AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

February 21, 1980

4:00 p.m. - Room A-211
Administration Building
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS
   1.1 CALL TO ORDER
   1.2 ROLL CALL
   1.3 WELCOME
   1.4 EXECUTIVE SESSION
   1.5 MINUTES OF SPECIAL MEETING OF FEBRUARY 7, 1980
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT ON 3rd ANNUAL LOS RIOS/CCCT STATE CAPITAL WORKSHOP
      b. REPORT ON COMING EVENTS - Mr. Jim Williams

2. PERSONNEL
   2.1 CERTIFICATED PERSONNEL
      a. ROUTINE
         (1) RECOMMENDED APPROVAL OF ADDITIONAL TEMPORARY HOURLY INSTRUCTOR, SPRING 1980 SEMESTER
            Attachment 2.1-a(1)
         (2) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, CHANGES OF PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTES, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION
            Attachment 2.1-a(2)
2. PERSONNEL — continued:

2.1 CERTIFICATED PERSONNEL — continued:

a. ROUTINE — continued:

(3) RECOMMENDED APPROVAL OF PERSONAL LEAVE OF ABSENCE (WITHOUT PAY): LORRAINE HATCH, PROFESSOR, ENGLISH, 1980-81 COLLEGE YEAR

Attachment 2.1-a(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: PATRICIA A. HEAPHY, DIRECTOR, WOMEN'S CENTER/COUNSELOR, EFFECTIVE 2/22/80

Attachment 2.1-a(4)

(5) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.1-a(5)

b. NON-ROUTINE

(1) RECOMMENDED RECOGNITION OF NOTIFICATION OF DEATH (TERMINATION): H. RAMSEY PARKS, ASST. PROFESSOR, MARINE TECHNOLOGY PROGRAM, JANUARY 29, 1980

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF NOTIFICATION OF TERMINATION OF TEMPORARY CERTIFICATED PERSONNEL, EFFECTIVE AT THE END OF SPRING 1980 SEMESTER (CONTRACT & HOURLY OVER 60%)

Attachment 2.1-b(2)

The Education Code provides that certificated faculty must be either "regular" or "temporary". "Temporary" certificated personnel are employed to replace "regular" employees on leave or for special temporary enrollment situations.

Several outstanding certificated employees are serving the district this year, as in past years, in "temporary" assignments. It is necessary to take official action prior to March 15 of the year in the case of "temporary" employees who are employed over 60 percent of a full assignment, if they are not to be re-employed as permanent employees.

It is recommended, therefore, that approval be given to notify the certificated personnel listed on Attachment 2.1-b(2) that their temporary assignment will terminate at the end of the Spring 1980 semester.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) RECOMMENDED APPROVAL OF FIRST-YEAR CONTRACT (PROBATIONARY) CERTIFICATED PERSONNEL IN SECOND-YEAR CONTRACT (PROBATIONARY) STATUS FOR 1980-81

Attachment 2.1-b(3)

(4) RECOMMENDED APPROVAL OF SECOND-YEAR CONTRACT (PROBATIONARY) CERTIFICATED PERSONNEL IN THIRD-YEAR CONTRACT (REGULAR/TENURE) STATUS FOR 1980-81

Attachment 2.1-b(4)

(5) RECOMMENDED APPROVAL OF RETIREMENT: SARA F. CARPENTER, PROFESSOR, ADN PROGRAM, EFFECTIVE MAY 31, 1980

Attachment 2.1-b(5)

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), MAIN CAMPUS & CONTINUING EDUCATION DIVISION

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS), GENERAL & TUTORIAL PROGRAMS

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF REQUEST FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS FOR JANUARY, 1980

Attachment 2.2-a(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: GAIL M. SWANSON, INT. TYP.CLK., CONT. EDUCATION DIVISION, EFFECTIVE 2/29/80

Attachment 2.2-a(4)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(5) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENTS

Attachment 2.2-a(5)

b. NON-ROUTINE

No items

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS

Attachment 2.3-a(1)

b. NON-ROUTINE

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF CHANGE IN MANDATORY HEALTH FEE FOR PART-TIME STUDENTS

A mandatory health fee for students has been in effect since 1973. In 1978, it was determined that the costs of the health service program for students should be met by the assessment of such a fee for all credit students. Full-time students currently pay the maximum amount permitted by law. Part-time students (6 units or less) are currently required to pay $2 per semester and per summer session. An increase in the health fee for part-time students is necessary to meet the rising costs of the program.

It is recommended that, effective June 11, 1980, the health fee for part-time students be increased from $2 to $3 per semester and per summer session.
3. STUDENT SERVICES - continued:

3.3 RECOMMENDED APPROVAL OF 1980-81 COLLEGE CALENDAR

Attachment 3.3

At the meeting of the Board of Trustees on January 10, 1980, the early-start calendar was adopted for the next three academic years. A review of the early-start calendar is to be conducted during the fall of 1982 prior to setting the 1983-84 calendar.

Attachment 3.3 represents a calendar developed for the 1980-81 academic year in response to the action cited above. The calendar provides for 175 teaching days, including six days each semester for final examination periods. Three days are identified for faculty in-service days making a working schedule for faculty of 178 days.

Approval of the 1980-81 College Calendar, as presented in Attachment 3.3, is recommended.

4. CURRICULUM AND INSTRUCTION

No items

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDER Nos. P90-1159, and P90-1230 THROUGH AND INCLUDING P90-1272 FOR SUPPLIES, EQUIPMENT AND SERVICES

Attachment 5.1-a

b. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS AS LISTED AND SUCH OTHER CLAIMS AS MAY ARISE PRIOR TO THE MEETING

Attachment 5.1-b
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

c. RECOMMENDED ACCEPTANCE OF THE FOLLOWING GIFTS ON BEHALF OF THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE

<table>
<thead>
<tr>
<th>Estimated Value</th>
<th>Donor</th>
<th>Purpose (if designated)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 100</td>
<td>Gary Hart</td>
<td>Cash for any appropriate scholarship fund</td>
</tr>
<tr>
<td>$ 100</td>
<td>Bill Hull</td>
<td>14 volumes of Sweets Catalog files for use in drafting classes</td>
</tr>
<tr>
<td>$ 837.43</td>
<td>J.W. Adkins, General Contractor</td>
<td>Materials and labor for construction of steeple chase pit</td>
</tr>
<tr>
<td>$ 25</td>
<td>Guy D. Smith</td>
<td>Cash for unrestricted use</td>
</tr>
<tr>
<td>$ 25</td>
<td>Kay C. Bendickson</td>
<td>Cash for H.R.M. Program</td>
</tr>
<tr>
<td>$ 500</td>
<td>Mr. Per Voss</td>
<td>6' gas griddle for H.R.M. Dept.</td>
</tr>
<tr>
<td>$ 595</td>
<td>Royce Adams</td>
<td>A-V Program on study skills for use in Learning Resource Ctr.</td>
</tr>
</tbody>
</table>

The Superintendent recommends acceptance of the above gifts on behalf of THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, and that appropriate letters of appreciation be sent to the respective donors.

5.2 NON–ROUTINE

a. RECOMMENDED RATIFICATION OF FIVE-YEAR CAPITAL CONSTRUCTION PLAN FOR 1981–82

Enclosure #1

An updated Five-Year Construction Plan was submitted to the Chancellor's office to meet a February 1 deadline. This plan is essentially the same as that submitted last year with updates to reflect projects which are to be completed this year, and the addition of one year to the timing of projects not yet begun.

Mr. Burt Miller will be present to respond to questions.

Ratification of the submission of the Five-Year Capital Construction Plan for 1981–82 is recommended.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED ADOPTION OF RESOLUTION No. 16 (1979-80) APPROVING
   OF 1979-80 CHILDREN'S CENTER CONTRACT AND BUDGET

   Enclosure #2

   Enclosure #2 contains the contract and final budget for the
   Children's Center Program for the 1979-80 fiscal year. The new
   forms recently received from the State also require adoption of
   a resolution which is included in the enclosure.

   It is recommended that Resolution No. 16 (1979-80) be
   adopted giving approval of the contract and budget to be for-
   warded to the California State Department of Education for the
   Children's Center Program for the 1979-80 fiscal year.

c. PRESENTATION OF DISTRICT FINANCIAL REPORTS

   Enclosure #3

   Enclosure #3 contains the report of the financial status
   of the district covering the period July 1, 1979 through
   December 31, 1979 for the following funds and accounts:
   Bond Building Fund
   Cafeteria Account
   Children's Center Fund
   Construction & Rehabilitation Fund
   Harold R. Frank Trust Fund
   General Fund
   Health Fee Fund
   Marine Technology Special Reserve Fund
   Special Reserve Fund
   and
   Student Finance

   This is an information item only. Mr. Charles Hanson,
   Business Manager, and Mr. David Pickering, Controller, will be
   present to respond to questions.

d. PRESENTATION OF REPORT OF CAMPUS BOOKSTORE

   Attachment 5.2-d

   Attachment 5.2-d contains a summary of the operations of
   the Campus Bookstore covering the period July 1, 1979 through
   December 31, 1979.

   This is an information item only.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

e. RECOMMENDED DECLARATION OF SURPLUS REAL PROPERTY, 914 SANTA BARBARA STREET, CITY OF SANTA BARBARA, CONTINGENT UPON THE AVAILABILITY AND SATISFACTORY ACQUISITION OF MORE SUITABLE FACILITIES MEETING EARTHQUAKE (FIELD ACT) STANDARDS

The appraisal of the district's downtown property was submitted to the Facilities Subcommittee on January 8, 1980. The Board directed staff to informally negotiate with the City of Santa Barbara to determine if they had any interest in procuring the property. The initial contacts were not successful; therefore, the Board must follow Education Code and Government Code procedures in offering the real property to the governmental agencies prescribed in Education Code Section 81360.5 and 81363.5, and Government Code Section 54220, et seq.

The 60-day 'waiting period' is begun when all agencies are notified and the proper public notices placed. After the 60-day period, the Board of Trustees may or may not decide to offer the property "for sale" to the public for bidding as described in Education Code Sections 81365, 81367, 81368 and 81370 et seq.

The Superintendent recommends the Board of Trustees declare the described property as surplus, contingent upon the acquisition of more suitable facilities.
5. BUSINESS SERVICES - continued:

5.2 NON-Routine - continued:

f. RECOMMENDED ACCEPTANCE OF THE PHYSICAL SCIENCE ADDITION
PROJECT AND AUTHORIZATION TO FILE NOTICE OF COMPLETION,
J. W. BAILEY CONSTRUCTION COMPANY, CONTRACTOR

The Project Architect, Inspector and the District Business Manager have completed the final inspection of this project and recommend that the Notice of Completion be filed subject to the following conditions:

1) Accept the two year roof leak guarantee.

2) Complete all punch-list items to district satisfaction.

3) Require PS-130 seating/tables be leveled, straightened, and mounted to the best workmanship standards. All holes to be filled properly and damaged tile and top-set to be replaced and/or repaired.

4) Table tops to be accepted with $5,000 penalty returned to the district as damages for accepting the room not according to specifications.

5) The late penalty of $100 per day for approximately 100 days to be paid to the district as specified in the contract documents.

This acceptance will include Change Orders #1 through #4.

It is recommended that the Physical Science Addition project be accepted as substantially complete and an authorization be given to file the Notice of Completion, subject to completion of all conditions of the contract.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

\[ g. \] RECOMMENDED ACCEPTANCE OF GIFT OF OUTDOOR SCULPTURE

The Santa Barbara Contemporary Arts Forum has offered to

donate an outdoor sculpture to the district for placement on

the grounds of either the East or West Campus. The sculpture,

entitled RELAY, is by Mr. Judd Fine. It is understood that

the exact location of the sculpture on the college grounds

will be recommended to the Board of Trustees by district staff

in concurrence by Mr. Fine. All costs associated with the

transportation and placement of the sculpture will be the re-

sponsibility of the S. B. Contemporary Arts Forum.

The Superintendent recommends that the offer of a donation
to the Santa Barbara Community College District by the Santa

Barbara Contemporary Arts Forum of a sculpture by Mr. Judd Fine,

entitled RELAY, be accepted with an understanding that the exact

location of placement will be approved by the Board prior to

placement and that the acceptance of the gift will be at no cost
to the Santa Barbara Community College District.

5.3 NON-ACTION

\[ a. \] INSPECTOR'S REPORTS FOR PERIOD ENDING JANUARY 31, 1980

Attachment 5.3-a

The attachment contains the reports for current projects:

Admin.Bldg. Renovations 99% complete
Admin.Bldg. Elevator (Alt.#1) 40%"
Campus Center (HRM) Addition 98%"

6. GENERAL INFORMATION

6.1 'PROJECT PEOPLE', CALIFORNIA COMMUNITY AND JUNIOR COLLEGE ASSOCIATION

The California Community and Junior College Association has developed

a 9-minute film on the California Community Colleges entitled PROJECT PEOPLE.

This film, narrated by Jim Williams, will be shown as part of the commemora-
tion of California Community College Week, February 16-23, 1980.

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday,
March 13, 1980 at 4:00 p.m. in Room A-211, Administration Building, Santa
Barbara City College.