AGENDA

SPECIAL MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

August 4, 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 - Item 2.1-b(2)
   Item 2.1-b(3)

1.5 MINUTES (not yet available)

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

2. PERSONNEL

2.1 CERTIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTOR (DAY)

    Attachment 2.1-a(1)

(2) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

    Attachment 2.1-a(2)

b. NON-Routine

(1) RECOMMENDED APPROVAL OF APPOINTMENT; JOHN B. ROMO,
    INSTRUCTOR, READING/STUDY SKILLS CENTER (REPLACING
    K. MARRIOTT), EFFECTIVE 9/6/77

    Attachment 2.1-b(1)
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) RECOMMENDED APPROVAL OF APPOINTMENT OF ASSISTANT DEAN,
INSTRUCTIONAL OPERATIONS

Screening and interviewing of candidates for the position of Assistant Dean, Instructional Operations, should be completed by August 3, 1977.

The Superintendent/President will recommend appointment of the candidate selected.

(3) RECOMMENDED APPROVAL OF APPOINTMENT OF ASSISTANT DEAN,
EDUCATIONAL PLANNING AND DEVELOPMENT

Screening and interviewing of candidates for the position of Assistant Dean, Educational Planning and Development, should be completed by August 3, 1977.

The Superintendent/President will recommend appointment of the candidate selected.

(4) RECOMMENDED RE-INSTATEMENT OF SABBATICAL LEAVE FOR ELAINE HARKINS

A sabbatical leave for 1977-78 was approved for Ms. Elaine Harkins. At her request, the leave was cancelled by the Board on July 14, 1977. Now, her situation has changed and she prefers to take the leave.

It is recommended that the sabbatical leave for Ms. Elaine Harkins be re-instated.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS

Attachment 2.2-a(1)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENT (PROMOTION): PATRICIA J. FOLEY, SECRETARY, DRAMA/MUSIC FACILITY (NEW POSITION), EFFECTIVE 9/6/77

Attachment 2.2-b(1)
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) RECOMMENDED APPROVAL OF APPOINTMENT (PROMOTION): LILY C. GLOCKLER, LAB. TECH., CHEMISTRY (REPLACING L. TROXELL), EFFECTIVE 9/19/77

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT (PROMOTION): JACK R. JOHNSTON, PRODUCTION OFFICE SUPERVISOR, PRINT SHOP, (REPLACING J. RUGGIERO), EFFECTIVE 9/1/77

Attachment 2.2-b(3)

2.3 GENERAL PERSONNEL

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE AND ASSOCIATE IN SCIENCE DEGREE, SUMMER SESSION 1977

Attachment 3.2

The Superintendent recommends the Board of Trustees confer the Associate in Arts degree (88) and the Associate in Science degree (16) upon each of the candidates listed in Attachment 3.2, subject to completion of the State and local requirements.

3.3 RECOMMENDED APPROVAL OF THE 1977-78 CO-CURRICULAR BUDGET

Enclosure #1

Education Code Section 25428 provides that the governing board of any district maintaining a community college may provide for co-curricular activities and for a budget for such purposes. Enclosure #1 contains the 1976-77 figures and the proposed budget for 1977-78.

The Superintendent recommends approval of the Co-Curricular Budget for 1977-78.
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. P78-0167 through and including P78-0249.

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. REQUEST FOR SPECIAL USE OF LA PLAYA STADIUM, AUGUST 28, 1977

Attachment 5.2-a

Attachment 5.2-a contains a request for use of La Playa stadium for a special event to fund installation of an all-weather track at the stadium.

Mr. George H. Adams, President of CLUB WEST, will be present to discuss the proposed event and the plans of CLUB WEST regarding the track.

Approval of the request is recommended.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

b. RECOMMENDED APPROVAL OF AMENDMENT TO COSMETOLOGY CONTRACT

Attachment 5.2-b

As the memo from the Chancellor's office indicates, one word should be added to the cosmetology contracts.

It is recommended that the contracts be amended as indicated.

c. RECOMMENDED APPROVAL OF APPOINTMENT OF LIAISON PERSON, LOCAL COASTAL PROGRAM (LCP)

Attachment 5.2-c

Under the newly-enacted California Coastal Act of 1976, it has been mandated that the local entities prepare a Local Coastal Program. It is requested that a liaison person be designated who would be available to:

1) make available relevant information,
2) communicate with the LCP regarding development plans, and
3) provide input regarding the District's contributions to plan development.

Inasmuch as Mr. Donald Trent is responsible for the development of the District's Five-Year Construction Program, it seems appropriate that he be designated as the District's liaison person.

The Superintendent recommends the District's participation in the Local Coastal Program, and further recommends the designation of Mr. Donald Trent as the District's liaison person to the Local Coastal Program.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

d. RECOMMENDED APPROVAL OF EMPLOYMENT OF TESTING LABORATORY FOR FOUNDATION INVESTIGATION

The architects, Hall & Visioni, A.I.A., for the Warehouse Project have requested a foundation investigation in order to complete the structural design. Proposals to provide the testing services will be received by the District prior to the Board meeting.

A staff recommendation will be made at the meeting for employment of the testing laboratory.

e. RECOMMENDED APPROVAL TO ENTER INTO A RENTAL AGREEMENT FOR SPACE FOR A DOWNTOWN ADULT LEARNING CENTER FOR THE 1977-78 SCHOOL YEAR

The Superintendent recommends authorization to negotiate and enter into an agreement for rental of space for an Adult Learning Center.

It is expected that the proposal for a downtown Adult Learning Center under the Adult Education Act will be funded and that official approval will be received later in August.

However, whether the proposal is approved or not, the Superintendent recommends entering into a rental agreement not to exceed 2300 square feet at 25.5¢ per square foot per month.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

f. RECOMMENDED ACCEPTANCE OF CHANGE ORDERS No. 18 and 23, DRAMA/MUSIC FACILITIES PROJECT, DON GREENE CONTRACTOR, INC., CONTRACTOR

The Drama/Music Facilities project was accepted as being substantially complete by the Board on June 23, 1977 with the exception of Change Orders No. 18 and 23. Change Order No. 18 included furnishing and installation of a paint frame in the Scene Shop. Change Order No. 23 provided ladder access to the platform area roof and a fire alarm flow switch. Work on these change orders is anticipated to be complete by Board meeting time.

It is recommended that Change Orders No. 18 and 23 for the Drama/Music Facilities project be accepted as substantially complete as of August 4, 1977, subject to all conditions of the contract.

g. PUBLIC HEARING AND RECOMMENDED ADOPTION OF 1977-78 BUDGET

Enclosure #2

Prior to the adoption of the annual budget, it is required that a public hearing be held for the purpose of receiving public recommendations on the budget.

The budget, as provided in Enclosure #2, contains all items approved by the Board, including the additions made to the Publication Budget. Enclosed, also, are recommendations for adjustments to the budget prior to adoption.

The Superintendent recommends approval of the adjustments as presented and approval of the 1977-78 Budget as amended.

6. GENERAL INFORMATION

6.1 RECOMMENDED APPROVAL OF POLICY AND ADOPTION OF RESOLUTION No. 3(1977-78) REGARDING NAMING OF DISTRICT FACILITIES

Attachment 6.1

For some time, there has been a need to establish policy regarding the naming of district facilities. Attachment 6.1 contains a proposed policy for this purpose.

It is recommended the policy be approved and that Resolution No. 3 (1977-78) be adopted.
6. GENERAL INFORMATION - continued:

6.2 RECOMMENDED ADOPTION OF POLICY AND APPROVAL OF GUIDELINES FOR COMMUNITY SERVICES

Enclosure #3

On May 26, 1977, the Board referred proposed Community Services Policy and Guidelines to the Educational Policies Subcommittee for review.

The subcommittee reviewed the proposed policy and guidelines on July 25 and recommends adoption of the policy and approval of the guidelines.

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

7. ADJOURNMENT

Due to action by the Board of Trustees on July 28, 1977, the regularly-scheduled meetings of August 11 and August 25 are cancelled, and a special meeting is scheduled for September 1, 1977.

Therefore, the next meeting of the Board of Trustees of the Santa Barbara Community College District will be held on Thursday, September 1, 1977 at 3:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.