MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

December 14, 1978

3:30 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, December 14, 1978, at 3:52 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 3:55 p.m.)
Mr. Sidney R. Frank (arrived 3:38 p.m.)
Mr. Eli Luria
Mr. Tim Clarke, Student Member

Members absent:

Mrs. Kathryn O. Alexander
Mrs. Ann Gutshall
Mr. Benjamin P. J. Wells

Others present for all or a portion of the meeting:

Dr. David Mertes, 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 Bobgan, Administrative Dean, Continuing Education
Mr. M. L. Huglin, Administrative Dean, Instruction
Dr. Alfred Silvera, Administrative Dean, Student Services

Dr. John Kay, President, Academic Senate
Miss Mara Lustica, Reporter, THE CHANNELS
Mr. Ted McKown, Reporter, S. B. NEWS-PRESS
Mr. Jim Williams, College Information Officer
Mr. Steve Zaharias, ASB Senator

Dr. Joe Bagnall, Asst. Dean, Continuing Education
Dr. Abelino Bailon, Asst. Dean, Continuing Education
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
MINUTES - Regular Meeting
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1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Dr. Ken Berry, Coordinator, Media Services
Ms. Irma Y. Carbajal, Typist Clerk, Jr., appointee, Personnel
Mr. Malcolm Cobb, guest
Mr. Joseph Connell, Civil Engineer
Mr. Mel Elkins, Asst. Dean, Occupational & Career Education
Mr. Dave Emerson, Asst. Dean, Instructional Operations
Dr. George E. Frakes, Professor, History
Dr. Peter O. Haslund, Vice-President, Academic Senate
Mr. Sheldon Hentschke, guest
Mr. Emery Hughes, Prop. Custodian/Tech., appointee, Marine Tech.
Mrs. Bea Howorth, Hourly Instructor, Fashion Merchandising
Mr. John E. Hupp, ASB Vice-President
Mr. Wayne Labrae, Kruger, Bensen, Ziemer
Dr. Barbara Lindemann, Chairperson, Sabbatical Leave Committee
Mr. Eugenio Lujan, Asst. Director, Classified Personnel
Mr. Burton P. Miller, Admin. Asst. to the Sup't/President
Mr. John O'Dea, Professor, Business Administration
Mr. Daniel Oroz, Director, Personnel/Affirmative Action Officer
Mr. Marc Pakin, ASB Senator
Dr. Richard Sanchez, Asst. Dean, Educational Planning & Development
Mr. Michael O. Shay, Penfield & Smith
Mrs. Dorothy K. Taylor, guest
Mr. Danny G. Wynn, Penfield & Smith
Mr. Don Ziemer, Kruger, Bensen, Ziemer

Mr. Eric Kruzel, Audio-Visual Technician
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME TO GUESTS

Dr. Dobbs stated that while waiting for a fourth Board member to arrive, the meeting will begin with items not requiring any action.

He welcomed all present and invited their participation in the meeting.

At this point, the agenda was moved up to Item 1.7 and Item 3.1. During this time Mrs. Powell arrived at 3:55 p.m. making a full quorum present.

1.4 EXECUTIVE SESSION

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

1.5 MINUTES

a. REGULAR MEETING OF OCTOBER 26, 1978
b. REGULAR MEETING OF NOVEMBER 9, 1978
c. SPECIAL EXECUTIVE SESSION OF DECEMBER 7, 1978

continued . . .
MINUTES - Regular Meeting
Board of Trustees - SBCCD
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1. GENERAL FUNCTIONS - continued:

1.5 MINUTES - continued:

a, b, c - continued:

Upon motion of Mr. Frank, seconded by Mr. Luria, the minutes of
the regular meetings of October 26, 1978, and November 9, 1978, and
the special executive session of December 7, 1978, were approved by
the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

Dr. Dobbs declared the meeting to be a public hearing. Upon motion
of Mr. Frank, seconded by Mr. Luria, the public hearing began at 4:10 p.m.

Mr. Burt Miller stated that at the last Board meeting on November 9,
staff was instructed to prepare a Negative Declaration related to the
acquisition of Cathedral Oaks School and its conversion to use as an
Adult Education center. The initial study was distributed to various
agencies and the news media. Only one communication was received.
Mr. Miller read the letter from the Department of Transportation,
County of Santa Barbara. (A copy of the letter is attached as part of
these minutes.)

Mr. Miller stated that relocation plans for the driveway have already
been initiated. Full compliance will be made as usage of the site builds
up. Lengthening of the existing left-turn pocket may be necessary; but
due to excessive costs of time and money, a wait-and-watch situation
seems best.

Mr. Malcolm Cobb, a resident in the area, stated he had attended
the open meeting held at the school on November 15. He and other resi-
dents felt the facility was being put to excellent use. Their concerns
on parking and traffic were being met by the constructive plans presented
by staff at that meeting. He wished to go on record lending support to
the project.

Dr. Mertes stated that his office had received no calls or letters.

There being no further comments from the audience, Dr. Dobbs declared
the public hearing at an end. It was so moved by Mr. Frank, and seconded
by Mrs. Powell at 4:16 p.m.

A motion was made by Mr. Luria, seconded by Mr. Frank, and passed
by the Board to approve of a Negative Declaration for the acquisition
of Cathedral Oaks School and its conversion to use as an Adult Education
center.

Dr. Mertes thanked Mr. Cobb for his attendance today to voice support
for this project and assured him that staff would carry out their promise
to have continued interaction with the neighbors in that area.

(At this point, the agenda was moved up to Items 5.2-j, k, l, and m as a courtesy to
architectural representatives present, and, also, Item 5.2-c was considered. Then
the agenda moved back to Item 1.7.)
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Board of Trustees - SBCCD  
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1. GENERAL FUNCTIONS - continued:

Taken 1.7 COMMUNICATIONS
Out of Order:

a. APPOINTMENT OF DR. JOHN KAY TO THE SANTA BARBARA COUNTY SCHOOLS PERSONNEL COMMISSION

Dr. Mertes commended Dr. Kay on his appointment to this commission.

b. BOARD OF GOVERNORS' PROPOSED INTERIM FISCAL PLAN

Dr. Mertes spoke briefly to the short-term finance plan presented to the Board of Governors on December 7 by Chancellor Craig. There are currently four proposals: all are block grant and all support some State bail-out funds.

The plan proposes the following:

- 2% inflationary cost of goods & services
- 2.5% fringe benefits and step increases
- 6% cost-of-living increase for 1979-80
- 2.4% enrollment recovery
- 6% 1978-79 catch-up on inflation
- 18.9%

This does not include funds for program development or program recovery.

The Board of Governors adopted all but the 2.4% enrollment projection. They also adopted the following:

1) that all colleges operate year around—setting a Summer Session;
2) that all colleges meet a comprehensive program;
3) to leave local districts determine priorities for expenditure of funds; and
4) that all colleges receiving categorical State funds be required to demonstrate year-to-year maintenance effort.

Dr. Mertes stated that this district is in conformity with all those premises. Staff will continue to monitor this issue.

c. REPORT ON CALIFORNIA COMMUNITY & JUNIOR COLLEGE ASSOCIATION ANNUAL CONFERENCE, NOVEMBER 12-14, 1978, SAN DIEGO

Dr. Mertes commended Mrs. Gutshall, a member of the Planning Commission, for the recent Annual CCJCA Conference. All interest sessions were excellent, and an outstanding job was given by Tim Clarke, a panel member.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

Dr. Mertes reported that Robyn Dillard, bus accident victim, is out of traction and in a body cast. She will soon be released from the hospital and plans to attend the Spring semester.

d. REPORT ON COMING EVENTS

Mr. Jim Williams, College Information Office, 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 December 15, 1978, through January 11, 1979.

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 Personnel items:

(1) APPROVAL OF TEMPORARY HOURLY INSTRUCTORS, FALL 1978 SEMESTER, Attachment 2.1-a (1)

(2) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.1-a (2)

b. NON-Routine

(1) APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTES, CHANGES/ADDITIONS OF PREVIOUSLY APPROVED INSTRUCTORS, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, WINTER 1979 TERM, Enclosure #1

Mr. Oroz stated that the enclosure contained the faculty list for the Winter Term for the Continuing Education Division.

It was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to approve of the 1979 Winter Term faculty, as listed in Enclosure #1, for the Continuing Education Division.

(2) APPROVAL OF EXTENSION OF PERSONAL LEAVE OF ABSENCE: DIANA SLOANE, ASSOC. PROF., HEALTH EDUCATION & TECHNOLOGY, EFFECTIVE SPRING 1979 SEMESTER, Attachment 2.1-b (2)

Mr. Oroz stated that a request had been received from Diana Sloane for an extension of her Fall semester leave through the Spring semester.

It was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to approve of an extension of a personal leave of absence without pay for Diana Sloane, Assoc. Prof., Health Education and Technology Dept., for the Spring 1979 semester.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine - continued:

(3) ACCEPTANCE OF RESIGNATION: JIM G. PARKER, ASSOC. PROF., MARINE TECHNOLOGY, EFFECTIVE JUNE 2, 1979, Attachment 2.1-b (3)

Mr. Oroz stated that Mr. Jim Parker has decided to return to industry. He was on the original Marine Technology staff and has been with the District nine years.

It was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to accept the resignation of Jim G. Parker, Assoc. Prof., Marine Technology, effective June 2, 1979.

(4) APPROVAL OF EXTENSION OF APPOINTMENTS, Attachment 2.1-b (4)

Mr. Oroz stated that due to an approved change in a sabbatical leave for Dr. Joanne Hendrick, it is appropriate to extend the appointments of her replacements for the Spring 1979 semester.

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to approve of the extension of appointments listed in Attachment 2.1-b (4) for the Spring 1979 semester.

(5) APPROVAL OF TEMPORARY APPOINTMENTS (LONG-TERM SABBATICAL LEAVE REPLACEMENTS): DAN ARY, MATH DEPT., AND PHYLLIS MC GRATH, ADN PROGRAM, Attachment 2.1-b (5)

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to approve of the temporary appointments (long-term sabbatical leave replacements) as delineated in Attachment 2.1-b (5).

(6) APPROVAL OF CHANGE IN SALARY CLASSIFICATION, Attachment 2.1-b (6)

Mr. Oroz stated that a request was received from Mrs. Myrna Harker for a change in salary classification. This request was based on a claim that she had been incorrectly classified when hired in 1973.

The request was reviewed by the Professional Standards and Leave Committee and Representative Council, and they recommended the change. In accordance with District policy 4.00, the effective date of the reclassification would be for the current year, 1978-79.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of a change in salary classification from Class II, Step 12 to Class V, Step 14, for Myrna Harker, Asst. Prof., Business Education, effective for 1978-79.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(7) APPROVAL OF CHANGE IN CERTIFICATED REDUCED WORKLOAD POLICY, Attachment 2.1-b (7)

Mr. Oroz stated that the passage of SB 2135 caused technical changes in the District's reduced workload policy. The new law provides two changes: administrators are now included, and an increase to the State Teachers' Retirement System of 5 percent.

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to approve of the technical changes in the District's reduced workload for retirement policy, Section 2342, as indicated in Attachment 2.1-b (7).

(8) PRESENTATION OF 1979-80 SABBATICAL LEAVE APPLICATIONS, Enclosure #2

Mr. Oroz stated that Dr. Barbara Lindemann had been present earlier to respond to questions on this subject. Dr. Mertes stated that Enclosure #2 had been provided for information only. Also, in Board folders would be found a brief summary of the sabbatical leave applications.

2.2 CLASSIFIED 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 Classified Personnel items, as described in the attachments:

(1) APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE), HOURLY APPOINTMENT (CLASSIFIED SERVICE), AND HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE), CONTINUING EDUCATION DIVISION, Attachment 2.2-a (1)

(2) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS), Attachment 2.2-a (2)

(3) ACCEPTANCE OF RESIGNATION: BARBARA VILLA, TYP. CLK. INT., WOMEN'S CENTER, EFFECTIVE 12/21/78, Attachment 2.2-a (3)

(4) APPROVAL OF TERMINATION OF CETA EMPLOYEE: BARBARA POINTER, TYP. CLK. INT., PERSONNEL DEPT., EFFECTIVE 11/14/78, Attachment 2.2-a (4)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(5) APPROVAL OF REQUESTS FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS, NOVEMBER 1978, Attachment 2.2-a (5)

(6) APPROVAL OF EXTENSION OF WORKING OUT-OF-CLASSIFICATION/EXTENSION OF WORK ASSIGNMENT: STELLA CASTELLANOS, TYP. CLK. SR., PERSONNEL DEPT., EFFECTIVE 11/28/78 - 12/14/78, Attachment 2.2-a (6)

(7) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.2-a (7)

(8) APPROVAL OF ANNUAL SALARY INCREMENTS, Attachment 2.2-a (8)

b. NON-ROUTINE

(1) APPROVAL OF APPOINTMENT: IRMA Y. CARBAJAL, TYP. CLK. JR., PERSONNEL DEPT. (CETA-REPLACING B. POINTER), EFFECTIVE 12/15/78, Attachment 2.2-b (1)

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of the appointment (CETA - 1 year) of Irma Y. Carabajal, Typ. Clk. Sr., in the Personnel Dept. (replacing B. Pointer) effective 12/15/78.

Ms. Carabajal had been present earlier.

(2) APPROVAL OF APPOINTMENT: EMERY HUGHES, PROP. CUSTODIAN/TECH., MARINE TECH (PARTIAL REPLACEMENT T. ONLEY), EFFECTIVE 12/15/78, Attachment 2.2-b (2)

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of the appointment of Emery Hughes, Prop. Custodian/Technician in the Marine Technology Dept. (replacing T. Onley). This is a half-time replacement.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve the appointment of Emery Hughes as a Property Custodian in the Marine Technology Dept., effective 12/15/78.

(3) APPROVAL OF APPOINTMENT (PROMOTION): STELLA CASTELLANOS, TYP. CLK. SR. (CONF.), PERSONNEL DEPT. (REPLACING F. PARKER), EFFECTIVE 12/15/78, Attachment 2.2-b (3)

Mr. Oroz recommended the appointment of Stella Castellanos to fill the vacancy created by a resignation in his department.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of the appointment (promotion) of Stella Castellanos as Typ. Clk. Sr., Personnel Department (replacing F. Parker), effective 12/15/78.
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(4) APPROVAL OF TRANSFER: GLADYS R. ZIETZ, TYP. CLK. INT., FROM TEACHER'S AIDE, LIFE SCIENCE TO WOMEN'S CENTER (REPLACING B. VILLA), EFFECTIVE 1/3/79, Attachment 2.2-b (4)

Mr. Oroz recommended a transfer for Gladys Zietz to a vacancy in the Women's Center.

It was moved by Mr. Frank, seconded by Mr. Luria, and passed by the Board to approve of the transfer of Gladys Zietz to Typ. CLK. Int., Women's Center (replacing B. Villa), effective 1/3/79.

(5) APPROVAL OF TEMPORARY REDUCTION OF ASSIGNMENT: TELMA DAWALLO, TYP. CLK. SR., TUTORIAL CENTER, EFFECTIVE 1/15/79 - 3/15/79, Attachment 2.2-b (5)

Mr. Oroz indicated that Telma Dawallo requested a reduction of her work assignment upon the advice of her physician. Her supervisor has agreed to this for a two-month period.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of a temporary reduction of assignment from full-time to half-time for Telma Dawallo, Typ. CLK. Sr., Tutorial Center, effective 1/15/79 - 3/15/79.

2.3 GENERAL PERSONNEL
No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. Tim Clarke introduced Steve Zaharias, Senator, who summarized the activities of the Student Senate for the Fall semester. The most recent activities were: successful canned food drive coordinated through the Catholic Social Service; Homecoming activities proved to be a popular event for the community, but the dance resulted in a deficit; the scheduled dinner-show of a hypnotist was canceled and was a financial loss; Arts and Crafts Day was highly successful with a net income over $830.

As a gesture of good will, the Student Senate purchased and decorated a large Christmas tree for the Campus Center.

Mr. Clarke added that plans are being made to evaluate services for students particularly for handicapped individuals. Services will be ranked so that, when and if services are to be cut back, students can provide some input.

Dr. Dobbs thanked them for the report.
3. STUDENT SERVICES - continued:

(It was during this report that the fourth Board member arrived, and consequently action items could now be considered. Therefore, the agenda moved back to Item 1.5.)

3.2 APPROVAL OF EXTENSION OF EARLY CALENDAR FOR 1979-80 ACADEMIC YEAR

Dr. Mertes stated that extension of the early calendar for next year has been discussed college-wide. Almost all groups on campus support the extension. Only two letters were received opposing the extension. A committee has been appointed to evaluate the early calendar as adopted in 1978-79, and they will report next October.

In response to Mrs. Powell, a change will be considered so that registration does not occur during the break between Fall and Spring semesters.

It was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to approve of the extension of the early calendar through 1979-80.

4. CURRICULUM AND INSTRUCTION

4.1 STATUS REPORT ON "TOOLS FOR SCHOOLS" PROGRAM, Attachment 4.1

Mr. Mel Elkins spoke briefly to his report on the status of "Tools for Schools" program. To date, equipment has been acquired valued at $70,000, and assistance has been promised in obtaining needed lathes. The program has been most beneficial considering the financial climate that exists.

4.2 APPROVAL OF WINTER TERM 1979 COURSES, CONTINUING EDUCATION DIVISION, Enclosure #3

Dr. Bobgan reported that during the Fall Term over $42,000 was collected in fees and only $89 returned to enrollees as refunds. Thirty-eight classes had been canceled due to lack of required enrollment as compared to 25 a year ago.

The enclosure contained the new courses to be offered for the Winter Term. There are 425 classes as compared to 470 during the Fall Term. Dr. Bobgan briefly highlighted some of the courses and recounted some of the well-known personalities who will be speakers.

It was moved by Mr. Frank, seconded by Mr. Luria, and passed by the Board to approve of the Winter 1979 Term courses for the Continuing Education Division, as contained in Enclosure #3.

4.3 APPROVAL OF UPDATED EDUCATIONAL PLAN, Enclosure #4

Dr. Richard Sanchez stated that the enclosure contained an educational plan that represents the relationship between the program and the College's construction plan.

continued . . .
4. CURRICULUM AND INSTRUCTION - continued:

4.3 continued:

The plan is updated each year and changes from last year are: program delivery refers to reduced level of funding; includes the acquisition of the Cathedral Oaks School where Continuing Education classes and credit classes will be held. On pages 2 and 3 are listed courses considered by the faculty as good programs for the future. On page 4, the last paragraph describes the status of funds for Capital Outlay Program.

It was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to approve of the updated Educational Plan, as contained in Enclosure #4, and to authorize staff to submit the plan to the Chancellor's Office.

4.4 APPROVAL OF NEW COURSES AND CHANGES, Attachment 4.4

Dr. Sanchez stated that new procedures have been established whereby departments may consider new courses but substituting for others or use existing courses. The new procedures are being carefully monitored. (Copies will be provided for Board members.) The attachment contained the new courses and changes endorsed by the Curriculum Advisory Committee during the Fall semester. There are no budgetary implications.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of the new courses and changes as described in Attachment 4.4.

4.5 APPROVAL OF UPDATED STATUS OF EDUCATIONAL PROGRAMS, Attachment 4.5

Dr. Sanchez stated that each year the District is required to submit an update on Status of Educational Programs. This relates, also, to the updated Educational Plan and shows fifteen programs that can be projected in the next five-year period. There are four degree programs and eleven certificate programs.

In response to questions, Mr. Huglin stated that the educational offerings are 87 percent of pre-Jarvis time and traditionally there is a 4-5 percent drop in Spring.

It was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to approve of the updated Status of Educational Programs as contained in Attachment 4.5.

4.6 APPROVAL OF PROPOSED ASSOCIATE DEGREE AUTOMOTIVE APPRENTICESHIP PROGRAM, Enclosure #5

Mr. Mel Elkins spoke to the proposed new Automotive Apprenticeship Program. It is contingent upon outside funding which is still being negotiated. This will be a three-year program ending in an Associate in Science degree.

continued ...
4. CURRICULUM AND INSTRUCTION - continued:

4.6 continued:

The total program meets the guidelines of the National Automobile Dealers Association and will fill a serious need. Students would be assigned to dealers and monitored very carefully, and they would also attend night classes. Students would earn wages on the apprenticeship scale, and there would be a lot of involvement on the part of the community.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of the Associate Degree Automotive Apprenticeship Program, contingent on outside funding, and as described in Enclosure #5.

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:

a. AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER NOS. P89-0434, AND P89-0630 THROUGH AND INCLUDING P89-0838 FOR SUPPLIES, EQUIPMENT AND SERVICES.

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.

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

Dr. Mertes indicated that this was an information item only.

5.2 NON-ROUTINE

a. ACCEPTANCE OF GIFTS ON BEHALF OF THE FUND FOR SANTA BARBARA CITY COLLEGE, Attachment 5.2-a

Dr. Mertes stated that a new approach will be used whereby the Board of Trustees accepts gifts on behalf of THE FUND FOR SANTA BARBARA CITY COLLEGE. THE FUND will acknowledge the gifts at their next quarterly meeting. The following substantial gifts have been offered for instructional purposes on campus:

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<td>330 Vereda Leyenda</td>
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continued . . .
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

a. continued:

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It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to approve of the acceptance of the above-listed gifts on behalf of THE FUND FOR SANTA BARBARA CITY COLLEGE and to direct staff to send a letter of appreciation to each of the generous donors.

b. APPROVAL OF SUBMISSION OF VOCATIONAL EDUCATION APPLICATION, PART A, SUBPART 3, Enclosure #6

Dr. Mertes indicated that the enclosure contained an application for Vocational Education funds for Program Improvement and Supportive Services (Part A, Subpart 3). The total amount is $22,609 with matching funds required to be "in-kind" in existing budget.

It was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to approve of the submission of the application for Vocational Education funds (Part A, Subpart 3), as contained in Enclosure #6.

c. APPROVAL OF AGREEMENT WITH SANTA BARBARA JUNIOR CHAMBER OF COMMERCE - SANTA BARBARA EASTER RELAYS, Enclosure #7

Dr. Sorsabal stated that the past Easter Relays meet was very successful for both entrants and sponsors. The enclosure contained an agreement by which the Santa Barbara Jr. Chamber of Commerce and the District will co-sponsor the event for the next two years.

Mr. Sheldon Hentschke commented that the event's participants come from 35 colleges and high schools throughout Southern California and a few universities.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of the agreement, as contained in Enclosure #7, with the Santa Barbara Jr. Chamber of Commerce for co-sponsorship of the Santa Barbara Easter Relays for 1979 and 1980.

(After this item, the agenda returned to Item 1.7.)
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. ADOPTION OF RESOLUTION No. 19 (1978-79) ESTABLISHING NON-RESIDENT TUITION FEE FOR 1979-80, Attachment 5.2-d

Dr. Mertes stated that non-resident tuition can be set by one of two options: on the local level, or by the statewide average. Last year the change was made to use the state average. It was recommended today to use that option this year. In their folders, Board members had a copy of the resolution re-written using the state average which would give the District about a $17,000 increase.

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to adopt Resolution No. 19 (1978-79) establishing the non-resident tuition rate for the 1979-80 college year at $1,530 for full-time non-resident credit students or $51 per unit for less than full-time non-resident credit students. Upon poll of the members, the vote was as follows:

Ayes: Dr. Dobbs, Mrs. Powell, Mr. Frank, Mr. Luria
Noes: None
Absent: Mrs. Alexander, Mrs. Gutshall, Mr. Wells

e. APPROVAL OF AGREEMENT FOR USE OF COMPREHENSIVE EMPLOYMENT AND TRAINING ACT (CETA) FUNDS, Enclosure #8

Dr. Mertes indicated that the City of Santa Barbara had allotted $11,381 to the District for a CETA project. These funds will provide temporary assistance of a Library Technician for cataloging in the Library and Learning Resource Center. There is no additional cost to the District. Excess salary and fringe benefits amounting to $225 will be transferred from the Library Supplies account to a separate CETA account.

It was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to approve of the agreement for use of CETA funds, as contained in Enclosure #8.

f. APPROVAL OF CATEGORICAL EXEMPTION FOR EROSION CONTROL PROJECT - AREAS #1 AND #8, Attachment 5.2-"f"

Dr. Mertes stated that under State EIR guidelines the erosion control work proposed for Area #1 (south of Drama/Music complex) and Area #8 (next to Social Science Center along Cliff Drive) qualifies for categorical exemption from the review process.

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of a finding of Categorical Exemption for Erosion Control - Phase IIB, Areas #1 and #8, and to direct staff to file a Notice of Exemption with the County Clerk.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

g. APPROVAL OF APPROPRIATION TRANSFERS #79-021 & 022, Attachment 5.2-g

Dr. Mertes indicated that these transfers are for internal accounting purposes.

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of Appropriation Transfers #79-021 and 022.

h. ADOPTION OF RESOLUTION No. 20 (1978-79) TO ADD NEW MONIES TO THE GENERAL FUND, Attachment 5.2-h

Dr. Mertes stated that the Board had accepted a Nursing Capitation grant in the amount of $12,506. These funds must now be added to the General Fund and redistributed to the proper cost center.

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to adopt Resolution #20 (1978-79) to increase the General Fund by $12,506 and redistribute these funds to the Health Occupations Cost Center. Upon poll of the members, the vote was as follows:

Ayes: Dr. Dobbs, Mrs. Powell, Mr. Frank, Mr. Luria
Noes: None
Absent: Mrs. Alexander, Mrs. Gutshall, Mr. Wells

Item i. APPROVAL OF APPROPRIATION TRANSFERS #79-017, 018, 019, AND 020 AND ADOPTION OF RESOLUTION No. 21 (1978-79), Attachment 5.2-i

Upon request of the Superintendent, this item was deferred until the next meeting for lack of sufficient number of Board members for voting.

(The next four items were considered after Item 1.6.)

j. ACCEPTANCE OF LOW BID FOR THE EDUCATIONAL SPACES IN THE ADMINISTRATION BUILDING - ADMINISTRATION REMODEL PROJECT, Attachment 5.2-j

Dr. Mertes indicated that on December 5, 1978, three bids were received as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Alt. 1</th>
<th>Alt. 2</th>
<th>3-Perg.</th>
<th>4-Sun</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. W. Bailey Const. Co.</td>
<td>$737,600</td>
<td>$90,000</td>
<td>$26,000</td>
<td>$31,000</td>
</tr>
<tr>
<td>Don Greene Const. Co.</td>
<td>875,000</td>
<td>88,000</td>
<td>30,000</td>
<td>30,000</td>
</tr>
<tr>
<td>Merco Construction</td>
<td>980,000</td>
<td>109,000</td>
<td>43,100</td>
<td>32,145</td>
</tr>
</tbody>
</table>

continued . . .
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

j. continued:

Dr. Mertes stated that Alt. #1 and #2 are related to possible funding from the State under the Handicapped Transition Plan. He recommended that the Board accept the low base bid only at this time, and that action be deferred on the alternates for further consideration by appropriate subcommittees.

Dr. Sorsabal added that a period of 105 days is allowed for action on the alternates. The low base bid is within funds available for this project and below the architect's estimate. In February, the District would receive word as to whether Alt. #1 and #2 are included in the Governor's budget.

Mr. Don Ziemer stated that he was not notified that Alt. #3 and #4 would not be considered today. He was prepared to answer any questions regarding those two items. Board members and staff preferred to return these two items to the subcommittee for further discussion since there was allowable time to do so.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to accept the low base bid of $737,600 from the J. W. Bailey Construction Company, and to direct staff to award a contract for remodeling of the educational spaces in the Administration Building, contingent upon notification of release of recognized deficit funds from the State in the amount of $29,200.

K. ACCEPTANCE OF BID FOR EROSION CONTROL PROJECT, SITE #9 - SOUTH COAST CONSTRUCTION COMPANY, Attachment 5.2-k

Dr. Mertes stated that only one bid was received on December 6, 1978, from the South Coast Construction Company in the amount of $27,438. This is $3,086 above the engineer's estimate.

Mr. Burt Miller projected drawings on the screen to explain the area involved in this project; how certain areas would be benched and compacted; a low-cost, low-maintenance ice-plant will be planted.

Mr. Luria expressed disappointment at the receipt of only one bid, and he emphatically recommended that this not be repeated in the future.

Mr. Miller added that if the project could be started and finished now, there is a possibility of obtaining Federal disaster funds before June 30.

Dr. Sorsabal and Mr. Wynn, engineer, both stated that they had made calls to other firms in an effort to get an additional bid, but it was apparent that all these kinds of firms are extremely busy at this time and would not be available for several months.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. continued:

The sole bidder has performed other work for the District in an acceptable manner. It is a 45-day project, and the contractor would start immediately.

Mrs. Powell agreed with Mr. Luria that this was not the best way to accept a bid. In the interest of time and urgency of the work, the Board was left with little choice but to accept.

It was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to accept the bid from the South Coast Construction Company in the amount of $27,438 for Erosion Control Project, Area #9, and to direct staff to award a contract.

1. APPROVAL OF CIVIL ENGINEERING PLANS FOR THE CATHEDRAL OAKS SCHOOL

Dr. Mertes stated that during the next 30 days minor changes will be handled with District employees, and bidding procedures will be developed for the major portions requiring bidding.

Mr. Burt Miller projected drawings on the screen to show the areas that will be developed to provide 320 spaces for parking, additional outdoor lighting, a two-lane road to rear parking, plantings for noise and light control.

Mr. Joseph Connell, Civil Engineer, displayed his detailed plans and described the area where the left-turn lane will be made easier; capping and sealing of front parking lot; certain trees that would need to be removed; parking area in rear in asphalt; proposed islands with plantings and extensive hedges for privacy; location of pole lights; special area for bikes and motorcycles. For this Phase I, the estimate is about $150,000.

Dr. Dobbs questioned the width of the parking spaces wanting to make sure they are easily maneuverable for standard cars. Mr. Luria questioned the wet condition of the rear low area and felt that drainage should be studied further. Dr. Sorsabal stated that a broken main had been found in that area. It is now capped off, and it was felt that this was the cause and the area could now dry out properly.

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to accept the civil engineering plans, as presented by Joe Connell, with further investigation of parking spaces to see if it will be necessary to widen them, and to check for corners for necessity of lights. Staff was authorized to proceed within the next 30 days with District employees doing minor alterations with the understanding that any part that goes to bid would be brought back for consideration by the Board.
MINUTES - Regular Meeting  
Board of Trustees - SBCCD  
December 14, 1978  

5. BUSINESS SERVICES - continued:  

5.2 NON-ROUTINE - continued:  

Taken   n.  RECOMMENDED ACCEPTANCE OF LOW BID FOR CAMPUS CENTER ADDITION PROJECT  
Out of Order:  
Item deferred: At the request of the Superintendent, this item was to be referred back to the Facilities Subcommittee for further discussion and will be returned to the Board at a January meeting.  

(At this point, the agenda was moved to Item 5.2-c.)  

n. APPROVAL OF SUNDAY USE OF FACILITIES, Attachment 5.2-n  

Dr. Mertes stated that a request had been received for use of the Alhecama Theatre on Sunday, December 17. Due to cancellation of a Board meeting on a holiday, this request could not be presented earlier than today.  

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to approve of the use of facilities on Sunday, December 17, 1978, as described in Attachment 5.2-n.  

6. GENERAL INFORMATION  

6.1 APPROVAL OF NAME CHANGE FOR NEW FACILITY AT 300 N. TURNPIKE ROAD  

Dr. Mertes stated that it was generally agreed that the Cathedral Oaks site should be re-named to more appropriately describe its proposed use.  

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to rename the newly-acquired facility:  

SANTA BARBARA COMMUNITY COLLEGE DISTRICT  
GOLETA VALLEY ADULT EDUCATION CENTER  

7. ADJOURNMENT  

Upon motion of Mr. Luria, seconded by Mrs. Powell, the Board of Trustees adjourned their regular meeting at 6:35 p.m.  

As a result of Board action on October 12, 1978, the regularly-scheduled meeting on December 28, 1978, was canceled. The next meeting of the Board of Trustees will be a regular meeting on January 11, 1979.  

Attest:  

[Signatures]

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

DAVID MERTES  
Superintendent/President and Secretary/ Clerk to the Board of Trustees  

Approved by the Board of Trustees on January 11 , 1979.