MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

September 25, 1980

3:00 p.m. - EXECUTIVE SESSION
   Room A-150
4:00 p.m. - REGULAR SESSION
   Room A-211
   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 Joyce Powell
on Thursday, September 25, 1980 at 4:08 p.m. in Room A-211, Administra-
tion Building, Santa Barbara City College, Santa Barbara, California.

The regular meeting was preceded by an executive session scheduled
for 3:00 p.m. See details under Item 1.4.

1.2 ROLL CALL

Members present:

   Mrs. Joyce H. Powell, President
   Mrs. Kathryn O. Alexander
   Dr. Joe W. Dobbs
   Mr. Gary R. Ricks
   Mr. Benjamin P.J. Wells
   Mr. Robert Creenan, Student Member

Members absent:

   Mr. Eli Luria, Vice-President
   Mr. Sidney R. Frank

Others present for all or a part of the meeting:

   Dr. David Mertes, Superintendent/President and Secretary
      Clerk to the Board of Trustees
   Mr. Charles Hanson, Business Manager and Asst. Secretary/Clerk
      to the Board of Trustees
   Dr. Martin Bobgan, Administrative Dean, Continuing Education
   Mr. M.L. Huglin, Administrative Dean, Instruction
   Dr. Alfred Silvera, Administrative Dean, Student Services

   Mr. Glenn Gaston, President, Academic Senate
   Ms. Valerie Green, reporter, THE CHANNELS
   Mr. Jim Williams, College Information Officer
1. GENERAL FUNCTIONS - continued:

1.2 ROLL CALL - continued:

Others present for all or a portion of the meeting - continued:

Dr. Abelino Bailon, Asst. Dean, Continuing Education
Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Dr. Ken Berry, Coordinator, Audio-Visual
Mr. Agustine Castellanos, Custodian, Facilities & Operations
Mr. Dave Chavez, Custodian, Facilities & Operations
Ms. Shirley Conklin, Assistant Dean, Health Technologies
Mr. Earl Dougherty, Electronics Media Technician (appointee)
Mr. Jaime Gonzales, Custodian, Facilities & Operations
Ms. Karolyn Hanna, Instructor, Health Technologies Dept.
Ms. Rita Harrington, Account Clerk, Bookstore
Mr. David Hill, Director, Facilities & Operations
Mrs. Jennie Hruden, Secretary, Marine Technology Dept.
Ms. Zoe Iverson, Director, Children's Center
Mr. Jim Lynn, Custodian, Facilities & Operations
Ms. Elsie Meadows, Custodian, Facilities & Operations
Mrs. Rachel McKeone, Typ. Clerk, Community Services
Mr. Burt Miller, Admin. Asst. to the Superintendent/President
Mr. Michael Ornelas, Custodian, Facilities & Operations
Mr. Dan Oroz, Director, Personnel Services
Mr. Marc Pakin, Student Senate
Mr. Cal Reynolds, Asst. Dean, Student Activities
Ms. Kathy Roach, Former Student Trustee, Fresno City College
Mr. Gilbert Robledo, Director/Counselor, EOPS & Human Relations
Ms. Pat Rodda, Student, SBCC
Mr. John Romo, Asst. Dean, (appointee) Instructional Operations
Mr. Ray Rosales, Counselor, Counseling & Guidance
Mr. Richard Sanchez, Asst. Dean, Educational Planning & Develop.
Mr. Don Seaver, Coordinator, Security
Ms. Sunny Strang, Instructor, Children's Center
Mr. James Tarantino, Custodian, Facilities & Operations
Ms. Dorothy Taylor, Neighbor/Gardener/Visitor
Mr. Louis Torres, Asst. Director, Facilities & Operations
Mr. Ricardo Valenzuela, Custodial Supervisor, Facilities & Oper.
Ms. Nina Wade, Clerk, Financial Aids/Placement (appointee)

Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME

Mrs. Powell extended a cordial welcome to all in the audience.
In particular she greeted Kathy Roach not present at the last meeting.
Miss Roach had been the student trustee for Fresno City College and
was now a student at SBCC.
MINUTES - Regular Meeting  
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1. GENERAL FUNCTIONS - continued:

1.4 EXECUTIVE SESSION - Personnel matters

At 3:07 p.m., upon motion of Dr. Dobbs, seconded by Mr. Ricks, Mrs. Powell declared the board in executive session. Present were board members Powell, Alexander, Dobbs, Ricks, and Wells; staff members Dan Oroz and Charles Hanson; Mr. Tom Anderle and Dr. David Mertes.

The executive session ended at approximately 4:05 p.m. upon motion by Mr. Wells, seconded by Dr. Dobbs. Board members and staff arrived in Room A-211 for the regular meeting.

Mrs. Powell stated that personnel matters had been discussed.

1.5 MINUTES OF REGULAR MEETING OF SEPTEMBER 11, 1980

Dr. Dobbs requested a correction in his report under Item 1.7 (page 4). He meant to indicate that the CCCT membership represents 106 community colleges - not 70 different campuses.

Dr. Mertes stated that in his two years here, the secretary had transcribed her notes with no errors. Now for a first, he noted that at the time of the personnel item on the appointment of a secretarial assistant in his office, he had made some comments about Elsie Brandt, Secretary to the Superintendent, and her value to the office. The board took action to officially commend her and those comments and notes are not in the minutes. He requested that the minutes be corrected to reflect those comments and board action.

It was motioned by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to approve of the minutes of the regular meeting of September 11, 1980 as corrected above. (Attached as a last page are the missing notes and board action for the record.)

1.6 HEARING OF CITIZENS

None

1.7 COMMUNICATIONS

a. UPDATE REPORT ON FISCAL AND LEGISLATIVE MATTERS - Dr. Mertes

Dr. Mertes stated that there is nothing of note in the way of developments. (see next page)

ADDED:

Dr. Mertes stated that at the last board meeting, Mr. Elkins had an agenda item on Advisory committees which received board approval. Distributed today was a booklet developed by Mr. Elkins that will be given to each member on an advisory committee as a guidance of college relationship with the committee.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED: Next Tuesday, September 30, at 7:00 p.m., an informal meeting will be held at Garfield School with residents in that area. Over 600 letters were mailed to residents and owners of property around the school. Staff will be there with the intent to go over plans for the use of that school site. To date, there have been only a couple of phone calls questioning parking and traffic.

ADDED: On October 9, Assemblyman Gary Hart will attend the board meeting to discuss an overview of the coming legislative session as it relates to fiscal concerns.

On October 23, State Senator Omer Rains will be present.

ADDED: Dr. Mertes attended the recent CPEC meeting at Casa de Maria in Montecito which was a semi-retreat affair. Mr. Bill Hamm of the Department of Finance, gave his presentation on fiscal issues relating to community colleges. It showed a very negative attitude of community colleges. It requested CPEC to look into tuition for all three segments of education. This subject will be seriously discussed this coming Spring.

Chancellor Hayward had also been invited and did a good job giving a report on community colleges.

ADDED: Dr. Mertes stated that a general staff meeting was held yesterday (September 24) to discuss the status of the college. Mrs. Powell had attended and afterwards requested a summary be given at today's board meeting.

The starting point was the state situation particularly relating to fiscal matters. This coming Spring community colleges will develop a new piece of legislation to replace AB88 and clarify parts of it. Funding for credit/non-credit is still a major concern for all districts; with discussions at CPEC meeting, tuition becomes an issue; and when they develop new legislation, it is based on a base year. In this district, the trend line after Prop. #13 resulted in a large drop in Adult Education because funding was eliminated. Being pessimistic, Dr. Mertes feared that year would be used as the base year.

Another major item of concern, and one of the big issues next spring around the state, is the wide variation in income per ADA per district. This district receives $1,685 per unit and the maximum given is $2,000. As one of the low-income districts, we will be anxious to narrow the range. Next week at the Association of California Community College Administrators conference, over

continued on next page . . .
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED: 20 low income districts are meeting on how to approach the legislature.

Another item of concern is on a statewide level, they are looking at community services and how it differs from Adult Education. There may be fees imposed on community services. There is considerable interest in the operation and function between high schools and community colleges. In this district, we handle all of it, but in other districts, there is a major problem.

Other issue talked of yesterday related to articulation of students; transfer requirements from community colleges to 4-year institutions; general education requirements; are standards dropping; and genuine concern for the students.

All state projections are for declining enrollments. As to this district itself, where do we stand when we are starting off with an increase much greater than anyone anticipated. One caution to heed is K-12 are still declining; all high schools are down in numbers. Kindergarten and lower grades are showing an increase. That situation in the K-12 is important to this district.

Talked about the major activities over the last two years; the personnel in Facilities and Operations; completion of the Physical Science wing; the shell of the HRM addition with donations completing the inside; and the near completion of the renovations in the Administration Building. The Adult Education Division has seen development of the Goleta Valley Center; district is in process of acquiring the Garfield School site which will take care of storage for the warehouse, and selling the downtown property. One area that still needs attention is erosion control on the West Campus. Beyond the lower parking lot, there still exists a problem which may be greater due to the larger pipe placed by the City on Loma Alta. The land does not belong to the district and a major re-doing would be very expensive.

In terms of program expansion; new computer equipment was purchased to have a separation of administrative and instructional data processing; HRM program with the new addition for students; the Geology classes and the new Landscape/Horticulture. Almost every department is doing something different than in the past. A major change was implemented in the English Department where all new students went into a "holding" class to be tested and then moved into an appropriate level. Faculty members corrected some 1,800-2,000 essays in a one week period.
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED: A key element of where the college is going in 80-81 is the accreditation to be conducted by a team next April. It is a large team consisting of 15 people including a representative of the chancellor's office.

Last year, contingency planning was carried on and resulted in a major document. The Resources Allocation Review Board will be asked to thoroughly review that document in consultation with department heads and extract from that document a better way to operate, particularly, if more cost effective. That document had been prepared as a fall-back in the event Prop. #9 passed and now is valuable for the information it contains.

Dr. Mertes stated that Mr. Huglin will form an ad hoc committee on the 3-year plans. All departments took their existing program and projected it for the next three years. These plans are to be put together in a coordinated manner to show how and where the college should go in an institutional way. That committee will be charged to look at delivery systems, semester length courses that could be changed to modules, expand evening program, or move into late afternoon time spots.

Dr. Silvera will be directed to form another ad hoc committee to look at interaction of college at every point of time from first contact until student leaves college. There are many practices that have evolved in earlier years that may not be real for now, as: are we doing the necessary things to make the program available to those students; the re-entry students; and interaction with largest businesses and industry in the community. Look at everything we are doing from a marketing point of view.

The Curriculum committee is being asked to review the requirements for the A.A. Degree; relationship of high school proficiency test to the degree particularly in the case of where the proficiency test is failed by a student who later obtains a degree here. A report from this committee will be due by March 1st for an institutional review.

The existing Safety committee will be concerned with a major energy conservation program. They will be charged to look at what can be done to reduce costs for the very mundane custodial aspects. It was hoped those personnel could spend their time on more lasting projects than having to "pick up after others."

In conclusion, Dr. Mertes stated that the bottom line in the coming year is that most of the problems facing this district are problems that will impact us as an institution. The whole response will have to be an institutional response.
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1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

ADDED: Mrs. Powell thanked Dr. Mertes for the summary of his talk
to the staff. She felt his hour-long address the day before had
been most informative and the atmosphere at the end had been a
feeling of "we have a lot of work to do." In the last two years,
the whole institution has been in a state of constant anxiety,
but now all have a chance to really get going.

ADDED: Mr. Glenn Gaston stated that at the request of Dr. Mertes,
he would report regularly on outstanding and unusual accomplish-
ments of faculty members, and relay some concerns.

Beginning with concerns, some issues are the same as state
issues; graduates' transfer program, and tuition. He felt per-
personally that everything gets lost in the maze of operational
matters. A mechanism is needed to assist State Academic Senate
delegates to perceive how statewide things relate to this campus
and how to be sure we have input into the statewide system.

Locally, the current issue is revision of the existing sab-
batical leave policy. It is hoped to have a final proposal some-
time soon for consideration by the board. The other major issue
is availability of faculty to students. This is receiving a
great deal of attention and a response to the Superintendent will
be coming soon.

Accomplishments of faculty members were: Hazel Stewart and
Rob Reilly are to be commended for the 1st place honors awarded
CONCEPT 21 with a rare score of 1800. The honor is shared by
Mrs. Stewart's writing students and Mr. Reilly's graphic arts
students.

Barbara Harlow, in SBCC Music Department since 1975, has three
choral records being published that will be released in January of
1981.

Mrs. Powell thanked him for his report and welcomed the idea
of regular reports such as this one.

Mrs. Alexander commented that in the past issues have been
discussed informally at subcommittee meetings, but that does not
involve the whole board. Also, the board has been presented
reports from various departments at board meetings. Subjects
such as tuition, etc. have not been discussed and she expressed
a wish to have a recommendation from Dr. Mertes and Mr. Gaston as
to how best to handle this as board members do consider these
kind of subjects important enough to devote some time to them.

Mrs. Powell agreed that too often all are bogged down with
business and personnel items and she hoped some suggested mechanism
could be developed to provide for this.
1. GENERAL FUNCTIONS - continued:

1.7 COMMUNICATIONS - continued:

b. REPORT ON COMING EVENTS - Mr. Jim Williams

Mr. Jim Williams reported on items of interest which had been scheduled by Santa Barbara City College and its Continuing Education Division and community on-campus activities for the period September 26 through October 9, 1980.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

Upon recommendation of the Personnel Director, it was moved by Mr. Ricks, seconded by Mr. Wells, and passed by the board to approve of the following routine Certificated Personnel items, as described in the attachments.

(1) APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, FALL 1980 SEMESTER, Attachment 2.1-a(1).

(2) APPROVAL OF HOURLY INSTRUCTORS, CHANGES OF PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTES, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)

(3) APPROVAL OF TEMPORARY HOURLY (NON-TEACHING) CERTIFICATED PERSONNEL, Attachment 2.1-a(3)

(4) APPROVAL OF TEMPORARY CONTRACTUAL APPOINTMENTS: FALL 1980 SEMESTER, Attachment 2.1-a(4)

(5) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.1-a(5)

b. NON-Routine

(1) APPROVAL OF APPOINTMENT (PROMOTION): MR. JOHN B. ROMO, ASSISTANT DEAN, INSTRUCTIONAL OPERATIONS (REPLACING D. EMERSON), EFFECTIVE OCTOBER 1, 1980, Attachment 2.1-b(1)

Mr. Oroz with pleasure recommended the promotion of John Romo to the Assistant Dean vacancy in the Instruction office.

Mr. Huglin, at the risk of losing his new dean, gave the board a detailed accounting of the duties of that position: Evening College, Summer Session, Television Course

continued on next page...
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2. PERSONNEL - continued:

2.1 CERTIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(1) Program, and instructional resource for faculty. Mr. Romo was one of 70 applicants, and the successful candidate of the final three. Mr. Huglin gave some of Mr. Romo's educational and experience background and then introduced him to the board.

Mr. Romo stated that he was extremely anxious to begin his new duties, even though still shocked from Mr. Huglin's description of the job, and felt some remorse in leaving the Reading and Study Skills Center.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to approve of the appointment (promotion) of John B. Romo, as Assistant Dean, Instructional Operations (replacing D. Emerson), effective October 1, 1980.

On behalf of the board, Mrs. Powell congratulated Mr. Romo on his promotion.

(2) APPROVAL OF RETIREMENT: MRS. RUTH O. LITTLE, PROFESSOR/LIBRARIAN, EFFECTIVE SEPTEMBER 10, 1980, Attachment 2.1-b(2)

Mr. Oroz indicated that a letter was received from Ruth Little indicating her retirement plans. He read the write-up of her services to the district contained in the attachment.

It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the board to approve of retirement for Mrs. Ruth O. Little, Professor/Librarian, effective September 10, 1980.

Best wishes were extended for a pleasant retirement.

ADDED:

Mr. Oroz stated that new faculty members hired during the summer were present today to be introduced to the board.

Zoe Iverson, Director of the Children's Center, introduced Sunny Strang, a new teacher in the center.

Shirley Conklin, Assistant Dean of Health Technologies, introduced Karolyn Hanna, new instructor in that department.

Mrs. Hanna commented that as past Nursing Director at a local hospital, she had worked with graduates of SBCC's ADN program and found them well-prepared for their careers.

Mrs. Powell thanked her for her complimentary remark and expressed appreciation to both ladies for attending today's meeting.
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2. PERSONNEL - continued:

2.1 CERTIFICATED personnel - continued:

b. NON-ROUTINE - continued:

ADDED: Mr. Oroz stated that on October 14, the board had approved a personal leave of absence for Ms. Elaine Harkins in the English Department. A letter was received from Ms. Harkins requesting the board be made aware that her leave was requested to be able to accept a teaching assistantship related to her doctoral program.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

Upon recommendation of the Personnel Director, it was moved by Dr. Dobbs, seconded by Mr. Ricks, 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), MAIN CAMPUS & CONTINUING EDUCATION DIVISION, Attachment 2.2-a(1)

(2) APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS), GENERAL AND TUTORIAL PROGRAMS, Attachment 2.2-a(2)

(3) ACCEPTANCE OF RESIGNATION: VIVIAN ALCANTAR, ADM. & REC. CLK., ADMISSIONS OFFICE, EFFECTIVE SEPTEMBER 26, 1980, Attachment 2.2-a(3)

(4) APPROVAL OF REQUEST FOR PERSONAL NECESSITY LEAVE FOR FAMILY ILLNESS, AUGUST & SEPTEMBER, 1980, Attachment 2.2-a(4)

(5) APPROVAL OF REDUCTION IN ASSIGNMENT: PAUL VINCENT, DUP.MACH. OPER., Duplicating, FROM FULL-TIME TO HALF-TIME, EFFECTIVE OCTOBER 3, 1980, Attachment 2.2-a(5)

(6) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.2-a(6)

b. NON-ROUTINE

(1). APPROVAL OF NEW POSITION, ELECTRONICS MEDIA TECHNICIAN, AND APPOINTMENT OF EARL DOUGHERTY, EFFECTIVE SEPTEMBER 26, 1980, Attachment 2.2-b(1)

Mr. Oroz stated that after a resignation in the Audio-Visual Department, the duties were reviewed in conjunction continued on next page . . .
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(1) with the Instruction office. Department needs required ability to handle a greater volume of design and repair work. A new position was recommended, classified, and advertised subject to board approval.

It was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the board to:

1) abolish the position of Audio-Visual Repair Technician,

2) approve of the establishment of a new position, Electronics Media Technician, Range 39, and

3) approve of the appointment of Earl Dougherty to the new position, effective September 26, 1980.

Mr. Dougherty was introduced to the board by Dr. Ken Berry, Coordinator of the Audio-Visual Department.

Mrs. Powell extended congratulations to Mr. Dougherty and complimented staff on the clear explanation in the write-up.

(2) APPROVAL OF APPOINTMENT: RICHARD ERSKINE, LAB TEACHING ASST., (REPLACING L. BROWN), HRM DEPT., EFFECTIVE SEPTEMBER 26, 1980, Attachment 2.2-b(2)

Upon recommendation of the Personnel Director, it was moved by Mr. Ricks, seconded by Dr. Dobbs, and passed by the board to approve of the appointment of Richard Erskine, Lab Teaching Assistant, HRM Department, effective September 26, 1980.

Mr. Erskine had been introduced at the last board meeting when John Dunn presented his entire staff and plans for this school year.

(3) APPROVAL OF APPOINTMENT: JENNIE HRUDEN, SR. SECRETARY (REPLACING K. GEBHARDT), MARINE TECHNOLOGY DEPARTMENT, EFFECTIVE SEPTEMBER 26, 1980, Attachment 2.2-b(3)

Upon recommendation of the Personnel Director, it was moved by Dr. Dobbs, seconded by Mrs. Alexander, and passed by the board to approve of the appointment of Jennie Hruden as Sr. Secretary, Marine Technology Department (replacing K. Gebhardt), effective September 26, 1980.
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) Mrs. Hruden was introduced and Mrs. Powell welcomed her to the staff.

(4) APPROVAL OF APPOINTMENT: NINA M. WADE, FIN. AIDS CLK. (REPLACING N. VOSS), FINANCIAL AIDS/PLACEMENT, EFFECTIVE SEPTEMBER 26, 1980, Attachment 2.2- b(4)

Upon recommendation of the Personnel Director, it was moved by Mrs. Alexander, seconded by Mr. Wells, and passed by the board to approve of the appointment of Nina M. Wade as Financial Aids Clerk (replacing N. Voss), effective September 26, 1980.

Ms. Wade was introduced to the board and Mrs. Powell welcomed her to the staff.

2.3 GENERAL PERSONNEL

a. ROUTINE

Upon recommendation of the Personnel Director, it was moved by Dr. Dobbs, seconded by Mr. Ricks, and passed by the board to approve of the following routine General Personnel item, as described in the attachment:

(1) APPROVAL OF PROFESSIONAL VOLUNTEER STATUS, Attachment 2.3-a(1)

b. NON-ROUTINE

(1) PRESENTATION OF ANNUAL AFFIRMATIVE ACTION PROGRAM ACTIVITY REPORT FOR 1979-80, Enclosure #1

Mr. Oroz stated that Enclosure #1 contained the annual Affirmative Action report on Program Activity for the 1979-80 year. He briefly highlighted portions of the report.

Mr. Oroz added that this report is separate from the report that the chancellor's office is presenting to the legislature. At the present time, there is an evaluation taking place on various plans developed by districts. Two years ago, the chancellor's office in response to SB 1620 developed guidelines which were used in this district to develop Goals and Timetables. Those were sent to the chancellor's office for evaluation. First draft of a report to the legislature raised concerns among the community colleges
2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL - continued:

b. for various reasons. The evaluation dealt with the process, therefore many were considered not in compliance. What the chancellor wanted was effectiveness.

Dr. Mertes added that after the chancellor's office asked for a report on how community colleges are doing with Affirmative Action, 59 were declared not in compliance even though procedures set by that office were followed. There is something very wrong in this area.

Mr. Oroz commented that this district was one of those not in compliance for various details, mostly for not using required forms. After receipt of proper forms, they were used and the report sent up again. In the meantime the chancellor's preliminary report was given out adding more confusion. It seems there is only one person in that office assigned to this whole area.

No action was required on this agenda item.

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

Mr. Robert Creenan, at his first official meeting, reported briefly on the first two meetings of the Student Senate. Orientation by Cal Reynolds and Richard Lapaglia was appreciated by all in attendance.

Opening of the bikeway ceremony was very successful; three new senators have been appointed; Vice-President, David Vander Schuit resigned; have committees set and hope to have 3-4 members on each; looking for 8 more senators; and reached pleasant agreement with Food Services for more vegetarian dishes to be offered in cafeteria.

ADDED:

Mrs. Alexander who attended the successful Vaquero Roundup, stated that the cheerleaders presented a trophy they had won in summer camp. Mrs. Alexander expressed publicly appreciation for the time and efforts expended by the cheerleaders for the good of the college.

3.2 REPORT ON STATUS OF CAMPUS SECURITY, Attachment 3.2

Dr. Mertes stated that considerable effort was put forth last year to improve security. The attachment contained a written report on the current status of the security program.

Mr. Don Seaver highlighted the report. He described the portable radios now in use and the advantage of direct access to the Police Department. Also, Security office is now the clearing house for all parking permits issued. The new traffic flow at the main entrance is
3. STUDENT SERVICES - continued:

3.2 working very well with no back-up of cars out in the street. A system is also being developed for use of the radios by the Facilities Department during day hours.

Dr. Mertes added that the radio system will be enlarged for a transmitter on the roof to make the campus independent with its own power in case of a major disaster.

Mrs. Powell thanked Mr. Seaver for his report.

4. CURRICULUM AND INSTRUCTION

4.1 APPROVAL OF ADULT EDUCATION CLASS - BASIC CPR FOR INSTRUCTORS

Dr. Bobgan stated that this class is for the benefit of those who can go back to their own agencies/departments and teach others.

It was moved by Mr. Ricks, seconded by Dr. Dobbs, and passed by the board to approve of the BASIC CPR FOR INSTRUCTORS class, Continuing Education Division.

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Ricks, seconded by Dr. Dobbs, 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. P90-2038 (PRIOR YEAR), and P01-0451 THROUGH AND INCLUDING P01-0526 FOR SUPPLIES, EQUIPMENT AND SERVICES, Attachment 5.1-a

b. 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. APPROVAL OF ADDITIONAL AUTHORIZED PERSONNEL FOR ISSUING PARKING CITATIONS, Attachment 5.1-c

d. APPROVAL OF CORRECTION TO LIST SUBMITTED 9/11/80 FOR GIFTS ACCEPTED ON BEHALF OF THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, Attachment 5.1-d

e. APPROVAL OF AMENDMENT TO MILEAGE ALLOWANCES LIST FOR 1980-81, Attachment 5.1-e

In regard to Item d, Dr. Mertes commented that a typing error credited Kevin Jeter with a $500 donation instead of the actual $5.00. With this correction, Mr. Jeter can now "sleep better tonight."
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

a. REPORT ON SUMMER CAMPUS IMPROVEMENT PROJECTS, Attachment 5.2-a

Dr. Mertes stated that this report is long overdue but it had been delayed as personnel were too busy.

Mr. Hanson was pleased to bring this kind of a report as it is not often possible to give recognition to staff. Upon his arrival a year ago, Louis Torres was hospitalized and Bob Eyre was retiring. The balance of staff had plenty of enthusiasm and assisted greatly during that period: Ricardo Valenzuela, Betty Bartels (lovable seargant), Jean Dupart, and John Scarver. In January after extensive searching and interviewing, David Hill was hired and immediately his plans were hampered for lack of funds. About that time, Louis Torres returned and the two of them got their act together. After the failure of Prop. #9, funds were released and the results of the improvements are described in the attachment. In addition, Mr. Hill has proved to be of great help in utilizing students in many projects. Staff also cooperated with students in the implementation of the new bikeway on campus. He personally commended Dave Hill and Louie Torres. Their positive attitude and endless hours have made a big difference.

Mr. Hill stated that if progress has been made, there is still a long way to go. In that direction, none of this could have been done without support of Dr. Mertes and the Board and understanding on the part of faculty and staff. He expressed appreciation to his staff and introduced Louis Torres, Betty Bartels, James Lynn, Ricardo Valenzuela, Michael Ornelas, Elsie Meadows, James Tarantino, David Chavez, and Agustin Castellanos.

Board members expressed appreciation for the improvements in appearance on campus. Mrs. Powell thanked all for the report.

b. RECOMMENDED APPROVAL OF AGREEMENT WITH THE SANTA BARBARA TRUST FOR HISTORIC PRESERVATION FOR SALE OF DISTRICT PROPERTY AT 914 SANTA BARBARA STREET, Enclosure #2

c. RECOMMENDED APPROVAL OF AGREEMENT WITH SANTA BARBARA CITY SCHOOLS FOR ACQUISITION OF GARFIELD ELEMENTARY SCHOOL, Enclosure #3

At the request of the Superintendent, these two items were deferred to a later date. Word was received that County counsel had additional word changes.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. ACKNOWLEDGMENT OF SUBMITTAL OF ANNUAL REPORT ON COMMUNITY SERVICES ACTIVITIES FOR 1979-80, Enclosure #4

Mr. Cal Reynolds stated that Enclosure #4 contained the annual report for the 1979-80 year.

He publicly gave recognition to Rachel McKeone in his office for her efforts in pulling this report together each year. There is a wide use of all facilities and staff is also available on Fridays and Saturdays. He stated that the board has provided the community use of excellent facilities. These are not ada-producing programs.

It was moved by Dr. Dobbs, seconded by Mr. Ricks, and passed by the board to officially acknowledge submittal of the Data Survey Community Services Report for 1979-80, as contained in Enclosure #4.

Mrs. Powell thanked Mr. Reynolds for his report and Mrs. McKeone for attending today's meeting.

e. ACCEPTANCE OF FUNDS TO EXTEND CETA PROJECTS, Attachment 5.2-e

Dr. Mertes indicated that additional funds have been granted to extend existing CETA projects.

It was moved by Dr. Dobbs, seconded by Mr. Wells, and passed by the board to accept the following funds to extend their respective CETA projects:

<table>
<thead>
<tr>
<th>Program</th>
<th>Start Date</th>
<th>End Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABE/GED</td>
<td>10/1/80</td>
<td>5/29/81</td>
<td>$40,445</td>
</tr>
<tr>
<td>WORKSITE PREP (FEEDER)</td>
<td>10/1/80</td>
<td>5/29/81</td>
<td>$31,885</td>
</tr>
<tr>
<td>ESL</td>
<td>10/1/80</td>
<td>12/1/80</td>
<td>$13,757</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$86,087</td>
</tr>
</tbody>
</table>

f. APPROVAL TO SUBMIT THE 1980-81 BUDGET FOR EXTENDED OPPORTUNITIES PROGRAMS AND SERVICES (EOPS), Enclosure #5

Dr. Gail Robledo indicated that Enclosure #5 contained the Budget and Accounting Form for the EOPS program for 1980-81. There is an increase of 9.6% over last year. This is a new required form which shows how the allocated funds will be spent. Procedures have been changed in that this budget form must be submitted now and later the program is reported on new forms.

continued on next page ...
5. BUSINESS SERVICES — continued:

5.2 NON-ROUTINE — continued:

f. It was moved by Mr. Wells, seconded by Dr. Dobbs, and passed by the board to approve of the submission of the 1980-81 Budget and Accounting Form for the Extended Opportunities Programs and Services.

6. GENERAL INFORMATION

No Items

7. ADJOURNMENT

At the request of the Superintendent, it was moved by Mr. Wells, seconded by Mrs. Alexander, and passed by the board to schedule a 3:00 p.m. Executive Session to precede the next regular board meeting.

Upon motion of Dr. Dobbs, seconded by Mr. Ricks, the Board of Trustees adjourned their regular meeting at 5:50 p.m.

The next meeting is the regularly-scheduled meeting of October 9, 1980.

ATTEST:

JOYCE H. POWELL
President, Board of Trustees
Santa Barbara Community College District

DAVID MERTES
Superintendent/President and Secretary/Clerk to the Board of Trustees

Approved by the Board of Trustees on October 9, 1980
1.5 AMENDMENT TO:

MINUTES OF REGULAR MEETING OF SEPTEMBER 11, 1980:

Item 2.2-b(6) APPROVAL OF APPOINTMENT: VALERIE VALLEJO LEWIS, SECRETARY, CONFIDENTIAL, PRESIDENT'S OFFICE (REPLACING B. ARMSTRONG), EFFECTIVE 9/2/80

Dr. Mertes stated that as the Board is aware, Valerie fills the position vacated by Barbara Armstrong last Fall. He was delighted that she came back to City College and is a member on our staff.

Dr. Mertes stated that he would like to make another comment and "that is that last Fall Barbara Armstrong resigned and during that period of time that position has been vacant.

"I want to tell you that we simply would not have functioned in that office in my view if we had had anyone else except Elsie operating it. It is just unbelievable the amount of work that Elsie gets out. All of the material you have in front of you, board meeting after board meeting, Elsie puts together, edits, and goes over in detail. She is the one person in the entire institution that knows everything and I want to express publicly my respect and admiration for Elsie and to express my appreciation for her dedication to this college. It is something that I have never experienced before in my professional life.

"Valerie, I am delighted that you are here to help in the office and I take this moment to introduce Valerie to the Board because she is one of the people that will work with board members directly. Welcome, Valerie."

(Then motion was made approving the appointment. See page 9 of September 11, 1980 minutes.)

Mrs. Powell extended a welcome to her to the staff.

Then Mr. Wells made a motion to give a vote of confidence to Elsie Brandt for her dedication. This was seconded by Mr. Frank's "by all means with appreciation", and approved by all Board members.

A grateful 'thank you' was voiced by Elsie.