MINUTES
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

July 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

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Joe Dobbs on Thursday, July 12, 1979, at 3:40 p.m. in Room A-160 (Administration Building), Santa Barbara City College, Santa Barbara, California.

1.2 ROLL CALL

Members present:
Dr. Joe Dobbs, President
Mrs. Kathryn O. Alexander
Mr. Sidney R. Frank (left at 3:50 p.m.)
Mrs. Ann Gutshall
Mr. Benjamin P. J. Wells

Members absent:
Mrs. Joyce H. Powell, Vice-President
Mr. Eli Luria

Others present for all or a portion of the meeting:
Dr. David Mertes, Superintendent/President and Secretary/Clerk to the Board of Trustees
Dr. Donald Sorsabal, Acting Business Manager
Dr. Alfred Silvera, Administrative Dean, Student Services
Mr. Jim Williams, College Information Officer
Mr. Steve Zaharias, President, Associated Students
Dr. Abelino Bailon, Asst. Dean, Continuing Education
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Mr. William Cordero, Coordinator, Student Finances
Mr. Cal Reynolds, Asst. Dean, Student Activities
Dr. Richard Sanchez, Asst. Dean, Educational Planning & Development
Mr. Greg Sharp, S. B. World Cup Committee
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME TO GUESTS

Dr. Dobbs extended a welcome to those present.
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1. GENERAL FUNCTIONS - continued:

1.4 EXECUTIVE SESSION

Dr. Dobbs announced that the executive session had been held prior to the regular meeting.

A motion had been made by Mr. Frank and seconded by Mr. Wells to start the executive session at 1:15 p.m. in Room A-121 (former Accounting offices). It was attended by Dr. Dobbs, Mrs. Alexander, Mr. Frank, Mrs. Gutshall, Mr. Wells, and Dr. Mertes and was held for the purpose of interviewing candidates for the position of Business Manager.

At 3:40 p.m., Dr. Dobbs called an end to the executive session by motion made by Mr. Frank and seconded by Mr. Wells. All five Board members and Dr. Mertes arrived immediately at Room A-160 to conduct the regular meeting.

No action was taken at the executive session and no statement was made.

1.5 MINUTES - REGULAR MEETING OF JUNE 28, 1979

Upon motion of Mr. Frank, seconded by Mrs. Alexander, the minutes of the regular meeting of June 28, 1979, were approved by the Board of Trustees as delivered.

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

Added: Dr. Dobbs announced that Board member Ann Gutshall submitted a letter of resignation from her seat on the Board of Trustees. Dr. Dobbs read the entire letter, a copy of which is attached to these minutes.

Dr. Dobbs and all Board members were deeply affected by this action. Upon motion of Mrs. Alexander, seconded by Mr. Wells, the Board accepted with deep sorrow the resignation of Mrs. Ann Gutshall from the Board of Trustees.

No comments were made due to the high regard all felt for Mrs. Gutshall and the emotional strain on all to speak.

a. UPDATE ON FISCAL LEGISLATION

Comments under Item 5.2-1.

(At this point, the agenda was moved to Item 2.1.)

b. REPORT ON COMING EVENTS - Mr. Jim Williams

Mr. Jim Williams had a very brief report as his last report covered the period through July 31, 1979.
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1. GENERAL FUNCTIONS – continued:

Taken 1.8 a.  APPROVAL OF 1979 GOVERNING BOARD MEMBER ELECTION ORDER AND
ADOPTION OF RESOLUTION No. 1 (1979-80), Enclosure #1

(This was taken after the Business Services items.)

Dr. Mertes stated that the regular election for governing
board members will be held on November 6, 1979.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and
passed by the Board members to adopt Resolution No. 1 (1979-80)
ordering the Governing Board Member elections on November 6, 1979,
for three board seats. Upon poll of the members, the vote was
as follows:

Ayes:  Dr. Dobbs, Mrs. Alexander, Mr. Frank, Mr. Wells
Noes:  None
Absent:  Mrs. Powell, Mr. Luria

(After action on this item, the meeting was adjourned as Mr. Frank
had to leave (3:50 p.m.) and a quorum no longer existed.)

b. OATH OF OFFICE FOR NON-VOTING STUDENT MEMBER OF THE GOVERNING
BOARD

Dr. David Mertes, as Secretary/Clerk to the Board of Trustees,
administered the oath of office to Steve Zaharias, President of
the Associated Students, and non-voting student member of the Board
of Trustees for the 1979-80 year.

Mr. Zaharias was greeted with a round of applause as the first
student member who was sworn in.

Mr. Zaharias acknowledged the honor and stated that in lieu
of dinner for all, perhaps at the end of his term he may be able
to provide a box of cigars for all.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by
Mr. Frank, seconded by Mrs. Alexander, and passed by the Board
to approve of the following routine Certificated Personnel items,
as described in the attachments:

(1) APPROVAL OF ADDITIONAL HOURLY INSTRUCTOR, AND CHANGE FOR
PREVIOUSLY-APPROVED INSTRUCTOR, CONTINUING EDUCATION
DIVISION, Attachment 2.1-a (1)

(2) ACCEPTANCE OF RESIGNATION: AL CARTER (HOURLY), WORK, INC.
PROGRAM, CONTINUING EDUCATION DIVISION, Attachment 2.1-a (2)
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

(1) ACCEPTANCE OF RESIGNATION: VIRGINIA W. JASS, DIRECTOR, WOMEN'S CENTER (TEMPORARY LONG-TERM SUBSTITUTE), EFFECTIVE JUNE 2, 1979, Attachment 2.1-b (1)

Upon recommendation of the Superintendent, it was moved by Mr. Frank, seconded by Mrs. Alexander, and passed by the Board to accept the resignation of Virginia W. Jass, Director, Women's Center, effective June 2, 1979.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, 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 (CLASSIFIED AND 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) ACCEPTANCE OF RESIGNATION: JOSE S. SALCEDO, GROUNDS SUPERVISOR, FACILITIES & OPERATIONS DEPT., EFFECTIVE 7/31/79, Attachment 2.2-a (4)

(5) AUTHORIZATION FOR TRAVEL AND CONFERENCE, Attachment 2.2-a (5)

(6) APPROVAL OF INDUSTRIAL LEAVE OF ABSENCE: CECILIA TATSCH, PURCH. TECH. PURCHASING DEPT., EFFECTIVE JUNE 25, 1979, FOR APPROXIMATELY 6-8 WEEKS, Attachment 2.2-a (6)

(7) APPROVAL OF ANNUAL SALARY INCREASES, Attachment 2.2-a (7)
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2. PERSONNEL - continued:
   2.2 CLASSIFIED PERSONNEL - continued:
      b. NON-ROUTINE
         (1) APPROVAL OF PROMOTION: DIANE R. LOPEZ, ACCT. CLK. JR., ACCOUNTING DEPT. (REPLACING J. MARSH), EFFECTIVE 7/23/79, Attachment 2.2-b (1)

         Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve of the promotion of Diane R. Lopez, Jr. Acct. CLK., Accounting Dept., (replacing J. Marsh), effective July 23, 1979.

2.3 GENERAL PERSONNEL
   a. ROUTINE
      No items
   b. NON-ROUTINE
      (1) APPROVAL OF REORGANIZATION OF STUDENT FINANCE AND ACTIVITIES OFFICE AND RECLASSIFICATION OF COORDINATOR, STUDENT FINANCE AND ACTIVITIES POSITION, EFFECTIVE 7/13/79, Enclosure #2

      Upon recommendation by the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve of the following:

      1. Reorganization of the offices of Student Finance and Student Activities and reclassification of the Coordinator position, Range 47, to Advisor, Student Activities, Range 37, CSEA Unit Salary Schedule, full-time, 10 months per year, effective July 13, 1979;

      2. Exemption of the Advisor class from overtime in accordance with Section 13.55.11 of the Classified Personnel Rules and Regulations; and

      3. Amendment of the job description of the Assistant Dean, Student Activities, to reflect deletion of responsibilities for Student Finance, as described in Enclosure #2.

3. STUDENT SERVICES
   3.1 REPORT BY ASSOCIATED STUDENTS
      No report
4. CURRICULUM AND INSTRUCTION
   No items

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Wells, 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 ORDERS No. P89-2073 THROUGH AND INCLUDING P89-2088.

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.

c. INSPECTOR'S REPORTS FOR PERIOD ENDING JUNE 30, 1979
   No comments made; no action necessary.

5.2 NON-Routine

a. ACCEPTANCE OF GIFTS ON BEHALF OF THE FUND FOR SANTA BARBARA CITY COLLEGE, Attachment 5.2-a

   Upon recommendation by the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board to accept the gifts listed on Attachment 5.2-a on behalf of THE FUND FOR SANTA BARBARA CITY COLLEGE and to direct staff to send a letter of appreciation to the donors.

b. REPORT OF NOTIFICATION OF APPROVED AUTHORIZATION CEILING FOR THE BASIC EDUCATIONAL OPPORTUNITY GRANT PROGRAM FOR 1979-80, Attachment 5.2-b

   Dr. Mertes stated that this was an information item only.

c. ACCEPTANCE OF SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS (SEOG) PROGRAM AND COLLEGE WORK-STUDY (CWS) FUNDS FOR 1979-80, Attachment 5.2-c

   Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to accept the 1979-80 funding for the Supplemental Educational Opportunity Grants Program and the College Work-Study, as delineated in Attachment 5.2-c.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. ACCEPTANCE OF CETA FUNDS IN THE AMOUNT OF $12,044 FOR EXTENSION OF ESL PROGRAM, Attachment 5.2-d

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to accept CETA funds in the amount of $12,044 to extend an existing ESL Program.

e. APPROVAL OF MILEAGE ALLOWANCES LIST FOR 1979-80, Attachment 5.2-e

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve the 1979-80 Mileage Allowance List, as contained in Attachment 5.2-e.

f. APPROVAL OF CHANGE ORDER #2, CAMPUS CENTER ADDITION PROJECT, J. W. BAILEY CONSTRUCTION CO., CONTRACTOR, Attachment 5.2-f

Dr. Mertes stated that the Subcommittee on Facilities had been unable to meet. This change order was discussed by phone with Mr. Frank, Chairman of the Subcommittee. It was agreed that the additional costs were necessary due to changes in original plan of donated equipment. Some reimbursement may be possible at the completion of the installation of the equipment.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the Board to approve of Change Order #2 to the contract with the J. W. Bailey Construction Company, contractor, for the Campus Center Addition project in the additive amount of $6,018, as follows, with no change in completion date of December 16, 1979:

| Original Contract Price   | $672,000          |
| Change Order #1           | -24,184           | $647,816
| Change Order #2           | +6,018            | $653,834
| New Contract Price        |                  |

g. REQUEST FOR SUNDAY USE OF FACILITIES, Attachment 5.2-g

Upon recommendation of the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the Board to approve of Sunday use (August 19) of La Playa Stadium by the Santa Barbara World Cup Committee for a World Cup Ultimate Frisbee Championship.

h. RATIFICATION OF CHANGE ORDER #1, ADMINISTRATION BUILDING RENOVATIONS, J. W. BAILEY CONSTRUCTION COMPANY, CONTRACTOR, Attachment 5.2-h

Upon recommendation by the Superintendent, it was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the Board continued ...
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

h. continued:

to ratify Change Order #1 to the contract with the J. W. Bailey Construction Company, Administration Building Renovation project in an additional amount of $473.72, as follows, and a contract extension of eleven (11) days to August 4, 1979:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Price</td>
<td>$853,600.00</td>
</tr>
<tr>
<td>Change Order #2*</td>
<td>-$5,129.60</td>
</tr>
<tr>
<td>Change Order #1</td>
<td>$473.72</td>
</tr>
<tr>
<td>New Contract Price</td>
<td>$848,944.12</td>
</tr>
</tbody>
</table>

(*Inadvertently, the change order approved at the June 12, 1979, Board meeting was identified as #1. It will be corrected to read #2.)

1. ADOPTION OF THE 1979-80 PUBLICATION BUDGET, Enclosure #3

Dr. Mertes stated that the Governor signed the bill moving up the date for budget adoption to September 6. Consequently, this item is deferred until August 23.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

Upon motion of Mrs. Alexander, seconded by Mr. Frank, the Board of Trustees adjourned their regular meeting at 3:50 p.m. A quorum no longer existed, as Mr. Frank had to leave the meeting. Since action had been taken on all items while a quorum was present, Dr. Mertes inquired if any Board member had any general questions on any agenda item. None were asked, as all items were brief and uncomplicated.

Dr. Dobbs acknowledged the presence of Mr. Greg Sharp appearing for Item 5.2-g. Dr. Dobbs informed him that his request had been approved. He thanked the Board for their action and described the coming event briefly.

With Dr. Dobbs' permission, Mr. Bill Cordero presented copies of a financial analysis of 1979-80 HEW allocations of the SBCCCD as compared to neighboring community college districts. Also, he presented and spoke to a report of financial aid awards for the years 1972 to the present for the various financial programs.

Attest:

Joe W. Dobbs  
President, Board of Trustees  
Santa Barbara Community College District

Approved by the Board of Trustees on Aug 9, 1979.

David Mertes  
Superintendent/President and Secretary/ Clerk to the Board of Trustees