AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

April 12, 1979

3:30 p.m. - Room A-160
Administration Building
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 - Personnel matters
   1.5 MINUTES - REGULAR MEETING OF MARCH 8, 1979
     - REGULAR MEETING OF MARCH 22, 1979
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. GUEST APPEARANCE - THE HONORABLE GARY HART, ASSEMBLYMAN 35th
         DISTRICT
      b. REPORT ON COMING EVENTS - Mr. Jim Williams

2. PERSONNEL
   2.1 CERTIFICATED PERSONNEL
      a. ROUTINE
         (1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGES/ADDITIONS
             FOR PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTES, AND CONSUL-
             TANTS, CONTINUING EDUCATION DIVISION
             Attachment 2.1-a(1)
         (2) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE
             Attachment 2.1-a(2)
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2. PERSONNEL – continued:

2.1 CERTIFIED PERSONNEL – continued:

b. NON–ROUTINE

(1) RECOMMENDED ADOPTION OF ADJUSTED CERTIFIED SALARY SCHEDULES FOR 1978-79

Enclosure #1

On March 29, 1979, the Board of Trustees approved salary adjustments for regular certificated employees of the district, retroactive to July 1, 1978. The adjustments are described in Enclosure #1.

It is recommended that the Adjusted 1978-79 Certificated Salary Schedules, contained in Enclosure #1, be adopted.

(2) RECOMMENDED APPROVAL OF CONTINUED EMPLOYMENT OF DOROTHY ANNABLE, PROFESSOR/LIBRARIAN, FOR THE 1979-80 COLLEGE YEAR

Attachment 2.1-b(2)

District Policy 2344 (Employee's Competence) permits certificated employees to continue employment beyond age 65.

Dorothy Annable, Professor/Librarian, has submitted a request to continue.

It is recommended that Dorothy Annable be employed as Professor/Librarian for the 1979-80 college year, as outlined in 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 STUDENT APPOINTMENT, GENERAL PROGRAM

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

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(3) RECOMMENDED APPROVAL OF REQUEST FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS FOR MARCH AND APRIL, 1979

Attachment 2.2-a(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: MARY J. BORGMAN, ADMIN. SECRETARY, INSTRUCTION OFFICE, EFFECTIVE 4/13/79

Attachment 2.2-a(4)


Attachment 2.2-a(5)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF CHANGE OF WORK WEEK: RICHARD FRANZ PRINCIPAL CLERK, ADMISSIONS & RECORDS, EFFECTIVE 7/1/79

Attachment 2.2-b(1)

On July 27, 1978, Richard Franz, Principal Clerk, Admissions and Records, was approved to work a 4-day/40 hr. week. Mr. Franz has now requested to be returned to a 5-day work week. The Assistant Dean of Admissions and Records and the Administrative Dean of Student Services recommend approval.

It is recommended that approval be given for Richard Franz to return to a 5-day work week schedule, effective July 1, 1979.

(2) RECOMMENDED APPROVAL OF APPOINTMENT: MICHAEL A. LEWIS, PROPERTIES CUSTODIAN/TECHNICIAN, MACHINE/WELDING (REPLACING T. O'NEIL-PARTIAL), EFFECTIVE 4/16/79

Attachment 2.2-b(2)
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) RECOMMENDED ADOPTION OF ADJUSTED CLASSIFIED MANAGEMENT/SUPERVISORY/CONFIDENTIAL SALARY SCHEDULE FOR FISCAL YEAR 1978-79

Enclosure #2

On March 29, 1979, the Board authorized an adjustment to the Management/Supervisory/Confidential Salary Schedule. This was done at the recommendation of the Superintendent, who had conferred with representatives of that group concerning salary adjustments.

It is recommended that the Adjusted Classified Management/Supervisory/Confidential Salary Schedule for 1978-79, as contained in Enclosure #2, be adopted.

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL EXPERT (CONSULTANT) STATUS: STEVE WARNER, P.E./DANCE, SPRING 1979 SEMESTER

Attachment 2.3-a(1)

(2) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS: JEAN-PIERRE DUPART, P.E./ATHLETICS, SPRING 1979 SEMESTER

Attachment 2.3-a(2)

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF PROCEDURES FOR SELECTION OF NON-VOTING STUDENT BOARD MEMBER

Attachment 3.2

On April 13, 1978, the Board adopted policy for the selection and service of the non-voting student member of the Board of Trustees. Those policies require that procedures for election of the Student President, who will serve as the student Board member, be approved by the Board of Trustees. There are no changes in the election procedures which were approved last year.

Approval of the election procedures as shown in Attachment 3.2 is recommended.
4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF DEPARTMENT CHAIRPERSON SELECTION POLICY AND PROCEDURES

Attachment 4.1

On December 13, 1978, the Cluster Leader Council approved the Department Chairperson Selection Policy and Procedures. Presented on the March 22, 1979 Board agenda, the item was deferred for further consideration.

On March 28, 1979, the Cluster Leader Council reviewed the policy, and Attachment 4.1 contains the revised policy.

It is recommended that approval be given of the Department Chairperson Selection Policy and Procedures, as contained in Attachment 4.1.

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. P89-1396 through and including P89-1572.

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. INSPECTORS' REPORTS FOR PERIOD ENDING MARCH 31, 1979

Attachment 5.1-c

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

- Physical Science Addition   90% complete
- Admin. Bldg. Renovations   25% complete
- Campus Center (HRM) Addition  4% complete
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

a. RECOMMENDED ACCEPTANCE OF GIFTS ON BEHALF OF THE FUND FOR SANTA BARBARA CITY COLLEGE

Attachment 5.2-a

Several gifts have been generously offered to THE FUND FOR SANTA BARBARA CITY COLLEGE for instructional purposes on campus.

The gifts and their donors are:

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<tr>
<th>Item</th>
<th>Estimated Value</th>
<th>Donor</th>
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<tr>
<td>New Cash Registers (4)</td>
<td>$4,252</td>
<td>Mr. John Dunn 1126 Patterson Avenue</td>
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<tr>
<td></td>
<td></td>
<td>Santa Barbara 93111</td>
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<tr>
<td>Long-Play Recordings (104)</td>
<td>$406</td>
<td>Mr. &amp; Mrs. J. R. Mount 1565 Franceschi Road</td>
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<td></td>
<td></td>
<td>Santa Barbara 93103</td>
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<td>Asian Painting</td>
<td>$900</td>
<td>Mr. &amp; Mrs. Robert Weber 1 El Vedado Lane</td>
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<td></td>
<td>Santa Barbara 93105</td>
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<tr>
<td>Baseball Pitching Machine</td>
<td>$1,054.70</td>
<td>Mr. Art Andreatte A &amp; A Custom Bldg.</td>
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<td>2416 Calle Soria Santa Barbara 93109</td>
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<tr>
<td>Chairs (10)</td>
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<td>SAMBO'S Restaurants, Inc. 3760 State Street</td>
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<td>Tables (5)</td>
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<td>Chandeliers (2)</td>
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<td></td>
<td>$424</td>
<td>Mr. Thomas Smith 1532 La Vista Del Oceano</td>
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It is recommended that the Board of Trustees accept these gifts for the Santa Barbara Community College District on behalf of THE FUND FOR SANTA BARBARA CITY COLLEGE and request staff to send a letter of appreciation to each of the generous donors.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

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

Attachment 5.2-b

Inadvertently, the name of John Morrisohn was omitted from the list of Work Experience Activities personnel for the Spring 1979 semester presented on the March 8, 1979 agenda.

It is recommended that approval be given to amend the 1978-79 Monthly Mileage List as delineated in Attachment 5.2-b.

c. RECOMMENDED ACCEPTANCE OF GIFT FROM THE SANTA BARBARA COUNTY HORTICULTURE SOCIETY

Attachment 5.2-c

The Santa Barbara County Horticulture Society has offered the district fourteen (14) 15-gallon Coast Redwoods for planting on the West Campus in areas approved by staff. The Society together with the district's Landscape Horticulture class will plant the trees generally on the north side of the James R. Garvin Memorial Theatre -- on and around the large mound. This will provide the screening which was originally designed for the facility. The group plans to plant in honor of National Arbor Day, either on April 20 or April 27.

The Superintendent recommends acceptance of the gift of fourteen (14) Coast Redwood trees from the Santa Barbara County Horticulture Society.

d. RECOMMENDED ACCEPTANCE OF AUGMENTATION TO INDOCHINESE ESL PROGRAM IN THE AMOUNT OF $550

Attachment 5.2-d

Notice has been received that the Indochinese ESL grant is being increased by $550 to cover travel expenses to two training workshops.

The Superintendent recommends acceptance of the augmentation.
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5. BUSINESS SERVICES - continued:  

5.2 NON-ROUTINE - continued:  

e. RECOMMENDED APPROVAL OF CETA CONTRACT TO CONDUCT ADULT BASIC EDUCATION PROGRAM  

Attachment 5.2-e  

Notice has been received from the County CETA office that the district has been approved to conduct an Adult Basic Education Program. This program will be carried out under a $24,055 contract with the County of Santa Barbara.  

The Superintendent recommends approval of the contract and acceptance of the grant award of $24,055.  

f. RECOMMENDED ACCEPTANCE OF BID: GOLETA VALLEY ADULT EDUCATION CENTER PARKING LOTS  

Bids for the parking lot project at the Goleta Valley Adult Education Center will be opened on April 10.  

The bids will be presented with a recommendation at the meeting.  

6. GENERAL INFORMATION  

6.1 REPORT OF THE AD HOC COMMITTEE ON COST EFFECTIVENESS IN CALIFORNIA COMMUNITY COLLEGES (HELD OVER FROM LAST BOARD MEETING 3/29/79)  

Enclosure #4 (from last meeting)  

Last Fall, Chancellor Craig appointed a committee to look into costs in community colleges. Although working under severe time constraints, the committee last month issued a report, Costs in California Community Colleges. The project co-directors were Dr. Glenn G. Gooder and Dr. Thomas MacMillan.  

Mr. Burt Miller will be present to review the highlights of this report.  

7. ADJOURNMENT  

The next regular meeting of the Board of Trustees is scheduled for Thursday, April 26, 1979 at 3:30 p.m. in Room A-160, Administration Building, Santa Barbara City College, Santa Barbara, California.