AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

March 9, 1978

3:00 p.m. - Room A-121
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 FEBRUARY 23, 1978
      MINUTES OF BUDGET WORKSHOP OF FEBRUARY 9, 1978
      MINUTES OF BUDGET WORKSHOP OF FEBRUARY 23, 1978
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REQUEST FROM MR. BRIDGE BEARDSLEE REGARDING PLACEMENT OF A
         WORK OF ART ON CAMPUS

         Attachment 1.7-a

         As indicated in Attachment 1.7-a, Mr. Bridge Beardslee
         has requested an opportunity to discuss placement of a work
         of art on the campus.

         It is recommended that the College Art Works Committee
         be asked to meet with Mr. Beardslee and to review the pro-
         posal.

      b. UPDATE ON THE JARVIS-GANN INITIATIVE

         Attachment 1.7-b

         Attachment 1.7-b contains a report on the Jarvis-Gann
         Initiative from the Assembly Revenue and Taxation Committee
         and a summary report on the impact on schools from the
         Assembly Education Committee.

      c. REPORT ON COMING EVENTS, MR. JIM WILLIAMS
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2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS (DAY & EVENING), AND HOURLY SUBSTITUTES (DAY & EVENING), SPRING 1978 SEMESTER

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF CHANGES OF PREVIOUSLY-APPROVED INSTRUCTORS, CONTINUING EDUCATION DIVISION

Attachment 2.1-a(2)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(3)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF FIRST YEAR CONTRACT (PROBATIONARY) INSTRUCTORS IN SECOND YEAR CONTRACT (PROBATIONARY) STATUS FOR 1978-79

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF SECOND YEAR CONTRACT (PROBATIONARY) INSTRUCTORS IN THIRD YEAR (REGULAR) STATUS FOR 1978-79

Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF RE-EMPLOYMENT OF FIRST YEAR CONTRACT (PROBATIONARY) ADMINISTRATORS IN SECOND YEAR CONTRACT (PROBATIONARY) STATUS FOR 1978-79

Attachment 2.1-b(3)

(4) RECOMMENDED APPROVAL OF PERSONAL LEAVE OF ABSENCE (WITHOUT PAY): JOHN MC CAFFERTY, ASSOCIATE PROFESSOR, ENGLISH DEPT., 1978-79 COLLEGE YEAR

Attachment 2.1-b (4)
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2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

   b. NON-Routine - continued:

(5) RECOMMENDED APPROVAL OF PERSONAL LEAVE OF ABSENCE (WITHOUT PAY): DIANA SLOANE, ASSOCIATE PROFESSOR, HEALTH OCCUPATIONS DEPT., FALL 1978 SEMESTER

Attachment 2.1-b(5)

(6) RECOMMENDED APPROVAL OF NOTIFICATION OF TERMINATION OF TEMPORARY CERTIFIED PERSONNEL (HOURLY-DAY, EVENING & CONTINUING EDUCATION), EFFECTIVE AT END OF SPRING 1978 SEMESTER

Attachment 2.1-b(6)

It is necessary to take official action prior to March 15 of the year in the case of "temporary" employees who are employed over 60 percent of a full assignment if they are not to be re-employed as permanent employees.

Attachment 2.1-b(6) lists two additional employees who must be so notified.

It is recommended that approval be given to notify the certificated personnel listed in Attachment 2.1-b(6) that their temporary assignment will terminate at the end of the Spring 1978 semester.

(7) RECOMMENDED APPROVAL OF CHANGE IN RETIREMENT DATE OF SUPERINTENDENT/PRESIDENT

On January 12, 1978, the Board of Trustees approved the retirement of Glenn G. Gooder, Superintendent/President, effective September 1, 1978.

Discussions with representatives of the State Teachers Retirement System indicated that a retirement date prior to September 1 would be advantageous.

It is recommended, therefore, that the Superintendent/President's retirement date be fixed as of August 31 with the last day of service to the District to be August 30, 1978.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

(8) CONSIDERATION OF FUNDING FOR 1978-79 SABBATICAL LEAVES

On January 12, 1978, the Board of Trustees approved sabbatical leaves for 1978-79 subject to further consideration regarding funding.

Most of those who expect to take sabbaticals during the coming year need to make plans. In addition, it is necessary to begin making arrangements for replacements. Members of the Professional Standards and Leave Committee have requested that funding be considered at this time.

Due to the uncertainty resulting from the possible passage of Proposition 13, however, it is questionable whether or not funding should be approved before more is known about the fiscal situation. The cost of approved sabbaticals to the District is expected to be $46,138.

The Superintendent does not recommend funding of sabbaticals at this time.

(9) RECOMMENDED APPROVAL OF DR. MANUEL RIVERA TO RETURN FROM PERSONAL LEAVE, Attachment 2.1-b (9)

On May 12, 1977, the Board of Trustees approved a personal leave for Dr. Manuel Rivera for the 1977-78 college year. This provided him an opportunity to accept an administrative position in another district.

Dr. Rivera has indicated that he wishes to return to his teaching position with the Santa Barbara Community College District.

It is recommended that Dr. Rivera be returned from leave and assigned to his teaching position for the 1978-79 college year.
2. PERSONNEL – continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), AND HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), CONTINUING EDUCATION DIVISION

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, 2/14/78 THROUGH 2/23/78

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE: FRANCESCA A. PARKER, TYP.CLK.SR. (CONF.), PERSONNEL DEPT., 3/13/78 THROUGH 6/30/78

Attachment 2.2-a(4)

(5) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(5)


Attachment 2.2-a(6)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF WORKING-OUT-OF-CLASSIFICATION/EXTENSION OF WORK ASSIGNMENT: STELLA CASTELLANOS, TYP.CLK. SR.(CONF.), PERSONNEL DEPT. (REPLACING F. PARKER ON HEALTH LEAVE OF ABSENCE UNTIL 6-30-78), EFFECTIVE 3/13/78

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

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) RECOMMENDED APPROVAL OF APPOINTMENT: JEAN BLANKENSHP, ACCT.CLT.INT., BUSINESS SERVICES (NEW POSITION), EFFECTIVE 3/13/78

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: LARRY J. KIMMETT, CUSTODIAN (REPLACING J. GONZALEZ), FACILITIES & OPER. DEPT., EFFECTIVE 3/9/78

Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF APPOINTMENT: MANUEL H. RAMIREZ, CUSTODIAN (REPLACING J. MENDOZA), FACILITIES & OPER. DEPT., EFFECTIVE 3/9/78

Attachment 2.2-b(4)

(5) RECOMMENDED APPROVAL OF APPOINTMENT: LANA ROSE, DIVISION AIDE, LIFE SCIENCE (REPLACING S. PURDY), EFFECTIVE 3/13/78

Attachment 2.2-b(5)

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS, P.E. DEPT. AND BUSINESS EDUCATION DEPT., SPRING 1978 SEMESTER

Attachment 2.3-a(1)

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS
3. STUDENT SERVICES - continued:

3.2 RECOMMENDED POLICY REGARDING SELECTION AND SERVICE OF NON-VOTING STUDENT MEMBER OF THE BOARD OF TRUSTEES

Attachment 3.2

During the last session of the legislature, A.B. 591 was passed and signed by the Governor. A.B. 591 provides that, beginning July 1, 1978, there shall be a non-voting student member of the governing board of each community college district. The student is to be selected in accordance with procedures approved by the Board of Trustees. The student selected must be a resident of the district and be enrolled in a community college of the district.

The Associated students have been considering recommendations on this issue for several months. At the February 23, 1978 meeting of the Board, Mr. Greg Perger provided his recommendations. One element of his recommendations cannot be implemented. The non-voting student board members should not have the authority to delegate the responsibility of the position.

Attachment 3.2 contains the proposed policy for implementing this new law. Approval is recommended.

3.3 RECOMMENDED AUTHORIZATION TO EXTEND THE MANDATORY HEALTH FEE FOR PROVISION OF STUDENT ACCIDENT INSURANCE TO INCLUDE THE EVENING COLLEGE PROGRAM

Since the 1973 fall semester, a mandatory fee for accident insurance has been assessed to cover all students enrolled in day or summer session programs. Coverage is for accidents on campus or at college-sponsored events. Currently the cost is $2 per semester and $1 for summer session.

Evening college faculty requests and a study by the Assistant Dean, Instructional Operations, show the need to extend coverage to evening college student.

It is recommended that the Board of Trustees, in accordance with Title 3, Postsecondary Education, Section 72246, authorize an extension of the mandatory fee (at a current cost of $1 per student per semester) for students enrolled in the evening credit program, beginning Fall 1978 semester.
3. STUDENT SERVICES - continued:

3.4 RECOMMENDED APPROVAL OF COLLEGE CALENDAR FOR 1978-79

Attachment 3.4

After much study and discussion, the faculty is recommending an "early start" calendar for 1978-79. This will eliminate the "lame-duck" period after the Christmas recess. The Superintendent/President has added some recommendations related to implementation which are included in the attachment.

Use of this calendar will require good communication with the local high school districts and extra efforts to inform students and prospective students of the change, especially in the Fall. It is believed that possible problems can be averted with extra effort.

It is recommended, therefore, that the 1978-79 calendar be approved as presented in Attachment 3.4, including approval of the additional recommendations of the Superintendent/President.

3.5 REQUEST FOR FUNDING FOR SUMMER SESSION OPERATION OF CHILDREN'S CENTER

Attachment 3.5

The Director of the Children's Center is requesting that the Children's Center operate on a limited basis during the Summer Session. Attachment 3.5 contains the proposal and the projected budget. The cost will be approximately $3,000.

The special fund for the Children's Center contains adequate funds to operate the center during the summer without any threat to next year's operation.

It is recommended that the proposal be approved for the 1978 summer.

4. CURRICULUM AND INSTRUCTION

No items
5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER NUMBERS FOR SUPPLIES, EQUIPMENT AND SERVICES

Attachment 5.1-a

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment and services on Purchase Orders No. P78-1336, P78-1637, and P78-1643 through and including P78-1751.

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 REPORT No. 5, MARINE TECHNOLOGY PROJECT, FOR PERIOD ENDING FEBRUARY 28, 1978

Attachment 5.1-c

5.2 NON-ROUTINE

a. RECOMMENDED ACCEPTANCE OF GIFT OF $1,000 FROM EXXON U.S.A. FOUNDATION

Attachment 5.2-a

As indicated, the EXXON U.S.A. FOUNDATION, again, has made a gift of $1,000 to the district for the Marine Technology program.

It is recommended that the gift be accepted and deposited in the special Marine Technology Reserve Fund.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED RATIFICATION OF THE SUBMISSION OF A GRANT PROPOSAL FOR ENGINEERING EQUIPMENT

Enclosure #1

In order to meet a March 3 deadline, a proposal was submitted to the National Science Foundation for a grant to purchase equipment to modernize the Surveying Course (Engineering 9). This grant would purchase optical instrumentation and pocket calculators in the total amount of $16,800. Half of this sum would be required to come from district funds. The Resources Allocation Review Board has approved this allocation subject to subsequent prioritization and availability of funding in next year's budget.

The Superintendent recommends ratification of the submission of this proposal subject to funding.

c. RECOMMENDED APPROVAL OF NO-COST LEASE OF FACILITIES FOR APPRENTICESHIP PROGRAM, SANTA BARBARA CARPENTERS' JOINT APPRENTICESHIP AND TRAINING COMMITTEE

Attachment 5.2-c

The Joint Apprenticeship Committee has a new facility available for apprentice training programs conducted by the Continuing Education Division. Currently these programs are conducted at the leased Montecito Street facility. The Joint Apprenticeship Committee has indicated that the facilities will be available without fee.

It is recommended that approval be given of an agreement for the free use of facilities provided by the Joint Apprenticeship Council for the District's apprenticeship training program for the period from January 2, 1978 to December 8, 1978.

d. RECOMMENDED APPROVAL OF COMPANIES FOR PURPOSES OF SOLICITING FOR TAX SHELTERED ANNUITIES

Attachment 5.2-d

Annually, the Board approves a list of companies which have been requested by employees to sell tax-sheltered annuity programs.

It is recommended that approval be given of the companies listed in Attachment 5.2-d for purposes of selling tax sheltered annuity programs to District employees.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. RECOMMENDED APPROVAL OF CHANGE ORDER No. 2, MARINE TECHNOLOGY BUILDING PROJECT, J. W. BAILEY CONSTRUCTION COMPANY, CONTRACTOR

Attachment 5.2-e

Change Order No. 2 includes 13 additions, or modifications, to the contract which include:

#1: reimburse district for overtime pay $ -112.50
#2: modify door hardware/State Fire Marshall + 86.25
#3: modify compressed air piping material +203.93
#4: extend contract time/rain no cost
#5: change ceiling spec/State Fire Marshall no cost
#6, 7, 11, 12 & 13: miscellaneous modifications to foundations due to field conditions or drawing clarification no cost
#8, 9 & 10: miscellaneous modifications to wood framing details no cost

Net Cost: $ 177.68

This change will increase the contract by $177.68 and extend the contract time by 16 days. The Board Facilities Subcommittee has reviewed this change.

Original Contract $ 599,900.00
Change Order No. 1 -0-

Change Order No. 2 + 177.68
New Contract Price...$ 600,077.68

Approval is recommended of Change Order No. 2, Marine Technology Building Project, J. W. Bailey Construction Company, contractor, with an increase of $177.68 to the contract price and a change in the completion date to September 3, 1978.

f. RECOMMENDED APPROVAL OF CONSTRUCTION DOCUMENTS FOR BRIDGE ABUTMENT EROSION CONTROL AND AUTHORIZATION TO ADVERTISE FOR BIDS

Attachment 5.2-f

Construction documents have been completed for the erosion control at the west bridge abutment area. Mr. D. G. Wynn, Penfield & Smith, will be at the meeting to respond to questions. The attachment includes the anticipated Schedule and Budget for the project.

Approval is recommended of the Bridge Abutment Erosion Control construction documents and authorization is requested to advertise for bids.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

  g. RECOMMENDED APPROVAL OF EMPLOYMENT OF PENFIELD & SMITH, ENGINEERS, INC., FOR PHASE TWO, EROSION CONTROL STUDY

Attachment 5.2-g

Phase One, Erosion Control Study was approved by the Board on January 26, 1978, and included design of erosion control at the West Campus bridge abutment. Phase Two includes the bluff areas along Loma Alta and Shoreline Drives. Mr. D. G. Winn of Penfield & Smith has made a visual survey of the bluff areas with staff and will be available for questions at the meeting. Attachment 5.2-g includes Penfield & Smith's proposal to provide the Second Phase Erosion Control Study for an estimated fee of $2,000.

It is recommended that approval be given of the employment of Penfield & Smith, Engineers, Inc., for Phase Two, Erosion Control Study, with a fee not to exceed $2,000.

6. GENERAL INFORMATION

6.1 RECOMMENDED AUTHORIZATION FOR MR. HENRI TOUSSAINT TO PLAN A SCULPTURE FOR PATIO AREA OF JAMES R. GARVIN MEMORIAL THEATRE

Mr. Henri Toussaint, who teaches sculpture and produced the work "Life Cycle" which stands in the library quad area, is interested in planning an art work for the patio area of the James R. Garvin Memorial Theatre.

He understands that any concept he may develop would need to be approved by the College Art Committee and by the Board of Trustees and would need to be funded privately.

At this time, he is requesting that the theatre patio area be reserved for at least a year to provide time to develop a proposal.

7. ADJOURNMENT

The next meeting of the Board is the regular meeting scheduled for Thursday, March 23, 1978 at 3:00 p.m. in Room A-121 of Santa Barbara City College, Santa Barbara, California.