AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

April 9, 1981

3:00 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 OF REGULAR MEETING OF MARCH 26, 1981
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. 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 HOURLY INSTRUCTORS, CHANGES FOR
             PREVIOUSLY-APPROVED INSTRUCTORS, CONSULTANTS (LECTURERS),
             CONTINUING EDUCATION DIVISION, SPRING 1981
             Attachment 2.1-a(2)
         (3) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE
             Attachment 2.1-a(3)
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

a. ROUTINE - continued:

(4) RECOMMENDED ACCEPTANCE OF RESIGNATION: DENNIS L. COON, ASSOC. PROFESSOR, PSYCHOLOGY, EFFECTIVE JUNE 26, 1981

Attachment 2.1-a(4)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF TERMINATION OF CONTRACT BETWEEN DR. DAVID MERTES, SUPERINTENDENT/PRESIDENT, AND THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT

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: TUTORIAL PROGRAM

Attachment 2.2-a(2)

(3) RECOMMENDED ACCEPTANCE OF RESIGNATION: CARLA J. STANGE, INT. ACCT.CLK., ACCOUNTING DEPT., EFFECTIVE 3/31/81

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF REINSTATEMENT OF FORMER EMPLOYEE: BARBARA JOHNSTON, INT.ACCT.CLK., ACCOUNTING DEPT., EFFECTIVE 4/13/81

Attachment 2.2-a(4)

(5) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.2-a(5)
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2. PERSONNEL - continued:  

2.2 CLASSIFIED PERSONNEL - continued:  

b. NON-ROUTINE  

(1) RECOMMENDED APPROVAL OF EMPLOYEES' REQUEST FOR CHANGE IN ASSIGNMENT  

Attachment 2.2-b(1)  

The following employees voluntarily requested that their positions be established as 11-month positions:  

Deborah McCleister, Sr. Lab. Tech  
from FT/12 Mo. to FT/11 Mo.  

Sandra Ross, Lab. Tech.  
from FT/10 Mo. to FT/11 Mo.  

The Life Science Chairperson reviewed their request and recommended it as an advantageous arrangement to the department with the concurrence of the Administrative Dean of Instruction.  

It is recommended that approval be given to change these two assignments as described in Attachment 2.2-b(1).  

(2) PRESENTATION OF INITIAL DISTRICT C.S.E.A. COLLECTIVE BARGAINING CONTRACT PROPOSAL FOR 1981-82 SCHOOL YEAR  

The C.S.E.A. presented its initial Collective Bargaining Contract proposal on March 12, 1981. The initial District contract proposal will be available for consideration and adoption. The district's proposal will be presented by the Director of Personnel.  

As required by the Rodda Act, it is recommended that the Board:  

1) officially adopt the initial proposal;  

2) make the proposal a matter of public record for public pickup in the Superintendent-President's office and the Personnel Department; and  

3) give notice by District news release to the public that at its next Board meeting on April 23, 1981, a hearing will be held to provide the public with an opportunity to express itself regarding the District's proposal.
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2. PERSONNEL - continued:  

2.3 GENERAL PERSONNEL  

a. ROUTINE  

(1) RECOMMENDED APPROVAL PROFESSIONAL CONSULTANT (EXPERT)  
STATUS: PHIL PIFER  

Attachment 2.3-a(1)  

(2) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS:  
DOROTHY JEFFERSON (COLLEGE INFORMATION) AND MARIA ZAK  
(P.E./GYMNASTICS)  

Attachment 2.3-a(2)  

(3) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS:  
BRENT MORRIS (CRIME PREVENTION FOR SENIOR CITIZENS),  
CONTINUING EDUCATION DIVISION  

Attachment 2.3-a(3)  

3. STUDENT SERVICES  

3.1 REPORT ASSOCIATED STUDENTS  

3.2 REPORT ON SECURITY PROJECT FOR RECORDS MAINTAINED BY ADMISSIONS AND  
FINANCIAL AID OFFICES  

Internal operational evaluations and external audits have high-  
lighted the necessity to provide more effective security for permanent  
records in the Admissions Office and for files in the Financial Aids  
Office.  

Arrangements have been made with Micro-Fotonics to complete the  
project as soon as possible.  

Dr. Alfred Silvers and staff will present a brief report on the  
project to secure records in the Admissions Office and in the Financial  
Aids Office.
4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF SUBMISSION OF 1981 SCHEDULE OF CLASSES FOR SUMMER SESSION

Enclosure #1

In accordance with Title 5, Section 55425, Summer Session may be established by the governing board subject to approval of the Chancellor. Enclosure #1 contains the Schedule of Classes for the 1981 Summer Session.

Mr. John Romo, who prepared the schedule, will be present to respond to questions.

It is recommended that the Schedule of Classes for the 1981 Summer Session, as contained in Enclosure #1, be submitted to the Chancellor's Office for approval.

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P01-1786 THROUGH AND INCLUDING P01-1905 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 on the attachment and requests authorization to send a letter of appreciation to the donors.
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

d. RECOMMENDED APPROVAL OF AMENDMENT TO 1980-81 DISTRICT MILEAGE ALLOWANCE LIST.

Attachment 5.1-d

Mileage allowances have been computed for the Work Experience Instructors/Coordinator for the 1981 Spring Semester. Payments will be made in two (2) pro-rated "R" warrant installments on April 20 and May 20, 1981.

Also, Dee Sheets was approved as a Program Planning Assistant on March 1, 1981. Her name should replace that of Evalyn Stafford.

It is recommended that this amendment, contained in Attachment 5.1-d, to the 1980-81 Mileage Allowance List be approved.

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #81-040 AND ADOPTION OF RESOLUTION No. 14 (1980-81)

Attachment 5.2-a

It is recommended that the Board of Trustees adopt Resolution No. 14 (1980-81) approving of the appropriation transfer for funds from the Appropriation for Contingencies Account to cover the 1980-81 salary increase adjustments, EMS salary adjustments, and the increase in benefits.

b. RECOMMENDED APPROVAL OF SUBMISSION OF THE 1981-82 HANDICAPPED STUDENT PROGRAMS AND SERVICES APPLICATION

Enclosure #2


Mrs. Roberta Jackson, College Specialist for the Enabling/Handicapped Program, will speak to this item and respond to questions.

It is recommended that approval be given to submit the 1981-82 Application to the Chancellor's Office.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

c. RECOMMENDED APPROVAL OF NEW VENDING MACHINE CONTRACT

Enclosure #3

The College has had extremely poor service on the vending machines for the past several months. Proper notice has been given to Richardson Vending Service that, effective April 15, their service is being discontinued. A new contract, effective April 15, 1981 with the Servomation Corporation of Carpinteria is being recommended.

The Superintendent recommends approval of the vending machine contract with Servomation Corporation, effective April 15, 1981.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

As a result of action taken by the Board of Trustees on March 26, 1981, the next meeting of the Board will be a Special Meeting on April 14, 1981 for the purpose of conducting a CLOSED SESSION starting at 7:00 a.m. to be held in H.R.M. #102 (Catering Room) regarding personnel matters.

The next regular meeting of the Board of Trustees is scheduled for Thursday, April 23, 1981.