AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

January 11, 1979

3:30 p.m. - NEW LOCATION:
Women's Center - Bldg. T-2
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 DECEMBER 14, 1978

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTES, CHANGES/ADDITIONS FOR PREVIOUSLY-APPROVED INSTRUCTORS, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION

Attachment 2.1-a(1)

(2) RECOMMENDED ACCEPTANCE OF RESIGNATION: PEGGY A. CAREY, COUNSELOR/DIRECTOR, WOMEN'S CENTER, EFFECTIVE 12/14/78

Attachment 2.1-a(2)
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-Routine

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, SPRING 1979 SEMESTER

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT (TEMPORARY): MARY E. DWYER (REPLACING S. SIEMENS ON SABB. LEAVE FOR SPRING), A.D.N. PROGRAM HEALTH EDUCATION & TECHNOLOGY DEPT., EFFECTIVE 1/15/79 - 6/1/79

Attachment 2.1-b(2)

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 STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS), GENERAL AND TUTORIAL PROGRAMS (PENDING ACTION IN LATER BUSINESS ITEM)

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF PROBATIONARY DISMISSAL: JUAN MARTIN, CUSTODIAN, FACIL. & OPER. DEPT., EFF: 12/22/78

Attachment 2.2-a(4)

b. NON-Routine

(1) RECOMMENDED APPROVAL OF APPOINTMENT: MAURICIO FLORES, CUSTODIAN, FACIL. & OPER. DEPT. (REPLACING J. MARTIN), EFFECTIVE 1/12/79

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: JOHN JELLISON,
CUSTODIAN (NEW POSITION), FACIL. & OPER. DEPT.,
EFFECTIVE 1/12/79

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: SAUL MORALES,
CUSTODIAN (REPLACING L. KIMMETT), FACIL. & OPER. DEPT.,
EFFECTIVE 1/12/79

Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF APPOINTMENT (CETA POSITION):
DOUG L. WOOD, MAINTENANCE TRAINEE (FACIL. & OPER.
DEPT., EFFECTIVE 1/15/79

Attachment 2.2-b(4)

(5) RECOMMENDED APPROVAL OF VOLUNTARY DEMOTION, ELINOR
ROULSTON, FROM SR.SECRETARY, CONTINUING EDUCATION TO
TEACHER'S AIDE, LIFE SCIENCE, 5/8 TIME, 10 MONTHS/YR.
EFFECTIVE 1/29/79

Attachment 2.2-b(5)

Ms. Roulston has requested a voluntary demotion to
a part-time position of Teacher's Aide in the Life Sci-
ence Division. She has been employed by the district
in the Continuing Education Division since April 27,
1972. Her request is in accordance with Section 10.3
of the CSEA Agreement. The Dean of Continuing Educa-
tion and the Dean of Instruction concur with this re-
quest.

It is recommended that approval be given for a
voluntary demotion of Elinor Roulston to Teacher's Aide,
5/8-time, 10 months/year, Life Science, effective

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ATHLETIC/P.E. COACHING ASSIGNSMENTS
Attachment 2.3-a(1)
3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE

Attachment 3.2

The Superintendent recommends that the Board confer upon each of the 102 candidates listed in Attachment 3.2 the Associate in Arts Degree, subject to the completion of the State and local requirements.

3.3 RECOMMENDED APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN SCIENCE DEGREE

Attachment 3.3

The Superintendent recommends that the Board confer upon each of the 35 candidates listed in Attachment 3.3 the Associate in Science Degree, subject to the completion of the State and local requirements.

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF CONTINUING EDUCATION CLASS - MICRO-MINIATURE ASSEMBLER TECHNIQUES

It is recommended that the Board approve a four-week class, Micro-Miniature Assembler Techniques, which will meet 6 hours per week beginning January 16. The training is designed for entry level employment of a micro-miniature assembler, and will include use of microscope and small hand tools as well as soldering and general assembly techniques. The class will be opened to the public, limited to 20, and is sponsored in cooperation with Infomag Corporation.

4.2 RECOMMENDED APPROVAL OF T.V. COURSES FOR SPRING 1979 SEMESTER AND ADOPTION OF RESOLUTION No. 22 (1978-79)

Attachment 4.2

On December 13, 1973, the Board of Trustees declared interest in a Coordinated Instruction System. The Curriculum Committee has recommended that the following available courses be offered through this medium:

HEALTH EDUCATION 7 - Contemporary Health Issues
HISTORY 34 - The History of Mexico
ENGLISH 55A - The Shakespeare Plays

It is recommended that Resolution No. 22 (1978-79) be adopted approving of the above-listed courses.
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. P89-0695, P89-0787, and P89-0840 through and including P89-0955.

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 DECEMBER 31, 1978

Attachment 5.1-c

Presented for information, the attachment contains the inspector's reports for the following projects under construction:

- Marine Technology Project 99% complete
- Physical Science Addition 78% complete
- Bookstore Relocation 99% complete

5.2 NON-ROUTINE

a. RECOMMENDED ACCEPTANCE OF $3,963 GRANT FOR COLLEGE LIBRARY RESOURCES

Attachment 5.2-a

The college has been notified of the award of $3,963 for college library materials under Title II-A of the Higher Education Act of 1965.

The Superintendent recommends acceptance of this grant.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED RATIFICATION OF THE SUBMISSION OF VOCATIONAL EDUCATION APPLICATION, SUBPART 3, E.S.L. STUDENT PROJECT

Enclosure #1

Enclosure #1 contains a request for federal funds for a Slide-Tape Project for E.S.L. students. The proposed project is in compliance with the Educational Amendments of 1976 (P.L. 94-482) for the period of March 1, 1979 through June 30, 1980. Funds requested total $13,205 with the 50% matching District funds to be "in-kind". At the request of the Chancellor's office, the application was mailed prior to the transmittal date, contingent on approval of the Board of Trustees.

It is recommended that the Board ratify the submission of the application as contained in Enclosure #1.

c. RECOMMENDED APPROVAL OF THE SUBMISSION OF THE APPLICATION FOR CONTINUED FUNDING UNDER S.B. 164 (ALQUIST) OF EXTENDED OPPORTUNITY PROGRAMS AND SERVICES

Enclosure #2

The application in Enclosure #2 represents an updating of the EOPS project and is the ninth year requests for funds have been submitted. Dr. Silvera and Dr. Gilbert Robledo will be present to represent the project and respond to questions.

It is recommended that approval be given for submittal of the Extended Opportunity Programs and Services (EOPS) application for 1979-80.

d. RECOMMENDED APPROVAL OF SUNDAY USE OF FACILITIES

Attachment 5.2-d

Two requests for use of district facilities on a Sunday date are included in the attachment.

One is a request from Santa Barbara Hot Wheels for use of the Sport Pavilion for Wheelchair Basketball Games on Sunday, January 14 and Sunday, February 11, 1979.

Second is a request from SHE (Seminars Helping Everyone) Institute, a non-profit corporation, for the use of two temporary buildings on Sunday, March 25, 1979.

Approval of these requests is recommended.
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5. BUSINESS SERVICES – continued:

5.2 NON-ROUTINE – continued:

e. RECOMMENDED RATIFICATION OF EXTENSION OF CONTRACT WITH SANTA BARBARA COUNTY PIPE TRADE JOINT APPRENTICESHIP COMMITTEE

On October 12, 1978, the Board of Trustees approved an agreement with the Santa Barbara County Pipe Trade Joint Apprenticeship Committee for the use of district facilities for a community service class for members of the union. The class was scheduled from October 17, 1978 to January 2, 1979. The committee has requested extension of the agreement for another 10-week period beginning January 9 and ending March 15, 1979.

The Superintendent recommends ratification of an extension of the agreement with the Santa Barbara County Pipe Trade Joint Apprenticeship Committee, in accordance with the terms and conditions as specified in the original agreement, for an additional 10-week period, January 9 through March 15, 1979.

f. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #79-017, 018, 019, and 020 and ADOPTION OF RESOLUTION No. 21 (1978-79)

Attachment 5.2-f

#79-017 in the amount of $1,450: Transfer from Contingencies to Contract Services Account for membership cost of Central Coast Personnel Council.

#79-018 in the amount of $2,548: Transfer from Contingencies to Contract Services Account to refund unexpended funds advanced by the State for the 1977-78 Bilingual Program.

#79-019 in the amount of $2,672: Transfer from Contingencies to Salary Account for hourly help expenses in Admissions Office during registration time.

#79-020 in the amount of $33,075: Transfer of funds from appropriate accounts to Contingencies to adjust amount budgeted for VCIP Program with the Counseling Department.

It is recommended that the above appropriation transfers be approved and Resolution No. 21 (1978-79) be adopted.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

8. RECOMMENDED APPROVAL OF HOURLY RATE INCREASE FOR COLLEGE WORK STUDY AND GENERAL STUDENT EMPLOYEES TO COINCIDE WITH THE NEW FEDERAL MINIMUM WAGE EFFECTIVE JANUARY 1, 1979

Effective January 1, 1979, the minimum wage is increased as a result of federal legislation. The new minimum has been set at $2.90 per hour. By federal guidelines, College Work Study students must be paid the legal minimum wage of any applicable federal, state or local legislation. This action requires an increase in College Work Study and General student wages but does not allow any salary increases to any other personnel due to the provisions of S.B. 154.

The Superintendent recommends that the minimum student hourly wage rate be increased from $2.65 to $2.90, effective January 1, 1979.

h. RECOMMENDED ACCEPTANCE OF ALTERNATES #1 and #2 FOR THE ADMINISTRATION REMODEL PROJECT, J. W. BAILEY CONSTRUCTION COMPANY

On December 14, 1978, the Board of Trustees accepted the low base bid of $737,600 for the Administration Building Remodel project. Action on the four alternates was deferred.

Subsequently, staff and Board of Trustees' subcommittees reviewed each of the four alternates. Acceptance of Alternate #1 (elevator for physically handicapped) and Alternate #2 (remodeling of restrooms for physically handicapped) is recommended at this time. Staff and Board of Trustees' subcommittees recommend rejection of Alternate #3 (pergola west side) and Alternate #4 (sun screen).

The Superintendent recommends acceptance of Alternates #1 and #2 to the Administration Remodel Project bid at a total additional cost of $116,000.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

i. RECOMMENDED RATIFICATION OF EMPLOYMENT CONTRACT FOR CONSTRUCTION INSPECTOR SERVICES - WALTER J. REPUN - ADMINISTRATION REMODEL PROJECT

Attachment 5.2-i

With the starting of the remodel project for educational spaces in the Administration Building, the need for inspection services is required. Mr. Walter Repun has been employed on prior district construction projects and has performed well.

For the general inspection services, the fee will be at the rate of $2,200 per month, or $12.69 per hour for less than a full day. If and when specialized services are required, the fee will be increased by a then-to-be negotiated sum.

The Superintendent recommends the ratification of a Construction Inspector service agreement with Mr. Walter J. Repun in accordance with the terms and conditions specified in Attachment 5.2-i.

j. RECOMMENDED ACCEPTANCE OF LOW BID AND ALTERNATES #1 and #2, CAMPUS CENTER ADDITION PROJECT - $672,000

Attachment 5.2-j

On December 12, 1978, bids were received for the Campus Center Addition project. Only two contractors submitted bids. The low bid for the construction was submitted by the J. W. Bailey Construction Company @ $617,000 for the base bid, $53,000 for Alternate #1 (Bookstore Addition) and $2,000 for Alternate #2 (painting of existing bookstore) - a total bid of $672,000. The cost of both alternates #1 and #2 will be repaid to the General Fund from bookstore income. This project is supported with $332,300 from state sources and $150,000 from the Sambo's Corporation. The total budget for this project, including fixed equipment, is $883,442 of which $617,000 is for construction.

The Superintendent recommends acceptance of the low base bid and Alternates #1 and #2 in the total amount of $672,000 from the J. W. Bailey Construction Company for the Campus Center Addition project, and further recommends awarding of the contract, subject to release of the recognized deficit funds from the state.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. RECOMMENDED APPROVAL OF DECLARATION OF SURPLUS EQUIPMENT -
GOLETA VALLEY ADULT EDUCATION CENTER

Attachment 5.2-k

With the acquisition of the Goleta Valley Adult Education Center, the district now has many pieces of playground equipment not needed or useable by existing programs. Several public and private agencies have expressed interest in some of the equipment. To date two requests have been received for selected items. These requests are from the Hope School District and the Santa Barbara Council for the Retarded. Staff recommends that the equipment not needed for district programs be declared surplus and offered to these agencies. Upon request, other public and private non-profit agencies should be allowed to acquire any remaining surplus equipment. On or after February 15, 1979, if any of such equipment still exists, it should be offered to the highest bidder.

The Superintendent recommends the Board declare selected playground equipment at the Goleta Valley Adult Education Center surplus to the needs of the district and authorize staff to dispose of it in accordance with the above staff recommendation.

6. GENERAL INFORMATION

6.1 REPORT ON ATTRITION DURING 1977-78

Enclosure #3

Research Report 78-2 is an analysis of attrition patterns at Santa Barbara City College during 1977-78. Mr. Burt Miller will be present to discuss the results of this study.

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, January 25, 1979 at 3:30 p.m. in Bldg. T-2 (Women's Center), Santa Barbara City College, Santa Barbara, California.