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

July 27, 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

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, July 27, 1978 at 3:34 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
Mr. Sidney R. Frank
Mr. Eli Luria

Members absent:

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

Others present for all or a portion of the meeting:

Dr. Glenn G. Gooder, Superintendent/President and Secretary/Clerk to the Board of Trustees
Dr. Richard Sanchez, Assistant Dean, Educational Planning & Development
Dr. Alfred Silvers, Administrative Dean, Student Services
Dr. Peter Haslund, Vice-President, Academic Senate
Mr. Ted McKown, Reporter, NEWS PRESS
Mr. John Taylor, representative, Associated Students
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Dr. Ken Berry, Coordinator, Instructional Media Services
Mr. Robert Dinaberg, Director of Athletics
Ms. Arlene Douglas, Sr.Secretary, Facilities Development
MINUTES - Regular Meeting
Board of Trustees - SBCCD
July 27, 1978

1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mrs. Mary Griffith, Business Services Supervisor, Accounting
Mrs. Bea Howorth, Hourly Instructor, Fashion Merchandising
Mr. L. Wayne Labrie, Kruger/Bensen/Ziemer
Mr. Eugenio Lujan, Assistant Director, Classified Personnel
Mr. Loring McAuliffe, Director, Data Processing
Mrs. Lynda Rodrigues, Assistant Dean, Admissions & Records
Mr. Danny G. Wynn, Penfield & Smith Engineers, Inc.
Mr. Don Ziemer, Kruger/Bensen/Ziemer
Ms. Janaki Wilkinson, Student Technician, Media Services
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME TO GUESTS

Dr. Dobbs extended a cordial welcome to all present. He introduced Mr. John Taylor, representing the Associated Students, and Mr. Ted McKown, newly-assigned reporter for the NEWS PRESS.

1.4 EXECUTIVE SESSION

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

1.5 MINUTES OF REGULAR MEETING OF JULY 13, 1978

Upon motion of Mr. Frank, seconded by Mr. Luria, the minutes of the regular meeting of July 13, 1978 were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. LETTER FROM LOS PADRES FORMATION COMMITTEE, Attachment 1.7-a

Dr. Gooder indicated that the attachment contained a letter from the Los Padres Formation Study Committee expressing appreciation for use of facilities at Continuing Education. The facilities were very convenient for their efforts in pursuing the county split assignment.

b. LETTER REGARDING SUMMER CHAMBER MUSIC FESTIVAL, Attachment 1.7-b

Dr. Gooder indicated that the letter from Mrs. John Furnas was written from her viewpoint as a student. She expressed her sincere appreciation for experiencing the excellent Summer Chamber Music Festival.
MINUTES - Regular Meeting  
Board of Trustees - SBCCD  
July 27, 1978

1. GENERAL FUNCTIONS - continued:
   
   1.7 COMMUNICATIONS - continued:
   
   c. REPORT ON COMING EVENTS
   
   Dr. Gooder stated that Mr. Williams is on a military leave of absence. (Mr. Williams' last report had covered events through August 10.)

   d. Dr. Gooder spoke briefly to two memos -- copies of which were in Board folders:

   1) from C. McIntyre, Director of Analytical Studies which contained on page 4 "Proposed Position Statement on Information About Districts' Responses to Prop 13". He read the seven directives given to the Chancellor's office by the Board of Governors which he felt was again a foreshadowing threat of loss of control by local governing boards.

   2) from Chancellor Craig, dated 7/18/78, regarding Community College Districts' Receipt of 1978-79 State Funds. The Chancellor's office is trying to implement the legal requirements that have been imposed. Dr. Gooder stated that SBCC is fortunate in that Dr. Sorsabal is on the special Study Committee compiling the language for the districts' responses and will continue to serve during the development of a comprehensive long-range finance reform proposal.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL
   
   a. ROUTINE

   Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mr. Luria, and passed by the Board to approve of the following routine Certificated Personnel item, as described in the attachment:

   (1) APPROVAL OF HOURLY INSTRUCTOR, 1978 SUMMER SESSION,  
   Attachment 2.1-a(1)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine

(1) CHANGE IN SABBATICAL LEAVES FOR DR. JOANNE B. HENDRICK AND
DR. MIKE RICE, Attachment 2.1-b(1)

Dr. Gooder indicated that full-year sabbaticals had
been approved for Drs. Hendrick and Rice. As a result of
the uncertainty and changes in sabbatical leaves, both
have requested that they be on sabbatical only for the
Fall semester.

It was moved by Mrs. Powell, seconded by Mr. Frank,
and passed by the Board to approve of the requests, as
delineated in Attachment 2.1-b(1).

(2) APPROVAL OF REDUCTION OF CONTRACT FOR MRS. ELEANOR SIMMONS,
ASST. PROFESSOR, P.E. DEPT., EFFECTIVE 1978-79 COLLEGE
YEAR, Attachment 2.1-b(2)

Dr. Gooder indicated that Mrs. Eleanor Simmons has
requested a 50% reduction in contract for the coming
school year. District policy provides for such a reduc-
tion with retirement credit as if employed on a full-time
basis. Also, legislation not yet passed will provide for
service credit as if employed full-time. Mrs. Simmons
also requests that credit if the legislation passes.

It was moved by Mr. Luria, seconded by Mr. Frank, and
passed by the Board to approve of a 50% reduction in con-
tract for Mrs. Eleanor Simmons, Assistant Professor, P.E.
Dept., beginning with the 1978-79 college year, according
to District Policy 2342, and additional service credit if
A.B. 2185 is passed by the legislature.

(3) APPROVAL OF APPOINTMENT OF FRANK CARBAJAL AS REPLACEMENT
FOR ED DELACY, 1978-79 COLLEGE YEAR, Attachment 2.1-b(3)

Dr. Gooder indicated that this item has been a long
time in being resolved but personnel items are being
selectively considered due to uncertainties resulting
from Prop. 13. He had requested RARB to consider this
in advance because of the early semester. This was re-
viewed by RARB in conjunction with the half-time position
vacated by Mrs. Simmons remaining unfilled.

In response to questions on classes previously taught
by Mrs. Simmons and her position remaining vacant, Dr.
Sanchez reported that courses have been added in to be
carried by Mr. Carabajal. He will contact the department
chairperson in regard to Mrs. Simmons’ past assignments.
Board members were concerned about the effect on intra-
mural sports. A request was made that Board members be
kept informed on this situation.

continued on next page....
MINUTES - Regular Meeting
Board of Trustees - SBCCD
July 27, 1978

2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) continued:

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Mr. Frank J. Carbajal as Head Basketball Coach/P. E. Instructor (replacing E. DeLacy), effective August 21, 1978.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Mr. Eugenio Lujan, Assistant Director, speaking for Mr. Oroz who is on vacation, noted additions to Item 2.2-a(1), page 2 of 2:

West, Susan  Clk.21A  $4.07/hr.  7/28/78 Hourly as needed

For Continuing Education Division:
Erickson, Pauline Clk.17A $3.71/hr.  7/28/78 Hourly as needed
Kerr, Kathy  Clk.17A $3.71/hr.  "  "
Kerr, Everett  Clk.17B $3.89/hr.  "  "

Upon recommendation of the Assistant Director, Classified Personnel, it was moved by Mrs. Powell, seconded by Mr. Frank, and passed by the Board to approve of the following routine Classified Personnel items, as described in the attachments and with the above-listed additions:

(1) APPROVAL OF HOURLY APPOINTMENTS: CLASSIFIED SERVICE EMPLOYEES, AND NON-CLASSIFIED SERVICE EMPLOYEES, Attachment 2.2-a(1)

(2) APPROVAL OF HOURLY APPOINTMENTS, NON-CLASSIFIED SERVICE EMPLOYEES, SUBJECT TO FUNDING IN A LATER AGENDA ITEM, Attachment 2.2-a(2)

(3) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS), Attachment 2.2-a(3)

(4) APPROVAL OF ANNUAL SALARY INCREMENTS, Attachment 2.2-a(4)

(5) APPROVAL OF LONGEVITY INCREMENT (10 YEARS): CHARLOTTE CONNELL, TYP.CLK.INTER., COUNSELING & GUIDANCE, EFFECTIVE 8/1/78, Attachment 2.2-a(5)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(6) APPROVAL OF HEALTH LEAVE OF ABSENCE: SYLVIA SPARKS, COMPUTER OPERATOR, DATA PROC. DEPT., EFFECTIVE 7/17/78 - 12/7/78, Attachment 2.2-a(6)

(7) APPROVAL OF CHANGE OF SHIFT: EDWARD LESKA, PROGRAMMER/ANALYST, DATA PROC. DEPT., (REPLACING S. SPARKS), EFFECTIVE 7/17/78 THROUGH 7/28/78, Attachment 2.2-a(7)

(8) ACCEPTANCE OF RESIGNATION: BARBARA ORTIZ, TYP.CLK.INTER., CONTINUING EDUCATION DIVISION, EFFECTIVE 7/31/78, Attachment 2.2-a(8)

b. NON-ROUTINE

(1) APPROVAL OF APPOINTMENT: BEAU M. MC COY, COMPUTER OPERATOR, DATA PROC.DEPT. (REPLACING S. SPARKS), EFFECTIVE 7/31/78, Attachment 2.2-b(1)

Mr. Lujan stated that this had been reviewed and passed by RARB. This appointment will fill only one of two vacancies that exist in the Data Processing Department.

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Beau M. McCoy as Computer Operator, Data Processing Department (replacing S. Sparks), effective 7/31/78.

Mr. McCoy was not able to be present.

(2) APPROVAL OF STAFFING CHANGES, ADMISSIONS & RECORDS OFFICE, EFFECTIVE AUGUST 1, 1978, Attachment 2.2-b(2)

Mr. Lujan indicated that this proposal for changes in staffing had been made by the Administrative Dean, Student Services, and the Assistant Dean, Admissions & Records. The proposal calls for changes in shift for two employees and requests authorization of a 4-day/40 hour work week for one employee. It will provide for more effective use of current personnel in the Admissions & Records office.

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to approve of the following actions for the Admissions & Records Office, effective August 1, 1978:

continued on next page......
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) continued:

1) Change of shift: Ms. Bernice Colombana, Admissions & Records Clerk, from swing shift to day shift; discontinue 2½% differential.

2) Change of shift: Mr. Richard Franz, Principal Clerk, from day shift to swing shift; add 2½% differential.

3) Establish a four-day/40 hour work week for Richard Franz.

(3) APPROVAL OF TEMPORARY EXTENSION OF ASSIGNMENTS FOR THREE HALF-TIME EMPLOYEES FOR REGISTRATION ASSISTANCE, SUBJECT TO FUNDING IN A LATER AGENDA ITEM, Attachment 2.2-b(3)

Mr. Lujan stated that the District is trying to cover registration with current employees. At last count, 21 employees will be assisting instead of the District hiring hourly help. It was requested at this time that three current half-time employees have their normal assignments extended to provide assistance to Admissions during peak registrations for the Fall and Spring semesters during the 1978-79 year.

Dr. Gooder added that the funding for this request will be considered in a later agenda item under the Business Services section.

It was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to approve of the extension of the half-time assignments of employees listed in Attachment 2.2-b(3) on an as-needed basis to assist in registration, effective July 28, 1978 through June 30, 1979 and subject to funding in a later agenda item.

(4) APPROVAL OF REVISION OF CLASSIFIED PROFESSIONAL GROWTH PROGRAM, EFFECTIVE JULY 1, 1978, Enclosure #1

Mr. Lujan stated that Enclosure #1 contained a completed revision of the Professional Growth Program for classified employees. Its aim was to make the program more attractive to employees and invite more participation on their part.

Mr. Frank added that the revised program had been reviewed and passed by the Subcommittee on Educational Policies.

continued on next page...
MINUTES - Regular Meeting
Board of Trustees - SBCCD
July 27, 1978

2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(4) continued:

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of the revised Classified Professional Growth Program, as contained in Enclosure #1, effective July 1, 1978.

(5) APPROVAL OF PROFESSIONAL GROWTH INCREMENTS, Attachment 2.2-b(5)

Mr. Lujan indicated that due to approval of the preceding item, it was recommended that the employees listed in the attachment be approved for increments.

It was moved by Mr. Frank, seconded by Mrs. Powell, and passed by the Board to approve of Professional Growth Increments as delineated in Attachment 2.2-b(5).

2.3 GENERAL PERSONNEL

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. John Taylor stated briefly that a report will be made at the next Board meeting on the new advisory handbook and the executive board of the Student Senate.

Dr. Dobbs thanked Mr. Taylor for attending today's meeting.

4. CURRICULUM AND INSTRUCTION

No items
MINUTES - Regular Meeting
Board of Trustees - SBCCD
July 27, 1978

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mr. Luria, 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 NUMBERS P78-2572 THROUGH AND INCLUDING P78-2585 (PRIOR YEAR), AND PURCHASE ORDER NUMBERS P89-0001 THROUGH AND INCLUDING P89-0051.

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. ACCEPTANCE OF TWO (2) SPANISH CHAIRS FROM WILLIAM MC ADAMS, ASSOCIATE PROFESSOR, DRAMA DEPT., Attachment 5.2-a

Dr. Gooder indicated that Mr. McAdams donated two Spanish chairs to the Theatre Arts Program. The chairs can be used as props in theatrical productions and have a value of $50.

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to accept this gift and to direct staff to send a letter of appreciation to Mr. McAdams.

b. APPROVAL OF EXTENSION OF SPACE LEASE AGREEMENT No. V344R-28 WITH THE VETERANS ADMINISTRATION, Attachment 5.2-b

Dr. Gooder stated that the Veterans Administration wishes to continue the lease agreement for use of trailer space on campus. There is no cost to the District.

It was moved by Mr. Luria, seconded by Mrs. Powell, and passed by the Board to approve of the extension of the no-cost agreement with the Veterans Administration, No. V344R-28, for use of the trailer space for the period August 1, 1978 to July 31, 1979.

c. ACCEPTANCE OF EROSION AND DRAINAGE INVESTIGATION REPORT, Enclosure #2

Dr. Gooder stated that Enclosure #2 contained the report of Phase II on erosion control and drainage problems. Action requested at this time was to accept the report and to authorize payment for the engineering services. He added that the report had been reviewed by Dr. Sorsabal and the members of the Facilities Subcommittee.

continued on next page. . . .
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

c. continued:

Mr. Wynn, Penfield & Smith Engineers, Inc., stated that the report had been prepared as a result of the record-setting high rainfall this year and its resultant problems of much expense and difficulty for the maintenance crews of both the City of Santa Barbara and the college. His report consisted of: Scope of Study; Description of Study Areas; Investigation and Analysis; and Conclusions and Recommendations. Mr. Wynn gave a brief description of the 10 areas that were investigated some of which can be reimbursed to the District by application for Federal Disaster funds.

Dr. Gooder commented that some of the work has been completed and the balance will be analyzed by the Facilities Subcommittee and later the Budget Subcommittee.

It was moved by Mr. Frank, seconded by Mr. Luria, and passed by the Board to accept the Phase II Erosion and Drainage Investigation Report, as contained in Enclosure #2, and to authorize payment to Penfield & Smith Engineers, Inc., in accordance with contract terms.

d. APPROVAL OF WORKING DRAWINGS FOR ADMINISTRATION BUILDING REMODEL

Dr. Gooder stated that the Facilities Subcommittee had reviewed the working drawings for this project and there are no significant changes. He added that authorization to go to bid will not be sought until the preliminary budget is completed.

Mr. Don Ziemer stated that seating will not be fixed in classrooms except in A-210. Also, a cost analysis now indicates that the sun control treatment will be less expensive than previously anticipated.

The Subcommittee had recommended the following be included, when the project goes to bid, as additive alternates:

1) Elevator for handicapped
2) Other alterations for handicapped
3) Sun protection on ground level
4) Sun protection on second floor

It was moved by Mr. Luria, seconded by Mr. Frank, and passed by the Board to approve of the working drawings, as presented by Kruger/Bensen/Ziemer, for the Administration Building Remodel Project.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. AMENDMENTS TO THE TENTATIVE BUDGET, Attachment 5.2-e

Dr. Gooder indicated that the Resources Allocation Review Board is reviewing personnel items which result from vacated positions and from the elimination of classified hourly funding. The early semester is rapidly approaching, and, in some cases, personnel must be replaced in order to provide vital services. In almost every case, service is being re-instated at a much lower level or cost.

Dr. Gooder spoke to the items listed on Attachment 5.2-e and concurred in the recommendation that those should be included in the 1978-79 budget.

It was moved by Mr. Frank, seconded by Mr. Luria, and passed by the Board to approve of the Tentative Budget being amended as described in Attachment 5.2-e with the changes to be reflected in the Publication Budget.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

7.1 CHANGES IN MEETING DATES, BOARD OF TRUSTEES' MEETINGS

Dr. Gooder indicated that legislative action has postponed the budget calendar. There is a need to adjust Board meeting dates due to budget considerations required by Prop. 13.

It was moved by Mrs. Powell, seconded by Mr. Luria, and passed by the Board to approve of the following schedule of Board meetings for August and September:

- Cancel Schedule August 10, 1978
- Cancel Special meeting August 17, 1978
- Cancel Regular meeting August 24, 1978
- Schedule Special meeting September 7, 1978
- Cancel Regular meeting September 14, 1978
- Retain Regular meeting September 28, 1978

Upon motion of Mr. Luria, seconded by Mr. Frank, the Board of Trustees adjourned their regular meeting at 4:33 p.m.

ATTEST:

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

GLENN C. GOODER
Superintendent/President and Secretary/
Clerk to the Board of Trustees

Approved by the Board of Trustees
on August 17, 1978.