AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

February 8, 1979

3:30 p.m. – T.V. STUDIO
HUMANITIES BLDG., Room 232
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 JANUARY 25, 1979
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT OF VISITATION TEAM, ASSEMBLY SUBCOMMITTEE ON
         HIGHER EDUCATION, THURSDAY, FEBRUARY 15, 1979
      b. SUMMARY REPORT ON SENATE BILL No. 252 (ALQUIST)
         Enclosure #1
      c. REPORT ON COMING EVENTS, MR. JIM WILLIAMS

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL
   a. ROUTINE
      (1) RECOMMENDED APPROVAL OF TEMPORARY HOURLY INSTRUCTORS,
          SPRING 1979 SEMESTER
          Attachment 2.1-a(1)
      (2) RECOMMENDED APPROVAL OF SUBSTITUTES, CONTINUING EDUCATION
          DIVISION
          Attachment 2.1-a(2)
AGENDA – Regular Meeting  
Board of Trustees – SBCCCD  
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2. PERSONNEL – continued:

2.1 CERTIFICATED PERSONNEL – continued:

a. ROUTINE – continued:

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(3)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF CANCELLATION OF SABBATICAL LEAVE (SPRING 1979 SEMESTER) AND APPROVAL OF HEALTH LEAVE OF ABSENCE, EFFECTIVE JANUARY 15 – JUNE 1, 1979: JANICE D. WHITING, ASSOCIATE PROFESSOR, HEALTH EDUCATION & TECHNOLOGY DEPT.

Attachment 2.1-b(1)

Mrs. Janice Whiting, who was to begin her sabbatical leave this spring (1979), has been critically ill since January 5, 1979. She is still hospitalized and her physician has curtailed all activity. She has requested a cancellation of her sabbatical leave and further requested approval of a health leave of absence for the period January 15 through June 1, 1979.

It is recommended that her requests be approved.

(2) RECOMMENDED APPROVAL OF SABBATICAL LEAVES FOR 1979-80, SUBJECT TO FUNDING

Attachment 2.1-b(2)

At the December 14, 1978 meeting of the Board of Trustees, proposed sabbatical leaves for 1979-80 were presented for information and a first reading. The applications had been reviewed by the Sabbatical Leave Committee and Representative Council.

A summary report of the applications for sabbatical leave for 1979-80 is contained in the attachment. Dr. Barbara Lindemann, Chairperson of the Sabbatical Leave Committee, will be present to respond to questions.

At this time, it is recommended that the proposed sabbatical leaves for 1979-80 be approved, subject to further consideration regarding funding.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES)

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY APPOINTMENT (NON-CLASSIFIED SERVICE EMPLOYEE), 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

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF REQUESTS FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS - JANUARY, 1979

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF LONGEVITY (CAREER) INCREMENT - 10 YEARS: THERESSA KUIPERS, TYP.CLK.INT., CONTINUING EDUCATION DIVISION, EFFECTIVE 3/1/79

Attachment 2.2-a(5)

b. NON-ROUTINE

No items

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS: TIMOTHY HALL AND SALLY SHARPE, SPRING 1979 SEMESTER

Attachment 2.3-a(1)
2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL - continued:

b. NON-ROUTINE

(1) PRESENTATION OF ANNUAL AFFIRMATIVE ACTION PROGRAM ACTIVITY
REPORT FOR 1978

Enclosure #2

Enclosure #2 contains the annual Program Activity

This information report is provided in accordance
with the District's Affirmative Action Plan.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF COLLEGE CALENDAR FOR 1979-80 YEAR

Attachment 3.2

On December 14, 1978, the Board of Trustees approved an extension
of the early calendar for 1979-80. Attachment 3.2 is presented as one
which meets the concept of the early calendar. Two minor changes have
been made from the 1978-79 calendar. Provision is made for registra-
tion of continuing students prior to winter vacation, and final exami-
nation periods have been shortened by one day each semester. Other-
wise, the calendar remains essentially the same as this year's calendar.

Approval of the College Calendar for 1979-80, as contained in
Attachment 3.2, is recommended.

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF ADVISORY COMMITTEES FOR OCCUPATIONAL EDUCATION

Enclosure #3

Enclosure #3 contains the names of persons serving on twenty-seven
individual lay advisory committees which serve both graded and non-
graded occupational programs at Santa Barbara City College. These ad-
visory committees are a great asset in developing and upgrading the on-
going programs. This is prepared in compliance with requirements set
forth in VEA P.L. 94-482.

Approval of the list of advisory committees is recommended.
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. P89-0890, and P89-1046 through and including P89-1140.

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.

5.2 NON-ROUTINE

a. SUMMARY REPORT OF BOARD OF GOVERNORS' LONG RANGE FISCAL PLAN

Dr. David Mertes, Superintendent, will present a summary of the Board of Governors' Long Range Fiscal proposal and discuss the implications of the proposal for the Santa Barbara Community College District.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #79-040 AND ADOPTION OF RESOLUTION No. 23 (1978-79)

Attachment 5.2-b

#79-040 in the amount of $770: Transfer from Contingencies to Student Aid Account for district-matching funds for Nursing Student Loan Program.

It is recommended that Appropriation Transfer #79-040 be approved and Resolution No. 23 (1978-79) be adopted.

c. RECOMMENDED APPROVAL OF AMENDMENT TO MONTHLY MILEAGE LIST OF 1978-79

Attachment 5.2-c

With the appointment of Carole Purdie as Program Planning Assistant for the Continuing Education Division on January 29, 1979, it is appropriate to amend the Monthly Mileage List of 1978-79 to provide payments for the balance of the school year.

It is recommended that the Monthly Mileage List of 1978-79 be amended as delineated in Attachment 5.2-c.

d. RECOMMENDED DENIAL OF CLAIM - MELINDA LOU NAGEL

Enclosure #4

In compliance with Government Code Section 912.4, the Board is required to take action regarding claims against the district. Ms. Melinda Lou Nagel's claim is for special and compensatory damages resulting from injuries received as a result of the bus accident on October 20, 1978 in Inyo County. Ms. Nagel was one of the students enrolled in the SBCC class in field geology.

The Superintendent recommends that this claim be denied in full and that Mrs. Melinda Lou Nagel be so notified, and further that the claim be filed with the district's insurance carrier.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. RECEIPT OF SANTA BARBARA COUNTY SCHOOLS OFFICE FINANCIAL DATA REPORT

Enclosure #5

Annually, the Santa Barbara County Superintendent of Schools staff publishes a report which includes salient financial information pertaining to all school districts in the county.

Enclosure #5, submitted to the Board of Trustees as an information item, is the Financial Data Report for 1977-78 and 1978-79.

f. RECOMMENDED ACCEPTANCE OF THE AUDIT REPORT FOR THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT FOR THE 1977-78 FISCAL YEAR

Enclosure #6

The annual independent financial audit of the district has been completed by Mr. William D. Kendall, C.P.A. The audit report will be discussed at the meeting.

The Superintendent recommends acceptance of the audit report and further recommends payment of the audit fee.

g. RECOMMENDED RATIFICATION OF THE SUBMISSION OF A PROPOSAL TO THE CITY OF SANTA BARBARA FOR THREE CETA-FUNDED POSITIONS

Enclosure #7

This proposal will create three Division Aide positions with CETA Public Service Employment funds. Two of these positions will be in the Theatre Arts Department (Costuming and Scene Construction) and one will be in the Art Department (Gallery Management). The positions will run from about March 10 to September 30, 1979. The proposal was submitted to meet a February 1 deadline.

There is a possibility that CETA will not re-imburse the district for retirement (PERS) costs after July 1, 1979. If this happens, the proposed CETA contract could be terminated at the discretion of the district.

The Superintendent recommends ratification of this proposal.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. RECOMMENDED APPROVAL OF EXTENSION OF CONTRACT FOR CONSTRUCTION INSPECTOR, CAMPUS CENTER ADDITION - WALTER REPHUN

Construction of the Campus Center Addition requires that the contract for Walter Repuhn, Construction Inspector, be extended to include the Campus Center project, subject to approval of the Office of the State Architect.

The Superintendent recommends approval of the contract extension for the Construction Inspector, Walter Repuhn, for the Campus Center Addition, subject to the approval of O.S.A.

i. RECOMMENDED APPROVAL OF CHANGE ORDER #1, CAMPUS BOOKSTORE RELOCATION

Attachment 5.2-1

Change Order #1 for the Bookstore Relocation project provides for temporary emergency egress from the building and a time extension of one (1) day. It is neither an addition or a reduction of the contract.

<table>
<thead>
<tr>
<th>Original contract price</th>
<th>$ 53,572</th>
</tr>
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<tbody>
<tr>
<td>Change Order #1</td>
<td>-0-</td>
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<tr>
<td>New Contract Price:.....</td>
<td>$ 53,572</td>
</tr>
</tbody>
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The Superintendent recommends approval of Change Order #1 to the contract with J. W. Bailey Construction Company for the Bookstore Relocation project at no increase or decrease in the contract price, and a new completion date of November 25, 1978.

j. RECOMMENDED ACCEPTANCE OF BOOKSTORE RELOCATION PROJECT AND AUTHORIZATION TO FILE NOTICE OF COMPLETION, J. W. BAILEY CONSTRUCTION COMPANY

The relocation of the Campus Bookstore has been substantially completed and is recommended for acceptance by the architect, subject to completion of the punch list items. The Bookstore is now operational and open for business.

The Superintendent recommends acceptance of the Bookstore Relocation Project as substantially complete as of November 25, 1978, and further recommends the Board authorize the staff to file a Notice of Completion upon completion of the punch list items.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. RECOMMENDED APPROVAL OF CHANGE ORDER #1, CAMPUS CENTER ADDITION

In accordance with the instructions of the Board of Trustees, the Campus Center Addition project has been studied for possible reductions to the construction costs. The architects have compiled a list of possible reductions. Staff and the Board Subcommittee on Facilities will review this list on February 7 and present recommended reductions to the entire Board of Trustees for their consideration.

Authorization is requested for preparation of the formal Change Order #1 based on Board of Trustee action on February 8, 1979.

l. RECOMMENDED APPROVAL OF SUNDAY USE OF FACILITIES - SALVATION ARMY

Attachment 5.2-1

The Salvation Army has requested use of certain areas in the Drama/Music Complex for a Christian Youth Rally on Saturday, March 10 and Sunday, March 11. Because of its program, the commercial rate is recommended as noted on the application in the attachment. Use of facilities on a lease basis for this purpose is permissible by law and district policies.

A representative, Captain Robert Scrivin, will be present to speak to this request.

Approval is recommended of the application for use of facilities as delineated in Attachment 5.2-1.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, February 22, 1979 at 3:30 p.m. in the T.V. Studio (Humanities Building, Room 232) of Santa Barbara City College, Santa Barbara, California.