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

January 26, 1978
3:00 p.m. - Room A-121
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, January 26, 1978 at 3:00 p.m. in Room A-121 of the Administration Building, Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:

Dr. Joe W. Dobbs, President
Mrs. Joyce H. Powell, Vice-President
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank (arrived 3:04 pm)
Mrs. Ann Gutshall
Mr. Eli Luria
Mr. Benjamin P. J. Wells

Members absent:

None

Others present for all or a portion of the meeting:

Dr. Glenn C. Gooder, Superintendent/President and Secretary/Clerk to the Board of Trustees
Dr. Donald K. Sorsabal, Asst. Superintendent, Business Services and Asst. Secretary/Clerk to the Board of Trustees
Dr. Martin M. Bobgan, Administrative Dean, Continuing Education
Mr. M. L. Huglin, Administrative Dean, Instruction
Dr. Alfred Silvera, Administrative Dean, Student Services and Activities
Miss Lauren Chambliss, Reporter, THE CHANNELS
Dr. John Kay, President, Academic Senate
Mrs. Virginia Teter, Vice-President, Associated Students
Mr. Jim Williams, College Information Officer

Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Mr. Sam Gadol, Professor/Counselor
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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. Robert Hilgerman, Associate Professor, Secretarial Science
Ms. Elizabeth Hodes, Associate Professor, Mathematics
Mrs. Charlotte M. Ley, Bookstore Manager, Bookstore
Mr. Daniel Oroz, Director, Personnel Services/Affirmative Action Officer
Mr. Leonard M. Ramirez, President, CSEA, Chapter 289
Mr. Calvin Reynolds, Assistant Dean, Student Activities and Community Services
Mrs. Lynda Rodrigues, Assistant Dean, Admissions & Records
Dr. Richard M. Sanchez, Assistant Dean, Educational Planning & Development
Mr. Donald L. Trent, Director, Facilities Development
Mr. Danny G. Wynn, Penfield & Smith Engineers, Inc.
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME TO GUESTS

Dr. Dobbs extended a welcome to all present.

1.4 EXECUTIVE SESSION

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

1.5 MINUTES OF REGULAR MEETING OF JANUARY 12, 1978

Upon motion of Mrs. Gutshall, seconded by Mrs. Powell, the minutes of the regular meeting of January 12, 1978 were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. REPORT ON ENROLLMENT FOR SPRING 1978 SEMESTER

Dr. Goorder stated that in their folders Board members would find a copy of a summary report on enrollment for the Spring 1978 semester.

Mrs. Rodrigues reported briefly that the pattern of previous years is not followed this semester. That pattern usually resulted in a decrease in day students and increase in evening students. Present enrollment figures show a slight decrease in both day and evening students. She added that registration is continuing.

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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

a. continued:

The summary showed 6280 day students and 2560 evening students for a total enrollment of 8840. It was felt that many students are waiting for the Twilight College classes to be announced and will sign up for them in March.

Dr. Gooder commented that the budget had been built around the enrollment figures as reported in the summary.

Dr. Dobbs thanked Mrs. Rodrigues for her report.

b. REPORT ON COMING EVENTS, MR. JIM 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 January 27 through February 9, 1978.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

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

(1) APPROVAL OF HOURLY INSTRUCTORS, ADDITIONS/CHANGES OF PREVIOUSLY-APPROVED INSTRUCTORS, AND LECTURER (CONSULTANT), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(1)

(2) APPROVAL OF PROFESSIONAL EXPERT (CONSULTANT), P.E. DEPT., J. SOBIESZCZYK, TRACK SEASON, 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 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

(1) APPROVAL OF HOURLY INSTRUCTORS (DAY CLASSES), SPRING 1978 SEMESTER, Enclosure #1

Mr. Oroz noted a correction on page 5: the classification for Marta Sanchez-Zilz should be I-2 instead of V-2.

It was moved by Mrs. Powell, seconded by Mrs. Alexander, and passed by the Board to approve of the hourly instructors (day classes) for the 1978 Spring semester, as listed in Enclosure #1 including the correction.

(2) APPROVAL OF EVENING COLLEGE HOURLY INSTRUCTORS, SPRING 1978 SEMESTER, Enclosure #2

Upon recommendation of Mr. Oroz, it was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of Evening College hourly instructors for the 1978 Spring semester, as listed in Enclosure #2.

(3) APPROVAL OF APPOINTMENT: NANCY ESKILSON, ADN PROGRAM (REPLACING S. SIEMENS ON LEAVE), SPRING 1978 SEMESTER, Attachment 2.1-b(3)

Mr. Oroz recommended the appointment of Nancy Eskilson as a substitute instructor in the ADN program for Sidney Siemens who will be on leave during the Spring semester.

It was moved by Mrs. Powell, seconded by Mrs. Gutshall, and passed by the Board to approve of the appointment of Nancy Eskilson, ADN Program (replacing S. Siemens), Spring 1978 Semester.

(4) APPROVAL OF APPOINTMENT: SALLY LEWIS, DENTAL ASSISTING (REPLACING G. BARROCA ON SABBATICAL LEAVE), SPRING 1978 SEMESTER, Attachment 2.1-b(4)

Mr. Oroz recommended the appointment of Sally Lewis as a replacement for an instructor on sabbatical leave during the Spring semester.

It was moved by Mrs. Gutshall, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Sally Lewis, Dental Assisting (replacing G. Barroca), Spring 1978 Semester.
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2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:


Mr. Oroz stated that Sam Gadol of the Counseling staff, who has been with the college for the past 16 years, plans to retire this June.

Dr. Silvera had prepared a resolution recognizing Mr. Gadol's background and his contributions to the district. (He read the resolution for all in the audience to hear.) Dr. Silvera stated that he could only hope to replace the position but not replace the man, Sam. Mr. Gadol was considered a very professional person, a really hard worker and a friend to his colleagues. He concluded that he was happy that Sam could choose to do what he desired to do.

It was moved by Mr. Frank, seconded by Mr. Wells, and passed by the Board to approve of the retirement of Sam L. Gadol, Professor/Counselor, effective June 15, 1978, and to adopt Resolution No. 36 (1977-78) in recognition of this retirement. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: No one

A round of applause was accorded Mr. Gadol. He acknowledged this with thanks and stated briefly that he will spend part of his time in private practice.

Mr. Wells and Mr. Frank both expressed thanks for friendly cooperation always extended by Sam over the years.

Dr. Gooder appreciated the way in which Sam "worried" about administrators and added that he will be missed.
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) APPROVAL OF PROCEDURES FOR SELECTION OF SUPERINTENDENT/PRESIDENT

Dr. Gooder indicated that Board members would find a copy of a memo in their folders relating to selection procedures for a Superintendent/President. The memo had incorporated in it, where appropriate, suggestions made by the faculty at their last Representative Council meeting.

Dr. Gooder spoke in detail on the memo's contents which listed: page 1, faculty suggestions; page 2, establishment of a screening committee and those to be appointed to it, including Mr. Lorenzo Dall'Armi, County Superintendent of Schools who will act as non-voting chairperson at no expense to the district; page 2, the responsibilities of the chairperson; and page 3, the directions for the Screening Committee.

Dr. Gooder, as the incumbent, will not participate in any way and the liaison person for Mr. Dall'Armi should be the Board president or the Board's designee. According to Dr. Gooder, the Board was in a position to make a very important decision at this time.

Mrs. Alexander spoke in favor of keeping the number to be interviewed by the Board at seven (7). She felt it was important that the Screening Committee function in a screening capacity and the Board function in an interviewing capacity.

Dr. Gooder responded that interviews will be involved both by the Committee and by the Board, since final screening requires that the applicants be questioned. The critical number is how many will be interviewed by the Board. If the Board interviews seven (7), the Committee should select more than the '7 to 10' set forth in Item #3, parts d and e.

Dr. Kay stated that some faculty felt five (5) were sufficient for final Board interviews and the Representative Council wanted only three (3).

In response to the question by Dr. Dobbs, Board members Powell, Wells, Frank and Luria voiced preference for seven (7) to be interviewed. Dr. Dobbs and Mrs. Gutshall would be satisfied with having only five (5).

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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) continued:

Dr. Gooder suggested that in view of seven (7) instead of five (5) for final Board interviews, that parts d and e be changed to read "not fewer than ten (10)" for the Screening Committee to interview before presenting a selection of seven (7) to the Board.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to approve of the selection procedures, contained in the memo dated January 26, 1978, with the amendment that Item #4 (page 3) stipulate seven (7) finalists instead of five (5).

A second motion was made by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board that the following persons compose the Screening Committee:

Mr. Lorenzo Dall'Armi (non-voting chairperson)  
Superintendent, Santa Barbara County Schools

Dr. Abelino Bailon, Chairperson  
Affirmative Action Committee

Mrs. Maryellen Kelley, representative  
Continuing Education Faculty Association

Mr. Glenn Gaston  
Head Counselor

Ms. Lorraine Hatch, Chairperson  
Cluster Leaders Council (or designee)

Mr. M. L. Huglin, Administrative Dean  
Instruction

Dr. John Kay, President  
Academic Senate

Mr. Leonard Ramirez, President  
CSEA, Chapter 289

Mrs. Virginia Teter, Vice-President  
Associated Student Senate

Mr. Daniel Oroz (ex-officio and non-voting)  
Director, Personnel Services/Affirmative Action Officer

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2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(6) continued:

A third and final motion was made by Mrs. Alexander, seconded by Mr. Luria, and passed by the Board to amend Item #3, parts d and e (page 3), to read "not fewer than ten (10)" instead of "7 to 10".

Dr. Kay commended Dr. Gooder for preparing this material at an early date for faculty and Representative Council consideration. Many serious discussions had been held by both groups. He acknowledged the professional and thoughtful way in which the procedures had been prepared and presented -- from the standpoint of the faculty this was most appreciated.

A brief discussion was held on the scope of advertising this position. Board members expressed mixed feelings about whether to advertise in California only or go nationwide. Dr. Gooder stated that the Board need act no further at this time and that the Screening Committee would present a report at the next Board meeting, February 9, proposing qualifications for the position and a calendar.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Powell, 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 APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), Attachment 2.2-a(1)

(2) APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), CONTINUING EDUCATION DIVISION, 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)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(4) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.2-a(4)

(5) APPROVAL OF HEALTH LEAVE OF ABSENCE: RUTH WARWICK, TYP. CLK.INT., COMMUNITY SERVICES, EFFECTIVE 1/12/78-4/27/78, Attachment 2.2-a(5)

(6) APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE: M. ZACHARELLIS, FIN.AIDS CLK., PLACEMENT & FINANCIAL AIDS OFFICE, EFFECTIVE JANUARY 16, 1978 FOR APPROXIMATELY 4-6 WEEKS, Attachment 2.2-a(6)

(7) APPROVAL OF REQUESTS FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS (1/6/78 THROUGH 1/10/78), Attachment 2.2-a(7)

(8) APPROVAL OF CHANGE IN POSITION ASSIGNMENTS: AUREO B. ALVIAR FROM 3/4-TIME TO FULL TIME AND LAWRENCE N. BROWN FROM FULL TIME TO 3/4-TIME, LAB.TEACHING ASSISTANTS, H.R.M. DEPARTMENT, EFFECTIVE 2/1/78, Attachment 2.2-a(8)

b. NON-ROUTINE

(1) APPROVAL OF APPOINTMENT (PROMOTION): JAIME G. FLORES, TUTOR II, TUTORIAL CENTER (REPLACING T. HALL), EFFECTIVE 2/1/78, Attachment 2.2-b(1)

Mr. Oroz recommended the appointment of Jaime Flores as a Tutor II for Math I.

It was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to approve of the appointment of Jaime G. Flores, Tutor II, Tutorial Center (replacing T. Hall), effective 2/1/78.

(2) APPROVAL OF ADOPTION OF CLASSIFIED PERSONNEL RULES & REGULATIONS FOR CSEA BARGAINING UNIT MEMBERS, EFFECTIVE JANUARY 27, 1978, Attachment 2.2-b(2)

Mr. Oroz indicated that with the adoption of the CSEA contract last July 1, personnel policies were established for CSEA Unit members. Many other existing policies, outside the scope of negotiations, are not included in the CSEA contract but were recently adopted for the Management/Supervisory/Confidential group. Those policies continued on next page...
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) continued:

also apply to the CSEA Unit members. Due to recent ques-
tions and concerns regarding the applicability of these
policies, it was recommended that they be formally adopted
for the CSEA Unit members.

Mr. Leonard Ramirez, CSEA President, indicated that
he had been contacted on this issue and that it was accept-
able to the group he represents.

It was moved by Mrs. Powell, seconded by Mr. Wells,
and passed by the Board to approve of the adoption of
those sections of Classified Rules & Regulations (con-
tained in the Classified Management/Supervisory/Confidential
Handbook), as listed in Attachment 2.2-b(2), for all CSEA
Bargaining Unit members, effective January 27, 1978.

(3) APPROVAL OF RE-ORGANIZATION IN BUSINESS SERVICES OFFICE,
Attachment 2.2-b(3)

Dr. Sorsabal stated that with the retirement of the
Business Services Assistant, a re-organization has been
developed that will result in a more efficient organiza-
tion, according to the Controller.

Briefly, by eliminating the Business Services
Assistant position, the major responsibilities will be
distributed to the present Accounting Office and Payroll
Supervisors, and an intermediate account clerk will be
hired to perform routine tasks now performed by all of
the above-named positions. The new account clerk would
be assigned to the Payroll Supervisor because of an in-
crease in workload due to a new payroll system initiated
by the County.

In view of the foregoing, it was also recommended
that a job classification be conducted by the Personnel
Department to determine the proper classification for
the Accounting Office and Payroll Supervisors.

It was moved by Mrs. Alexander, seconded by Mr. Frank,
and passed by the Board to approve of the re-organization
in the Business Services Office; that recommendations #1
through #4 in Attachment 2.2-b(3) be implemented; and that
the Personnel Office be authorized to conduct a job classi-
cification study for future Board action.
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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 CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE, Attachment 3.2

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mr. Frank, and unanimously passed by the Board to confer on each of the 127 candidates listed in Attachment 3.2 the Associate in Arts degree, subject to the completion of the State and local requirements.

3.3 APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN SCIENCE DEGREE, Attachment 3.3

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mrs. Gutshall, and unanimously passed by the Board to confer on each of the 37 candidates listed in Attachment 3.3 the Associate in Science degree, subject to the completion of the State and local requirements.

3.4 PRESENTATION OF THE 1977-78 GOALS AND OBJECTIVES OF THE STUDENT SERVICES DEPARTMENTS, Enclosure #3

Dr. Gooder indicated that Enclosure #3 contained the 1977-78 Goals and Objectives of the Student Services Departments.

This was prepared by Dr. Silvers in conjunction with the department heads in his area. Included is a brief overview of trends and issues affecting student services and references to changes occurring during the last few years.

Comments and a brief discussion was held on the "Trends and Issues" on page 2 of the enclosure.

This was an information item and required no action.
4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF UPDATED ACADEMIC PLAN, Enclosure #4

Dr. Gooder indicated that Enclosure #4 contained an updated Academic Plan which must be submitted when the 5-Year Construction Plan is sent to the Chancellor's Office on an annual basis.

Dr. Richard Sanchez, Assistant Dean of Educational Planning & Development, added that the programs listed on the first page are presented as an idea only at this time as there is no documentation that these programs will be offered.

It was moved by Mr. Frank, seconded by Mrs. Gutshall, and passed by the Board to approve of the submission of the Academic Plan, as contained in Enclosure #4, to the Chancellor's Office.

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mrs. Powell, 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. RATIFICATION OF AUTHORIZATION TO OPEN LIBRARY ON SUNDAYS; APPROVAL OF APPROPRIATION TRANSFER #78-055; AND ADOPTION OF RESOLUTION No. 37 (1977-78), Attachment 5.2-a

Dr. Gooder stated that this item is the formalization of the decision to provide limited Sunday use of library services. He recommended that the action of January 12 be ratified and the transfer of $800 be approved by adoption of the resolution contained in the attachment.

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5. BUSINESS SERVICES – continued:

5.2 NON-ROUTINE – continued:

a. continued:

It was moved by Mr. Wells, seconded by Mr. Frank, and passed by the Board to ratify the action of January 12, 1978, providing limited Sunday use of library services and to adopt Resolution No. 37 (1977-78) approving of Appropriation Transfer #78-055. Upon poll of the members, the vote was as follows:

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

Noes: None

Absent: No one

b. APPROVAL OF NON-STUDENT LIBRARY FEE

Dr. Goorder noted that at the last Board meeting, the College Librarian had reported that a $5 service fee had been established and approved by the Library Committee due to requests received from members of the community. Free use of library materials is extended to Senior citizens and this will continue. It was recommended that the practice of a $5 fee be approved for non-students.

It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to approve of a $5 per year non-student library fee. Mr. Wells voiced a 'no' voice on this motion.

c. APPROVAL OF DISTRICT'S 1979-83 FIVE-YEAR CONSTRUCTION PLAN,  
Enclosure #5

Dr. Goorder indicated that Enclosure #5 contained a proposed priority order of projects for the new 5-year Construction Plan. This had been discussed by the Board Subcommittee on Facilities the previous day.

Dr. Sorsabal stated that meetings had been conducted for more than three months. He noted that the projects listed are for replacement of existing substandard space; none is for additional new people.

Mr. Trent spoke briefly to a time schedule graph. (Copies were distributed at this time.) It was indicated that the Continuing Education facility appears for the first time, and, also, continued . . .
5. BUSINESS SERVICES - continued

5.2 NON-ROUTINE - continued:

c. The Handicapped Transition Plan for the main campus and the Continuing Education facilities are listed.

It was noted that funding is not a part of the item but will be discussed at a future workshop. The plan is a projection only and a basis for future requests for State matching funds.

Mr. Trent added a request to submit preliminary planning guides for three projects at the same time.

It was moved by Mr. Wells, seconded by Mr. Frank, and passed by the Board to approve of the submittal of the District's 1977-83 Five-Year Construction Plan, and preliminary planning guides for SBCC Handicapped Transition Plan, Continuing Education Handicapped Transition Plan, and Learning Resources Center (Items #10, 11 and 12).

d. CONSIDERATION OF LOW BID AND AUTHORIZATION TO AWARD CONTRACT FOR CONSTRUCTION OF THE SBCC AUTO SHOP EXHAUST SYSTEM

Dr. Srosabal reported only one bid had been received on this job: R. P. Richards Plumbing - $27,982.

It was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to accept the bid of $27,982 for the Auto Shop Exhaust System project and to direct staff to award a contract to R. P. Richards Plumbing.

e. APPROVAL OF EMPLOYMENT OF PENFIELD & SMITH, ENGINEERS, INC., FOR AN EROSION CONTROL STUDY, Attachment 5.2-e

Dr. Gooder indicated that surface erosion of the bridge abutment has become a serious problem.

Mr. Trent spoke of the drainage caused by the recent heavy rains to a development on Cliff Drive which ended on campus property.

The firm of Penfield & Smith had submitted a proposal for: Phase I - correcting the area near the bridge abutment; and Phase II - erosion control on the bluffs over Cabrillo Blvd. Their estimate for corrective work in Phase I was $8,000, and their engineering fee would not exceed $1,500.

It was generally felt this was not the proper time to enter into Phase II.

It was moved by Mr. Luria, seconded by Mrs. Gutshall, and passed by the Board to approve of the employment of Penfield & Smith, Engineers, Inc., for an erosion control study of the West Campus bridge abutment area at a cost not to exceed $1,500.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. REPORT OF SUMMARY OF OPERATIONS OF CAMPUS BOOKSTORE AND STUDENT FINANCE, Enclosure #6

Dr. Gooder indicated that Enclosure #6 contained a summary of the operations of the Campus Bookstore and Student Finance.

Mrs. Charlotte Ley, Bookstore Manager, was present and noted that a new gross profit method had been utilized for a clearer end-of-the-year picture.

This item was presented for information only.

g. PRESENTATION OF DISTRICT FINANCIAL REPORTS FOR THE QUARTER ENDING DECEMBER 31, 1977, Enclosure #7

Dr. Gooder stated that Enclosure #7 contained the financial report for the District for the period ending December 31, 1977.

Dr. Sorsabal commented that about 50 percent of income and 50 percent of expenditures appears in this report.

This was an information item.

6. GENERAL INFORMATION

Added Item: A meeting was scheduled for the Board Subcommittee on Educational Policies: Thursday, February 2nd, 7:30 a.m., in the HRM Dining Room.

Added Item: Mr. Frank suggested that the scheduled Workshop on February 9 be changed from a 10:00 a.m. meeting going through lunch to the regular meeting time of the Board to a regular 3:00 p.m. meeting followed by the Workshop and a dinner hour. No objections were voiced by any other member.

It was moved by Mr. Frank, seconded by Mr. Luria, and passed by the Board to rescind the action of January 12, 1978, for a 10:00 a.m. workshop.

The Budget Workshop will now be held immediately after the regular meeting on February 9.
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7. ADJOURNMENT

Upon motion of Mr. Luria, seconded by Mr. Frank, the Board of Trustees
adjourned their regular meeting at 4:47 p.m.

The next meeting will be a regular meeting on Thursday, February 9,
1978, at 3:00 p.m. in Room A-121 in the Administration Building and will
be followed by the Budget Workshop.

Attest:

[Signatures]

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 February 9, 1978.