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

September 1, 1977
3:00 p.m. - Board Room
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The special meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Joe Dobbs on Thursday, September 1, 1977, at 3:09 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. Joyce H. Powell, Vice-President (arrived at 3:09 p.m.)
Mr. Sidney R. Frank (arrived at 3:04 p.m.)
Mrs. Ann Gutshall
Mr. Benjamin P. J. Wells (arrived at 3:40 p.m.)

Members absent:
Mrs. Kathryn O. Alexander
Mr. Eli Luria

Others present for all or a portion of the meeting:
Dr. Glenn G. Gooder, Superintendent/President and Secretary/Clerk to the Board of Trustees
Dr. Donald K. Sorsabal, Assistant Superintendent and Assistant Secretary/Clerk to the Board of Trustees
Mr. Martin Bobgan, Administrative Dean, Continuing Education
Mr. M. L. Huglin, Administrative Dean, Instruction
Dr. Alfred Silvera, Administrative Dean, Student Services and Activities
Dr. John Kay, President, Academic Senate
Mr. Jim M. Williams, College Information Officer
Mrs. Alicia Abesilla, Special Program Assistant, EOPS
Dr. Abelino Bailon, Ass't Dean, Continuing Education
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Mrs. Irene Butler, Administrative Secretary, Business Services
Ms. Bernice Colombana, Admissions & Records Clerk appointee
Mr. William Cordero, Coordinator, Placement/Financial Aids
Ms. Arlene Douglas, Sr. Secretary appointee, Facilities Dev.
Dr. Peter O. Haslund, Assoc. Professor, Political Science
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1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

Others present for all or a portion of the meeting - continued:

Mr. Kevin Jeter, Special Program Assistant, EOPS
Mrs. Charlotte Ley, Bookstore Manager appointee
Mr. Burt Miller, Admin. Assistant to the Sup't/President
Mr. Daniel Oroz, Director, Personnel Services/Affirmative Action Officer
Mrs. Lynda Rodrigues, Ass't Dean, Admissions & Records
Mr. Don Trent, Director, Facilities Development
Mrs. Joan Wasil, Admissions & Records Office Supervisor
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees
Mr. Jerry Morin, Audio Visual Technician

1.3 WELCOME TO GUESTS

Dr. Dobbs extended a cordial welcome to all present and invited their participation during the meeting.

1.4 EXECUTIVE SESSION

Dr. Dobbs stated that there would not be an executive session.

1.5 MINUTES OF REGULAR MEETING OF JULY 28, 1977

MINUTES OF SPECIAL MEETING OF AUGUST 4, 1977

Upon motion of Mrs. Gutshall, seconded by Mr. Frank, the minutes of the regular meeting of July 28, 1977, and the minutes of the special meeting of August 4, 1977, were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. CALIFORNIA SCHOOL BOARDS ASSOCIATION DELEGATE ASSEMBLY BALLOT,
Attachment 1.7-a, Enclosure #1

Dr. Gooder indicated that Enclosure #1 contained background information on candidates for the CSBA Delegate Assembly. Extra copies of the ballot were available if Board members wished to mark individual ballots.

Dr. Dobbs, who is a member of the Board of Directors of the California Community Colleges Trustees (CCCT), recommended consideration of 9 persons on the list with whom he has worked on committees. Board members agreed to accept the recommendations.

continued . . .
1. GENERAL FUNCTIONS - continued:
   1.7 COMMUNICATIONS - continued:
      a. continued:

      It was moved by Mrs. Powell, seconded by Mr. Frank, and
      passed by the Board to vote for the following nominees to fill
      the vacancies in Region 20 of the CSBA Delegate Assembly:

      Albert C. Brown      Riverside
      Frances Compton      Marin JCCD
      Fred Duman           South County CCD
      Carol Enos           Rancho Santiago
      Daniel B. Grady      San Diego CCD
      Ian Hardie           Yosemite
      Harry Hiraoka         State Center
      Eleanor Nettle       San Mateo
      George Rodda, Jr.    Coast

      The official ballot will be mailed according to voting
      instructions described in Attachment 1.7-a.

      b. ENROLLMENT REPORT FOR 1977 FALL SEMESTER

      Mrs. Lynda Rodrigues, Assistant Dean of Admissions and
      Records, reported that 8,306 students have enrolled for the fall
      semester. (Copies of her report, printed just prior to Board
      meeting time, were distributed.) This is an 8.9 percent
      decrease compared to fall of 1976. Late enrollments are
      expected to raise the decrease to 2.3 percent.

      A discussion was held on the value of the advertisement
      placed in the local paper. Mrs. Rodrigues indicated that many
      persons had come to register after seeing the ads and/or the
      full-page story.

      Mr. Jim Williams was commended on the full-page story with
      photos that appeared in last Sunday's NEWS-PRESS.

      Dr. Dobbs thanked Mrs. Rodrigues for her report.

      c. MEMO FROM COUNTY COUNSEL REGARDING LEGAL SERVICES, Attachment 1.7-c

      Dr. Gooder stated that this was an information item.

      Added Item: Dr. Gooder spoke briefly to a memo sent through Board
        packets regarding Board positions taken on legislation and items
        of interest to California Community Colleges Trustees.

      Added Item: A report had been received from Cal Reynolds on the motor-
        cycle races held last Sunday. About 3,500 persons attended and
        all went well. Dr. Gooder added that the original agreement
        with Club West had been reviewed, and the District has no financial
        commitment with the organization.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

Added f. Dr. Goeder stated that a request had been received for
Board and staff reactions to the Board of Governors' Five-
Year Plan.

Dr. Goeder's draft of his reactions will be distributed
for review and changes, and a final document will be prepared
for Board consideration at a later date.

Added g. Dr. Goeder announced that two faculty members had received
their doctorates this summer: John Kay, Academic Senate Presi-
dent, and Myrene Smith, Health Occupations Department.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

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

(1) APPROVAL OF ADDITIONAL HOURLY AND SUBSTITUTES, FALL 1977
SEMMTER, Attachment 2.1-a (1)

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

(3) APPROVAL OF ADDITIONAL PAYMENT: D. K. SHEIVER, ALPHA
SCHOOL, AUGUST 20-31, 1976, Attachment 2.1-a (3)

(4) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment
2.1-a (4)

b. NON-ROUTINE

(1) APPROVAL OF HOURLY INSTRUCTORS, DAY CLASSES, FALL 1977
SEMMTER, Enclosure #2

Upon recommendation of the Director, Personnel Services,
it was moved by Mrs. Powell, seconded by Mrs. Gutshall, and
passed by the Board to approve of the certificated hourly
instructors, day classes, for the fall 1977 semester, as
listed in Enclosure #2 with the deletion of the word "lab"
after the name of Sung In Horton (page 4).
2. PERSONNEL - continued:
   2.1 CERTIFICATED PERSONNEL - continued:
      b. NON-ROUTINE - continued:

(2) APPROVAL OF HOURLY INSTRUCTORS, EVENING COLLEGE, FALL 1977 SEMESTER, Enclosure #3

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to approve of the certificated hourly instructors for Evening College, fall 1977 semester, as listed in Enclosure #3.

(3) APPROVAL OF CHANGES IN SABBATICAL LEAVES: JOHN EGGLER, ASSOC. PROFESSOR, ETHNIC STUDIES, AND LESTER STEVENS, ASSOC. PROFESSOR, PHYSICAL EDUCATION DEPT., EFFECTIVE FALL 1977 SEMESTER, Attachment 2.1-b (3)

Mr. Oroz stated that requests had been received from two faculty members to change their sabbatical requests from one full year to one semester.

It was moved by Mr. Frank, seconded by Mrs. Gutshall, and passed by the Board to approve of the sabbatical leave changes for John Eggler and Lester Stevens, as described in Attachment 2.1-b (3).

(4) APPROVAL OF APPOINTMENTS - SABBATICAL LEAVE REPLACEMENTS, Attachment 2.1-b (4)

Mr. Oroz stated that the attachment contained recommended replacements for faculty on sabbatical leave. The last appointment, replacing Hazel Stewart, has not been finalized and will require ratification at the next Board meeting.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of the appointments for sabbatical leave replacements as listed in Attachment 2.1-b (4).

(5) APPROVAL OF APPOINTMENT: MARGO HANDELSMAN, COUNSELOR (REPLACING C. REYNOLDS), EFFECTIVE 9/6/77, Attachment 2.1-b (5)

Upon recommendation of the Director, Personnel Services, it was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Margo Handelsman, Counselor (replacing Cal Reynolds), effective September 6, 1977.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) APPROVAL OF CHANGE IN CONTRACT: LORRAINE HATCH, PROFESSOR, ENGLISH, 1977-78 COLLEGE YEAR, Attachment 2.1-b (6)

Mr. Oroz indicated that Lorraine Hatch, English Department, has requested a return to full-time assignment.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of a change in contract for Lorraine Hatch, English Department, from 4/5 to full-time, effective 1977-78 college year.

(7) APPROVAL OF JOB DESCRIPTION FOR DIRECTOR, INSTRUCTIONAL SUPPORT SERVICES, Attachment 2.1-b (7)

Mr. Oroz stated that with the addition of the new Enabler position, added duties and supervisory responsibility have been delegated to the Director of Tutorial Services. It was recommended that a change in title be approved with no change in salary or contract for Pablo Buckelev.

It was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to approve of a change in title and job description for the Director, Tutorial Services (Pablo Buckelev, incumbent) to Director, Instructional Support Services, as described in Attachment 2.1-b (7).

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Powell, seconded by Mrs. Gutshall, and passed by the Board to approve of the routine Classified Personnel items, as described in the attachments, with a change as noted below:

(1) APPROVAL OF HOURLY APPOINTMENTS, Attachment 2.2-a (1)

(2) APPROVAL OF HOURLY APPOINTMENTS, NON-CLASSIFIED SERVICE, Attachment 2.2-a (2)

(3) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS) AND GENERAL PROGRAMS, Attachment 2.2-a (3)

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

Correct P. Dupart from 10 mos. to 12 mos.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(5) ACCEPTANCE OF RESIGNATIONS: C. SHUPE, MGR., BOOKSTORE; G. GUERRERO, ADMISSIONS CLK.; AND T. PEARISO, TESTING TECH., ENGLISH, Attachment 2.2-a (5)

b. NON-ROUTINE

(1) APPROVAL OF APPOINTMENT: CHRISTYANN CARNAGHI, ADM. & REC. CLK. (REPLACING L. GLOCKLER), EFFECTIVE 9/19/77, Attachment 2.2-b (1)

Mr. Oroz recommended the appointment of Christyann Carnaghi to the vacant clerk position in Admissions.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Christyann Carnaghi, Admissions & Records Clerk (replacing L. Glockler), effective 9/19/77.

(2) APPROVAL OF APPOINTMENT: BERNICE A. COLOMBA, ADM. & REC. CLK., (REPLACING ALEXIS MOORE), EFFECTIVE 9/6/77, Attachment 2.2-b (2)

Mr. Oroz recommended the appointment of Bernice Colombana to the other vacant position in Admissions.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Bernice Colombana, Admissions & Records Clerk (replacing Alexis Moore), effective 9/6/77.

Miss Colombana was present, and Mr. Oroz introduced her to the Board.

Dr. Dobbs welcomed her to the staff.

(3) APPROVAL OF APPOINTMENT: ARLENE M. DOUGLAS, SR. SEC., FACILITIES DEVELOPMENT (REPLACING D. SORSABAL), EFFECTIVE 9/6/77, Attachment 2.2-b (3)

Mr. Oroz recommended the appointment of Arlene Douglas to the vacant position in Facilities Development.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Arlene Douglas as Senior Secretary (replacing D. Sorsabal), Facilities Development, effective 9/16/77.

Ms. Douglas was introduced to the Board. Dr. Dobbs welcomed her to the staff.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(4) APPROVAL OF APPOINTMENT: JANICE J. DEPENDAHL, LAB. TEACHING ASST., EARTH SCIENCE (NEW POSITION - RARB #6 OF FY 77-78) EFFECTIVE 9/1/77, Attachment 2.2-b (4)

Mr. Oroz recommended the appointment of Janice Dependahl to the laboratory teaching assistant position in Earth Science. This will fulfill Item #6 on the 1977-78 RARB list.

It was moved by Mrs. Powell, seconded by Mrs. Gutshall, and passed by the Board to approve of the appointment of Janice Dependahl, Lab. Teaching Asst. (new position), Earth Sciences, effective 9/1/77.

(5) APPROVAL OF APPOINTMENT: JOE J. STREIFF, LINOTYPE/PRESS OPERATOR, PRINT SHOP (REPLACING J. JOHNSTON), EFFECTIVE 9/8/77, Attachment 2.2-b (5)

Mr. Oroz recommended the appointment of Joe Streiff to the vacant position in the Print Shop.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Joe Streiff as Linotype/Press Operator (replacing J. Johnston) effective 9/8/77.

(6) APPROVAL OF APPOINTMENT: GARY D. WYNN, LAB. TEACHING ASST., PSYCHOLOGY (NEW POSITION - RARB #33 OF FY 76-77), EFFECTIVE 9/2/77, Attachment 2.2-b (6)

Mr. Oroz recommended the appointment of Gary Wynn to a laboratory teaching assistant position in Psychology. This will fulfill Item #33 of the 1976-77 RARB list which was covered by an hourly assignment last year and is budgeted for 1977-78.

It was moved by Mrs. Powell, seconded by Mrs. Gutshall, and passed by the Board to approve of the appointment of Gary Wynn as Lab. Teaching Asst. (new position), Psychology, effective 9/6/77.

(7) APPROVAL OF APPOINTMENT: LINDA MEREDITH, TESTING TECH., ENGLISH DEPT. (REPLACING T. PEARISO), EFFECTIVE 9/2/77, Attachment 2.2-b (7)

Mr. Oroz recommended the appointment of Linda Meredith to the vacant testing technician position in the English Dept.

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Linda Meredith, Testing Technician (replacing T. Peariso), English Dept., effective 9/2/77.
2. PERSONNEL - continued:
   2.2 CLASSIFIED PERSONNEL - continued:
      b. NON-ROUTINE - continued:

(8) APPROVAL OF APPOINTMENT: BOOKSTORE MANAGER (REPLACING C. SHUPE), PENDING INTERVIEWS - TO BE ANNOUNCED AT BOARD MEETING, EFFECTIVE 9/2/77, Attachment 2.2-b (8)

Mr. Oroz recommended the promotion of Mrs. Charlotte Ley from Asst. Manager to Manager of the Campus Bookstore. (Copies of the attachment were distributed at Board time.)

It was moved by Mrs. Gutshall, seconded by Mr. Frank, and passed by the Board to approve of the appointment (promotion) of Charlotte Ley to Bookstore Manager (replacing C. Shupe), effective September 2, 1977.

Mrs. Ley was present, and Mr. Oroz presented her to the Board members.

Dr. Dobbs offered congratulations to Mrs. Ley.

2.3 GENERAL PERSONNEL

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

No report

3.2 REPORT ON 1976-77 ACTIVITIES OF SANTA BARBARA CITY COLLEGE'S EXTENDED OPPORTUNITY PROGRAMS AND SERVICES, Enclosure #4

Dr. Gooder stated that Enclosure #4 contained the year-end report of the Extended Opportunity Programs and Services program and is an information item.

Dr. Silvera commented that the report had been prepared by Gilbert Robledo and was submitted on forms required by the Chancellor's Office. Funding of $105,000 was received last year and served 296 students. The rate of withdrawals is less than the overall rate for the College. An increase in students is anticipated next year, as the limit of income per family has been raised from $6,000 to $7,400.

Ms. Alicia Abesilla and Mr. Kevin Jeter, Special Program Assistants, were also present to respond to questions.

Dr. Dobbs thanked them all for the report.

4. CURRICULUM AND INSTRUCTION

No items
5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mrs. Powell, 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 ADDITIONAL CETA FUNDS FOR CONTINUATION OF SUMMER ESL CLASS

Dr. Gooder stated that an additional $1,240 in CETA funds had been provided to extend an existing ESL program for another three weeks. The current program started July 28, 1977 and can be extended to September 30 with these funds.

It was moved by Mrs. Gutshall, seconded by Mr. Frank, and passed by the Board to accept $1,240 in CETA funds to extend an existing ESL class conducted by the Continuing Education Division until September 30, 1977.

b. ACCEPTANCE OF CETA FUNDS FOR ESL CLASS

Dr. Gooder stated that CETA funds of $20,674 had been awarded to provide an ESL class for 45 students over a 35-week period beginning October 3. District matching funds are not required.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to accept $20,674 in CETA funds from the County Office for an ESL class to be conducted by the Continuing Education Division over a 35-week period beginning October 3, 1977.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

   c. ACCEPTANCE OF AN ALLOCATION IN THE AMOUNT OF $6,015 FOR NURSING
      STUDENT LOANS AND SCHOLARSHIPS, Attachment 5.2-c

      Dr. Goeder stated that a $6,015 award had been granted the
      District to aid Nursing Program students. The student loan por-
      tion of $3,708 requires one-ninth, or $412, in matching funds.
      This matching amount is included in the 1977-78 budget.

      It was moved by Mr. Frank, seconded by Mrs. Powell, and
      passed by the Board to accept the award of $6,015 for Nursing
      Student Loans and Scholarships for the 1977-78 year.

   d. ACCEPTANCE OF GRANT IN THE AMOUNT OF $3,855 FOR COLLEGE LIBRARY
      RESOURCES, Attachment 5.2-d

      Dr. Goeder stated that a $3,855 award for College Library
      Resources had been granted under Title II-A. The funds are
      used to purchase instructional materials. No matching funds
      are required.

      It was moved by Mr. Frank, seconded by Mrs. Powell, and
      passed by the Board to accept the award of a $3,855 College
      Library Resources grant for the period 10/1/77 through 9/30/78.

   e. APPROVAL OF 1977-78 EXTENDED OPPORTUNITY PROGRAMS AND SERVICES,
      Enclosure #5

      Dr. Goeder stated that Enclosure #5 contained a proposed
      revised budget and program for the EOPS Program for 1977-78.
      The District has been notified of a $134,971 allocation.

      Dr. Goeder expressed appreciation for the manner in which
      Mr. Gilbert Robledo and his staff conduct this program, as
      funds are allocated on an evaluation of needs.

      It was moved by Mrs. Powell, seconded by Mrs. Gutshall,
      and passed by the Board to accept the allocation of $134,971
      and approve of the program, as contained in Enclosure #5,
      for the 1977-78 Extended Opportunity Programs and Services
      Program.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. REPORT OF NOTIFICATION OF APPROVED AUTHORIZATION CEILING FOR BEOG PROGRAM, Attachment 5.2-f

Dr. Gooder indicated that notification had been received of the authorization ceiling of the Basic Educational Opportunity Grant program for 1977-78 in the amount of $454,580. Last year the authorized ceiling had been adjusted from $421,050 to $690,303.

Mr. William Cordero, Coordinator of Financial Aids, distributed copies of a 4-year summary for the financial aid programs. Figures showed the initial and ending authorizations, total expenditures, and number of students served. Mr. Cordero responded to specific questions from Board members.

This item was presented as information only.

Dr. Dobbs thanked Mr. Cordero for his participation.

g. APPROVAL OF AMENDMENT TO DISTRICT'S CLASSIFICATION AND RETENTION PLAN FOR DOCUMENTS, Attachment 5.2-g

Dr. Gooder recommended an amendment to District policy to conform to the new directive from the Secretary of State's office that Community Colleges need no longer notify the State Archives' office of impending records dispositions.

It was moved by Mrs. Powell, seconded by Mr. Wells, and passed by the Board to approve of an amendment to the District's Classification and Retention Plan for Documents, as delineated in Attachment 5.2-g.

h. APPROVAL OF DESTRUCTION OF RECORDS

Upon recommendation of the District's Records Officer, it was moved by Mrs. Gutshall, seconded by Mr. Wells, and passed by the Board to authorize the staff to destroy the following Class 2 and Class 3 documents:

- Student Finance:
  - Bank Statements - 1973-74
  - Purchase Orders - 1972-73
  - Ledger Cards - 1972-73
  - Journals (Income, Expense, General) - 1972-73
  - Monthly Working Papers-1973-74

- Personnel Office:
  - Certificated Personnel Files (resigned, retired, hourly)
  - Pertinent information is now being retained on cards
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

i. APPROVAL OF PROPOSED AMENDMENT TO POLICY AND ADMINISTRATIVE GUIDELINES FOR KEY CONTROL, Attachment 5.2-i

Dr. Sorsabal recommended an amendment to District policy in order to clarify the purpose of charging for lost keys.

It was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve an amendment to the Policy and Administrative Guidelines for Key Control as described in Attachment 5.2-i.

j. RATIFICATION OF CONTINUING LICENSE WITH THE NAVAL RESERVE CENTER FOR ADULT EDUCATION CLASS, PHYSICAL FITNESS FOR WOMEN, Attachment 5.2-j

Dr. Gooder recommended continuing the license with the Naval Reserve Center for an Adult Education class for the coming year.

It was moved by Mrs. Powell, seconded by Mr. Wells, and passed by the Board to ratify the continuation of the license with the Naval Reserve Center for a Physical Fitness For Women class in the Naval Reserve Center facility for the 1977-78 year.

k. ACCEPTANCE OF ALLOCATION IN THE AMOUNT OF $17,065 FOR AN ADULT BASIC EDUCATION PROGRAM, Attachment 5.2-k

Dr. Gooder indicated that notification was received of a $17,065 allocation for an Adult Basic Education program. These funds will provide support for the Adult Literacy Program to be conducted by the Continuing Education Division. Local effort of $43,000 will be derived from State apportioned funds generated by the classes themselves.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to accept the $17,065 allocation for the Adult Basic Education program for 1977-78.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. RATIFICATION OF LEASE AGREEMENT WITH CEMLAND DEVELOPMENT COMPANY -- ADULT LITERACY CENTER, Enclosure #6

Dr. Gooder stated that at the last Board meeting staff was authorized to enter into a lease for space for the Adult Literacy Center. Enclosure #6 contained a copy of the lease with the Cemland Development Company for use of facilities at 126 E. Haley Street.

It was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to ratify the lease with Cemland Development Company for use of facilities at 126 E. Haley Street at a rate of $540 per month for the period of September 1, 1977 through August 31, 1978, and as delineated in Enclosure #6.

m. RATIFICATION OF EXTENSION OF SPACE LEASE AGREEMENT No. V344R-28, DATED AUGUST 1, 1974 - VETERANS ADMINISTRATION, Attachment 5.2-m

Dr. Gooder stated that extension of a lease agreement with the District for use of trailer space was received from the Veterans' Administration. Because action needed to be taken effective August 1, and since there was no cost involved, the lease renewal was processed.

It was moved by Mrs. Powell, seconded by Mrs. Gutshall, and passed by the Board to ratify the extension of the lease agreement with the Veterans Administration for the period August 1, 1977 through July 31, 1978.

n. SCOPE CHANGE FOR THE PHYSICAL SCIENCE ADDITION AND RENOVATION PROJECT, Attachment 5.2-n

Dr. Gooder indicated that it had not been possible to present this to the Facilities Subcommittee prior to this meeting. After staff review of the working drawings, one of the chemistry labs could be modified to allow for larger lab classes and other types of chemistry courses.

Dr. Sorsabal added that the modification is a result of how the fume hoods are fitted in and will accommodate 24 students instead of just 15 students. There will be no additional cost to the building budget. Attachment 5.2-n contained a proposal from the architects to modify the plans and specifications to allow the increased utilization at an additional cost of $2,500.

continued on next page. . . . .
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5. BUSINESS SERVICES- continued:

5.2 NON-ROUTINE - continued:

n. continued:

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of an addition to the architectural contract with Kruger, Bensen and Ziemer, Physical Science Addition and Renovation Project, at a cost not to exceed $2,500.

o. ACCEPTANCE OF THE LA PLAYA STADIUM FLOODLIGHTING PROJECT AND AUTHORIZATION TO FILE NOTICE OF COMPLETION, OILFIELD ELECTRIC COMPANY, CONTRACTOR, Attachment 5.2-o

Dr. Gooder stated that the new lights are completely installed in La Playa stadium and staff recommended acceptance of the project.

It was moved by Mrs. Gutshall, seconded by Mr. Wells, and passed by the Board to accept the La Playa Stadium Floodlighting Project, Oilfield Electric Company, contractor, as complete, and to authorize staff to file a Notice of Completion, subject to completion of all terms of the contract.

p. CONSIDERATION OF LOW BID AND AUTHORIZATION TO AWARD CONTRACT FOR CONSTRUCTION OF THE MARINE TECHNOLOGY BUILDING, Attachment 5.2-p

Dr. Gooder indicated that a copy of tabulated bids received and opened August 30, 1977 was in Board folders. Bids received were:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Base Bid</th>
<th>Alt. #1</th>
<th>Alt. #2</th>
<th>Alt. #3</th>
<th>Alt. #4</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.W. Bailey Constr. Co.</td>
<td>$623,400</td>
<td>-10,000</td>
<td>-6,100</td>
<td>+2,000</td>
<td>-13,500</td>
</tr>
<tr>
<td>Don Greene Constr., Inc.</td>
<td>$670,000</td>
<td>-9,000</td>
<td>-1,000</td>
<td>-200</td>
<td>-3,200</td>
</tr>
<tr>
<td>Thielmann Constr. Co.</td>
<td>$686,000</td>
<td>-10,000</td>
<td>-10,000</td>
<td>-0</td>
<td>-3,000</td>
</tr>
</tbody>
</table>

Dr. Sorsabal stated that the budget submitted to and approved by the State was $574,266. The low bid with deletions was very close to that figure and augmentation is anticipated by the State. He indicated that staff recommendation was for the base bid less Alternates #1, #2, #3 and #4, as follows:

continued on next page . . .
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

p. continued:

Alt. #1: delete stucco on the exterior and replace with textured paint over concrete block (similar to surrounding buildings)  
$ -10,000

Alt. #2: delete Mission tile for roof and replace with rock gravel  
$ - 6,100

Alt. #3: delete acoustical tile for ceiling and replace with gypsum wallboard  
$ + 2,000 (not accepted)

Alt. #4: landscaping (to be deferred until a future time and will not be done under this contract)  
$ -13,500

Consideration was requested of Board members on Alternate #2--tile roof as a substitute for rock gravel. This would required an additional $6,100. The pros and cons of esthetics, visibility of sloping roof and of the new building from a new proposed entrance to campus, proximity to other buildings, etc., were discussed by Board members.

Mrs. Gutshall emphasized the importance of esthetics and voiced approval of a tile roof. Mr. Wells indicated approval of the building itself but considered the substitution of tile for rock gravel a "frill that is not needed". He preferred to reserve some funds for unexpected necessary changes during the construction period. Mrs. Powell questioned staff on funding such an item. According to Dr. Sorsabal, the project budget had been estimated at $575,000. The staff recommendation presented totals $593,800. With augmentation from the State, 62% of the additional $6,100 would be covered. The District would be required to furnish the remaining 38% of the difference between $575,000 and the total bid accepted. The project budget does contain more than $30,000 for contingencies.

A motion was made by Mrs. Powell to add Alternate #2 to the contract to have a tile roof. Mrs. Gutshall seconded the motion. The motion was discussed at length. Mr. Frank suggested that the decision be delayed until it could be considered further.

Dr. Gooder responded that action was required today in order for the project to begin on time. Dr. Sorsabal stated that the tile roof could not be added later during construction as it affects the basic foundation.

continued on next page...
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

p. continued:

Mr. Trent drew a sketch on the chalkboard to show the sloping roof to clarify a question from Mr. Frank.

Dr. Gooder added that the architects had expressed hopes that the Board members would be in favor of a tile roof. It would enhance the building that was redesigned for cost reductions and had to be relocated closer to the street as a 2-story structure.

At this point, a vote was taken on Mrs. Powell's motion. The motion passed four votes to one with Mr. Wells voting 'no'.

Dr. Gooder requested that a main motion be put to a vote specifically on acceptance of the low bid. Mr. Trent added that acceptance should be contingent on release of a recognized deficit order from the Department of Finance so that augmentation funding is not jeopardized.

It was moved by Mr. Wells, seconded by Mrs. Gutshall and passed by the Board to accept the low bid of $623,400, including the tile roof, with alternates as follows:

<table>
<thead>
<tr>
<th>Bid</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid</td>
<td>$623,400</td>
</tr>
<tr>
<td>Alt. #1</td>
<td>$-10,000</td>
</tr>
<tr>
<td>Alt. #2 (included in base bid)</td>
<td>$-</td>
</tr>
<tr>
<td>Alt. #3 (not accepted)</td>
<td>$-</td>
</tr>
<tr>
<td>Alt. #4 (deferred)</td>
<td>$-13,500</td>
</tr>
</tbody>
</table>

Total: $599,900

and staff was authorized to award a contract to the J. W. Bailey Construction Company in the amount of $599,900, contingent upon release of a recognized deficit order from the Department of Finance.

6. GENERAL INFORMATION

6.1 ADOPTION OF RESOLUTION No. 4 (1977-78) REGARDING USE OF TELEVISION STUDIO AND STUDIO EQUIPMENT Attachment 6.1

Dr. Gooder stated that the Board Subcommittee on Educational Policies had agreed at their meeting on July 25, 1977 to recommend adoption of a resolution regarding the use of the television studio and studio equipment. Attachment 6.1 contained a copy of the resolution reviewed and recommended by the Subcommittee. Dr. Gooder also informed the Board that Dr. Peter Haslund wished to make a statement on this subject. 

continued on next page...
6. GENERAL INFORMATION - continued:

6.1 continued:

Dr. Dobbs acknowledged Dr. Haslund.

Dr. Haslund spoke from a 2-page written statement -- copies of which he will make available later. The main thrust of his statement pointed to a two-fold concern: budgetary implications of community television and the propriety of this college district being involved in the production of small format videotape programs such as the SBCC PUBLIC AFFAIRS FORUM....". Dr. Haslund's main objection was to the last paragraph in the proposed resolution which read:

"8. No community service television program shall be co-sponsored by the College or the College District without prior approval of the Board of Trustees."

He felt that this "has a direct impact on PUBLIC AFFAIRS FORUM (of which he is the director) but it also may put the Board in the position of being the final authority in determining program content and direction." He suggested that "programs carry a verbal as well as written disclaimer to the effect that statements made by the participants do not necessarily reflect the views of the college nor the Board of Trustees" if an unwanted or unwarranted legal liability is a concern.

Dr. Gooder stated that in the Continuing Education Division the Board has supported with great courage a great variety of opinions in controversial programs, but there is a mechanism for screening those programs. That mechanism is the Citizens' Advisory Board. There is no such mechanism at present for Community Services. He spoke in support of the proposed resolution which stated that "the following policies shall be applied to use and allocation of District television facilities and equipment:

1. Television facilities and equipment and staff support will be allocated in accordance with the following priorities:

   Priority #1. As a resource to improve and enhance learning in all areas of instruction.

   Priority #2. As a laboratory facility for training students in television production.

   Priority #3. As a studio for production of community service programs."

continued on next page....
MINUTES - Special Meeting
Board of Trustees - SBCCD
September 1, 1977

6. GENERAL INFORMATION - continued:

6.1 continued:

Dr. Gooder continued to state that the Board is responsible as spelled out in Policy #5 of the resolution:

"5. There will be no Priority #3 (Community Service production) use of the television studio or studio equipment except as specifically authorized by the Board of Trustees."

Dr. Gooder stated that the thrust of the resolution is not directed at any existing program. There is a need to establish priorities in the allocation of resources which must be used as efficiently and as effectively as possible for all.

Board members held a lengthy discussion on the use of Community Service funds in this area. (The Board Subcommittee had spent numerous hours wrestling with this problem.) Last year, with Board approval, release time was granted to Dr. Haslund for the PUBLIC AFFAIRS FORUM program. It seemed inappropriate for the District to use Community Service funds in this area unless the Board had a vehicle by which they could approve the program. It was brought out that there is a big difference between "instruction" and "community services".

Dr. John Kay, President of the Academic Senate, commented that he did not see this as a question of academic freedom. He felt a policy was in order and some kind of mechanism was necessary to give the Board some accountability.

Dr. Dobbs indicated that sufficient time had been used to discuss this item especially in view of the time and effort spent by the Subcommittee. The resolution proposed was the recommendation of the Subcommittee.

Dr. Gooder suggested that the Board could instruct staff to find a mechanism and develop guidelines in conjunction with adopting the resolution.

It was moved by Mr. Wells, seconded by Mr. Frank, and passed by the Board to adopt Resolution No. 4 (1977-78) regarding use of the television studio and studio equipment, and staff was instructed to develop a mechanism for implementing the District's policy on community services television programming. Upon poll of the members, the vote was as follows:

Ayes: Dr. Dobbs, Mr. Frank, Mrs. Gutshall, Mr. Wells
Noes: Mrs. Powell
Absent: Mrs. Alexander, Mr. Luria

continued on next page...
6. GENERAL INFORMATION - continued:

6.1 continued:

Dr. Ken Berry stated that there are several completed programs and in-process programs and asked if they were to be put on the air.

Dr. Gooder recommended no action as a specific item was not on the agenda. Administratively he would authorize Dr. Berry to continue with these programs and ratification would be requested of the Board at a future meeting.

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

Mr. Jim Williams, College Information Officer, presented items of interest which had been scheduled by Santa Barbara City College and its Continuing Education Division and community on-campus activities for the period September 2 to September 22, 1977, inclusive.

7. ADJOURNMENT

Dr. Gooder noted that next week, September 8, is a regular date for a Board meeting. He recommended cancellation of that meeting since it falls within a week of today's meeting.

It was moved by Mrs. Gutshall, seconded by Mr. Wells and passed by the Board to cancel their regularly-scheduled meeting of September 8, 1977.

Upon motion of Mr. Wells, seconded by Mrs. Powell, the Board of Trustees adjourned their special meeting at 5:14 p.m.

The next meeting of the Board of Trustees will be a regular meeting on Thursday, September 22, 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 22, 1977.