AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

August 9, 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 JULY 12, 1979

- SPECIAL MEETING OF JULY 31, 1979

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

a. UPDATE ON FISCAL LEGISLATION

b. REPORT ON COMING EVENTS - Mr. Jim Williams

1.8 a. RECOMMENDED ADOPTION OF RESOLUTION No. 2 (1979-80) ORDERING ELECTION FOR BOARD VACANCY IN TRUSTEE AREA No. 3

Attachment 1.8-a

The attachment contains an Order of Election to fill the vacant two-year term due to the resignation of Mrs. Ann Gutshall on July 12, 1979.

The Superintendent recommends adoption of Resolution No.2 (1979-80) ordering the election to fill the two-year term in Trustee Area No. 3.
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1. GENERAL FUNCTIONS - continued:

1.8 b. RECOMMENDED ADOPTION OF RESOLUTION No. 3 (1979-80) REQUESTING CONSOLIDATION WITH SPECIAL STATEWIDE ELECTION

Attachment 1.8-b

A special statewide election has been called for November 6, 1979, the same date as the Governing Board Member election. According to California Elections Code, it is necessary to request that the local election be consolidated with the Special Statewide election.

The Superintendent recommends adoption of Resolution No. 3 (1979-80) requesting consolidation of the election of Governing Board Members with the Special Statewide election called for November 6, 1979.

c. VACANT POSITION ON BOARD OF TRUSTEES

At the regularly-scheduled meeting of Thursday, July 12, 1979, Mrs. Ann Gutshall submitted her resignation as a member of the Santa Barbara Community College District's Board of Trustees from Trustee Area No. 3. The resignation was effective immediately.

At a special Board of Trustees meeting on Tuesday, July 31, 1979, the Board considered the two options available: to appoint a replacement for Mrs. Gutshall from Trustee Area No. 3, or to leave the position vacant. With either option the position would be subject to the election process in November in order to qualify an individual to fill the remaining two years of Mrs. Gutshall's term of office.

After considerable discussion of the details of the two options and the implications, the members of the Board of Trustees adopted a position that they intended to appoint an individual to fill the vacancy at the regularly-scheduled meeting of Thursday, August 9, 1979.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY PERSONNEL
Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY ATHLETIC/P.E. ASSIGNMENTS
Attachment 2.1-a(2)
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 HOURLY INSTRUCTORS FOR FALL 1979

   Attachment 2.1-b(1)

   (2) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, SUBSTITUTES,

   AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVI-

   SION, FOR FALL 1979

   Enclosure #1

   (3) RECOMMENDED ACCEPTANCE OF RESIGNATION: DR. MANUEL RIVERA,

   ASST. PROFESSOR, SPANISH, EFFECTIVE JUNE 2, 1979

   Attachment 2.1-b(3)

   (4) RECOMMENDED APPROVAL OF MATERNITY LEAVE AND PERSONAL

   LEAVE OF ABSENCE: MRS. SUZANNE MEDINA-NgUYEN, ASSISTANT

   PROFESSOR, ENGLISH/ESSENTIAL SKILLS, STARTING 8/20/79

   Attachment 2.1-b(4)

Mrs. Suzanne Medina-Nguyen has requested the use
of maternity leave for pregnancy disability from August 20,
1979 through October 31, 1979, and has also requested that
she be granted a personal leave without pay from November 1,
1979 through December 21, 1979.

It is recommended that this request be approved.

   (5) RECOMMENDED APPROVAL OF MILITARY LEAVE OF ABSENCE: DR.

   RICHARD M. SANCHEZ, ASST.DEAN, EDUCATIONAL PLANNING &

   DEVELOPMENT, EFFECTIVE AUGUST 13 THROUGH AUGUST 24, 1979

   Attachment 2.1-b(5)

   (6) RECOMMENDED APPROVAL OF TEMPORARY APPOINTMENTS (EOPS):

   TONY BURNZ AND TONKYA DEHAVIA (40% CONTRACT), EFFECTIVE

   AUGUST 20 - DECEMBER 21, 1979

   Attachment 2.1-b(6)
AGENDA - Regular Meeting  
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(7) RECOMMENDED APPROVAL OF TEMPORARY (LONG TERM SUBSTITUTE) APPOINTMENTS: WENDY S. PHELPS (ADN PROGRAM) AND LUIS A. VILLEGAS (ESSEN.SKILLS), EFFECTIVE 8/20/79-5/30/80 AND 8/20/79-12/21/79, RESPECTIVELY

Attachment 2.1-b(7)

(8) RECOMMENDED APPROVAL OF APPOINTMENT: ZOE A. IVIERSON, DIRECTOR, CHILDREN'S CENTER (REPLACING D. COFFMAN), EFFECTIVE AUGUST 20, 1979

Attachment 2.1-b(8)

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), AND FOR CONTINUING EDUCATION DIVISION

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY APPOINTMENT (CLASSIFIED SERVICE EMPLOYEE)

Attachment 2.2-a(2)

(3) RECOMMENDED ACCEPTANCE OF RESIGNATIONS: MICHAEL LEWIS (PROP.CUSTODIAN TECH., MACHINE SHOP), EFFECTIVE 6/25/79, AND GARY O. PARKS (LAB. TECH., ART DEPT.), EFFECTIVE 8/15/79

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF REQUEST FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS FOR MAY, 1979

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE: JEAN BLANKENSHIP, INT.ACCT.CLK., PAYROLL DEPT., 6/26/79 THROUGH 8/3/79

Attachment 2.2-a(5)

(6) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(6)
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(7) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS) AND GENERAL PROGRAMS

Attachment 2.2-a(7)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF PERMANENT VOLUNTARY REDUCTION OF ASSIGNMENT: CHARLES CHRISTIAN, SR.LAB.TECH., PHYSICS, FROM FULL-TIME TO HALF-TIME, EFFECTIVE 8/31/79

Attachment 2.2-b(1)

Mr. Christian has requested a permanent reduction of his assignment from full-time to 20 hours per week. The Physics Department and Dean of Instruction concur with the request. The department intends to request replacement of the 20 hours in order to maintain the current level of staffing.

It is recommended that the request for permanent reduction of assignment be approved.

(2) RECOMMENDED APPROVAL OF APPOINTMENT: SIBYL W. HOLDER, SR.SECRETARY, CONTINUING EDUCATION DIVISION (REPLACING E. ROULSTON), EFFECTIVE 8/13/79

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: ADVISOR, STUDENT ACTIVITIES (REPLACING M. COMBS)

(4) RECOMMENDED APPROVAL OF APPOINTMENT: BUSINESS MANAGER (REPLACING D. SORSABAL)
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2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS:
    JOHN HIGGINS, THEATRE ARTS

Attachment 2.3-a(1)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF ATHLETIC/P.E. COACHING ASSIGNMENTS:
    SCOTT CATHCART AND RAY SCHAACK, FOOTBALL SEASON

Attachment 2.3-b(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 44 candidates listed in Attachment 3.2 the Associate in Arts Degree,
subject to completion of the state and local requirements for the
degree.

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 19 candidates listed in Attachment 3.3 the Associate in Science
Degree, subject to completion of the state and local requirements for
the degree.

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF COURSES FOR FALL TERM 1979, CONTINUING EDUCATION
    DIVISION

Enclosure #2

Enclosure #2 contains the list of courses to be offered for the
Fall 1979 Term in Continuing Education.

Approval of the Fall 1979 Term Course List 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 Orders No. P89-2089 through and including P89-2096 (Prior Year) and No. P90-0001 through and including P90-0150.

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 JULY 31, 1979

Attachment 5.1-c

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

- Physical Science Addition 99% complete
- Admin.Bldg. Renovations 80% complete
- Campus Center (HRM) Addition 33% complete

5.2 NON-ROUTINE

a. PROPOSED LONG-RANGE PLAN FOR DATA PROCESSING

Enclosure #3

With the completion of a seven-year lease/purchase contract with the Burroughs Corporation, it is appropriate that the college look at where we wish to go in the future.

Mr. Burt Miller will present a summary of a proposed plan for data processing.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:


Enclosure #4

Annually, an agreement with UCSB is entered into by the district for supervised student teaching. This agreement provides for UCSB students to complete the supervised teaching requirements under the direction of selected faculty members at Santa Barbara City College.

It is recommended that approval be given to enter into an agreement with UCSB for student teachers for the 1979-80 year.

c. RECOMMENDED APPROVAL OF EXTENSION OF SPACE LEASE AGREEMENT  
No. V 344 R 28 WITH THE VETERANS ADMINISTRATION

Attachment 5.2-c

The Veterans Administration has requested extension of the lease agreement with the district for the use of the trailer space for their on-campus program. There is no cost to the district. The current lease expired on July 31, 1979.

The Superintendent recommends approval of the extension of the agreement with the Veterans Administration, No.V 344 R 28 for the use of the trailer space for the period August 1, 1979 through September 30, 1980.

d. RECOMMENDED APPROVAL OF EXTENSION OF VENDING MACHINE CONTRACT, RICHARDSON VENDING COMPANY

All conditions of the contract with the Richardson Vending Company remain the same as originally contracted in 1976. The services of the company have been acceptable. Several of the machines are being replaced with new machines and will all be installed by the start of the fall semester.

It is recommended that a one-year extension of the exclusive vending contract with the Richardson Vending Company be approved.
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5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

e. RECOMMENDED APPROVAL of INSURANCE CARRIERS AND PREMIUMS FOR
EMPLOYEE BENEFIT PROGRAM FOR 1979-80

Attachment 5.2-e

The Personnel Benefits Committee met during the month of
May, 1979 to review and study the district's Personnel Benefits
Program. This included a review of new rates, meeting with
Blue Cross and Mission Medical representatives, and reviewing
returned questionnaires sent to employees to determine the level
of satisfaction with the current health insurance plans.

The Committee's recommendation is to continue the current
Personnel Benefits Program in 1979-80 with no changes in car-
rriers or level of benefit coverage other than the mandated
maternity benefits. Premium increases are due to this addi-
tional coverage as well as inflation and loss experience.

The Superintendent recommends approval of the proposals
from Blue Cross; California Medical Group Health Plan, Inc.;
Great-West Life Assurance Company; and INA Income Protection
as insurance carriers for 1979-80 college year at the rates
indicated in the attachment.

f. RECOMMENDED RATIFICATION of the SUBMISSION of a PROPOSAL to
CONTINUE THE BILINGUAL TEACHER AIDE PROGRAM

Attachment 5.2f

The Bilingual/Cross Cultural Teacher Aide Program, co-
ordinated by the American Ethnic Studies Department, has been
operating for two years at Santa Barbara City College. The
program articulates with a baccalaureate program at UCSB.

This proposal covers the continuation of the program
through 1979-80 and was mailed to meet a July 30 deadline.

The Superintendent recommends ratification of the sub-
mission of the application to continue the Bilingual Teacher
Aide Program.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. RECOMMENDED RATIFICATION OF THE SUBMISSION OF A PROPOSAL FOR CETA FUNDING FOR OPERATION OF A ONE-YEAR ELECTRONICS PROGRAM

Attachment 5.2-g

A proposal was submitted to operate a one-year Electronics Program at Santa Barbara City College. This request will include some $75,000 in CETA funds combined with in-kind district funds to train some 35 electronic technicians and 60 electronic assembly/testers during the 1979-80 fiscal year.

The electronic assembly/testing personnel will be trained through Continuing Education and the electronic technicians will be trained through the graded program. The mode of instruction will be open entry, open exit self-paced, and will combine with on-the-job training sites for student participants.

A detailed contract will be submitted to the Board at a future meeting assuming that the County Board of Supervisors approves same on August 6.

Ratification of the submission of the application is recommended.

h. NOTIFICATION OF 1979-80 VEA ALLOCATIONS

Attachment 5.2-h

The district has been informed that the 1979-80 VEA allocations will be as follows:

<table>
<thead>
<tr>
<th>Subpart</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subpart 2 - Basic Grant</td>
<td>$169,549</td>
</tr>
<tr>
<td>Subpart 3 - Program Improvement and Supportive Services</td>
<td>18,833</td>
</tr>
<tr>
<td>Subpart 4 - Special Programs for the Disadvantaged</td>
<td>8,364</td>
</tr>
<tr>
<td>Subpart 5 - Consumer and Homemaking Education</td>
<td>10,690</td>
</tr>
</tbody>
</table>

These allocations were based upon a formula approved by the Board of Governors at their April meeting. Furthermore, qualification and expenditure of these funds must be in compliance with rules and regulations set forth in the Education Amendments of 1976 (P.L. 94-482 and P.L. 95-40), Title II, Vocational Education Act.

A District Plan indicating special expenditures in vocational areas at SBCC will be submitted for Board consideration at the first meeting in September.
5. BUSINESS SERVICES - continued:
   5.2 NON-Routine - continued:

   1. RECOMMENDED APPROVAL OF CHANGE ORDER #6, COLETA VALLEY ADULT
      EDUCATION CENTER PARKING LOTS, PHASE 1 AND 2, GRANITE CON-
      STRUCTION COMPANY, CONTRACTOR

      Attachment 5.2-1

      Change Order #6 provides water and gas service to the area
      where the Landscape Horticulture program's greenhouses will be
      located. At the time of the development of the working drawings,
      the greenhouses were scheduled to be located at the new warehouse
      site. Without progress on that project, staff determined the
      greenhouses could be located at the Goleta Valley Adult Education
      Center.

      Original contract price        $ 140,165.00
      Change Orders #1 - #5         + $ 7,732.46
      Change Order #6                 $ 147,897.46
                                         + 1,725.00
      New Contract Price. . . . $ 149,622.46

      The Superintendent recommends approval of Change Order #6
      to the contract with Granite Construction Company, Goleta Valley
      Adult Education Center Parking Lot project, at an increase cost
      of $1,725 with no change in completion date of August 8, 1979.

   J. RECOMMENDED RATIFICATION OF CHANGE ORDERS #3-12, ADMINISTRATION
      BUILDING RENOVATION PROJECT, J. W. BAILEY CONSTRUCTION COMPANY,
      CONTRACTOR

      Enclosure #5

      Change Orders #3 - #12 have been authorized pursuant to
      Board policy which permits such authorization up to an aggrega-
      tion of 3% of the contract price. With these change orders
      $11,710.67 or 1.4% will have been added to the original contract
      price. In addition to added costs, the contract completion date
      has been extended from August 4, 1979 to August 27, 1979. All
      items on these change orders were carefully reviewed as to cost
      and need before approval. Dr. Sorsabal will review any of the
      items as may be required.

      Original contract price        $ 853,600.00
      Change Orders #1 and #2           - $ 4,655.88
      Change Orders #3 - #12             $ 848,944.12
                                         + 16,366.55
      New Contract Price                $ 865,310.67

      The Superintendent recommends approval of Change Orders #3
      through #12 to the contract with J. W. Bailey Construction Com-
      pany, contractor, Administration Building Renovation Project,
      in the additive amount of $16,366.55, and a new completion date
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

k. RECOMMENDED APPROVAL OF CHANGE ORDER #13, ADMINISTRATION
BUILDING RENOVATION PROJECT, J. W. BAILEY CONSTRUCTION COM-
PANY, CONTRACTOR

Attachment 5.2-k

Pursuant to policy, Change Order #13 is brought to the Board for consideration. This change order is requested to provide for data processing capabilities in the Business Education Skills lab; to protect employees performing maintenance; and to make existing electrical units conform to applicable codes. The Business Education staff anticipates utilizing available data processing capabilities in the instructional program through CRT's (Cathode Ray Tubes) devices. At the time of developing the working drawings such capabilities were not available. The remaining electrical installations were required when exhaust air was added to the first floor north wing.

Original contract price $ 853,600.00
Change Orders #1- #12 + 11,710.67 $ 865,310.67
Change Order #13 + 4,922.00
New Contract Price: . . . . $ 870,232.67

The change order also includes a request for two additional calendar days to the contract time.


6. GENERAL INFORMATION

No items

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, August 23, 1979 at 3:30 p.m. in Room A-160, Administration Building, Santa Barbara City College, Santa Barbara, California.