE REHABILITATION ACT OF 1973, AS AMENDED

Attachment 4.1

On April 28, 1977, HEW issued a regulation implementing Section 504
of the Rehabilitation Act of 1973. Section 504 prohibits discrimination
against qualified handicapped persons in all federally-assisted programs
or activities. These regulations are effective on June 3, 1977.

Attachment 4.1 contains a summary of the general requirements of
Section 504 and describes requirements of the district.

In accordance with the requirements described in Attachment 4.1,
it is recommended that approval be given for:

1) Certification of Assurance with Section 504 of
the Rehabilitation Act of 1973,
2) designation of Daniel Oroz as coordinating
official, and
3) approval of grievance procedure and handicapped
notice of non-discrimination.

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 rati-
ofication of the purchase of supplies, equipment and services
on Purchase Orders No. P67-2677 through and including P67-2755.
AGENDA - Regular Meeting  
Board of Trustees - SBCCD  
June 23, 1977

5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

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 OF 1977-78 TENTATIVE BUDGET

At the June 9, 1977 meeting, the Board received copies of the proposed 1977-78 Tentative Budget. The budget procedure and the implications of the Tentative Budget will be discussed at the meeting.

The Superintendent recommends the approval of the proposed 1977-78 Tentative Budget.

b. REPORT ON THE RESULTS OF THE SANTA BARBARA COUNTY AUCTION

Attachment 5.2-b

Attachment 5.2-b contains the statements from the County of Santa Barbara of the results of the auction held on May 21, 1977.

A total of $1,071.50 was received, less 10% commission and $3.95 for the District's share of the expenses. The net balance to the District is $960.40.

c. RECOMMENDED ACCEPTANCE OF SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS AND COLLEGE WORK-STUDY FUNDS FOR 1977-78

Attachment 5.2-c

The District has been notified that the level of funding for 1977-78 for Supplemental Educational Opportunity Grants (SEOG) will be $79,570 and for College Work-Study (CWS) will be $397,955. This represents an approximate 29% increase in funds.

The Superintendent recommends acceptance of the funding for Supplemental Educational Opportunity Grants and College Work-Study as delineated in Attachment 5.2-c.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

d. RECOMMENDED ACCEPTANCE OF ALLIED HEALTH PROFESSIONS SPECIAL IMPROVEMENT GRANT - $20,879

Attachment 5.2-d

The District has been informed that its application for a second-year grant for the Radiologic Technology Program has been approved. The project provides funds primarily for the employment of a certificated employee. Currently, the project allows for one more year of funding.

The Superintendent recommends acceptance of $20,879 under the Allied Health Professions Special Improvement Grant for the Radiologic Technology Program.

e. RECOMMENDED DISPOSAL OF SURPLUS EQUIPMENT

New X-ray equipment, obtained on a grant, has been installed in the X-Ray Lab, A-225. Some old donated equipment is of no further use to the district and has no resale value. Litton X-Ray Medical Systems has offered to remove this equipment at no cost to the District.

The Superintendent recommends that the following items be declared surplus and permission be granted by the Board to allow Litton X-Ray Medical Systems to remove the equipment at no cost to the District:

1 each Westinghouse Generator
1 each X-Ray Table
1 each Pixomatic X-Ray Film Processor

f. RECOMMENDED APPROVAL OF SUNDAY USE OF FACILITIES - CITY OF SANTA BARBARA

As part of the annual Semana Nautica program, the Santa Barbara Recreation Department uses our recreation facilities. This request is for use of the facilities on Sunday, July 3, 1977, for a badminton tournament. Under our joint-use agreement, the City Recreation Department has free use of the facilities, but pays for actual costs incurred, if any, by the District. The general procedure is for the City to provide personnel for supervision.

The Superintendent recommends approval for use of the facilities by the City Recreation Department on Sunday, July 3, 1977.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #77-126, 127, 128, 129, 130, 131, 132, 136, 137, 138, 139 and 141

Attachment 5.2-g

#77-126 in the amount of $3,347; Transfer from Supplies to Repair account to repair equipment in Welding Shop and Music Cost Centers.

#77-127 in the amount of $5,000; Transfer from Consultants to Salary account for salaries of Head Coaches in Athletic Cost Center.

#77-128 in the amount of $213; Transfer from Testing to Equipment Account for portion of equipment cost in Counseling Cost Center.

#77-129 in the amount of $1,094; Transfer to correct accounts to redistribute budget of Earth-Planetary Science Cost Center.

#77-130 in the amount of $1,500; Transfer from Salary to Supplies account for starter supplies in new building for Music Cost Center.

#77-131 in the amount of $115; Transfer from Repair to Supply account to purchase supplies by Publication Cost Center.

#77-132 in the amount of $370; Transfer to Supply account for film processing for Occupational and Career Education Cost Center.

#77-136 in the amount of $408; Transfer from Supplies to Repair for equipment repair in Radiologic Tech Cost Center.

#77-137 in the amount of $1,000; Transfer from Supply to Film Rental account for film rental for Summer Session Cost Center.

#77-138 in the amount of $410; Transfer from Repair to Supplies to purchase supplies for Music Cost Center.

#77-139 in the amount of $180; Transfer to Field Trip account for field trip expenses for Vocational Nursing Students.

#77-141 in the amount of $1,002; Transfer from Salaries to Supplies and Student Aid account to correct account number for EOP Budget for purchase of supplies.

It is recommended that the above appropriation transfers be approved.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. RECOMMENDED APPROVAL OF MILEAGE ALLOWANCES FOR 1977-78 FOR ADMINISTRATIVE, CERTIFICATED AND CLASSIFIED PERSONNEL

Attachment 5.2-h

Attachment 5.2-h delineates those persons who are required to use their automobiles for District purposes during 1977-78 and the amount of their scheduled reimbursement for intra-district travel.

The Superintendent recommends approval of the Mileage Allowances List for 1977-78 as contained in Attachment 5.2-h.

i. RECOMMENDED APPROVAL OF RENEWAL OF CONTRACT FOR COSMETOLOGY PROGRAM, 1977-78

Enclosure #1

Annually, the District has contracted for cosmetology instruction. In the past, the contract has been with a single institution. It is anticipated that for the 1977-78 year two contractors and locations will be used. Thirty-three students will be trained under this year's contract compared to thirty students last year. The cost will be at a rate of .6875 cents per hour for 1600 hours per student. This rate compares to .6250 for 1976-77.

The Superintendent recommends approval of the contract and requests authorization to enter into contracts for the performance of cosmetology instruction.

j. RECOMMENDED APPROVAL OF SUBMITTAL OF 1977-78 CHILDREN'S CENTER APPLICATION

Enclosure #2

Enclosure #2 contains the application, including the proposed budget, for renewal of the Children's Center Program for the 1977-78 fiscal year.

It is recommended that approval be given for submittal of the application to the California State Department of Education for renewal of the Children's Center Program for the 1977-78 fiscal year.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. RECOMMENDED CONSIDERATION OF AGREEMENT FOR COUNTY COUNSEL SERVICES, 1977-78 to 1980-81

Enclosure #3

Recent legislation authorizes the County to charge public entities for legal services provided through the County Counsel's office. The Board of Supervisors has taken advantage of this statute and is now requiring that the districts pay for legal services. The proposed cost for 1977-78 for all school districts is $51,000. The Santa Barbara Community College District's share is $5,184. The contract is for a period of three years and the amount is adjusted (upward) each year.

The details and implications of the contract will be discussed at the meeting.

1. RECOMMENDED APPROVAL OF AGREEMENT WITH THE CITY OF SANTA BARBARA FOR UNDERGROUNDING OF UTILITIES

Attachment 5.2-1

After much negotiation, the City has agreed that the immediate undergrounding of utilities on Weldon Road will not be required. However, the City does require that when the adjoining properties are developed, the property owners must provide for a widening of the road (which we have already done for our property) and to underground the utilities. This agreement would provide that the District would not protest the formation of a special assessment district to provide the funds for the project.

The Superintendent recommends the approval of an agreement with the City of Santa Barbara for deferring the undergrounding of utilities.

m. RECOMMENDED AUTHORIZATION TO RESUBMIT PUBLIC WORKS PROJECT - PHYSICAL SCIENCE PROJECT

Round Two of the Public Works Program has commenced and the District is eligible to resubmit its Physical Science Project. This item will be discussed at the meeting.

The Superintendent recommends authorization to resubmit the Physical Science Project application for federal funding under the Economic Development Administration.
AGENDA - Regular Meeting
Board of Trustees - SBCCD
June 23, 1977

5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

n. RECOMMENDED APPROVAL OF WORKING DRAWINGS FOR THE MARINE TECHNOLOGY BUILDING AND AUTHORIZATION TO GO TO BID

Attachment 5.2-n

The architects for this project in February of this year informed the District that this project was over budget. The Board on March 10, 1977 approved cost reduction proposals, a revised building budget of $600,700 at ENR 2570, and authorized revision of the contract documents. The architects have completed the revised construction documents which have been approved by the California Community Colleges and Coastal Commission. Approval of the Office of the State Architect (OSA) is anticipated by Board meeting time. The request for release of construction funds will be considered by the Public Works Board on June 27, 1977. The current architects' estimate of cost for the project is $623,784, which is $23,084 over the approved budget. Attachment 5.2-n includes the proposed project schedule. The architect will be present at the meeting to discuss the revised plans and budget.

The Superintendent recommends approval of the Marine Technology working drawings and requests authorization be given to staff to advertise for bids, subject to release of construction funds by the Public Works Board.

o. CONSIDERATION OF INITIAL ENVIRONMENTAL STUDIES FOR PHYSICAL PLANT FACILITY, TEMPORARY GREENHOUSE, AND PUBLIC HEARING

Enclosure #4

The Environmental Impact Report for the District Master Plan included the Physical Plant which was to be located adjacent to the Marine Technology Facility on Loma Alta Drive. The relocation of the Warehouse to the West Campus requires re-evaluation of environmental considerations. The initial study for the Physical Plant which includes the Warehouse and temporary greenhouse has been completed by staff; their recommendation will be presented to the Board at the meeting. A public meeting will also be set for a future environmental hearing.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

p. RECOMMENDED APPROVAL OF ADDITIONAL FEE FOR ARCHITECTURAL SERVICES - PLANETARIUM PROJECT, ARCHER-SPENCER ENGINEERING ASSOCIATES

Attachment 5.2-p

In August, 1976, Archer-Spencer Engineering Associates were approved to provide an engineering study of the Museum of Natural History planetarium. The purpose of the study was to develop detailed electrical plans for the facility to enable the District to install certain equipment purchased under a federal grant for our Astronomy program. The original $1,000 fee has been expended and the plans have been developed.

The engineer's estimate of total cost of the project significantly exceeds the District funds available. The staff has determined that only a portion of the work should be done at this time. To accomplish this task, re-drawing of the plans and supervision of the project during construction will be required. The additional fee will be $750.

The Superintendent recommends approval of an additional fee of $750 for Archer-Spencer Engineering Associates to modify existing plans and provide supervision of the electrical modifications.

q. RECOMMENDED APPROVAL OF PRELIMINARY DRAWINGS FOR THE DISTRICT WAREHOUSE FACILITY AND AUTHORIZATION TO PROCEED WITH WORKING DRAWINGS

Attachment 5.2-q

The architects have completed the preliminary studies for this project and will make a presentation at the meeting. They will also make recommendations regarding site layout, floor plan studies and preliminary cost estimates.

The Superintendent recommends approval of the District Warehouse preliminary drawings and requests authorization to proceed with working drawings.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

r. CONSIDERATION OF CHANGE ORDER No. 23, DRAMA/MUSIC FACILITIES PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR

Attachment 5.2-r

This change order provides ladder access from the Drama/Music lower roof mechanical area to the roof over the platform area and a fire alarm flow switch. The additional cost for this is $3,199 with no time extension requested.

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<td>New Contract Price.</td>
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It is recommended that approval be given of Change Order No. 23, Drama/Music Facilities Project, Don Greene Contractor, Inc., contractor, at an increase of $3,199 to the contract price, and no change in the completion date of November 6, 1976.

s. CONSIDERATION OF CHANGE ORDER No. 24, DRAMA/MUSIC FACILITIES PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR

Attachment 5.2-s

This change order extends the contract time 229 days due to delays in availability of high voltage power. There will be no additional cost for this change order.

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It is recommended that approval be given of Change Order No. 24, Drama/Music Facilities Project, Don Greene Contractor, Inc., contractor, at no increase in contract price, and a change in the completion date to June 23, 1977.
AGENDA - Regular Meeting  
Board of Trustees - SBCCD  
June 23, 1977

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

t. RECOMMENDED ACCEPTANCE OF THE DRAMA/MUSIC FACILITIES PROJECT AND AUTHORIZATION TO FILE NOTICE OF COMPLETION, DON GREENE CONTRACTOR, INC., CONTRACTOR

The project architect and District inspector have completed the final inspection of this project and it is anticipated that the punch list items will be completed by Board meeting time.

This acceptance will include Change Orders No. 1 thru No. 24 with the exception of Change Orders No. 18 and No. 23. Change Order No. 18 is for the scene shop paint frame and No. 23 is the access ladder to the platform roof.

It is recommended that the Drama/Music Facilities Project be accepted as substantially complete, except for Change Orders No. 18 and No. 23, as of June 23, 1977, and authorization be given to file the Notice of Completion, subject to completion of all conditions of the contract.

u. CONSIDERATION OF CHANGE ORDER No. 2, DRAMA/MUSIC PLATFORM RIGGING, DRAPERY TRACKS, AND CONCERT SHELL PROJECT, WESTMONT INDUSTRIES, CONTRACTOR

Change Order No. 2 will be an extension of contract time for the Drama/Music rigging, drapery tracks and concert shell contract, due to delays in completing the building structure.

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The architect is drawing up the request for time extension which will be presented for consideration at the Board meeting.
AGENDA - Regular Meeting
Board of Trustees - SBCCD
June 23, 1977

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

v. RECOMMENDED CONSIDERATION OF ARCHITECTURAL SERVICES FOR CONTINUING EDUCATION FACILITY PLAN

THE FUND FOR SANTA BARBARA CITY COLLEGE has received funds for the development of plans and facilities for Continuing Education. A study has been undertaken to determine the effects of construction for Continuing Education on the District's Five-Year Plan. It appears that sufficient information has been generated to warrant the securing of architectural services. THE FUND would employ and pay for the services.

The Board Subcommittee of Facilities has reviewed the proposal and will report at the meeting.

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, July 14, 1977 at 3:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.