AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 12, 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 REGULAR MEETING OF MAY 22, 1980

1.6 HEARING OF CITIZENS

1.7 COMMUNICATIONS

   a. 1980 NOMINATIONS TO BOARD OF DIRECTORS, CALIFORNIA COMMUNITY COLLEGE TRUSTEES

      Enclosure #1

      Notice has been received that nominations for vacancies on the Board of Directors for the California Community College Trustees (CCCT) can be made June 1 through July 15, 1980.

      The enclosure contains a list of those whose terms will expire. If the Board wishes to nominate candidate(s), such action can be taken today or re-scheduled for the June 26th Board meeting.

   b. LETTER FROM SAN JOAQUIN DELTA COLLEGE RE: ORGANIZATION OF CALIFORNIA COMMUNITY AND JUNIOR COLLEGE ASSOCIATION (CCJCA)

      Attachment 1.7-b

   c. REPORT ON COMING EVENTS - Mr. Jim Williams
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2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

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

(2) RECOMMENDED APPROVAL OF INSTRUCTORS, 1980 SUMMER INTERSESSION
   Attachment 2.1-a(2)

(3) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CONTINUING EDUCATION DIVISION, SUMMER 1980
   Attachment 2.1-a(3)

(4) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE
   Attachment 2.1-a(4)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENT: RAY ROSALES, ASSOC. PROFESSOR/COUNSELOR, AS HEAD COUNSELOR
   Attachment 2.1-b(1)

   It is recommended that Ray Rosales be approved as Head Counselor for a two-year period. He will replace Glenn Gaston beginning with the 1980-81 college year.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED SERVICE EMPLOYEES), MAIN CAMPUS AND CONTINUING EDUCATION DIVISION
   Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS) AND GENERAL PROGRAMS
   Attachment 2.2-a(2)
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

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

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF PERSONAL LEAVES OF ABSENCE (WITHOUT PAY):
   JOSEPHINE RAMOS, Keypunch Oper. 7/1/80 THRU 9/1/80
   Data Processing Dept.
   NANCY BAIRD, Sr. Secretary 8/1/80 THRU 8/29/80
   Health Ed & Technology

(5) RECOMMENDED APPROVAL OF TERMINATION OF CETA EMPLOYEE:
   HILARY HACKER, DEPT. TRAINEE, THEATRE ARTS, EFFECTIVE JUNE 30, 1980

Attachment 2.2-a(5)

(6) RECOMMENDED ACCEPTANCE OF FOLLOWING RESIGNATIONS:
   MAURICIO FLORES, Custodian Effe: 5/30/80
   Facil. & Operations
   Health Ed & Technology
   SIBYL HOLDER, Sr. Secretary Effe: 6/30/80
   Cont. Education Division

Attachment 2.2-a(6)

(7) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREASES

Attachment 2.2-a(7)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF LONGEVITY INCREMENT: HELEN C. CAPES,
   ADMISSIONS & RECORDS CLERK, 15 YEARS, EFFECTIVE 7/1/80

Attachment 2.2-b(1)
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2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(2) RECOMMENDED APPROVAL OF APPOINTMENT: LINDA BUWALDA, INT.
ACCT.CLK., ACCOUNTING (REPLACING B. JONES), EFFECTIVE 6/13/80

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT: THEODORE M. DOLAS,
THEATRE TECH., THEATRE ARTS (REPLACING N. VIENSELMAN)
EFFECTIVE 6/13/80

Attachment 2.2-b(3)

2.3 GENERAL PERSONNEL

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF ADDITIONAL NEW COURSES

Attachment 4.1

On April 24, 1980, the Board approved several new courses and two new programs endorsed by the Curriculum Advisory Committee. Additional courses were reviewed and endorsed by the Curriculum Committee at their meeting of May 21, 1980. These additional new courses have no cost implications for the district, since departments plan to offer them as part of their regular program.

It is recommended that the new courses listed in the attachment be approved for offering, commencing Fall, 1980.

4.2 RECOMMENDED APPROVAL OF CONTINUING EDUCATION DIVISION CLASSES FOR SUMMER 1980

Attachment 4.2

The attachment contains classes proposed to be offered for the 1980 Summer Term by the Continuing Education Division.

Approval of the classes is recommended.
5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS No. P90-1831 THROUGH AND INCLUDING P90-1929 FOR SUPPLIES, EQUIPMENT AND SERVICES

Attachment 5.1-a

b. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS AS LISTED ON Attachment 5.1-b AND SUCH OTHER CLAIMS AS MAY ARISE PRIOR TO THE MEETING

Attachment 5.1-b

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

Attachment 5.1-c

The Superintendent recommends acceptance of the gifts listed in the attachment, and requests authorization to send letters of appreciation to the donors.

5.2 NON-ROUTINE


Enclosure #2

The Board approved the firm of Robert M. Moss, CPA, to audit the federal financial aids programs on April 24, 1980. The approval called for the completion of three years, however, the Business Manager elected to complete only two years due to the time pressure of filing.

Although the college was late in filing the audit reports, extensions granted to May 31, 1980 were met. The audits for 1978-79 and 1979-80, due December 31, 1980, are yet to be completed.

In general, the auditor stated that the financial statements, records, and procedures are administered in accordance with DHEW federal regulations and directives. The audit reports do have specific recommendations which college staff will address.

It is recommended that receipt of these audit reports be officially acknowledged.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED APPROVAL OF RENEWAL CONTRACT FOR THE CENTRAL COAST PERSONNEL JOINT POWERS AGREEMENT

Enclosure #3

In the past, the district has belonged to the Central Coast Personnel Joint Council for the purpose of receiving legal advice regarding S.B. 160 (Collective Bargaining). The current contract expires on June 30, 1980. It is anticipated that the costs for this service will be $1,449.

The Superintendent recommends approval of a Joint Powers Agreement with the Central Coast Personnel Council for the period July 1, 1980 through June 30, 1982 at an annual cost of $1,500 (approximately).

c. RECOMMENDED APPROVAL OF RENEWAL OF COSMETOLOGY CONTRACT (REVISED) FOR 1980-81

Enclosure #4

Enclosure #4 contains a revised Cosmetology Contract for 1980-81. Essentially, the changes in the contract are for the hourly contractual cost to the private schools for their services and the deletion of the Cosmetician component. The contract complies with rules and regulations set forth under Title V and VEA Public Law 94-482.

Plans are to continue training some 38 FTE graded and non-graded students in Cosmetology. This contract is between the Setser-Coatley Beauty Colleges of Santa Barbara and Goleta, Kristofer's of Santa Barbara, and the Santa Barbara Community College District.

It is recommended that approval be given of the contract contained in Enclosure #4 for the 1980-81 year.

d. RECOMMENDED RATIFICATION OF THE SUBMISSION OF PROPOSAL FOR INDOCHINESE ESL PROGRAM

Enclosure #5

This proposal, submitted to the State Department of Social Services to meet a June 1 deadline, will permit continuation of the ongoing Indochinese ESL program under Continuing Education. Total projected cost for 1980-81 is $128,460. No district funds are required.

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

5.2 NON-ROUTINE - continued:

e. RECOMMENDED APPROVAL OF SUBMISSION OF PROPOSAL TO CONTINUE THE BILINGUAL TEACHER AIDE PROGRAM

Attachment 5.2-e

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

This proposal covers the portion of the program that is funded through A.B. 2817 and will continue the Bilingual Program through 1981.

It is recommended that submission of the application to continue the Bilingual Teacher Aide Program be approved.

5.3 INFORMATION ITEMS

a. INSPECTOR'S REPORTS FOR PERIOD ENDING MAY 31, 1980

Attachment 5.3-a

The attachment contains reports for current projects:

Admin.Bldg.Renovations 99.8% (no change)
Admin.Bldg.Elevator(Alt.#1) 90% complete

b. RESULTS OF DISPOSAL OF SURPLUS PROPERTY AT COUNTY AUCTION

Attachment 5.3-b

The sale of district surplus items at the County Auction yielded Santa Barbara City College $2,277.32. All listed items were disposed of including a 1957 pickup truck which garnered $775.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled day, June 26, 1980 at 4:00 p.m. in Room A-211, Administration Building, Santa Barbara City College.