AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 22, 1978

3:30 p.m. - Room A-121
Administration Building
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 JUNE 8, 1978

1.6 HEARING OF CITIZENS

   a. WRITTEN REQUEST FROM MR. JAKE BUCKWALTER

       Attachment 1.6-a

1.7 COMMUNICATIONS

   a. 1978 CALIFORNIA SCHOOL BOARDS ASSOCIATION (CSBA) DELEGATE
       ASSEMBLY NOMINATIONS

       Attachment 1.7-a

       Notice has been received that nominations for CSBA Delegate
       Assembly for 1978 are open from June 1 through July 15.

       If the Board wishes to nominate candidate(s), or to consider
       the nomination of candidates, such action can be scheduled
       for the July 13 Board meeting.

   b. STATUS REPORT ON PROPOSITION #13

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

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL INSTRUCTOR, AND CHANGE
   FOR PREVIOUSLY-APPROVED INSTRUCTOR, CONTINUING EDUCATION
   DIVISION, 1978 SUMMER TERM

   Attachment 2.1-a(1)

(2) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

   Attachment 2.1-a(2)

b. NON-ROUTINE

(1) RECOMMENDED CONTINUATION OF 1977-78 CERTIFICATED SALARY
   SCHEDULES FOR 1978-79

Due to the fiscal situation resulting from the
passage of Proposition #13, it is not possible to im-
prove salaries or benefits for certificated personnel.

It is recommended, therefore, that the Certificated
Salary and Personnel Benefits Schedule and the Certifi-
cated Administrators Salary and Personnel Benefits Sche-
dule adopted by the Board of Trustees on June 23, 1977
be extended to be effective July 1, 1978 through June 30,
1979 with the following exceptions:

1. Section 6.00 - (Departmental Leadership Compensation) is suspended for
   the 1978-79 year.

2. Personnel benefits for certificated
   employees employed part time are
   rescinded.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

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

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: TUTORIAL PROGRAM, 1978 SUMMER SESSION

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF REQUEST FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS FOR APRIL, MAY & JUNE, 1978

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF EXTENSION OF HEALTH LEAVE OF ABSENCE: FRANCESCA PARKER, TYP.CLK.SR., PERSONNEL DEPT., 7/3/78 UNTIL 11/27/78

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF EXTENSION OF WORKING-OUT-OF-CLASSIFICATION ASSIGNMENT: STELLA CASTELLANOS, TYP.CLK.SR., PERSONNEL DEPT., (REPLACING F. PARKER ON HEALTH LEAVE) UNTIL 11/27/78

Attachment 2.2-a(5)

(6) RECOMMENDED APPROVAL OF PROBATIONARY DISMISSAL: MICHAEL A. RUDOLPH, GROUNDSKEEPER, FACILITIES & OPERATIONS DEPT., EFFECTIVE 6/16/78

Attachment 2.2-a(6)

(7) RECOMMENDED APPROVAL OF MILITARY LEAVE OF ABSENCE WITH PAY: JAMES M. WILLIAMS, COLLEGE INFORMATION OFFICER, 7/24/78 THROUGH 8/4/78

Attachment 2.2-a(7)

(8) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENTS

Attachment 2.2-a(8)

(9) RECOMMENDED APPROVAL OF CAREER (LONGEVITY) INCREMENT 10 YEARS: MARY E. JAMES, ADM.& REC.CLK., ADMISSIONS & RECORDS, EFFECTIVE 7/1/78

Attachment 2.2-a(9)
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ADDITIONAL

2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(10) RECOMMENDED ACCEPTANCE OF RESIGNATION: JOSEPH J. LEON, 
CUSTODIAN, FACILITIES & OPERATIONS DEPT. EFFECTIVE 
JUNE 19, 1978

Attachment 2.2-a(10)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED CONTINUATION OF 1977-78 CLASSIFIED MANAGEMENT/SUPERVISORY/CONFIDENTIAL PERSONNEL SALARY AND BENEFITS SCHEDULE FOR 1978-79

Due to the fiscal situation resulting from the passage of Proposition #13, it is not possible to improve salaries or benefits for classified management/supervisory/confidential employees.

It is recommended, therefore, that the salary and benefit schedule for these groups of personnel adopted by the Board of Trustees on June 23, 1977 be extended to be effective from July 1, 1978 through June 30, 1979.

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL CONSULTANTS (SUMMER REPERTORY THEATRE): SUBSTITUTES AND CHANGE FOR PREVIOUSLY-APPROVED CONSULTANT

Attachment 2.3-a (1)

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED CONTINUATION OF THE STUDENT ACCIDENT INSURANCE (MANDATORY) AND VOLUNTARY STUDENT HEALTH AND ACCIDENT INSURANCE POLICIES

For several years, the Student Insurance Company of Los Angeles has been the carrier for the student accident and illness insurance plans. There are no changes in the policies.

It is recommended, therefore, that approval be given for the Student Insurance Company of Los Angeles to serve as the carrier of the mandatory Student Accident Insurance Policy, and, also, of the voluntary 24-hour Accident and Sickness Insurance Plan for the period August 25, 1978 through August 24, 1979.
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4. CURRICULUM AND INSTRUCTION  

4.1 RECOMMENDED APPROVAL OF NEW COURSES  

Attachment 4.1  

Attachment 4.1 contains the new courses endorsed during the final action of the Curriculum Advisory Committee.  

It is recommended that approval be given of the new courses.  

4.2 RECOMMENDED APPROVAL OF CLUSTER LEADER COUNCIL (CLC) ORGANIZATIONAL PROCEDURES  

Attachment 4.2  

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. P78-2467 through and including P78-2538.  

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.
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5. BUSINESS SERVICES - continued:

5.2 NON-Routine

a. RECOMMENDED APPROVAL OF SUBMITTAL OF 1978-79 CHILDREN'S CENTER APPLICATION

Enclosure #1

Enclosure #1 contains the application, including the proposed budget, for the renewal of the Children's Center Program for the 1978-79 fiscal year.

It is recommended that approval be given for submittal of the application to the California State Department of Education for renewal of the Children's Center Program for the 1978-79 fiscal year.

b. RECOMMENDED RATIFICATION OF SUBMISSION OF PROPOSAL FOR ESL PROGRAM FOR INDOCHINESE REFUGEES

Attachment 5.2-b

During the past year, the Continuing Education Division conducted a highly praised ESL program for IndoChinese refugees -- especially the Hmong Lao. Responsibility for this program has been transferred to the Social Security Administration Regional offices, and proposals for 1978-79 have been solicited.

The College has submitted a proposal for $140,829 in 1978-79 funds to the Social Security Administration. An identical proposal was submitted to the State Department of Health for integration with other agencies in a state-wide program, which will also go to S.S.A. These proposals were mailed to meet a June 22 deadline.

No matching funds are required, although indirect costs of $43,934 are shown as a district contribution.

Ratification of the submission of the proposal is recommended.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

c. RECOMMENDED RATIFICATION OF APPLICATION FOR VETERANS COST-OF-INSTRUCTION PROGRAM (VCIP) FUNDS

Attachment 5.2-c

Changes in federal law concerning funding of the Veterans Cost-Of-Instruction Program suggest that Santa Barbara City College may once again be eligible for funds. Since the services are currently being provided by the college and since federal funds would augment district income, an application was filed to meet the deadline of June 15, 1978. No district funds are required.

Ratification of the application for Veterans Cost-Of-Instruction Program funds is recommended.

d. RECOMMENDED APPROVAL OF DESTRUCTION OF RECORDS

It is requested that staff be given permission to destroy hourly certificated instructor personnel files that have been inactive since 1973. These records have been retained for the required period of five years.

It is recommended that approval be given to destroy these records.

e. RECOMMENDED APPROVAL OF SUNDAY USE OF FACILITIES AT NO COST TO THE DISTRICT

Attachment 5.2-e

Representatives of the Santa Cruz Island Project of the Nature Conservancy have requested the use of P.S. 101 and the upper playfield on Sunday, June 16, 1978.

The facilities are available. However, no district funds are available to provide any related services or for cleaning up after facility use.

It is recommended, therefore, that the use request be granted subject to an agreement which results in no cost to the District.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED APPROVAL OF SABBATICAL LEAVES AT NO COST TO THE DISTRICT

Sabbatical leaves for 1978-79 were approved but were not funded because of the fiscal situation resulting from Proposition #13.

A one-year, interim procedure has been proposed by the Representative Council which would provide for sabbatical leaves at no cost and at a possible saving to the district.

It is proposed that instructors on sabbatical leave be paid only the difference between their regular salary and the maximum salary of the 1977-78 Long-Term Substitute and Sabbatical Replacement Teachers' Salary Schedule. The net result is no cost to the district and a possible saving in every case where the replacement is paid at a rate lower than the maximum substitute salary.

Approval of funding for sabbatical leaves for the 1978-79 year on this no-cost basis is recommended.

g. RECOMMENDED APPROVAL OF 1978-79 TENTATIVE BUDGET

Enclosure #2

The 1978-79 Tentative Budget has been developed without known income figures or firm state level support. The basic assumption underlying the income projections is that the district will receive its proportional share of the local 1% property tax based upon its ratio to the county collection in 1975-76. It is, also, assumed that the income budget from state sources and local tax revenues will approximate 80% of that received in 1977-78. The budget and its implications for programs and services for 1978-79 will be discussed at the meeting.

The Superintendent recommends approval of the proposed 1978-79 Tentative Budget.
6. GENERAL INFORMATION

6.1 FURTHER CONSIDERATION OF PROPOSED ART WORK

On June 8, 1978, Mr. Henri Toussaint proposed a concept for a contemporary art work to be located on the campus.

The Board of Trustees requested that Mr. Toussaint prepare a more detailed proposal with sketches.

Further consideration will be given to the proposal.

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, July 13, 1978 at 3:30 p.m. in Room A-121, Santa Barbara City College, Santa Barbara, California.