AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

July 14, 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 JUNE 23, 1977

1.6 HEARING OF CITIZENS
   a. REQUEST FOR NIGHT USE OF STADIUM
      Attachment 1.6-a
      Representatives of the Youth Football League will be present to appeal the administrative denial of night use of La Playa Stadium.

1.7 COMMUNICATIONS
   a. DR. WILLIAM G. CRAIG APPOINTED AS COMMUNITY COLLEGE CHANCELLOR
      On June 24, 1977, the Board of Governors announced the appointment of Dr. William G. Craig as Chancellor of the California Community Colleges. He will report in a few weeks.
   b. PASSAGE OF A.B. 388
      The Governor has signed the urgency legislation, A.B. 388, into law. This bill revises and corrects the definition of total units of ADA as related to non-district students. It has the effect of crediting full ADA to the district of residence, thereby increasing residence ADA.

      For the 1976-77 year, the Santa Barbara Community College District will receive an additional $18,158. It will tend to provide additional funds in coming years due to the effect on "resident" ADA.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS
Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF ADDITIONAL SUMMER SESSION HOURLY INSTRUCTORS, SUBSTITUTES, AND ADDITIONS/CHANGES OF PREVIOUSLY APPROVED INSTRUCTORS
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, SUBSTITUTES, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, 1977 FALL TERM
Enclosure #1

(2) RECOMMENDED APPROVAL OF CANCELLATION OF SABBATICAL LEAVES: ELAINE HARKINS, JAMES NORTON, AND CALVIN REYNOLDS
Attachment 2.1-b(2)

Due to reasons as listed, the following scheduled sabbatical leaves for 1977-78 have been requested to be cancelled at the employee's request:

Elaine Harkins 1977-78 college year
Asso.Prof.,English For personal reasons

James Norton 1977-78 college year
Asso.Prof., Administration of Justice Retirement as of 6-30-77

Calvin Reynolds Spring 1978 semester
Professor/Counselor Promoted to Assistant Dean,
Counseling Dept. Student Activities/Community Services

It is recommended that approval be given for cancellation of the above-listed sabbatical leaves.
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) RECOMMENDED APPROVAL OF PROFESSIONAL EXPERT (CONSULTANT)
FOR TITLE VII BILINGUAL/CROSS CULTURAL PROGRAM, CIRENIO
RODRIGUEZ, EFFECTIVE 6/20/77 THROUGH 9/30/77

Attachment 2.1-b(3)

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 for the 1977 Spring semester. A continuation of the program has been recommended by the program's supervisor as indicated in the attachment. Appropriate Title VII funds are available to support this continuation of the program.

It is recommended that approval be given for employment of Cirenio Rodriguez as a professional expert (consultant) for the Title VII Bilingual/Cross Cultural Program for the period June 20 - September 30, 1977.

(4) RECOMMENDED APPROVAL OF APPOINTMENT: ROY V. McCUE,
INSTRUCTOR, RADIOLOGIC TECHNOLOGY (TEMPORARY - 1-YR.
POSITION FOR CATEGORICALLY-FUNDED PROJECT), 1977-78
COLLEGE YEAR

Attachment 2.1-b(4)

(5) RECOMMENDED ADOPTION OF CERTIFICATED SALARY SCHEDULES
FOR 1977-78

Enclosure #2

On June 23, 1977, the Board of Trustees approved adjustments in salary and benefits for certificated personnel. Salary adjustments have been incorporated in the schedules provided in Enclosure #2.

It is recommended that the 1977-78 Certificated Salary Schedules be approved as amended.
ADDENDUM -

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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) RECOMMENDED ADJUSTMENT IN SALARY CLASS PLACEMENT OF MR. CALVIN H. REYNOLDS

On June 23, 1977, the Board of Trustees appointed Mr. Calvin H. Reynolds to the position of Student Activities & Community Services. Mr. Reynolds was placed on Step 1 of the five-step administrative schedule. A comparison of that salary placement with the salary Mr. Reynolds would have received in his previous position indicates that his salary would be $728 less in his new position. This is not appropriate.

It is recommended, therefore, that Mr. Reynolds' salary placement be changed from Step 1 to Step 2 of the Assistant Dean's Salary Schedule, effective September 1, 1977 for the 1977-78 college year.
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

   a. ROUTINE

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

       Attachment 2.2-a(1)

   (2) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS, CONTINUING EDUCATION DIVISION

       Attachment 2.2-a(2)

   (3) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS: CAMPUS BOOKSTORE

       Attachment 2.2-a(3)

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

       Attachment 2.2-a(4)

   (5) RECOMMENDED APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE: PEDRO Q. LOMELI, GROUNDSKEEPER, FACILITIES & OPERATIONS, 6/13/77 - 6/27/77

       Attachment 2.2-a(5)

   (6) RECOMMENDED ACCEPTANCE OF RESIGNATIONS: R. ALCANTAR AND R. A. BRENNEN (FACILITIES & OPERATIONS); J. L. GONG (LIFE SCIENCE); C. A. PETERSEN (LIBRARY); D.K. SORSABAL (FACILITIES DEVELOPMENT)

       Attachment 2.2-a(6)

   (7) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

       Attachment 2.2-a(7)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine

(1) RECOMMENDED APPROVAL OF TITLE CHANGE OF FACILITIES & OPERATIONS SUPERVISOR TO ASSISTANT DIRECTOR, FACILITIES & OPERATIONS, EFFECTIVE 7/1/77

Attachment 2.2-b(1)

The current class of Facilities & Operations Supervisor was created by the Board on April 1, 1972. Since that time, passage of the Rodda Act has mandated school districts to designate management classes for purpose of excluding those classes from recognized bargaining units. The class of Facilities & Operations Supervisor was included in the management group without title change.

A change of title, with no change in duties or salary, would serve to identify the class as management. It would also eliminate the ambiguity created by having the Custodial Supervisor and Grounds Supervisor reporting to the Facilities & Operations Supervisor.

It is recommended that approval be given to re-title the class of Facilities & Operations Supervisor to Assistant Director, Facilities & Operations, Range 46, effective July 1, 1977.

(2) RECOMMENDED APPROVAL OF WORKING-OUT-OF-CLASSIFICATION; JACK R. JOHNSTON, PRODUCTION OFFICE SUPERVISOR, PRINT SHOP, EFFECTIVE 6/15/77

Attachment 2.2-b(2)

Due to the recent death of Mr. James Ruggiero, Production Office Supervisor, it has been necessary to assign Print Shop supervision duties to Mr. Jack Johnston, Linotype/Press Operator until the position is filled. It is expected that a permanent appointment will be made in August, 1977. Until that time Mr. Johnston shall be acting supervisor and should receive a salary adjustment per Section 1216 of the Classified Personnel Rules and Regulations.

It is recommended that approval be given for working-out-of-classification for Mr. Jack R. Johnston, as Production Office Supervisor, Print Shop, effective June 15, 1977.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) RECOMMENDED APPROVAL OF APPOINTMENT: AUREO B. ALVIAR, LAB.TCHG.ASST., H.R.M. DEPT. (REPLACING F. HAYWOOD), EFFECTIVE 9/1/77

Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF APPOINTMENT: GERALD D. ANDERSON, CUSTODIAN (NEW POSITION), FACIL. & OPER. DEPT., EFFECTIVE 7/14/77

Attachment 2.2-b(4)

(5) RECOMMENDED APPROVAL OF RATIFICATION OF EXTENSION FOR INTERIM COLLECTIVE BARGAINING AGREEMENT, CSEA CHAPTER 289, JULY 1 - JULY 15, 1977

The CSEA negotiating team requested that the District extend the CSEA Interim Agreement approved by the Board on November 18, 1976 for the 1976-77 fiscal year to July 15, 1977. Since the request was not received in time for the June 23, 1977 Board, this extension was granted by administrative action of the Superintendent/President. This extension will continue the salaries/benefits currently in effect for members of the CSEA bargaining unit until July 15, 1977.

It is recommended that ratification of this extension of the 1976-77 CSEA Interim Agreement be approved.

2.3 GENERAL PERSONNEL

No items
3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED ESTABLISHMENT OF SPECIAL STUDENT AID FUND

According to directions from the Chancellor's office, dated May 25, 1977, all registration fees charged to students after September 15, 1976 must either be returned to the student or deposited in a student aid fund. Fees collected for the Evening College in September were returned to the students.

In the Continuing Education Division, a total of $20,857 was collected during the fall term. It would be extremely time consuming and costly to attempt to return fees to the Continuing Education students.

It is recommended, therefore, that the funds be placed in a District Emergency Student Aid Fund to be administered as directed by the Administrative Dean, Continuing Education.

4. CURRICULUM AND INSTRUCTION

4.1 ADN CANDIDATES STATE BOARD SCORES

Attachment 4.1

Attachment 4.1 is a summary of the scores of Santa Barbara City College ADN candidates on State Board examinations compared with mean scores of candidates in California.

4.2 ADN PROGRAM RECEIVED NATIONAL LEAGUE FOR NURSING ACCREDITATION

Attachment 4.2

Attachment 4.2 contains notice that continuing accreditation has been granted to the ADN Program by the National League For Nursing.

4.3 RECOMMENDED APPROVAL OF 1977 FALL TERM COURSES, CONTINUING EDUCATION DIVISION

Enclosure #3

It is recommended that the list of courses for the 1977 Fall term for the Continuing Education Division, as contained in Enclosure #3, be approved.
4. CURRICULUM AND INSTRUCTION

4.4 RECOMMENDED AMENDMENT TO HANDICAPPED STUDENT SERVICES PROPOSAL

Enclosure #4

On April 28, 1977, the Board of Trustees approved a proposal for special services for handicapped students. These services are supported under special legislation and reimbursement for excess costs is provided from special State funds.

It appears that it would be more appropriate to have an Enabler devoting full-time to coordinating and directing college activities for the physically handicapped and the developmentally disabled. The enclosure contains amendments to the original proposal to provide for a full-time Enabler.

Approval of the amended proposal and of the job description for the Enabler is recommended.

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. P67-1998, P67-2757 through and including P67-2886, and P78-0001 through and including P78-0034.

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 FUNDS TO CONDUCT A PROGRAM OF TRAINING OF BILINGUAL/CROSS-CULTURAL INSTRUCTIONAL AIDES

Attachment 5.2-a

The Department of Education has notified the District that $28,050 has been allocated to conduct a training program for Bilingual/Cross-Cultural Instructional Aides under AB 2817. This is a reduction from the requested $74,800 and is brought about by a reduction of the approved number of candidates from 40 to 15.

The Superintendent recommends acceptance of this allocation of $28,050.

b. CONSIDERATION OF PROPOSED NEGATIVE DECLARATION FOR THE PHYSICAL PLANT FACILITY AND TEMPORARY GREENHOUSE ON THE WEST CAMPUS

Attachment 5.2-b

The Negative Declaration for this project was completed and distributed in accordance with the Board's recommendation of June 23, 1977.

A public hearing will be held to afford an opportunity for the public to express their opinion concerning the proposed Negative Declaration orally or in writing. The Board will then consider the proposed Negative Declaration for the Physical Plant Facility and temporary greenhouse.

c. RECOMMENDED APPROVAL OF REQUEST FOR DONATION OF OLD LA PLAYA LIGHTS

Attachment 5.2-c

The Superintendent of the Los Prietos Boys Camp has requested the District to donate some of the lights which have been used in the past to light La Playa Field. It is legally permissible for the District to comply with the request. The lights are surplus to the District's need.

The Superintendent recommends approval of the request from the Los Prietos Boys Camp for a donation of some of the surplus lights from La Playa Stadium.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

d. RECOMMENDED APPROVAL OF AGREEMENT WITH CHANNEL COAST REGIONAL TRAINING CENTER

Attachment 5.2-d

The Channel Coast Regional Training Center is providing low-cost, job-related training programs to public employees. By approving the agreement, the District is able to designate a member to the Board of Directors and employees are guaranteed a discount on course fees. The Center helps the public agency to identify its training and employee development needs, to design and provide job-related, result-oriented programs and related support services, and to establish a training information exchange to classify and disseminate training information. There are no membership fees to the participating public agencies.

The Superintendent recommends approval of an agreement with the Channel Coast Regional Training Center as indicated in Attachment 5.2-d.

e. RECOMMENDED APPROVAL OF INCREASE IN ALLOCATION - ATHLETICS BUDGET

Attachment 5.2-e

After a year of study BARB has reviewed and recommended approval of a formula for allocating funds for supplies and contracted services (#4000 and #5000 accounts) which will require for 1977-78 an additional $3,213 over the allocation for 1976-77. The basis for the study was the need to equip the participants safely. Attachment 5.2-e delineates the method used to determine the amounts required to support the program adequately. Dr. Sorsabal will speak to this proposal.

The Superintendent recommends approval of the revised formula for Athletics' allocation as detailed in Attachment 5.2-e which requires an additional $3,767 more than than provided in the Tentative Budget.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED ADOPTION OF RESOLUTION No. 1 (1977-78) FOR SELF INSURANCE PROGRAM FOR WORKERS' COMPENSATION

Enclosure #5

All school districts in the County, with the exception of Allan Hancock and the Santa Barbara Community College Districts, withdrew from the State Compensation Fund for Workers' Compensation Insurance during the 1976-77 year and formed a self-insurance program. An evaluation of the program indicates it has been successful. The administration of the program is through the Office of the County Superintendent and R. L. Kautz Company. The program and its implications will be discussed at the meeting.

The Superintendent recommends termination of the current agreement with the State Compensation Fund, and further recommends adoption of Resolution No. 1 (1977-78) to provide workers' compensation through a self-insurance program.

g. RECOMMENDED ADOPTION OF RESOLUTION No. 2 (1977-78) TO APPOINT A REPRESENTATIVE AND AN ALTERNATE FOR THE JOINT POWERS SELF INSURANCE PROGRAM FOR WORKERS' COMPENSATION ADVISORY COMMITTEE

Attachment 5.2-g

The Joint Powers Agreement to participate in the County Self Insurance Program for Workers' Compensation requires the appointment of a representative and an alternate to the Advisory Committee. Resolution No. 2 names Dr. Sorsabal the representative and Mr. Pickering the alternate.

The Superintendent recommends adoption of Resolution No. 2 (1977-78) to appoint Dr. Donald K. Sorsabal as the representative and Mr. David Pickering as the alternate to the Advisory Committee for the Self Insurance Program for Workers' Compensation.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. RECOMMENDED DENIAL OF CLAIM - VICTORIA KING

Attachment 5.2-h

In compliance with Government Code Section 912.4, the Board is required to take action regarding any tort claims against the District. Ms. King's claim is for invasion of privacy. This matter will be discussed at the meeting.

The Superintendent recommends that this claim be denied in full and that Ms. King be so notified and, further, that the claim be filed with the District's insurance carrier.

i. RECOMMENDED APPROVAL OF 1977-78 PUBLICATION BUDGET

Enclosure #6

The County Superintendent has received and reviewed the Tentative Budget. Since adoption of the Tentative Budget, some changes are recommended in the proposed budget for 1977-78. This item will be discussed at the meeting.

The Superintendent recommends approval of the 1977-78 Publication Budget.

6. GENERAL INFORMATION

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

7. ADJOURNMENT

The next regular 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.