MINUTES

SPECIAL MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

September 7, 1978

3:30 p.m. - BOARD ROOM
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The special meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Joe Dobbs on Thursday, September 7, 1978 at 3:32 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
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank
Mrs. Ann Cutshall
Mr. Benjamin P. J. Wells
Mr. Tim Clarke, Student

Member absent:

Mr. Eli Luria

Others present for all or a portion of the meeting:

Dr. David Merkes, 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
Mr. John Hupp, Vice-President, Associated Students
Dr. John Kay, President, Academic Senate
Miss Mara Lustica, Reporter, THE CHANNELS
Mr. Ted McKown, Reporter, NEWS PRESS
Mr. Jim Williams, College Information Officer
Dr. Joseph A. Bagnall, Assistant Dean, Continuing Education
Dr. Abelino M. Balon, Assistant Dean, Continuing Education
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Ms. Arlene Douglas, Sr. Secretary, Facilities Development
Mr. John Egger, Associate Professor, American Ethnic Studies
Mr. Mel Elkins, Assistant Dean, Occupational & Career Education
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

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

Mr. Dave Emerson, Assistant Dean, Instructional Operations
Dr. Peter O. Haslund, Vice-President, Academic Senate
Mrs. Bea Howorth, Hourly Instructor, Fashion Merchandising
Mrs. Evelyn Lawson, Lab. Teaching Assistant appointee, Health Occupations Dept.
Mr. Burton P. Miller, Administrative Assistant to the Superintendent/President
Ms. Patricia Chavez Nunez, Coordinator appointee, Bilingual/Bicultural Program
Mr. Dan Oroz, Director, Personnel Services/Affirmative Action Officer
Mr. David Pickering, Controller, Business Services
Mr. Cal Reynolds, Assistant Dean, Student Activities
Dr. Gil Robledo, EOPS Director/Counselor
Mrs. Lynda Rodrigues, Assistant Dean, Admissions & Records
Mr. Jack Shandroff, A-V Production Coordinator appointee
Mrs. Dorothy K. Taylor, neighbor/guest
Mr. John Tobin, Business Services Supervisor
Mr. Donald Ziemer, architect, Kruger/Bensen/Ziemer
Dr. Ken Berry, Coordinator, Instructional 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.

1.4 EXECUTIVE SESSION

Dr. Dobbs declared the meeting adjourned for an executive session. All six Board members present and Dr. Mertes went to the President's office at 3:33 p.m.

The executive session ended at 4:01 p.m. whereupon all six Board members and Dr. Mertes returned to the Board Room.

Dr. Dobbs stated that the regular agenda would be resumed at this time.

1.5 MINUTES OF SPECIAL MEETING OF AUGUST 17, 1978

Upon motion of Mr. Frank, seconded by Mrs. Powell, the minutes of the special meeting of August 17, 1978 were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None
1.7 COMMUNICATIONS

a. CALIFORNIA SCHOOL BOARDS ASSOCIATION DELEGATE ASSEMBLY BALLOT, Enclosure #1

Dr. Mertes indicated that the official ballot for the California Community College Trustees' Board of Directors must be mailed prior to September 30.

After a discussion by the Board members on some of the candidates on the list, individual ballots were marked by the Board members and turned over to the Superintendent. These ballots will be tabulated and the official ballot will be mailed tomorrow.

b. REPORT ON ENROLLMENT FOR FALL 1978 SEMESTER

Mrs. Lynda Rodrigues, Assistant Dean of Admissions & Records, reported that as of this afternoon enrollment figures total 8000 students. There are 16% fewer classes than last year. When the Late Start and T.V. classes start, an additional 500 students are expected to enroll.

There have been minimal complaints regarding the early calendar, according to Mrs. Rodrigues. Mr. Tim Clarke also stated that there is little concern on the part of students about the early calendar, but they are interested in the full classes and the class sizes.

Mr. Huglin commented that in his 16 years experience, there have never been such full classes. This may be attributed to the cutback in classes and the uncertainty of the impact of the early calendar. Some basic class needs will be filled with the Late Start classes. The matter of the early calendar will be monitored closely during the year.

ADDED ITEM:
Dr. Mertes indicated that in their folders Board members would find a copy of a letter from Kay E. Kuter complimenting the Board on the successful and rewarding Santa Barbara Repertory Theatre held this past summer.

ADDED ITEM:
Dr. Mertes introduced Mrs. Dorothy Taylor, a neighbor to the campus, who had brought cucumbers from the organic garden she tends on the campus.

Dr. Dobbs thanked her on behalf of the Board.

c. REPORT ON COMING EVENTS - Mr. Jim Williams

Mr. Jim Williams, College Information Officer, 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 September 8 to September 28, 1978, inclusive.
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2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Alexander, 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) APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTE, CHANGES/ADDITIONS OF PREVIOUSLY-APPROVED INSTRUCTORS, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)

b. NON-ROUTINE

(1) APPROVAL OF AMENDMENT TO PERSONAL LEAVE OF ABSENCE (WITHOUT PAY): DENNIS COON, ASST. PROFESSOR, SOCIAL SCIENCE, SPRING 1979 SEMESTER, Attachment 2.1-b(1)

Mr. Oroz stated that a full semester leave had been approved for Dr. Dennis Coon for the 1979 Spring semester. Dr. Coon is now requesting a 2/5 personal leave only for that Spring semester. Mr. Oroz indicated that hourly instructors will be used as replacements.

It was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of an amendment to a leave of absence for Dr. Dennis Coon, Asst. Professor, Social Science, to have a 3/5 teaching load and a 2/5 personal leave without pay for the 1979 Spring semester.


Mr. Oroz recommended the appointment of Eugenia Lennon on a temporary basis for two semesters in the Health Occupations Department. She will replace two instructors: one on a personal leave in the Fall, and the other on sabbatical leave for the Spring.

It was moved by Mr. Wells, seconded by Mrs. Gutshall, and passed by the Board to approve of the temporary appointment of Eugenia Lennon, A.D.N. Program, for the 1978-79 school year.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON ROUTINE - continued:

(3) APPROVAL OF APPOINTMENT: CLAUDIA MITCHELL, ASSISTANT A.D.N. DIRECTOR, 1978-79 YEAR, Attachment 2.1-b(3)

Mr. Oroz stated that due to the resignation of Dr. Betty Dean, who accepted an administrative position at another college, an assistant director must be appointed for the A.D.N. Program. A recommendation had been received from the department that one of the instructors be assigned the duties on a part-time basis of 8 hours per week, release time. Hourly instructors will be appointed to replace the 8-hour assignment.

It was moved by Mr. Wells, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Claudia Mitchell as Assistant A.D.N. Director for the 1978-79 year, on a part-time basis of 8 hours per week, release time.

(4) APPROVAL OF TEMPORARY APPOINTMENT (40% ASSIGNMENT): PAT NUNEZ, COORDINATOR, BILINGUAL/BICULTURAL PROGRAM, SUBJECT TO FUNDING IN LATER AGENDA ITEMS, Attachment 2.1-b(4)

Mr. Oroz stated that later Business Services agenda items would be considered for acceptance of State and special Title VII funding to continue support of the Bilingual/Bicultural Program. Arrangements had been made for a 40% assignment for a coordinator with duties as delineated in the job description contained in the attachment.

It was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to approve of the temporary appointment (40% assignment) of Pat Nunez, Coordinator, Bilingual/Bicultural Program, for the 1978-79 year, subject to funding in later agenda items.

Ms. Nunez was introduced to the Board, and Dr. Dobbs welcomed her to the staff.

(5) APPROVAL OF CHANGE IN DOCTORAL BONUS POLICY - CERTIFICATED PERSONNEL

Mr. Oroz stated that on May 15, 1978 an amendment to the district's doctoral bonus policy for certificated personnel had been reviewed and recommended by the Representative Council. The administrative staff concurred in the recommendation, and it had also been reviewed and accepted by the Board Subcommittee on Educational Policies.

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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON ROUTINE - continued:

(5) continued:

It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to approve of a change to the Doctoral Bonus Policy for Certificated Personnel to now read as follows:

"Certificated personnel with an earned doctorate from a fully-accredited institution receive an additional $645 annually."

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Gutshall, 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 EMPLOYEES), Attachment 2.2-a(1)

(2) APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), CONTINUING EDUCATION DIVISION, Attachment 2.2-a(2)

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

(4) APPROVAL OF REQUEST FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS FOR AUGUST, 1978, Attachment 2.2-a(4)

(5) ACCEPTANCE OF RESIGNATIONS: ALTHEA J. GARCIA, FOOD SERVICE HELPER, H.R.M. DEPT.; MARILYN M. PANEL, TYP.CLK.INT., CONT. EDUCATION; ANNETTE CORDERO, TUTOR II, TUTORIAL CENTER; AND MANUEL H. RAMIREZ, CUSTODIAN, FACIL. & OPERS. DEPT., Attachment 2.2-a(5)

b. NON ROUTINE

(1) APPROVAL OF APPOINTMENT: ERIC KRUZEL, A-V REPAIR TECH. (REPLACING E. CLODFELTER), EFFECTIVE 9/11/78, Attachment 2.2-b(1)

Upon recommendation of Mr. Oroz, it was moved by Mrs. Powell, seconded by Mr. Wells, and passed by the Board.

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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(1) continued:

Board to approve of the appointment of Eric Kruzel, A-V Repair Technician (replacing E. Clodfelter), Instructional Media Services, effective September 11, 1978.

(2) APPROVAL OF APPOINTMENT: EVELYN S. LAWSON, LAB.TCHG.ASST., (REPLACING J. METIU), HEALTH OCCUPATIONS, EFFECTIVE 9/11/78, Attachment 2.2-b(2)

Upon recommendation of Mr. Oroz, it was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Evelyn S. Lawson, Lab. Teaching Asst. (replacing J. Metiu), Health Occupations Dept., effective September 11, 1978.

Mrs. Lawson was introduced to the Board, and Dr. Dobbs welcomed her to the staff.

(3) APPROVAL OF APPOINTMENT: JACK SHANDROFF, A-V PRODUCTION COORDINATOR (REPLACING T. BARBERE), EFFECTIVE 9/8/78, Attachment 2.2-b(3)

Upon recommendation of Mr. Oroz, it was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of the appointment of Jack Shandroff as A-V Production Coordinator (replacing T. Barbere), effective September 9, 1978.

Mr. Oroz introduced Mr. Shandroff to the Board, and commented that Jim Williams had been Mr. Shandroff's immediate supervisor when both men worked for the same radio station some twenty years ago.

Dr. Dobbs welcomed Mr. Shandroff to the staff.

(4) APPROVAL OF APPOINTMENT OF LIAISON PERSON TO LOCAL COASTAL PROGRAM

Mr. Oroz stated that since Mr. Don Trent's resignation, no one was the official liaison person to the Local Coastal Program. There are several areas where coordination between the college and the LCP are important and it seemed advisable to appoint someone to work in this area.

It was moved by Mr. Wells, seconded by Mrs. Gutshall, and passed by the Board to approve of the appointment of Burton P. Miller, Administrative Assistant to the Superintendent/President, as the liaison person to the Local Coastal Program.
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2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

a. ROUTINE

Upon recommendation of the Director, Personnel Services, it was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of the following routine General Personnel item as described in the attachment:

(1) APPROVAL OF PROFESSIONAL VOLUNTEER STATUS, Attachment 2.3-a(1)

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. John Hupp, Vice-President of the Associated Students, was present to report on current student activities: the first executive meeting of the InterClub Council is scheduled for next Monday; a large portion of the $4,070 budget is allocated for noon-time entertainment; funds in the amount of $730 were earned for conference/travel expenses through the Welcome Dance held last week in the Campus Center; business cards have been printed for members of the Senate as a means to become known among other community colleges; Senate-Gramps will be originated to give recognition to outstanding achievements; Student Senate elections will be held September 20-21; with the able assistance of Cal Reynolds 1,000 activity cards were sold; and arrangements have been made for the appearance in the Free Speech area of candidates for the upcoming November general elections.

Dr. Dobbs thanked Mr. Hupp for his fine report and for attending the meeting.

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF ADDITIONAL CLASS FOR THE 1978 FALL TERM, CONTINUING EDUCATION DIVISION, Attachment 4.1

Upon recommendation of Dr. Bobgan, it was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to approve of an additional class, Intermediate Conversational Italian, for the Fall Term, 1978, Continuing Education Division.

4.2 APPROVAL OF LATE START CLASSES AND ADOPTION OF RESOLUTION #4 (1978-79) FOR APPROVAL OF NEW T.V. COURSES, Attachment 4.2

Dr. Mertes stated that during the early stages of Prop. #13, a 20% cutback was anticipated, consequently a quick schedule of classes was put together. Then with the early start calendar, students found classes they wanted not available. Classes with low enrollment were cancelled and those resources transferred to a bigger demand in the basic areas. Since then planning was initiated to reinstate classes in areas of greatest demand.

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4. CURRICULUM AND INSTRUCTION - continued:

4.2 continued:

The attachment contained a list of those classes, and a list of short courses including three T.V. courses. The Late Start classes and T.V. courses will begin September 18.

Mr. Huglin commented that it was hoped that those who could not obtain classes on August 21, will sign up for these late offerings and also that new persons may be attracted to the proposed schedule.

In response to questions from Board members, it was stated that membership fees for the T.V. Consortium had been included in the Publication Budget (RARB Item #18). The T.V. courses could not be offered without being a member of the consortium. The block grant for the district was based on the T.V. courses offered last year and the same amount was allocated for this year. If T.V. courses were not offered, those funds could have been used in other areas of the college. The courses are being offered to keep a balanced program, and are of benefit to those who cannot get to the campus at the regularly-scheduled times and also to re-entry students.

It was moved by Mrs. Alexander, seconded by Mrs. Powell, and passed by the Board to approve of the Late Start Classes listed in Attachment 4.2, and to adopt Resolution No. 4 (1978-79) approving of the T.V. courses. Upon poll of the members, the vote was as follows:

Ayes: Dr. Dobbs, Mrs. Powell, Mrs. Alexander
      Mr. Frank, Mrs. Gutshall, Mr. Wells

Noes: None

Absent: Mr. Luria

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander, 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 P78-2586 THROUGH AND INCLUDING P78-2888(PRIOR YEAR), AND P89-0176 THROUGH AND INCLUDING P89-0299 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.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

a. PUBLIC HEARING AND APPROVAL OF 1978-79 GENERAL FUND, CAFETERIA, CHILD CARE CENTER, BOND FUND, AND SPECIAL RESERVE FUND BUDGETS, Enclosure #2

Dr. Mertes stated that Enclosure #2 contained the proposed 1978-79 budgets for the General Fund, Cafeteria, Child Care Center, Bond Fund, and Special Reserve Funds. A public hearing is required by law after which action can be taken to accept or alter the proposed budget.

Dr. Dobbs declared the meeting open for a public hearing at 4:50 p.m. and requested the Superintendent to lead off the discussion.

Dr. Mertes stated that this was his first Board meeting, and he was particularly interested in this item. He acknowledged that since May he has been kept fully informed with all aspects of the budget process.

Comparing 1977-78 funding to 1978-79 funding, the State share has gone from 55% to 71%, and the local share has decreased from 29% to 24%. Last year 80% of the budget covered salaries and benefits, and this year 84% of the budget will be needed for those services. The actual decrease occurred in part-time staffing.

As before, a 5% Contingencies reserve is established, and a Continuing Education reserve of $350,000. Funds were also added to cover RARB recommendations (#1 through #22) with the understanding that the Budget Committee's highest priority for next available funds is to establish a set-aside fund for program study and re-design. Dr. Mertes emphasized that understanding is still a commitment. Certain funds are earmarked for the following construction projects: Campus Center addition, Administration building (instructional space) remodel, Warehouse, and Bookstore relocation and addition. Other funds have been set aside for purchase of Cathedral Oaks School (a later agenda item). There are sufficient funds for specific erosion control projects.

In conclusion, Dr. Mertes stated that it is a very "lean" budget, but it allows starting the college year in a sound fiscal position.

Dr. Sorsabal commented on some of the details in the proposed budget. He explained that the 5% Contingencies, based on the 1 through 5000 series excluding capital outlay, is an estimated $500,000. The proposed operational expenditures total $11.4 million which is down 4.3% from last year's level. According to Dr. Sorsabal, the District expects income as follows: $8.8 million from the State (71%), $3.9 million from the County (25%), and $592,000 from Federal sources (4%).

continued . . .
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5. BUSINESS SERVICES - continued:
   5.2 NON-ROUTINE - continued:
      a. continued:

      Dr. Sorsabal responded to specific questions from Board members
      as he went through the several different funds. He concluded by
      stating that the cash flow is such that the District will not need
      to borrow money during the year.

      Dr. Mertes confirmed that there is concern about next year's
      budget, as there are no clear signals from the State at this time.

      There being no one in the audience to speak to this subject,
      Dr. Dobbs closed the public hearing at 5:17 p.m.

      A motion was made by Mrs. Alexander, seconded by Mrs. Powell,
      and passed by the Board to adopt the 1978-79 Budget for the Santa
      Barbara Community College District, as presented in Enclosure #2.

      b. ACCEPTANCE OF VETERANS' COST-OF-INSTRUCTION PROGRAM ALLOCATION
         OF $34,700, Attachment 5.2-b

         Dr. Mertes indicated that the District has again become eligible
         for VCIP funds due to a change in the guidelines. Notice has been
         received of an allocation of $34,700 to assist in offering certain
         services for veterans.

         It was moved by Mr. Wells, seconded by Mr. Frank, and passed
         by the Board to accept the $34,700 allocation for the Veterans Cost-
         of-Instruction Program for the 1978-79 college year.

      c. REPORT OF NOTIFICATION OF APPROVED AUTHORIZATION CEILING FOR BASIC
         EDUCATIONAL OPPORTUNITY GRANT PROGRAM FOR 1978-79, Attachment 5.2-c

         Dr. Mertes indicated that notification was received that the
         District's authorization ceiling for the Basic Educational Opportu-
         nity Grant Program for 1978-79 is $399,640.

         This was an information item only.

      d. ACCEPTANCE OF $18,483 GRANT FROM UCSB TO SUPPORT THE BI-LINGUAL
         TEACHER CORPS PROGRAM, Attachment 5.2-d

         Dr. Mertes stated that under a consortium agreement, the
         District will receive $18,483 from UCSB.

         Mr. Huglin explained that this is a continuation of last year's
         program which provides for teacher aides in bi-lingual situations
         in schools. The program consists of: training new students to
         become teacher aides; upgrade existing teacher aides; and provide
         an opportunity for these students to transfer to UCSB.

         Mr. Huglin also responded to specific questions from Board
         members. In the near future, a survey may be necessary to deter-
         mine the employment market for this occupation.

         continued . . .
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

   d. continued:

   It was moved by Mr. Wells, seconded by Mr. Frank, and passed by the Board to accept the $18,483 grant from UCSB to support the Bi-lingual Teacher Corps Training Program.

   (Dr. Dobbs then moved on to Item 5.2-r and 5.2-s for the convenience of the architect who had another commitment to keep.)

   e. ACCEPTANCE OF $26,180 TO CONTINUE THE BI-LINGUAL TEACHER CORPS PROGRAM, Attachment 5.2-e

      Dr. Mertes stated that from the State an award has been granted for $26,180 for the Bi-lingual Teacher Corps Program. These funds will supplement the Federal funds accepted in the previous agenda item. The State grant is for the transfer program and the Federal funds are for the non-transfer program. There is no cost to the District.

      It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to accept the $26,180 Federal Title VII grant under AB 2817 to continue the Bi-lingual Teacher Corps Training Program.

   f. ACCEPTANCE OF CETA GRANT TO CONDUCT ESL CLASSES, Attachment 5.2-f

      Dr. Mertes stated that notification had been received of an award of $30,000 from the County CETA Program. These funds will provide for the continuation of ESL classes and basic education programs for disadvantaged persons. There is no cost to the District.

      It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to accept the award of $30,000 from the County Office of Employment and Training Program to continue the ESL classes through the Continuing Education Division.

   g. ACCEPTANCE OF GRANT TO CONTINUE INDOCHINESE ESL PROGRAM, Attachment 5.2-g

      Dr. Mertes stated that the District has been notified of a $45,000 Federal grant to continue the Indochinese ESL Program. The original request was for $140,000. It is intended by the Continuing Education Division to supplement these funds with $20,000 State basic education funds and $13,000 from funds previously collected in Adult Education fees and set aside for programs for the disadvantaged.

      Board member Frank felt that local funds should not be used for this purpose. Federally-initiated programs should be fully supported by Federal funds.

      continued . . .
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. continued:

Dr. Bobgan stated that this is one of the areas that the State requires a maintenance level of 85% to qualify for funds out of the block grant. Federal funds were received last year, but it also took local funds to run the program. He added that there are a large number of these people coming to the Isla Vista area. It was felt the Federal government had the responsibility for these kinds of programs. Dr. Bobgan believed the grant was awarded because of the excellence of the existing program.

Mrs. Alexander noted that it was important that the influx of these people be brought to the attention of the Affirmative Action Committee.

Dr. Mertes noted that Board member questions address fundamental issues: Federal funds are inadequate for a Federal program; individuals are coming into a local service area; and the District is caught in a bind to provide supplemental funds. The problem may become more severe. The District shares concern for the individuals, but the basic issue of Federal policy affecting the local level is very real.

Mr. Clarke suggested that this issue be referred to the Subcommittee on Educational Policies.

Mr. Wells agreed that a policy should be considered on this matter. He believed a Federal program should be supported by Federal funds.

It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to accept the $45,000 grant from the Department of Health, Education, and Welfare to continue the Indochinese ESL Program for 1978-79.

h. APPROVAL OF RENTAL AGREEMENT FOR CLASSROOM SPACE FOR THE 1978-79 INDOCHINESE ESL PROGRAM, Attachment 5.2-h

Dr. Mertes stated that the attachment contains a rental agreement for classroom space for the program in the preceding agenda item.

It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to approve of the rental agreement, as contained in attachment 5.2-h, for classroom space for the 1978-79 Indochinese ESL Program.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. EXTENSION OF AGREEMENT WITH THE CHILD NUTRITION SERVICES BUREAU FOR CHILD CARE FOOD PROGRAM, Attachment 5.2-i

Dr. Mertes stated that this is an extension of an agreement for the Child Care Food Program. Additional funds are made available for food supplied to the participants.

It was moved by Mrs. Gutshall, seconded by Mr. Wells, and passed by the Board to approve of an extension of the agreement with the Child Nutrition Services for the Child Care Program, effective 9/30/78 through 6/30/79.

j. APPROVAL OF SUBMISSION OF APPLICATION FOR VOCATIONAL EDUCATION FUNDS, TITLE II, PART A, SUBPART 2 (BASIC GRANT) FOR 1978-79, Enclosure #3

Dr. Mertes stated that Enclosure #3 contained the application for Vocational Education funds.

Mr. Mel Elkins indicated that this follows the entitlement presented at the last Board meeting. The largest portion of the funds will be spent in areas already existing on campus. Excess funds will be spent on a self-paced instructional Business/Secretarial Pilot Program and lease/purchase of equipment for Graphics Communication Program.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to approve of the submission of the application for Vocational Education funds, Title II, Part A, Subpart 2 (Basic Grant) for 1978-79, as delineated in Enclosure #3.

k. APPROVAL OF AGREEMENT BETWEEN THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT AND THE REGENTS OF THE UNIVERSITY OF CALIFORNIA FOR STUDENT TEACHERS FOR THE 1978-79 YEAR, Enclosure #4

Dr. Mertes indicated that an agreement with UCSB is entered into on an annual basis which provides for supervised student teaching.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to authorize the staff to enter into an agreement with UCSB for student teachers for the 1978-79 year, as described in Enclosure #4.

l. APPROVAL OF AMENDMENT TO LIST OF CLINICAL FACILITIES, Attachment 5.2-1

Dr. Mertes indicated that there are certain local clinical facilities used by the Health Occupations Department. One additional facility, used by the Radiologic Technology Program, is now added to the list.

continued . . .
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

1. continued:

   It was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve of the amendment to the list of Clinical Facilities, as contained in Attachment 5.2-1, and to authorize the staff to process an Agreement for the Use of Clinical Facilities with the Santa Barbara Medical Clinic.

m. APPROVAL OF SUPPLEMENTAL AGREEMENT FOR 312 N. NOPAL STREET, TECHNICAL WIRE PRODUCTS INC.

   Dr. Sorsabal stated that the District is still leasing facilities at 312 N. Nopal Street. When the Marine Technology Program is moved to its new building on campus, there will be vacant space. Some of this may be utilized as a Warehouse when construction commences on the Administration building.

   In the meantime, the owners would like to use some of the vacant space. Approximately 3,200 sq. ft. of space is available which will reduce the District's monthly payment by $500. The owners also will pay all utilities.

   It was moved by Mrs. Alexander, seconded by Mrs. Gutshall, and passed by the Board to approve of a supplemental agreement with Technical Wire Products, Inc., for leasing back space to the lessor at a savings to the District of $500 per month, effective September 8, 1978.

n. APPROVAL OF FEE REFUND POLICY, CONTINUING EDUCATION DIVISION, Attachment 5.2-n

   Dr. Mertes stated that this quarter the Continuing Education Division instituted a fee schedule. The attachment contained a Fee Refund Policy which had been reviewed and recommended by the Board Budget Subcommittee.

   It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to approve of the Fee Refund Policy, Continuing Education Division, as delineated in Attachment 5.2-n.

o. APPROVAL OF MILEAGE ALLOWANCES LIST FOR 1978-79, Attachment 5.2-o

   Dr. Mertes stated that funds for this item had been eliminated in the general cutback of funds. The Resources Allocation Review Board recommended consideration for those employees who are required to use their own automobiles for District purposes.

   Dr. Sorsabal added that those personnel listed for the Health Occupations Department have been requested to submit a three-month mileage report to justify a possible increase in amount.

   It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to approve of the Mileage Allowance List for 1978-79, as contained in Attachment 5.2-o.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

p. APPROVAL OF CHANGE OF CARRIER FOR EMPLOYEE LIFE INSURANCE, Attachment 5.2-p

Dr. Sorsabal indicated that through the negotiation process he was led to believe the existing INA life insurance program would not change in premium or coverage. However, in the final proposal the coverage was substantially reduced.

The attachment contains a proposal from Keenan & Associates for Great West Life Insurance Company that not only keeps the premium the same but increases benefits from 18% to 74% depending on the employee's age.

Dr. Sorsabal noted an omission on page 2 of the attachment -- under "Decreasing Term Plan" add: 67 But Less Than 70 - $7,200 - $7,200. This was included on the green sheet sent to all employees. The proposal is in the best interests of employees.

It was moved by Mrs. Gutshall, seconded by Mrs. Alexander, and passed by the Board to approve of Great West Life Insurance Company as the carrier for District employees, effective October 1, 1978.

q. APPROVAL OF ESTABLISHMENT OF HEALTH FEE FUND AND ADOPTION OF RESOLUTION No. 3 (1978-79), Attachment 5.2-q

Dr. Mertes stated that, as a result of passage of SB 2088, all community colleges are required to establish a separate fund for student health fees and accompanying authorized expenditures. The attachment contained a proposed resolution to establish such a fund.

It was moved by Mr. Wells, seconded by Mr. Frank, and passed by the Board to adopt Resolution No. 3 (1978-79) establishing the Santa Barbara Community College District Health Fee Fund. Upon poll of the members, the vote was as follows:

Ayes: Dr. Dobbs, Mrs. Powell, Mrs. Alexander, Mr. Frank, Mrs. Gutshall, Mr. Wells

Noes: None

Absent: Mr. Luria

r. PRESENTATION OF RECOMMENDED COLOR SELECTIONS, PHYSICAL SCIENCE ADDITION PROJECT

Dr. Sorsabal stated that Mr. Don Ziemer was prepared to recommend color schemes for the Physical Science Addition Project.

continued . . .
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5. BUSINESS SERVICES - continued:
   5.2 NON-ROUTINE - continued:

   r. continued:

   Mr. Ziemer displayed a large chart with color samples of the exterior and interior of the building. In summary:

   Exterior:
   - Plaster and wood trellis - Winter Cloud
   - Wood doors - Pottery Red
   - Laminated plastic doors - Poppy
   - Window and door trim - Charcoal Gray

   1st Floor Interior:
   - Acoustic ceiling - White
   - Walls (acoustic paneling, floors, cabinets, tables) - Beige tones
   - Seats - Brick

   2nd Floor Interior:
   - Beams - Olympic Stain #708
   - Roof deck - " #705
   - Tile floors - Brown

   Miscellaneous:
   - Lab equipment tops - Black
   - Tackboard & chalkboards - Brown
   - Blinds - Charcoal Gray

   These colors are in accordance with the Master Plan.

   Dr. Sorsabal indicated that staff may at a later date request consideration of painting the complete exterior of the building.

   It was moved by Mrs. Powell, seconded by Mrs. Gutshall, and passed by the Board to approve of the colors as presented by Mr. Don Ziemer, Kruger/Bensen/Ziemer, for the Physical Science Addition project.

s. AUTHORIZATION TO BID REMODEL OF OCCUPATIONAL EDUCATION SPACES IN THE ADMINISTRATION BUILDING

   Dr. Sorsabal stated that the Board had approved working drawings at the last Board meeting. All agencies have been cleared, except for the Coastal Commission. He requested authorization to advertise for bidding with acceptance of bids at a later date.

   It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to authorize staff to advertise for bids for the project entitled Administration Building Remodel, subject to approval by the Coastal Commission.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

(After consideration of the two preceding items, Dr. Dobbs moved the agenda back to Item 5.2-e.)

t. ENDORSEMENT OF PENVIELD & SMITH, INC. FOR ENGINEERING SERVICES - REPAIR AND CORRECTION OF EROSION PROBLEMS, Attachment 5.2-t

Dr. Sorsabal stated that Penfield & Smith had presented a complete report on Phase II, Erosion and Drainage Investigation, at the last Board meeting. (Due to its bulk, it was not reproduced for this meeting, but two previously-printed copies were available for reference.)

Dr. Sorsabal indicated that to proceed with correction of the problems will require professional design and engineering solutions. He noted that some areas will require Coastal Commission approval. There are monies in the Bond Fund for this work, and an additional $35,000 in Federal funds are available due to clean-up work after the heavy rains.

The attachment contained the engineers' service proposal in which is listed an estimated figure of $8,400.

Dr. Sorsabal added that the firm of Penfield & Smith has an excellent reputation, and the District has experienced a good relationship in past projects.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to approve of the employment of Penfield & Smith, Engineers, Inc., to provide topographic surveying, prepare construction plans, technical specifications, bid schedule and final construction cost estimates for erosion and drainage sites la, Ic, and areas 6, 7, 8, and 9, identified in the Phase II Report, at an estimated cost of $8,400.

u. APPROVAL OF LEASE/PURCHASE AGREEMENT WITH GOLETA UNION SCHOOL DISTRICT FOR ACQUISITION OF CATHEDRAL OAKS SCHOOL, Enclosure #5

Dr. Mertes stated that at the last Board meeting terms and conditions of an offer had been approved for the purchase of the Cathedral Oaks School. That offer was received and approved by the Goleta Board. He noted that except for casual conversation, no direct communications have been received from the community on this proposed purchase. Negotiations with representatives of the Goleta School District have concluded with a proposed lease/purchase agreement. Enclosure #5 contained the agreement in draft form.

Dr. Mertes indicated that the building is available from 8:00 a.m. until 10:00 p.m.; Adult Education classes will be scheduled, and some credit classes will be offered there; part of the basketball courts could be utilized for parking; both districts will share costs of escrow and title.

continued . . .
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

u. continued:

Dr. Sorsabal stated that the "draft agreement" was drawn up per the original proposal. The Goleta Board through private counsel will draw up their lease/purchase agreement for presentation at their next Board meeting on Wednesday (September 13).

Dr. Mertes assured the Board members that if there are any substantive changes (compared to the draft presented today), staff will return this item at the next Board meeting. The lease is to be effective October 1, 1978, and is still subject to approval by the Chancellor's Office.

It was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to approve of the draft form of a lease/purchase agreement with the Goleta Union School District, as contained in Enclosure #5, for lease and acquisition of the Cathedral Oaks School located at 300 N. Turnpike Road.

6. GENERAL INFORMATION

Added Item: Mr. Tim Clarke invited any and all Board members to attend a meeting of the Associated Students. They are held every Tuesday, 11:00 a.m., in the Board Room.

Dr. Dobbs expressed appreciation for receiving a copy of minutes of their meetings.

7. ADJOURNMENT

Upon motion of Mrs. Powell, seconded by Mrs. Gutshall, the Board of Trustees adjourned their special meeting at 6:38 p.m.

Attest:

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 September 28, 1978.