AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

September 28, 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 SPECIAL MEETING OF SEPTEMBER 7, 1978

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

a. STATUS REPORT ON TEMPORARY LOAN OF SCULPTURE FROM SANTA BARBARA MUSEUM OF ART

b. REPORT ON COMING EVENTS - Mr. Jim Williams

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF TEMPORARY HOURLY INSTRUCTORS, FALL 1978 SEMESTER

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGES/ADDITIONS FOR PREVIOUSLY-APPROVED INSTRUCTORS, AND SUBSTITUTES, 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 MATERNITY/PERS. PERSONAL LEAVE OF ABSENCE:
MARGARET SMITH, ASST. PROFESSOR/COUNSELOR, EFFECTIVE 10/16/78

Attachment 2.1-b(1)

Mrs. Margaret Smith, Assistant Professor/Counselor, has requested the use of maternity leave for pregnancy disability from October 16, 1978 through December 1, 1978, and has also requested that she be granted a personal leave without pay from December 4, 1978 through June 1, 1979.

It is recommended that this request be approved.

(2) RECOMMENDED APPROVAL OF CHANGE IN SALARY CLASS TRANSFER AND SABBATICAL LEAVE POLICIES

In order to bring current application deadlines for Salary Class Transfer and Sabbatical Leave requests into conformance with this year's early academic calendar, the Representative Council at its August 28, 1978 meeting voted to recommend the following changes to district policies:

Section 2220, "Qualifications for Salary Class Transfer":

"...An application for Salary Class Transfer must be filed by March 15 with the Professional Standards and Leave Committee for work completed for transfer the following college year..."

Section 2022.11(i), "Sabbatical Leaves"

"Application for sabbatical leave-of-absence will be accepted for the following academic year between the dates of September 1 and October 30, inclusive during the month of September."

It is recommended that approval be given to these proposed changes to the Salary Class Transfer and Sabbatical Leave policies.
AGENDA - Regular Meeting
Board of Trustees - SBCCD
September 28, 1978

2. PERSONNEL - continued:

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 HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), CONTINUING EDUCATION DIVISION

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF HOURLY APPOINTMENT (CLASSIFIED SERVICE EMPLOYEE), CONTINUING EDUCATION DIVISION

Attachment 2.2-a(3)

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

Attachment 2.2-a(4)

(5) RECOMMENDED ACCEPTANCE OF RESIGNATION: MARIANN ZACHARELLIS, FIN.AIDS CLK., FINANCIAL AIDS, EFFECTIVE 9/29/78

Attachment 2.2-a(5)

(6) RECOMMENDED APPROVAL OF HEALTH LEAVES OF ABSENCE: ANNE MUNOZ, SECRETARIAL SUPPORT; JOSEPHINE RAMOS, DATA PROCESSING; AND DORIS SOFAS, INSTRUCTION OFFICE

Attachment 2.2-a(6)

(7) RECOMMENDED APPROVAL OF INDUSTRIAL LEAVE OF ABSENCE: EVERARDO F. SILVA, CUSTODIAN, FACIL. & OPER. DEPT., EFFECTIVE 9/5/78 FOR APPROXIMATELY 6-8 WEEKS

Attachment 2.2-a(7)

(8) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENTS

Attachment 2.2-a(8)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine

(1) RECOMMENDED APPROVAL OF LONGEVITY (CAREER) INCREMENT (20 YRS.):
MARIAN F. RAPP, ADMIN. SECTY. (CONF.), BUSINESS SERVICES,
EFFECTIVE OCTOBER 1, 1978

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT: CATHERINE E. BRONSON,
FIN. AIDS CLK., FINANCIAL AIDS DEPT. (REPLACING L. HUGHES),
EFFECTIVE 9/29/78

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: WENDY L. CARLISLE, FIN.
AIDS CLK., FINANCIAL AIDS DEPT. (REPLACING M. ZACHARELLIS),
EFFECTIVE 9/29/78

Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF RE-INSTATEMENT OF FORMER EMPLOYEE:
JAIME GONZALES, CUSTODIAN, FACIL. & OPER. DEPT. (REPLACING
M. RAMIREZ), EFFECTIVE 9/29/78

Attachment 2.2-b(4)

(5) RECOMMENDED APPROVAL OF APPOINTMENT: GAIL M. SWANSON, TYP.
CLK. INT., CONTINUING EDUCATION DIVISION (REPLACING M. PANEL),
EFFECTIVE 9/29/78

Attachment 2.2-b(5)

(6) RECOMMENDED APPROVAL OF APPOINTMENT: BARBARA VILLA, TYP. CLK.
INT., WOMEN'S CENTER (REPLACING A. LIERCKE), EFFECTIVE 10/2/78

Attachment 2.2-b(6)

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS

Attachment 2.3-a(1)
3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

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 Order Nos. P78-2589 through and including P78-2590 (Prior Year), and P89-0026, P89-0059, and P89-0300 through and including P89-0425.

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 AUGUST 31, 1978

Attachment 5.1-c

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

- Marine Technology Project: 90% complete
- Physical Science Addition: 41% complete
5. BUSINESS SERVICES - continued:

5.2 NON ROUTINE

a. RECOMMENDED ACCEPTANCE OF $3,906 GRANT UNDER THE COLLEGE LIBRARY RESOURCES PROGRAM

The college has been notified of the award of a $3,906 grant under the College Library Resources Program, HEA, Title II-A. This grant is for the purpose of purchasing library materials.

The Superintendent recommends acceptance of this grant.

b. ANNUAL REPORT ON COMMUNITY SERVICES ACTIVITIES

Enclosure #1

Senate Bill 1664 of 1976 requires that each community college district annually report to the Chancellor's office a summary of expenditures and activities resulting from the Community Services Tax.

Enclosure #1 contains the summary for the 1977-78 academic year.

It is recommended that the Board officially acknowledge submittal of this report.

c. RECOMMENDED APPROVAL OF FINDING OF CATEGORICAL EXEMPTION FROM ENVIRONMENTAL IMPACT REVIEW (EIR) PROCESS FOR ADMINISTRATION BUILDING REMODELING PROJECT TO PROVIDE IMPROVED OCCUPATIONAL EDUCATION FACILITIES

Attachment 5.2-c

Under State EIR Guidelines, the Administration Building Remodeling project qualifies for categorical exemption from the review process under two classes of exemption:

1) Class I: Existing Facilities
2) Class 14: Minor Additions to Schools

The Superintendent recommends a finding of categorical exemption and requests authorization to staff to file a Notice of Exemption with the County Clerk, in accordance with procedures outlined in the State EIR Guidelines.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. RECOMMENDED APPROVAL OF FINDING OF CATEGORICAL EXEMPTION FROM ENVIRONMENTAL IMPACT REVIEW (EIR) PROCESS FOR HANDICAPPED TRANSITION PLAN

Attachment 5.2-d

Under State EIR Guidelines, the Handicapped Transition Plan qualifies for categorical exemption from the review process under:

1) Class I: Existing Facilities

The Superintendent recommends a finding of categorical exemption and requests authorization to staff to file a Notice of Exemption with the County Clerk, in accordance with procedures outlined in the State EIR Guidelines.

e. RECOMMENDED APPROVAL OF BLANKET ATTENDANCE AGREEMENT

Attachment 5.2-e

Recent enactment of AB 2229 allows admittance to a community college of students in kindergarten through grade 10 who may profit from the instruction and are recommended by the school principal. Two conditions are required: 1) the student is enrolled in a school within the community college district, and 2) the governing board of the districts enter into a contract for the payment to the community college district equal to the current tuition rate for the number of units taken. The implications of this agreement will be discussed at the meeting.

The Superintendent recommends approval of a standard agreement for admittance of resident students of less than 11th grade, as delineated in Attachment 5.2-e.

f. RECOMMENDED APPROVAL OF ALLOCATION OF FUNDS FOR REPLACEMENT OF LIGHT STANDARDS

Since the completion of the site development phase of the West Campus, vandals have periodically destroyed all of the pathway lights. Currently every one of these light standards has been broken and no pathway lights are available, thereby creating a safety problem. The estimated cost for the replacement lights is $4,000.

The Superintendent recommends approval of an allocation of funds for the replacement of pathway light standards for the West Campus in an estimated amount of $4,000.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. RECOMMENDED APPROVAL OF CONTRACT FOR CONSTRUCTION INSPECTOR, LOUIS LEBUTT

Attachment 5.2-g

State law requires continuous inspection for school construction. Mr. LeButt has been an inspector for the district since September, 1977. Because of the continuing construction program, at least to complete the Physical Science Addition and Remodel Project, an inspector will be required.

The Superintendent recommends approval of a contract with Mr. Louis LeButt as construction inspector in accordance with the terms and conditions of the contract in Attachment 5.2-g.

h. RECOMMENDED APPROVAL OF PRELIMINARY PLAN PACKAGES (PPP) FOR HANDICAPPED TRANSITION PLAN AND ADOPTION OF RESOLUTIONS No. 5 AND No. 6 (1978-79)

Attachment 5.2-h

In order to qualify for state or federal funds, it is necessary to submit preliminary plan packages for working drawings and construction funds. Mr. Robert Poolman has worked with the staff and the architect to complete this requirement. The plan is very tentative and is subject to further modification.

The Superintendent recommends adoption of Resolution No. 5 and No. 6 (1978-79) approving of the submission of the Preliminary Plan Packages (Working Drawings and Construction Funds) for the Handicapped Transition Plan.
AGENDA - Regular Meeting
Board of Trustees - SBCCD
September 28, 1978

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. RECOMMENDED ACCEPTANCE OF BID FOR RELOCATION OF CAMPUS BOOK-STORE

On September 26, 1978, bids will be received for relocating the Campus Bookstore. The results of the bidding will be reviewed by staff and the architect.

A recommendation will be made at the Board meeting.

j. RECOMMENDED APPROVAL OF CHANGE ORDER #1, PHYSICAL SCIENCE ADDITION/REMODEL PROJECT

Attachment 5.2-j

Change Order #1 is a composite of several changes required during the construction of the Physical Science Addition/Remodel Project. This item will be discussed in detail at the meeting.

\[
\begin{array}{ll}
\text{Original Contract Price} & 1,029,500.00 \\
\text{Change Order No. 1} & + 4,730.72 \\
\text{New Contract Price} & 1,034,230.72
\end{array}
\]

It is recommended that approval be given of Change Order #1, Physical Science Addition/Remodel Project, J. W. Bailey Construction, contractor, at an increase of $4,730.72 to the contract price, and a change to the completion date to March 6, 1979.
AGENDA - Regular Meeting
Board of Trustees - SBCCD
September 28, 1978

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. RECOMMENDED APPROVAL OF LEASE PURCHASE AGREEMENT - COLETA UNION SCHOOL DISTRICT, CATHEDRAL OAKS SCHOOL

Enclosure #2

At the September 7, 1978 meeting, the Board approved a draft proposal of the lease/purchase agreement with the Goleta Union School District for the acquisition of the Cathedral Oaks School by the Santa Barbara Community College District. It was indicated by staff that if substantive changes were made in the draft lease/purchase agreement, the final agreement would be brought to the Board. Two major changes have been negotiated and will be discussed at the meeting together with other technical changes.

The Superintendent recommends approval of a lease/purchase agreement with the Goleta Union School District for the acquisition of the Cathedral Oaks School, as presented in Enclosure #2.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, October 12, 1978 at 3:30 p.m. in the Board Room, Santa Barbara City College, Santa Barbara, California.