AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 12, 1978

3:30 p.m. - BOARD ROOM
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER
1.2 ROLL CALL
1.3 WELCOME TO GUESTS
1.4 EXECUTIVE SESSION
1.5 MINUTES OF REGULAR MEETING OF SEPTEMBER 28, 1978
1.6 HEARING OF CITIZENS
1.7 COMMUNICATIONS
   a. REPORT ON COMING EVENTS - Mr. Jim Williams

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

   a. ROUTINE
      (1) RECOMMENDED APPROVAL OF TEMPORARY HOURLY INSTRUCTORS,
          FALL 1978
          Attachment 2.1-a(1)

      (2) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGES/
          ADDITIONS OF PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTE,
          AND CONSULTANT (LECTURER), CONTINUING EDUCATION DIVISION
          Attachment 2.1-a(2)

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

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine

(1) RECOMMENDED APPROVAL OF TEMPORARY ASSIGNMENT: JAY HILLOCK, WOMEN'S BASKETBALL COACH, 1978-79 BASKETBALL SEASON

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF TEMPORARY ASSIGNMENT: JACK LORITZ, WOMEN'S TRACK COACH, 1978-79 TRACK SEASON

Attachment 2.1-b(2)

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

Attachment 2.2-a(1)

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

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF REQUEST FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS, AUGUST AND SEPTEMBER, 1978

Attachment 2.2-a(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: MARY GONZALEZ, TYP. CLK.INT., SECRETARIAL SUPPORT CENTER, EFFECTIVE 10/6/78

Attachment 2.2-a(4)

b. NON-Routine

(1) RECOMMENDED APPROVAL OF APPOINTMENT: JOHN G. MOORE, TUTOR II, (REPLACING A. CORDERO), EFFECTIVE 10/13/78

Attachment 2.2-b(1)
AGENDA - Regular Meeting  
Board of Trustees - SBCCD  
October 12, 1978

2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS:
H. WESLEY HARDIN, P.E./WEIGHT ROOM, 1978-79 COLLEGE YEAR

Attachment 2.3-a(1)

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF CONTINUING EDUCATION CLASS - ALCOHOL EDUCATION WORKSHOP

The Continuing Education Division will conduct an Alcohol Education Workshop class to be held two hours weekly and will require a $4 enrollment fee and a materials fee. It is sponsored in cooperation with the National Council on Alcoholism, and will be offered regularly on the basis of referrals.

It is recommended that the Board approve an eight-week class, Alcohol Education Workshop, which will begin on November 1.

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 Order Nos. P89-0426 through and including P89-0509.
AGENDA - Regular Meeting  
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5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

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.

c. INSPECTOR'S REPORTS FOR CONSTRUCTION PROJECTS FOR PERIOD ENDING SEPTEMBER 30, 1978

Attachment 5.1-c

Attachment 5.1-c contains the inspector's reports for the following projects now under construction:

- Marine Technology Project: 94% complete
- Physical Science Addition: 57% complete

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF PARTICIPATION IN PROGRAMS OF STUDENT FINANCIAL AID, DEPARTMENT OF HEALTH, EDUCATION AND WELFARE, FOR 1979-80

Enclosure #1


Mr. William Cordero, Coordinator of Student Services, will be present to speak to this item.

It is recommended that approval be given for submission of the application for the 1979-80 year.
5. BUSINESS SERVICES - continued:

5.2 NON ROUTINE - continued:

b. RECOMMENDED APPROVAL OF AGREEMENT WITH PLUMBERS AND FITTERS, 
   LOCAL #114, FOR WELDING INSTRUCTION

Enclosure #2

The local Plumbers and Fitters Union has requested that
the college conduct a welding class for their members. The
union will pay full cost for use of the facilities, equipment,
maintenance and instruction.

Dr. Abelino Bailon will be present to discuss the request
and agreement.

The Superintendent recommends approval of an agreement
with Plumbers and Fitters, Local #114, for welding instruction,
as delineated in Enclosure #2.

c. RECOMMENDED APPROVAL OF SUBMISSION OF APPLICATION FOR VOCATIONAL 
   EDUCATION FUNDS, TITLE II, PART A. SUBPART 5, BASIC GRANT, FOR 
   1978-79

Enclosure #3

Enclosure #3 contains an application for Vocational Edu-
cation funds in compliance with the Educational Amendments of 
1976 (Public Law 94-482), Title II, Vocational Education, 
Part A, Subpart 5 (Consumer and Homemaking), Basic Grant, for 
1978-79.

It is recommended that approval be given of the submission 
of this application.

d. RECOMMENDED ACCEPTANCE OF A DIVING HELMET FROM DIVING SYSTEMS 
   INTERNATIONAL

Attachment 5.2-d

Diving Systems International has generously offered the 
Marine Technology Program a helmet that can be used in their 
training program. The helmet has an estimated value of 
$1,631.17.

The Superintendent recommends acceptance of this gift and 
requests authorization to send a letter of appreciation to 
Diving Systems International.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. RECOMMENDED ACCEPTANCE OF $1,000 FROM THE CHARLES ATKINSON MEMORIAL FUND

During the 1975-76 fiscal year, a library and slide collection was purchased for $6,000 from the Santa Barbara Art Institute. $3,000 was financed through a federal HEA, Title II grant and the balance was taken from contingency funds with the understanding that the Art Department would reimburse the district. Funds earned from the Art Department's Small Images show and deposited to the Charles Atkinson Memorial Fund are being used to reimburse the $1,000 now being accepted by the Board of Trustees. $1,000 was reimbursed last year and the final $1,000 payment will be made next year.

The Superintendent recommends acceptance of the $1,000 from the Charles Atkinson Memorial Fund.

f. RECOMMENDED APPROVAL OF CAFETERIA AND SNACK SHOP PRICES FOR 1978-79

Attachment 5.2-f

Attachment 5.2-f delineates the recommended prices to be charged for food served in the Cafeteria and Snack Shop during the 1978-79 college year.

The Superintendent recommends approval of the Cafeteria Price List for 1978-79.

g. RECOMMENDED APPROVAL OF VOLUNTARY PAYROLL DEDUCTION FOR FIDELITY SECURITY LIFE INSURANCE COMPANY

An additional insurance carrier is now available to employees for the purchase of additional group life insurance. Employees could apply funds from the personnel benefits package or by payroll deduction.

The Superintendent recommends approval of Fidelity Security Life Insurance Company as a voluntary payroll deduction for group life insurance.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. RECOMMENDED APPROVAL OF PAYMENT OF MEMBERSHIP DUES TO THE UNIVERSITY/RESIDENT THEATRE ASSOCIATION (U/RTA)

Attachment 5.2-h

Dr. Pope Freeman has requested permission to join the University/Resident Theatre Association (U/RTA). This membership was not on the list previously approved by the Board and will be paid from funds of the Theatre Arts Department.

The Superintendent recommends approval of payment of membership fees for the University/Resident Theatre Association.

i. DISTRIBUTION OF THE 1978-79 ADOPTED DETAIL BUDGET

Enclosure #4

The detailed version of the budget adopted by the Board of Trustees on September 7, 1978 will be available for distribution at the Board meeting. It shows appropriations allocated to each cost center.

Dr. Sorsabal will speak to this item.

j. RECOMMENDED APPROVAL OF AGREEMENT WITH CALIFORNIA STATE UNIVERSITY, LOS ANGELES, FOR SUPERVISED TEACHING-INTERNSHIP PROGRAM, HEALTH EDUCATION & TECHNOLOGY DEPARTMENT

Attachment 5.2-j

The district has been requested by the California State University at Los Angeles to provide supervision of a graduate student in clinical teaching in the A.D.N. Program. This agreement is similar to the approved agreement with U.C.S.B. for student teacher supervision.

The Superintendent recommends approval of an agreement with California State University, Los Angeles, for a supervised intern program.

k. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #79-001 AND ADOPTION OF RESOLUTION No. 9 (1978-79)

Attachment 5.2-k

#79-001 in the amount of $5,000: Transfer of funds from Contingencies to the Executive Cost Center for substitute salaries of classified/certificated personnel as needed.

It is recommended that Appropriation Transfer #79-001 be approved and Resolution No. 9 (1978-79) be adopted.
5. BUSINESS SERVICES – continued:

5.2 NON-Routine – continued:

1. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #79-002 AND ADOPTION OF RESOLUTION No. 10 (1978-79)

Attachment 5.2-1

#79-002 in the amount of $14,000: Transfer of funds from Contingencies to Hourly Classified Account in the Tutorial Cost Center to correct an inadvertent error during the budget process.

It is recommended that Appropriation Transfer #79-002 be approved and Resolution No. 10 (1978-79) be adopted.

m. RECOMMENDED ADOPTION OF RESOLUTION No. 11 (1978-79) TO ADD NEW MONIES TO THE GENERAL FUND

Attachment 5.2-m

An award of $30,000 from the County Office of Employment and Training Programs (CETA) had been accepted by the Board on September 7, 1978 to conduct ESL classes and basic education programs. In accordance with present accounting procedures, it is necessary to increase the District's Income Budget and distribute these funds to the Continuing Education Cost Center.

It is recommended that Resolution No. 11 (1978-79) be adopted to authorize this action.

n. RECOMMENDED ADOPTION OF RESOLUTION No. 12 (1978-79) TO ADD NEW MONIES TO THE GENERAL FUND

Attachment 5.2-n

On September 7, 1978, the Board accepted funds in the amount of $45,000 from the Department of Health, Education and Welfare to continue the ESL Program for the Indochinese. In accordance with present accounting procedures, it is necessary to increase the District's Income Budget and distribute these funds to the Continuing Education Cost Center.

It is recommended that Resolution No. 12 (1978-79) be adopted to authorize this action.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

o. RECOMMENDED ADOPTION OF RESOLUTION No. 13 (1978-79) TO ADD NEW MONIES TO THE GENERAL FUND

Attachment 5.2-o

An award of $26,180 under AB 2817 was accepted by the Board on September 7, 1978 for continuation of the Bilingual Teacher Corps Program. In accordance with present accounting procedures, it is necessary to increase the District's Income Budget and distribute these funds to the Continuing Education Cost Center.

It is recommended that Resolution No. 13 (1978-79) be adopted to authorize this action.

p. RECOMMENDED ADOPTION OF RESOLUTION No. 14 (1978-79) TO ADD NEW MONIES TO THE GENERAL FUND

Attachment 5.2-p

On September 7, 1978, the Board accepted an allocation of $34,700 for the Veterans' Cost-Of-Instruction Program. A total of $30,000 is included in the adopted budget for 1978-79, therefore, in accordance with present accounting procedures, it is necessary to increase the District's Income Budget by $4,700, and distribute these funds to the Counseling Cost Center.

It is recommended that Resolution No. 14 (1978-79) be adopted to authorize this action.

q. RECOMMENDED ADOPTION OF RESOLUTION No. 15 (1978-79) TO ADD NEW MONIES TO THE GENERAL FUND

Attachment 5.2-q

A grant of $18,483 from U.C.S.B. was accepted by the Board on September 7, 1978 to help support continuation of the Bilingual/Cross-Cultural Program. In accordance with present accounting procedures, it is necessary to increase the District's Income Budget and distribute these funds to the American Ethnic Cost Center.

It is recommended that Resolution No. 15 (1978-79) be adopted to authorize this action.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

r. RECOMMENDED ADOPTION OF RESOLUTION No. 16 (1978-79) TO ADD NEW MONIES TO THE GENERAL FUND

Attachment 5.2-r

On September 28, 1978, the Board of Trustees accepted a $3,906 grant under the College Library Resources Program for the purchase of library materials. In accordance with present accounting procedures, it is necessary to increase the District's Income Budget and distribute these funds to the Library Cost Center.

It is recommended that Resolution No. 16 (1978-79) be adopted to authorize this action.

s. RECOMMENDED APPROVAL OF APPOINTMENT OF PROFESSIONAL EXPERT FOR STUDY OF CAMPUS EXTERIOR LIGHTING - WINSTROM & ASSOCIATES

Nighttime campus safety has long been a concern to the students and staff. During the 1977-78 college year, the Safety Committee reviewed the problem of nighttime safety and recommended a study be conducted to recommend improvements in campus lighting. Mr. Don Trent proceeded to perform an informal study but after identifying several critical areas, determined that a professional electrical engineer would be needed to identify, recommend and develop plans and specifications for correction of the problems.

The firm of Winstrom & Associates has satisfactorily performed work for the district in the past as evidenced by the La Playa Stadium lights, and staff believes the firm is capable of performing the work required for this project.

Dr. Sorsabal will be present to discuss this item.

The Superintendent recommends the appointment of Winstrom & Associates to develop a plan for campus exterior lighting.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

t. RECOMMENDED APPROVAL OF REGULATIONS PERTAINING TO DISTRICT PARKING LOTS TO ALLOW ENFORCEMENT OF PARKING RESTRICTIONS

Attachment 5.2-t

The vehicle code provides that no person shall drive any vehicle (or animal) on the property of any educational institution except with permission of and subject to such conditions and regulations as may be imposed by the governing board or officer of the public school (Veh.Code 21113). When public traffic on the parking facilities or grounds of the District is permitted, all provisions of the vehicle code relating to traffic upon highways shall be applicable to such vehicles. Local conditions imposed or regulations enacted by the Board shall also be applicable.

It has become apparent that provision must be made to tow away illegally parked vehicles for safety purposes and to preserve restricted parking spaces for faculty, staff, and handicapped students and other restricted spaces. Upon advice of County Counsel, this can be accomplished only after enactment of parking regulations pursuant to the vehicle code, and after having the parking lots marked and posted with specifically worded signs.

Attachment 5.2-t is the regulation necessary to allow the towing away of vehicles. Also included with the attachment is the proposed wording for the signs. This item will be discussed further at the meeting as may be required.

The Superintendent recommends adoption of parking regulations on District grounds as indicated in Attachment 5.2-t.

6. GENERAL INFORMATION

6.1 RESEARCH REPORT ON DEMOGRAPHIC CHARACTERISTICS AND ENROLLMENT TRENDS IN THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Attachment 6.1

Research Report #78-1 is a compilation of selected data on district population and enrollment trends.

Mr. Burt Miller will be present to discuss the report.
7. ADJOURNMENT

7.1 It is recommended that meetings be scheduled of the following Board Subcommittees:

- Educational Policies Subcommittee
- Budget Subcommittee
- Facilities & Planning Subcommittee

The next regular meeting of the Board of Trustees is scheduled for Thursday, October 26, 1978 at 3:30 p.m. in the Board Room, Santa Barbara City College, Santa Barbara, California.