AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

May 28, 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 SPECIAL MEETING OF MAY 12, 1981

   1.6 HEARING OF CITIZENS

   1.7 COMMUNICATIONS

      a. INTRODUCTION OF NEW ACADEMIC SENATE PRESIDENT

      b. INVITATION FROM CARPINTERIA PARENT-CHILD WORKSHOP

         Attachment 1.7-b

         Mrs. Lou Grant will be present to extend an invitation to
         attend the Open House on May 31 for the new permanent home of
         the Carpinteria Parent-Child Workshop. A brief report will be
         given on the move and the present status of the workshop.

      c. REPORT ON COMING EVENTS - Mr. Jim Williams

2. PERSONNEL

   2.1 CERTIFICATED PERSONNEL

      a. ROUTINE

         (1) RECOMMENDED APPROVAL OF CERTIFICATED INSTRUCTORS FOR THE
             1981 SUMMER SESSION

         Attachment 2.1-a(1)
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2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

   a. ROUTINE - continued:

      (2) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CHANGES FOR  
          PREVIOUSLY-APPROVED INSTRUCTORS, AND CONSULTANTS (LECTURERS),  
          CONTINUING EDUCATION DIVISION, SPRING 1981 TERM  
          Attachment 2.1-a(2)

      (3) RECOMMENDED APPROVAL OF MILITARY LEAVE OF ABSENCE WITH  
          PAY: RICHARD M. SANCHEZ, ASST. DEAN, EDUCATIONAL PLANNING  
          & DEVELOPMENT, JUNE 1 - JUNE 12 and JULY 27 - AUGUST 7, 1981  
          Attachment 2.1-a(3)

      (4) RECOMMENDED APPROVAL OF TEMPORARY CONTRACTUAL APPOINTMENT:  
          JOSEPH M. DUNGAN, CHEMISTRY (REPLACING J. LARSEN), EFFECTIVE  
          SEPTEMBER 8, 1981 - JANUARY 26, 1982  
          Attachment 2.1-a(4)

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

   b. NON-ROUTINE

      (1) RECOMMENDED APPROVAL OF APPOINTMENT: ROBERT H. DEPENDAHL, JR.,  
          INSTRUCTOR, COMPUTER SCIENCE (NEW POSITION), EFFECTIVE  
          SEPTEMBER 8, 1981  
          Attachment 2.1-b(1)

      (2) RECOMMENDED APPROVAL OF PERSONAL LEAVE OF ABSENCE (WITHOUT  
          PAY): ROBERTA A. JACKSON, COLLEGE SPECIALIST, DISABLED  
          STUDENTS PROGRAM, EFFECTIVE 1981-82 COLLEGE YEAR  
          Attachment 2.1-b(2)

          A request has been received from Roberta Jackson for  
          a personal leave of absence (without pay) for the 1981-82  
          college year. This request is supported by the Dean of  
          Instruction.

          It is recommended that a personal leave of absence  
          without pay be approved for Roberta A. Jackson, College  
          Specialist, Disabled Students Program, for the 1981-82  
          college year.
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2. PERSONNEL - continued:

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)

(3) RECOMMENDED ACCEPTANCE OF RESIGNATIONS: RENEE M. HEIM, ADMISSIONS & RECORDS CLK., EFFECTIVE 6/19/81 AND SHARON PIFER, SR.TEACHER AIDE, EFFECTIVE 5/29/81

Attachment 2.2-a(3)

(4) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENTS

Attachment 2.2-a(5)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF LONGEVITY INCREMENTS:

EVERARDO SILVA, Custodian 10 years
Facil. & Operations

BEATRICE WILLIS, Sr.Secretary 10 years
College Info

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF PROMOTION: KATHLEEN GEBHARDT, TO SR.TEACHER AIDE (REPLACING S. PIFER), INSTRUCTION OFFICE, EFFECTIVE 6/1/81

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

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL CONSULTANT (EXPERT)
STATUS: RICHARD LAPAGLIA, STUDENT ACTIVITIES, AND NORMAN
SPENCER, S.B.REPERTORY THEATRE

Attachment 2.3-a(1)

3. STUDENT SERVICES

3.1 REPORT OF ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF CHANGES TO DISTRICT STUDENT POLICIES AND
BY-LAWS OF ASSOCIATED STUDENTS CONSTITUTION RELATING TO THE NON-
VOTING STUDENT MEMBER OF THE BOARD OF TRUSTEES

Attachment 3.2A & 3.2B

The Board of Trustees recently approved conceptually the formation
of a separate position for the non-voting student member of the Board
of Trustees. This position previously had been combined in a single
position entitled President of the Associated Students and Non-Voting
Member of the Board of Trustees.

Revision of Section 0190 of the District's Student Policies is
proposed to account for this change (Attachment 3.2A). A new section
is proposed to be added to the bylaws of the Associated Students Con-
stitution to conform with the revised district policy (Attachment 3.2B).

The Superintendent recommends the following actions:

1) to adopt the revisions in Section 0190 of the
Santa Barbara Community College District's
Student Policies, as outlined in Attachment
3.2A, and

2) to approve of the addition of Section 16 to
Article II of bylaws to the Constitution of
the Associated Students, as outlined in
Attachment 3.2B.
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4. CURRICULUM AND INSTRUCTION  

4.1 RECOMMENDED APPROVAL OF CONTINUING EDUCATION CALENDAR FOR THE 1981-82 SCHOOL YEAR  

Attachment 4.1  

Attachment 4.1 contains a proposed calendar for the 1981-82 school year for the Continuing Education Division. It should be noted that the fall term begins September 14 - one week later than the credit division, but the spring recess (April 5-9, 1982) is the same as the credit division.  

It is recommended that the board approve the 1981-82 calendar for the Continuing Education Division, as contained in Attachment 4.1.  

5. BUSINESS SERVICES  

5.1 ROUTINE  

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P01-2140 THROUGH AND INCLUDING P01-2285 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 Attachment 5.1-c and requests authorization to send a letter of appreciation to the donors.  

d. RECOMMENDED RATIFICATION OF THE SUBMISSION OF VETERANS COST-OF-INSTRUCTION PROGRAM APPLICATION  

Enclosure #1  

An application for funding of the Veterans Cost-of-Instruction Program was received at the college on May 15. Since services are still being provided by the college, the application was completed immediately and mailed to meet the date of May 18. No district funds are required.  

Ratification of the submission of this application is recommended.
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

e. RECOMMENDED APPROVAL OF DISPOSAL OF SURPLUS EQUIPMENT

The Continuing Education Division has requested that the following items be declared surplus and that they be disposed of (on site) prior to the division's move to the Garfield School site:

1) Walker Pug Mill
2) Alpine Ceramic Kiln (6 cu.ft.)
3) West Coast Ceramic Kiln (30 cu.ft.)
4) 13 - 5' high lockers
5) 167 - 1' sq. lockers
6) Stainless steel counter with freezer (Garfield School)

The Superintendent recommends that the above items be declared surplus and that an "on site" sealed bid sale be conducted to dispose of these items.

5.2 NON-ROUTINE

a. PRESENTATION OF DISTRICT FINANCIAL REPORTS

Enclosure #2

Enclosure #2 contains the report of the financial status of the Santa Barbara Community College District for the period ending March 31, 1981 for all funds and accounts, including the Student Finance Operations.

This is presented for information. Mr. Charles Hanson will be available to respond to questions.

b. PRESENTATION OF REPORT OF CAMPUS BOOKSTORE

Attachment 5.2-b

Attachment 5.2-b contains the latest summary of the operations of the Campus Bookstore for the period ending March 31, 1981.

This is presented for information.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

c. RECOMMENDED RATIFICATION OF THE SUBMISSION OF A PROPOSAL TO CONTINUE THE INDOCHINESE ESL PROGRAM IN 1981-82

Enclosure #3

The California Department of Social Services has invited proposals for programs to serve Indochinese refugees. For several years the District has provided ESL classes for these refugees through its Continuing Education Division. This proposal would continue these classes for the period October 1, 1981 through July 1, 1982. No District funds are required. The proposal was mailed to meet a May 22 deadline.

Ratification of the submission of this proposal is recommended.

d. RECOMMENDED APPROVAL OF THE EMPLOYMENT OF STEPHEN METSCH, AIA, ARCHITECT, FOR PREPARATION OF SPECIFICATIONS AND SUPERVISION OF THE INSTALLATION OF A NEW DANCE FLOOR IN PHYSICAL EDUCATION BUILDING

Attachment 5.2-d

For some time, the condition of the dance floor has been deteriorating. Due to moisture absorption, the floor has buckled and warped to a point where considerable repairs are necessary. Further, the floor itself is on concrete, rather than on a raised resilient base which is more suitable for dance instruction. After looking at other facility designs, and reviewing future program needs, it was determined that the dance area should be relocated and expanded to accommodate the dramatically-increased enrollments. It is recommended that the present weight training room be converted to a dance area and the weight room relocated in a smaller but adequate area. Appointment of an architect is recommended to prepare the specifications and supervise the installation to bring the new location up to acceptable standards as a dance instruction area. Stephen Metsch, AIA, has submitted a proposal to do the necessary work for a fee of $1,100.

The Superintendent recommends approval of the employment of Stephen Metsch, AIA, of the architectural firm of Arendt/Mosher/Grant/Pedersen/Phillips, to prepare the specifications for the new dance floor for a fee of $1,100, as delineated in Attachment 5.2-d.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

   e. RECOMMENDED APPROVAL OF AGREEMENT WITH AGENCIES FOR WORKSITE
      EDUCATION AND TRAINING ACT (CWETA) PROGRAMS

      Attachment 5.2-e

      The State of California, Employment Development Department,
      requires that the District have an agreement with agencies in
      the Worksite Education and Training programs. Following dis-
      cussion with local agencies, the agreement in the attachment
      has been developed. The agreement will be in effect with all
      agencies involved in the program, which are at present, Alpha
      Training Center (ATC), Work Training Program (WTP), and
      Devereaux Foundation.

      The Superintendent recommends approval of the agreement
      with agencies in the Worksite Education and Training Programs.

   f. RECOMMENDED RENEWAL OF MUSIC LICENSING AGREEMENTS WITH ASCAP
      AND BMI

      Enclosure #4

      Music licensing agreements with ASCAP (American Society
      of Composers, Authors and Publishers) and BMI (Broadcast Music,
      Inc.) were first approved by the Board in 1978. Those agree-
      ments have now expired and the licensing agencies have revised
      their contract forms and submitted them to the district. The
      purpose of the agreements is to insure school districts against
      copyright infringement in the use of music in the schools.

      The new agreements cover the period of January 1, 1980 to
      June 30, 1983. The ASCAP and BMI agreements are based upon the
      following fee schedule:

      |       | ASCAP | BMI    |
      |-------|-------|--------|
      | Jan. 1, 1980 - June 30, 1980 | 4¢ | 7¢ | Per FTE Fall 1979 (6177) |
      | July 1, 1980 - June 30, 1981 | 9¢ | 7¢ | " Fall 1980 (7125) |
      | July 1, 1981 - June 30, 1982 | 10¢ | 8½¢ | " Fall 1981 |
      | July 1, 1982 - June 30, 1983 | 11¢ | 8½¢ | " Fall 1982 |

      The Superintendent recommends approval of the music licens-
      ing agreements with ASCAP and BMI for the period of January 1,
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. RECOMMENDED APPROVAL TO PROCEED WITH PLANS AND SPECIFICATIONS FOR A NEW KILN ROOM, CONTINUING EDUCATION FACILITY (GARFIELD)

At the meeting, a presentation will be made of the Ceramics Program offered by the Continuing Education Division. Also, a report will be given of estimated costs for the construction of an addition to the existing building at the rear of the property to house the kilns and pottery.

The Superintendent recommends that the board approve of proceeding with the development of specifications for a kiln room, and requests authorization to go to bid upon completion of final plans and specifications.

h. RECOMMENDED APPROVAL OF CATEGORICAL EXEMPTION FROM CEQA REVIEW OF ADDITION OF KILN ROOM AT THE GARFIELD SCHOOL SITE

Attachment 5.2-h

The addition of a kiln room at Garfield School qualifies for categorical exemption under Class 14: Minor Additions to Schools, on the ground that it adds less than 25 percent to student capacity and less than five classrooms.

It is recommended that a Notice of Exemption be posted with the County Clerk.

i. RECOMMENDED DENIAL OF CLAIM - MILDRED JAMIESSON

Attachment 5.2-i

In compliance with Government Code Section 912.4, the board is required to take action regarding any claims against the district. Mildred Jamieson's claim is for medical expenses resulting from a fall in the Campus Center on April 24, 1981 at a Retired Teachers' Association Dinner.

The Superintendent recommends that this claim be denied in full and that Ms. Jamieson be so notified, and, further, that the claim be forwarded to the district's insurance carrier.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

j. REQUEST FOR APPROVAL OF A SANTA BARBARA CITY COLLEGE COMBINED
HEALTH AGENCIES DRIVE (CHAD) DURING 1981-82

During the fall semester, 1980, Mr. Robert Handy of the
Combined Health Agencies Drive (CHAD) made a presentation to
the Representative Council seeking the Council's support for
a CHAD drive at Santa Barbara City College. Subsequently, the
Council formed an Ad Hoc Committee to review the request.
Based on a recommendation from the Ad Hoc Committee, the Repre-
sentative Council approved a motion to support an annual CHAD
drive at Santa Barbara City College.

Recently, the SBCC Chapter of C.S.E.A. reviewed the same
CHAD request and voted to support the recommendation for an
annual CHAD drive at Santa Barbara City College.

The requests from the Representative Council and C.S.E.A.,
Chapter 289, recommend an annual CHAD drive in addition to the
current UNITED WAY drive with individual employee payroll deduc-
tions available for either or both of the drives.

6. GENERAL INFORMATION

6.1 REPORT ON DONATIONS TO THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE

Attachment 6.1

Attachment 6.1 contains a summary of all donations to THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE for the January 1 through March 31, 1981 quarter.

This is presented as an information item only since all donations have been previously accepted by the Board of Trustees. The donations were accepted by THE FOUNDATION Board of Directors at the April 15, 1981 meeting.

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, June 11, 1981.