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

October 8, 1981

4:00 p.m. - Rm. 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 CLOSED SESSION
1.5 MINUTES OF SPECIAL MEETING OF SEPTEMBER 17, 1981
1.6 HEARING OF CITIZENS
1.7 COMMUNICATIONS
   a. REPORT BY ACADEMIC SENATE - Dr. Barbara Lindemann
   b. ENROLLMENT REPORT ON FALL 1981 - Mrs. Lynda Rodrigues
   c. REPORT ON COMING EVENTS - Mr. Jim Williams
1.8 GOVERNING BOARD
   a. APPOINTMENT OF GOVERNING BOARD MEMBER

Notice has been received that there will be no election held in Trustee Area #1 (Carpinteria Unified District). Mrs. Powell filed candidacy papers and is unopposed. Therefore, according to Education Code Section 5328, the governing board members shall appoint Mrs. Powell to a new four-year term, expiring in November, 1985.

The oath of office will be administered by Dr. Peter MacDougall, Secretary/Clerk to the Board of Trustees.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF ADDITIONAL CERTIFICATED HOURLY INSTRUCTORS, FALL 1981 SEMESTER

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS, HOURLY INSTRUCTORS FOR ADAPTIVE & INFIRMED ELDERLY PROGRAMS, SUBSTITUTES, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION

Attachment 2.1-a(2)

(3) RECOMMENDED APPROVAL OF TEMPORARY CONTRACTUAL APPOINTMENTS

Attachment 2.1-a(3)

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: DOUGLAS D. SMITH, INSTRUCTOR, MARINE TECH PROGRAM, EFFECTIVE 6/26/81

Attachment 2.1-a(4)

(5) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.1-a(5)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF NEWLY-ELECTED CLUSTER LEADERS

Attachment 2.1-b(1)

The following instructors have been elected leaders for their respective clusters:

Dr. John Kay  
Social Sciences/Library/Administration of Justice

Dr. Klaus Wills  
Physical Science/Math/Foreign Language

Mr. Robert Christensen  
Life Science/Earth Science/Marine Technology

Dr. Raymond Rosales  
Counseling/Personal Development

It is recommended that the above-named instructors be approved as Cluster Leaders for two-year terms, 1981-82 and 1982-83.
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) RECOMMENDED APPROVAL OF ILLNESS (MATERNITY) LEAVE OF ABSENCE: MRS. DIANE J. HANDBLOSS, ASSOC.PROFESSOR, FINE ARTS, EFFECTIVE 11/6/81 THROUGH 12/18/81

Attachment 2.1-b(2)

Mrs. Diane Handloser has requested the use of an illness leave for pregnancy disability from November 6, 1981 through December 18, 1981.

It is recommended that this request be approved.

(3) RECOMMENDED APPROVAL OF ADMINISTRATIVE SABBATICAL LEAVE: DR. MARTIN BOBGAN, ADMINISTRATIVE DEAN, CONTINUING EDUCATION

Attachment 2.1-b(3)

Dr. Martin Bobgan has applied for a two-month sabbatical leave of absence for the purpose of research and writing in the area of psychology. This sabbatical leave is to be taken during the period October 8, 1981 - September 1, 1982, in increments convenient to the district for purposes of continuity of administration in the Continuing Education Division.

Dr. Bobgan more than meets the seven-year eligibility requirement with twenty-one (21) years of service with the district without taking sabbatical leave during that time. The sabbatical leave will be at no additional cost to the district as Dr. Bobgan will not be replaced.

The Superintendent recommends that a two-month sabbatical leave of absence be approved for Dr. Martin Bobgan, Administrative Dean, Continuing Education Division, to be taken during the period October 8, 1981 - September 1, 1982.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

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

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

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

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

    Attachment 2.2a(2)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENT: C. JULIE ESCH, STATS.
    TECH., RESEARCH & GRANTS (REPLACING P. PILCHARD), EFFECTIVE 10/12/81

    Attachment 2.2-b(1)

(2) RECOMMENDED ACCEPTANCE OF RESIGNATIONS OF SANTA BARBARA
    COMMUNITY COLLEGE DISTRICT DATA PROCESSING EMPLOYEES,
    EFFECTIVE 9/30/81, AND APPROVAL OF RIGHTS

    Attachment 2.2-b(2)

On September 11, 1980, the Board of Trustees approved a
final agreement with the Santa Barbara School District
creating the Central Coast Computing Authority (CCCA). The
intent at that time was that all data processing employees
of the college and school districts were to be transferred
to the employment of the CCCA and merged into one unit as
soon as possible.

All administrative details have been completed to
enable this transfer to take effect October 1, 1981. The
CCCA has extended an offer of employment, including a con-
tinuation of employment rights, upon their resignations
from their respective districts. The employees have been
assured that they will be extended re-employment rights as
provided in Education Code 88117 and Article 12.2 of the
C.S.E.A. Agreement.

It is recommended that the board accept the resign-
tations delineated in Attachment 2.2-b(2), effective Septem-
ber 30, 1981, and grant re-employment rights to each of
these employees as provided in Education Code Section 88117
and Article 12.2 of the C.S.E.A. Agreement.
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SBCCD Board of Trustees  
October 8, 1981

2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(3) RECOMMENDED APPROVAL OF RECLASSIFICATION OF ARLENE DOUGLAS, SECRETARY, SR., TO SECRETARY, ADMINISTRATIVE, CONTINUING EDUCATION DIVISION

Attachment 2.2-b(3)

In May, 1981, after the retirement of Evalyn Stafford, Program Planning Assistant, Continuing Education Division, Dr. Bobgan requested a reorganization of his office, as described in the attachment.

The Superintendent concurred with this reorganization and directed the Personnel Department to conduct a classification study of the Secretary, Senior position with new proposed duties. The Personnel Department completed the study and determined an appropriate upward classification to Secretary, Administrative, Range 32.

This reclassification was reviewed and endorsed by C.S.E.A., Chapter 289, on September 17, 1981, as contained in the attachment.

It is recommended that Arlene Douglas be reclassified from Secretary, Senior, Range 28E, to Secretary, Administrative, Range 32E, effective October 9, 1981.

(4) RECOMMENDED APPROVAL OF NEW POSITION AND CLASSIFICATION: COMMUNITY & ADMINISTRATIVE SERVICES SUPERVISOR, RANGE 40

Attachment 2.2-b(4)

During last summer, the district's Community Services and transportation functions were transferred from Student Services to Business Services. As a result, the Business Manager requested a new classified management position to absorb these transferred responsibilities in addition to other functions within the Business Services division. An authorized classification study was conducted to determine an appropriate class and salary range. The position is proposed to be classified as Community and Administrative Services Supervisor, Range 40 (M/S/C), as described in the attachment. The College Planning Committee reviewed and endorsed the proposed classification and position.

It is recommended that a new position and classification be approved, as described in Attachment 2.2-b(4).
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2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS

Attachment 2.3-a(1)

(2) RECOMMENDED APPROVAL OF PROFESSIONAL CONSULTANT (EXPERT) STATUS

Attachment 2.3-a(2)

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

No items

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P01-2519 THROUGH AND INCLUDING P01-2525 (PRIOR YEAR), AND P12-0357 THROUGH AND INCLUDING P12-0605 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 GIFT ON BEHALF OF THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE

Attachment 5.1-c

The Superintendent recommends acceptance of the gift listed on Attachment 5.1-c and requests authorization to send a letter of appreciation to the donor.
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5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

a. REQUEST FOR SUNDAY USE OF COLLEGE FACILITIES

Attachment 5.2-a

The following requests have been received for use of college facilities on Sunday dates:

1) Sunday, October 18, 1981: Request to use LaPlaya Stadium and locker rooms by the Santa Barbara Athletic Association to conduct an Annual Marathon.

2) Sunday, November 8, 1981: Request to use lower parking lots (2B and 2C) by the Santa Barbara Sports Car Club for a Sports Car Slalom.

Similar requests from the above-named organizations have been presented in the past and received approval.

b. RECOMMENDED APPROVAL OF AGREEMENT FOR USE OF CLINICAL FACILITIES WITH SANTA BARBARA COTTAGE HOSPITAL

Attachment 5.2-b

Agreements with local hospitals for the use of clinical facilities are renewed each year for the Radiologic Technology Program and normally every five years for the Associate Degree Nursing and Licensed Vocational Nursing Programs. The Santa Barbara Cottage Hospital modified the district's standard contract slightly and, following discussions with hospital staff the agreement in the attachment was recommended. The term for the new agreement will be for five years.

The Superintendent recommends approval of the agreement with Santa Barbara Cottage Hospital for the period September 1, 1981 to June 30, 1986.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

c. RECOMMENDED APPROVAL OF THE AGREEMENT WITH THE UCSB FACULTY CLUB AND SBCC H.R.M. DEPARTMENT TO PROVIDE MANAGEMENT SERVICES

Enclosure #1

The Board of Directors of the UCSB Faculty Club and the HRM Department believe it is to their mutual interests to have the HRM Department operate and manage their Faculty Club. The lab experience will provide additional educational experiences in club management, bar operations, and guest room management.

The 'draft' agreement is being reviewed by County Counsel and will be distributed after his concurrence is received.

The Superintendent recommends approval of the agreement with the UCSB Faculty Club to provide management through the HRM Department for a one-year term, September 9, 1981 through September 8, 1982.

d. RECOMMENDED ADOPTION OF RESOLUTION No. 5 (1981-82) FOR ACCEPTANCE OF FUNDS FOR EMERGENCY ADULT EDUCATION REFUGEE PROGRAM AND AUTHORIZATION TO EXECUTE CONTRACT

Enclosure #2

The State Department of Social Services has awarded the district $57,424 to continue training for Indochinese refugees under the Emergency Adult Education Refugee Program. This grant requires the execution of a contract with the Department of Social Services. A resolution is required to accept the funds and to authorize an agent to sign the necessary contract documents.

The Superintendent recommends adoption of Resolution No. 5 (1981-82) for acceptance of these funds and authorization for Dr. Joseph Bagnall to act as the district's agent in the execution of this contract.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

The next meeting of the Board of Trustees will be the regularly-scheduled meeting of October 22, 1981.