AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

April 23, 1981

3:30 p.m. - CLOSED SESSION
   Room A-151

4:00 p.m. - REGULAR MEETING
   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 CLOSED SESSION - Personnel Matters

   1.5 MINUTES: SPECIAL MEETING OF APRIL 3, 1981
                  SPECIAL MEETING OF APRIL 14, 1981

   1.6 HEARING OF CITIZENS

   1.7 COMMUNICATIONS

      a. REPORT OF ACADEMIC SENATE - Mr. Glenn Gaston

      b. REPORT ON COMING EVENTS - Mr. Jim Williams

2. PERSONNEL

   2.1 CERTIFICATED PERSONNEL

      a. ROUTINE

         (1) RECOMMENDED APPROVAL OF ADDITIONAL TEMPORARY HOURLY
             CERTIFICATED PERSONNEL, SPRING 1981 SEMESTER

             Attachment 2.1-a(1)

         (2) RECOMMENDED APPROVAL OF TEMPORARY HOURLY CERTIFICATED
             PERSONNEL: RICK OLMSTEAD, 1981-82 VOLLEYBALL SEASON

             Attachment 2.1-a(2)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

a. ROUTINE - continued:

(3) RECOMMENDED APPROVAL OF CHANGES FOR PREVIOUSLY-APPROVED INSTRUCTORS, SUBSTITUTE, AND CONSULTANTS (LECTURERS), CONTINUING EDUCATION DIVISION, SPRING 1981

Attachment 2.1-a(3)

(4) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.1-a(4)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF PROCEDURES FOR SELECTION OF A SUPERINTENDENT/PRESIDENT

Attachment 2.1-b(1)

In accordance with District policy, the Superintendant/President submitted to the Board of Trustees procedures for the selection of a Superintendent/President.

A copy of the procedures was provided to the Representative Council and the Affirmative Action Committee.

It is recommended that the proposed procedures, as outlined in Attachment 2.1-b(1), be approved.

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), GENERAL AND TUTORIAL PROGRAMS

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

2.2 CLASSIFIED PERSONNEL - continued:

a. ROUTINE - continued:

(3) RECOMMENDED ACCEPTANCE OF RESIGNATIONS: C. DEVEREAUX, INT. TYP.CLK., GOLETA VALLEY ADULT ED CENTER, EFFECTIVE 4/17/81, AND JAMES FOSTER, BUSINESS SERVICES, PAYROLL, EFFECTIVE 4/30/81

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENT

Attachment 2.2-a(4)

(5) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.2-a(5)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF LONGEVITY INCREMENTS:

Pedro Lomeli, Groundskeeper 10 Years
Michael Ornelas, Custodian 15 Years
Shar-Lynn Timm, Credentials Clk. 10 Years

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF PROMOTION: JANICE MARTIN, ADMIN. SECRETARY (REPLACING M. LYNN), INSTRUCTION OFFICE, EFFECTIVE 4/13/81

Attachment 2.2-b(2)

(3) RECOMMENDED APPROVAL OF APPOINTMENTS:

Sharon Calderon, Int.Typ.Clk., Instruction Office (replacing L. Tappeiner) 4/24/81
Haru Sugino, Int.Typ.Clk., Instruction Office (replacing J. Martin) 4/24/81

Attachment 2.2-b(3)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(4) PUBLIC HEARING ON DISTRICT'S INITIAL CLASSIFIED EMPLOYEES COLLECTIVE BARGAINING CONTRACT PROPOSAL

On April 9, 1981, the District officially adopted its collective bargaining contract proposal and followed appropriate public disclosure procedures regarding its initial contract proposal.

The Board gave notice to the public that at its next meeting a hearing would be held to provide the public with an opportunity to express itself regarding the District's initial proposal.

It is recommended that this hearing be held.

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS

Attachment 2.3-a(1)

3. STUDENT SERVICES

3.1 REPORT OF ASSOCIATED STUDENTS

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF ADDITIONAL CLASSES FOR 1981 SUMMER SESSION

Attachment 4.1

Additional classes proposed for the 1981 Summer Session are listed on the attachment.

Mr. John Romo will be present to describe the classes and respond to questions.

'It is recommended that the classes listed on Attachment 4.1 be approved for submittal to the Chancellor's Office as additional classes for the 1981 Summer Session.
4. CURRICULUM AND INSTRUCTION - continued:

4.2 RECOMMENDED APPROVAL OF A PROPOSED CHILD CARE PROGRAM FOR THE 1981 SUMMER SESSION

A service is proposed to be offered for a 6-week Child Care Program for the same period as the 1981 Summer Session. This service would be offered through the SBCC Children's Center from 7:30 a.m. to 1:30 p.m., Mondays through Fridays. The proposed program will be self-supporting with no direct costs to the district as each participant will be charged $25 per child per week.

Mr. John Romo will speak to this item and respond to questions.

It is recommended that approval be given of the 6-week Child Care Program for the 1981 Summer Session.

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P01-1906 THROUGH AND INCLUDING P01-2017 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

The Superintendent recommends acceptance of the following gift and requests authorization to send a letter of appreciation to the donor:

Value: $100  
Donor: I.B.M. Corporation  
Description and Purpose: Adaptive Physical Education Program
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

d. RECOMMENDED AUTHORIZATION TO ORDER SUPPLY AND EQUIPMENT ITEMS FOR FISCAL YEAR 1981

Due to delivery schedules, it is necessary that certain supply and equipment items required for the opening of the 1981-82 college year be ordered in advance of budget approval. Such orders will be minimal.

The Superintendent recommends that the Board authorize the issuance of notices of intent to purchase selected supply and equipment items necessary for the 1981-82 college year in advance of the budget adoption and that such authorization be limited to an amount not to exceed 50% of the total amount budgeted for supply items for the 1980-81 college year.

e. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS - INTERNAL ACTIONS

#81-041 in the amount of $4,062: From hourly salary to Tutorial Cost Center for increased demands for tutoring.

#81-042 in the amount of $800: From Other Operating Account for extra supplies for Anatomy and Medical Biology Cost Centers.

#81-043 in the amount of $3,000: From Evaluation/Improvement Account to hourly salaries and supplies for Instructional Support Cost Center.

#81-044 in the amount of $4,600: From regular salary account to Consultant Account for systems analyst consultant for Computer Science Cost Center.

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #81-45 THROUGH #81-49 AND ADOPTION OF RESOLUTION No. 15 (1980-81)

Attachment 5.2-a

It is recommended that the Board adopt Resolution No. 15 (1980-81) approving of the appropriation transfer of funds from the Appropriation for Contingencies Account to cover microfilming for Financial Aids and Admissions & Records Cost Centers and to reinstate reduced 1980-81 funding level of hourly student salaries for Tutorial Cost Center.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED APPROVAL OF FILM CONTRACT WITH LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS

Attachment 5.2-b

Annually, the District enters into a contract for a film service through a cooperative arrangement with other school districts. The film contract schedule and agreement permits participation on one of three levels. The Media staff has reviewed the proposed contract and recommends that the District enter into the agreement for Schedule #1, Limited Contract, at the continuing basic rate of $8 per film per week.

The Superintendent recommends that the District enter into an agreement for film service for the 1981-82 college year with the office of the Los Angeles County Superintendent of Schools, as indicated in Attachment 5.2b.

c. REQUEST FOR SUNDAY USE OF DISTRICT FACILITIES

Attachment 5.2-c

A request has been received from the Santa Barbara Sports Car Club for use of facilities on Sunday, May 17, 1981.

Similar requests have been received in the past from this organization and received approval from the Board.

d. RECOMMENDED AUTHORIZATION FOR THE COUNTY SUPERINTENDENT OF SCHOOLS TO MAKE TRANSFERS IN DISTRICT FUNDS AND ADOPTION OF RESOLUTION No. 16 (1980-81)

Attachment 5.2-d

In accordance with Education Code Section 85200, the Board of Trustees is asked annually to authorize the County Superintendent of Schools to make transfers between the Appropriation for Contingencies and any expenditure classification to balance the budget.

It is recommended that the Board of Trustees adopt Resolution No. 16 (1980-81) authorizing the County Superintendent to make necessary transfers in the Santa Barbara Community College District funds for this year.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

e. RECOMMENDED DENIAL OF CLAIM - RICHARD F. HOVORKA

Attachment 5.2-e

In compliance with Government Code Section 912.4, the Board is required to take action regarding any claims against the District. Richard Hovorka's claim is for medical expenses resulting from a fall on West Campus when attending a Continuing Education seminar on Saturday, February 21, 1981.

The Superintendent recommends that this claim be denied in full and that Mr. Hovorka be so notified, and, further, that the claim be forwarded to the District's insurance carrier.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, May 14, 1981.