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

July 28, 1977
3:00 p.m. - Board Room,
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Joe Dobbs on Thursday, July 28, 1977, at 3:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Dr. Joe W. Dobbs, President
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank (arrived at 3:17 p.m.)
Mrs. Ann Gutshall
Mr. Eli Luria

Members absent:

Mrs. Joyce H. Powell, Vice-President
Mr. Benjamin P. J. Wells

Others present for all or a portion of the meeting:

Dr. Glenn G. Goode, Superintendent/President and Secretary/Clerk to the Board of Trustees
Dr. Donald K. Sorsabal, Assistant Superintendent, Business Services, and Assistant Secretary/Clerk to the Board of Trustees
Dr. Martin Bobgan, Administrative Dean, Continuing Education
Dr. Alfred Silvera, Administrative Dean, Student Services and Activities
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Ms. Judy Cockrum, Keypunch Operator Appointee, Data Processing
Ms. Eloise Holzgrafe, Int. Acnt. Clerk Appointee, Accounting
Mr. Eugenio Lujan, Assistant Director, Classified Personnel
Mr. Loring McAuliffe, Director, Data Processing
Mr. Burt Miller, Admin. Ass't to the Superintendent/President
Mr. Daniel Oroz, Director, Personnel Services/Affirmative Action Officer
Mrs. Sharon Pifer, Teacher's Aide Appointee
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1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

Others present for all or a portion of the meeting:

Mr. Leonard M. Ramirez, Control Clerk, Data Processing
Mr. Bill Regis, CSEA President
Mr. Don Trent, Director, Facilities Development
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees
Mr. Jerry E. Morin, Audio-Visual Technician

1.3 WELCOME TO GUESTS

Dr. Dobbs extended a cordial welcome to all present.

1.4 EXECUTIVE SESSION

Dr. Dobbs stated that an executive session would be held at this time. Mrs. Alexander, Mrs. Gutshall, Mr. Luria, and Dr. Sorsabal joined Dr. Dobbs and Dr. Gooder in the President's office at 3:01 p.m.

At 3:09 p.m. the executive session ended and all returned to the Board Room.

Dr. Dobbs stated that discussion had been held on the Superintendent/President's salary as indicated in Personnel Item 2.1-b (3). He then resumed the regular agenda.

1.5 MINUTES OF REGULAR MEETING OF July 14, 1977

Upon motion of Mrs. Gutshall, seconded by Mr. Luria, the minutes of the regular meeting of July 14, 1977, were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. AB 1724 BECOMES LAW, Attachment 1.7-a

Dr. Gooder was pleased to note the passage of AB 1724 authored by Assemblyman Gary Hart. The bill will clarify the right of community colleges to work through an organization, such as CCJCA, to regulate intercollegiate athletics.

b. CCCT CORRESPONDENCE AND POSITION STATEMENTS, Enclosure #1

Dr. Gooder indicated that Enclosure #1 contained a series of position statements of CCCT. The subjects are: 1) possible legal action against the Board of Governors for its role in enforcing affirmative action; and 2) resolutions on water conservation; 50% law, part-time employment, and property tax relief.

continued . . .
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

b. continued:

Mrs. Alexander encouraged the Board to take action. Dr. Gooder agreed with her concern of the aggressiveness of the Board of Governors towards local boards.

It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to join the California Community Colleges Trustees in their opposition to the procedures of the Board of Governors regarding Title V regulations.

On the resolution for water conservation, Dr. Gooder agreed to check if there is a current policy and report back to the Board.

Added Item:

c. Dr. Gooder stated the recent fire tragedy in Santa Barbara left Jim and Joan Williams homeless. As far as is known, Jim is the only District employee affected by the fire and everyone is trying to be helpful.

Added Item:

d. Dr. Dobbs read a letter from Cal Reynolds in appreciation of his new position as Assistant Dean, Student Activities.

PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Mr. Oroz noted a correction to Item 2.1-a (2) in that the name of Georgia Jackson should be deleted.

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to approve of the following routine Certificated Personnel items including the above-named correction, as described in the attachments:

(1) APPROVAL OF HOURLY-INSTRUCTOR AND HOURLY SUBSTITUTE, Attachment 2.1-a (1)

(2) APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, AND CHANGES TO PREVIOUSLY-APPROVED INSTRUCTORS, CONTINUING EDUCATION DIVISION, Attachment 2.1-a (2)

(3) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a (3)
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2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

   b. NON-ROUTINE

   (1) APPROVAL OF CHANGE IN SABBATICAL LEAVE: GERALD L. FLOYD, 
   PROFESSOR/COUNSELOR, EFFECTIVE SPRING, 1978, Attachment 
   2.1-b (1)

   Mr. Oroz stated that in the best interests of the Counseling program, Mr. Floyd has offered to re-arrange his 
sabbatical leave.

   It was moved by Mrs. Alexander, seconded by Mr. Frank, 
   and passed by the Board to approve of a change in the sabbatical leave for Gerald Floyd, Counseling, from Fall, 1977, 
to Spring, 1978.

   (2) APPROVAL OF APPOINTMENT: CHESTER TOD FORTNER, THEATER ARTS 
   INSTRUCTOR (SUBJECT TO FUNDING IN LATER AGENDA ITEM), 1977-78 
   COLLEGE YEAR, Attachment 2.1-b (2)

   Mr. Oroz recommended the appointment of Chester Fortner 
to the new position of Theater Arts Instructor. The appointment 
is subject to funding in a later agenda item.

   It was moved by Mrs. Alexander, seconded by Mr. Frank, 
   and passed by the Board to approve of the appointment of 
Chester Fortner, Theater Arts Instructor, effective 9/6/77 
but subject to funding in a later agenda item.

   (3) EXECUTIVE SESSION TO CONSIDER ADJUSTMENT TO THE CONTRACT 
   OF THE SUPERINTENDENT/PRESIDENT

   Dr. Dobbs indicated that this item had been discussed 
during the executive session (Item 1.4).

   Mrs. Alexander made a motion that the District enter into a 
new four-year contract with Dr. Glenn G. Gooder, Superintendent/ 
President of the Santa Barbara Community College District, at 
a salary of $43,900 per year and a reduction in travel allowance 
to $600 per year, effective July 1, 1977. This motion was 
seconded by Mrs. Gutshall and unanimously passed by the Board.

   Dr. Gooder expressed appreciation for the new four-year 
contract. He also thanked them for the adjustment which is 
a 4 percent increase in salary partially covered by a decrease 
in travel allowance.
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2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(4) APPROVAL OF RE-APPOINTMENT OF VAUGHN W. WESTERMeyer, M.D.,
CONSULTANT, STUDENT HEALTH SERVICES FOR 1977-78 COLLeGE YEAR,
Attachment 2.1-b (4)

Upon recommendation of Mr. Oroz, it was moved by
Mrs. Alexander, seconded by Mrs. Gutshall, and passed by
the Board to approve of the re-appointment of Dr. Vaughn W.
Westermeyer as Consultant, Student Health Services, for the
1977-78 college year on an as-needed basis at a rate of
$15.73 per consultation period.

(5) ADOPTION OF POLICY SETTING OFFICIAL WORK WEEK FOR NON-
CREDIT INSTRUCTION

Mr. Oroz stated as a result of recent agreements with
certificated employees regarding personnel benefits, part-time
hourly certificated employed for 50 percent or more of a full
assignment now are provided pro-rated benefits.

A full-time assignment in the credit program is 15 TLU's,
but in the non-credit program there is no such designation.
This District has a differentiation between lecture and
laboratory rates.

It was moved by Mr. Frank, seconded by Mrs. Gutshall,
and passed by the Board to approve of the policy that a full-
time assignment for non-credit instruction be designated as
22 hours of lecture or 30 hours of laboratory instruction, or
an equivalent combination of lecture and laboratory instruction.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it
was moved by Mr. Frank, seconded by Mrs. Alexander, and passed by
the Board to approve of the following routine Classified Personnel
items, as described in the attachments:

(1) APPROVAL OF HOURLY (NON-CLASSIFIED SERVICE EMPLOYEES)
Attachment 2.2-a (1)

(2) APPROVAL OF HOURLY (NON-CLASSIFIED SERVICE EMPLOYEE),
CONTINUING EDUCATION DIVISION, Attachment 2.2-a (2)

(3) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON-
AND OFF-CAMPUS), GENERAL & TUTORIAL PROGRAMS, Attachment
2.2-a (3)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(4) ACCEPTANCE OF RESIGNATION: ALEXIS M. MOORE, ADMISSIONS & RECORDS CLK., ADMISSIONS, EFFECTIVE 7/29/77, Attachment 2.2-a (4)

(5) APPROVAL OF YEARLY SALARY INCREMENTS, Attachment 2.2-a (5)

b. NON-ROUTINE

(1) APPROVAL OF LONGEVITY (CAREER) INCREMENT - 20 YEARS: FRANK J. HOLGUIN, ATH. EQUIP. ATT'DT., ATHLETIC DEPT., EFFECTIVE 8/1/77, Attachment 2.2-b (1)

Mr. Oroz read the brief outline of Mr. Frank Holguin's 20 years of service to the City Schools and City College. He recommended a longevity increment for Mr. Holguin.

It was moved by Mrs. Gutshall, seconded by Mr. Frank, and passed by the Board to approve of a longevity (career) increment (20 years) for Frank J. Holguin, Athletic Equipment Attendant, Athletic Department, effective 8/1/77.

(2) APPROVAL OF APPOINTMENT: JUDITH A. COCKRUM, KEYPUNCH OPERATOR, DATA PROCESSING (REPLACING P. HARNESS), EFFECTIVE 8/1/77, Attachment 2.2-b (2)

Mr. Oroz recommended the appointment of Judith Cockrum to fill the vacant Keypunch Operator position.

It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to approve of the appointment of Judith A. Cockrum, Keypunch Operator (replacing P. Harness), Data Processing Department, effective 8/1/77.

Mr. Oroz introduced her to the Board. Dr. Dobbs welcomed her to the staff.

(3) APPROVAL OF APPOINTMENT: SHARON K. PIFER, TEACHER'S AIDE (REPLACING D. BRADEN), EFFECTIVE 9/6/77, Attachment 2.2-b (3)

Mr. Oroz recommended the appointment of Sharon Pifer to fill the vacant Teacher's Aide position. Mrs. Pifer has been an hourly employee for the past four years.

It was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to approve of the appointment of Sharon K. Pifer, Teacher's Aide (replacing Dora Braden), Instruction, effective 9/6/77.

Mrs. Pifer was introduced to the Board. Dr. Dobbs offered congratulations to her.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(4) APPROVAL OF APPOINTMENT: ELOISE M. HOLZGRAFE, ACCT. CLK., INT., ACCOUNTING (REPLACING L. FALETTI), EFFECTIVE 8/1/77, Attachment 2.2-b (4)

Mr. Oroz recommended the appointment of Eloise Holzgrafe to the vacant Account Clerk position.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve of the appointment of Eloise M. Holzgrafe, Account Clerk, Int., (replacing L. Faletti), Accounting Department, effective 8/1/77.

Mr. Oroz introduced her to the Board. Dr. Dobbs welcomed her to the staff.

(5) APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN CSEA, CHAPTER 289, AND THE DISTRICT, EFFECTIVE JULY 1, 1977, Enclosure #2

Mr. Oroz stated that Enclosure #2 contained the Collective Bargaining Agreement between CSEA, Chapter 289, and the District. This is a 3-year agreement and is retroactive to July 1, 1977. Mr. Oroz read the news release published in the local paper and mutually approved by both parties.

The agreement represents a 4 percent increase in wages with continuation of holidays, vacation periods, increments, differential pay, etc. The enclosure is a 53-page document containing 20 articles.

Mr. Regis, CSEA President of Chapter 289, thought negotiations had resulted in a workable package, and the employees considered it a liveable situation for the next three years.

Mr. Oroz thanked Mr. Regis and his team for the spirit under which negotiations were conducted.

Mrs. Alexander complimented Mr. Oroz on the professional manner in which collective bargaining had been handled. He had both the employees' and the District's interests at heart.

Dr. Dobbs extended appreciation to all those on both teams, and to the Board subcommittee.

It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to approve of the agreement between the California School Employees' Association, Chapter 289, and the District, as contained in Enclosure #2, effective July 1, 1977, and to authorize staff to file a copy of the agreement with the Educational Employment Relations Board.
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2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

No report

3.2 APPROVAL OF THE STUDENT ACCIDENT INSURANCE (MANDATORY) AND ADDITIONAL VOLUNTARY STUDENT HEALTH AND ACCIDENT INSURANCE POLICIES

Dr. Gooder recommended continuation of the student accident and illness insurance plans with no change.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of the Student Insurance Company of Los Angeles as the carrier of the mandatory Student Accident Insurance Policy, and of the voluntary 24-hour Accident and Sickness Insurance Plan for the period August 25, 1977, through August 24, 1978.

4. CURRICULUM AND INSTRUCTION

No items

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to approve of the following routine Business Services items, as described in the attachments:


b. AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS LISTED ON Attachment 5.1-b AND SUCH OTHER CLAIMS THAT MAY HAVE BEEN SUBMITTED PRIOR TO THE MEETING.

5.2 NON-ROUTINE

a. ACCEPTANCE OF CETA GRANT TO PROVIDE ENGLISH-AS-A-SECOND LANGUAGE CLASS, Attachment 5.2-a

Dr. Gooder indicated that this was a small CETA grant offered by the Santa Barbara County Office to provide ESL classes for six weeks. No matching funds are required.

continued . . .
5. BUSINESS SERVICES - continued:
   5.2 NON-Routine - continued:
      a. continued:

      It was moved by Mrs. Gutshall, seconded by Mr. Luria, and
      passed by the Board to accept the $2,736 in CETA funds to provide
      six weeks of English-as-a-Second Language classes.

      b. RATIFICATION OF THE SUBMISSION OF A PROPOSAL TO PROVIDE ESL CLASSES
         TO INDO-CHINESE REFUGEES, Enclosure #3

         Dr. Gooder stated that Enclosure #3 contained a proposal to
         provide ESL classes for three different groups of Indo-Chinese
         refugees. One group has no written language at all. The proposal
         had been submitted to meet a deadline. Local matching requirements
         are in-kind, and no additional District funds are required.

         It was moved by Mrs. Gutshall, seconded by Mr. Frank, and
         passed by the Board to ratify the submission of the proposal to
         provide English-as-a-Second Language classes to Indo-Chinese
         refugees, as described in Enclosure #3.

      c. APPROVAL OF DISTRICT INSTITUTIONAL MEMBERSHIP LIST FOR 1977-78,
         Attachment 5.2-c

         Dr. Gooder stated that the attachment contained a list of
         proposed institutional memberships for 1977-78.

         It was moved by Mrs. Alexander, seconded by Mr. Luria, and
         passed by the Board to approve of the institutional memberships
         for 1977-78 as listed in Attachment 5.2-c.

      d. APPROVAL OF AMENDMENT TO 1977-78 MILEAGE ALLOWANCES LIST,
         Attachment 5.2-d

         Dr. Gooder recommended approval of the changes in mileage
         allowances as delineated in the attachment.

         It was moved by Mr. Luria, seconded by Mrs. Gutshall, and
         passed by the Board to approve of the amendment to the 1977-78
         Mileage Allowances List as delineated in Attachment 5.2-d.

      e. REPORT OF 1977-78 HEALTH & WELFARE PROGRAM, Attachment 5.2-f

         Dr. Sorsabal stated that Attachment 5.2-e contained the
         details of continuation of the cafeteria program for the 1977-78
         Health & Welfare Program. Listed are both the basic and manda-
         tory parts of the program and the new Blue Cross and Cal Med
         premium rates. This will be effective October 1st.

         It was moved by Mrs. Gutshall, seconded by Mrs. Alexander,
         and passed by the Board to approve of the continuation of the
         cafeteria program for 1977-78 Health & Welfare Benefits.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. CONSIDERATION OF BUDGET ITEMS

Dr. Gooder stated that since the Publication Budget many meet-
ings had been held with the Budget and Facilities Subcommittees.
(Minutes of all meetings had been sent to all Board members.)
Recommendations were developed by the Budget Subcommittee, and
since then, additional information was received. That information
which indicates an improvement was contained in a memo from
Dr. Sorsabal dated July 25, 1977. (Copies had been distributed
to Board members with their packets.)

Dr. Sorsabal spoke in detail to the adjustments recommended
for the Publication Budget. Most significantly, the beginning
balance was increased from $642,541 to $1,302,049 as a result of
several internal corrections to abatements to 1976-77 expenditures,
to under-expenditures primarily in salary accounts, and to increases
in 1976-77 income. At this stage, it is possible to reduce the
existing (1976-77) tax rate from between 1 1/2c and 3c and still
include the following recommendations:

<table>
<thead>
<tr>
<th>Additional Cost</th>
<th>Reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Increase budget to reflect CSEA/District contract terms</td>
<td>$ 65,604</td>
</tr>
<tr>
<td>2. Increase budget to provide additional funds for construction program</td>
<td>$480,000</td>
</tr>
<tr>
<td>3. Reduce Community Service requirements</td>
<td>($ 75,732)</td>
</tr>
<tr>
<td>4. Establish Continuing Education reserve and identify Continuing Education accumulated funds</td>
<td>$247,150</td>
</tr>
<tr>
<td>5. Add RARB items through No. 17 with Item No. 1 to be funded from Reserves</td>
<td>$213,140</td>
</tr>
<tr>
<td>6. Establish 5% Reserve to include Revolving Fund and General Reserve</td>
<td>($396,834)</td>
</tr>
</tbody>
</table>

Dr. Sorsabal also distributed copies of an analysis of current
costs of education (excluding capital outlay and other outgo).

A lengthy discussion was held by Board members on the recommend-
ations of the Budget Subcommittee and on the information in
the handout. Dr. Sorsabal and Dr. Gooder responded to specific
questions. Much concern was expressed on the amount of support
given to the credit program and to the non-credit program. Also,
considerable discussion covered items #10 through #17 on the RARB
list.

continued . . .
5. BUSINESS SERVICES - continued:
   5.2 NON-ROUTINE - continued:
      
      f. continued:

      It was agreed by Board members that the discussion was turning into a philosophical trend and there was a need for the Budget Subcommittee to meet again. Staff members also needed direction on whether to curb programs or not.

      Dr. Gooder, in summary, stated that this was an information item. He agreed that there are some very strong concerns. A critical issue seems to be whether too much money is being spent on the credit program. Also, much emphasis is placed on reduction of the tax rate.

      Mrs. Gutshall, as chairperson of the Budget Subcommittee, stated that the committee would meet with staff members on the next day to further study the problems discussed at today's meeting.

      Dr. Dobbs thereupon closed the discussion on this item.

      g. APPROVAL OF R. A. R. B. LIST ITEMS FOR INCLUSION IN THE 1977-78 BUDGET, Attachment 5.2-g

      Dr. Gooder stated that Attachment 5.2-g contained a list of items for which funding had been requested for 1977-78. Review of the items and prioritization had been completed by the Resources Allocation Review Board, the Superintendent/President, and the Budget Subcommittee.

      It was recommended that Item #1, Safety, be deleted from the list and that staff be authorized to make emergency expenditures for safety from the contingency reserve.

      It was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to approve of Items #2 through #10 on the R. A. R. B. List, as described on Attachment 5.2-g, and to authorize staff to make emergency expenditures for safety, subject to ratification by the Board of Trustees, with the understanding that safety expenditures will be from the contingency reserve.

      h. DENIAL OF CLAIM -- MRS. TRUDI GREEN, Enclosure #4

      Dr. Gooder stated that Enclosure #4 is a claim against the District from an employee. Although it is not a tort claim, denial by the Board was recommended.

      It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to deny the claim of Mrs. Trudi Green (Rhuberg) and to refer the claim to Mr. Thomas P. Anderle for required legal action.
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6. GENERAL INFORMATION  

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

Mr. Williams was not present due to his personal loss in the tragic fire. Copies of his report were in Board folders and covered activities for the period July 29 through September 1, 1977.

7. ADJOURNMENT  

Dr. Gooder indicated that due to the time schedule for the budget to go to the County Superintendent, it was necessary to make some changes in Board meeting dates.

It was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to:  
a. schedule a special meeting on August 4, 1977, and hold a public hearing on the budget on that date;  
b. cancel the regularly-scheduled Board meetings of August 11 and August 25, 1977; and  
c. schedule a special meeting on September 1, 1977.

Upon motion of Mr. Luria, seconded by Mrs. Gutshall, the Board of Trustees of the Santa Barbara Community College District adjourned their regular meeting at 4:54 p.m.

The next meeting of the Board of Trustees will be a special meeting, including a public hearing on the budget, on August 4, 1977, at 3:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

ATTEST:

JOE W. DOBBS  
President, Board of Trustees  
Santa Barbara Community College District

GLENN G. GOODER  
Superintendent/President and Secretary/  
Clerk to the Board of Trustees

Approved by the Board of Trustees  
on September 1, 1977.