MINUTES

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

July 23, 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

The regular meeting of the Board of Trustees of the Santa Barbara Community College District was called to order by President Joyce Powell at 4:20 p.m. in Room A-211, Administration Building, Santa Barbara City College, Santa Barbara, California.

The regular portion was preceded by a scheduled Closed Session. See details under Item 1.4.

1.2 ROLL CALL

Members present:
  Mrs. Joyce H. Powell, President
  Mr. Eli Luria, Vice-President
  Mrs. Kathryn O. Alexander
  Dr. Joe W. Dobbs
  Mr. Sidney R. Frank (arrived 3:28 pm; left at 5:55 pm)
  Mr. Gary R. Ricks (arrived at 3:05 pm)

Member absent:
  Mr. Benjamin P.J. Wells
  (no current student member)

Others present for all or a portion of the meeting:
  Dr. David Mertes, Superintendent/President and Secretary/
    Clerk to the Board of Trustees
  Mr. Charles Hanson, Business Manager, and Assistant Secretary/
    Clerk to the Board of Trustees
  Dr. Peter R. MacDougall, Superintendent/President-Elect
  Dr. Martin Bobgan, Administrative Dean, Continuing Education
  Dr. Barbara Lindemann, President, Academic Senate
  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:

Mrs. Betty Bartels, Principal Clerk, Facilities & Operations
Mr. Joseph Connell, Instructor, Drafting Program
Ms. Silvia Cortez, Special Program Advisor appointee, EOPS
Mr. Jim Edmondson, Instructor, Math Department
Mr. Robert Elmore, Instructor appointee, Math Department
Ms. Ann Fryslie, Int.Acct.Clerk appointee, Accounting Department
Mrs. Rita Harrington, CSEA Secretary
Dr. Joanne Hendrick, Professor, Nursery School Education
Mr. Kevin Jeter, Special Program Assistant, EOPS
Mr. Burton P. Miller, Admin.Asst. to Superintendent/President
Mr. Dan Oroz, Director, Personnel Services
Mr. John Romo, Assistant Dean, Instructional Operations
Dr. Richard Sanchez, Assistant Dean, Educational Planning & Development
Ms. Dorothy K. Taylor, Community Garden
Ms. Margaret R. Taylor, Public
Mr. John Tobin, Personnel Specialist, Personnel Department
Mrs. Elsie Brandt, Secretary to Superintendent/Board of Trustees

1.3 WELCOME

Mrs. Powell extended a cordial welcome to all in the audience.

1.4 CLOSED SESSION

Upon motion of Mrs. Alexander, seconded by Dr. Dobbs, Mrs. Powell declared the start of the Closed Session at 3:00 p.m. Present were Board members Mrs. Powell, Mr. Luria, Mrs. Alexander, and Dr. Dobbs. Mr. Ricks arrived at 3:05 p.m. and Mr. Frank arrived at 3:28 p.m; both joined the session in the President's Office.

Also in attendance were Dr. Mertes, Superintendent/President and Dr. Peter MacDougall, newly-elected Superintendent/President.

The Closed Session ended at 4:16 p.m. upon motion of Dr. Dobbs, seconded by Mrs. Alexander. All proceeded to Room A-211 for the regular board meeting.

Mrs. Powell stated that personnel matters had been discussed and no action was taken.

1.5 MINUTES OF SPECIAL MEETING OF JUNE 18, 1981 AND MINUTES OF SPECIAL MEETING OF JUNE 22, 1981

Upon motion of Mr. Ricks, seconded by Dr. Dobbs, the minutes of the special meeting of June 18, 1981 and the special meeting of June 22, 1981 were approved by the Board of Trustees as delivered.
1. GENERAL FUNCTIONS - continued:

1.6 HEARING OF CITIZENS

Ms. Margaret Taylor, a member of the community, requested to speak. She stated that she wished to thank the board members for having brought Dr. David Mertes to Santa Barbara. She also thanked Dr. Mertes for the good work he has done in three years and expressed sorrow at his leaving.

She cordially extended a welcome to Dr. MacDougall as the new President of the college.

Dr. Mertes expressed appreciation for her comments.

1.7 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE - Dr. Barbara Lindemann, President

No report

ADDED:

Dr. Mertes alerted the board members that AB 1626 was passed. There continue to be problems of interpretations particularly in the areas of what part of non-credit will be funded. Even the part that is funded will only be at $1100 per ADA. Dr. Mertes hopes on August 6 to bring a definitive report. The office has received the first draft of the first of the trailer bills.

b. REPORT ON COMING EVENTS - Mr. Jim Williams

Mr. Jim Williams reported briefly on items scheduled by Santa Barbara City College and its Continuing Education Division and on-campus activities for the period July 24 through September 10, 1981.

Mr. Williams added that the Fall Schedule of Classes has arrived from the printer and copies will go in the mails to the community.

1.8 GOVERNING BOARD ACTIONS

a. ADOPTION OF RESOLUTION No. 1 (1981-82) APPROVING OF GOVERNING BOARD MEMBER ELECTION, Attachment 1.8-a

Dr. Mertes stated that the regular election will be November 3, 1981. This resolution is required to order a governing board member election.

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the board to adopt Resolution No. 1 (1981-82) ordering a governing board member election on November 3, 1981. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Powell, Mr. Luria, Mrs. Alexander
Dr. Dobbs, Mr. Frank, Mr. Ricks

Noes: None

Absent: Mr. Wells
1. GENERAL FUNCTIONS – continued:

1.8 GOVERNING BOARD ACTIONS – continued:

b. CALENDAR FOR GOVERNING BOARD ELECTION, Enclosure #1

This was an information item containing dates and deadlines for the next election.

c. ADOPTION OF RESOLUTION No. 2 (1981-82) PERTAINING TO CANDIDATE'S STATEMENT, Attachment 1.8-c

Dr. Mertes stated that a resolution passed by the board in October of 1976 is identical to this suggested format from the County with the exception of minor changes:

1) the word 'qualifications' was deleted in two places, and
2) 'nomination papers' now reads 'declaration of candidacy'.

It was moved by Mr. Ricks, seconded by Mr. Luria, and passed by the board to adopt Resolution No. 2 (1981-82) pertaining to candidate's statement. Upon poll of the members, the vote was as follows:

Ayes: Mrs. Powell, Mr. Luria, Mrs. Alexander
      Dr. Dobbs, Mr. Frank, Mr. Ricks

Noes: None

Absent: Mr. Wells

d. OATH OF OFFICE FOR NON-VOTING STUDENT MEMBER OF THE GOVERNING BOARD

ITEM
DEFERRED: This item was deferred as the student member was out of town.

The oath will be administered at the next board meeting.

2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

It was moved by Mrs. Alexander, seconded by Mr. Luria, and passed by the board to approve of the following routine Certificated Personnel items, as described in the attachments:

(1) APPROVAL OF TEMPORARY HOURLY CERTIFICATED PERSONNEL, Attachment 2.1-a(1)

(2) APPROVAL OF HOURLY INSTRUCTORS AND SUBSTITUTES, CONTINUING EDUCATION DIVISION, Attachment 2.1-a(2)
2.  PERSONNEL - continued:

2.1  CERTIFICATED PERSONNEL - continued:

a.  ROUTINE - continued:

(3)  APPROVAL OF ADDITIONAL INSTRUCTORS, 1981 SUMMER SESSION, Attachment 2.1-a(3)

(4)  APPROVAL OF TEMPORARY CONTRACTUAL APPOINTMENTS, Attachment 2.1-a(4)

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

(6)  APPROVAL OF REDUCTION IN CONTRACT: ISIDOR ELIAS, ASSOC. PROFESSOR, PHYSICS, FROM FULL-TIME TO 60% FOR THE 1981-82 COLLEGE YEAR, Attachment 2.1a(6)

b.  NON-ROUTINE

(1)  APPROVAL OF FOUR-YEAR CONTRACT WITH DR. PETER R. MACDOUGALL AS SUPERINTENDENT/PRESIDENT

Mr. Oroz stated that on June 22, 1981 the board voted to appoint Dr. Peter R. MacDougall as Superintendent/President. Dr. MacDougall will start on August 3, 1981 with a brief overlap with Dr. Mertes. On September 1, 1981, Dr. MacDougall will become the Superintendent/President of the district.

Mrs. Powell stated that the board has looked over the contract and all are delighted to acquiesce to its contents.

Mr. Ricks jovially commented that perhaps "he had had some second thoughts"! Dr. Mertes added that he had his "first board meeting up north last night and he, too, might have some second thoughts".

It was moved by Dr. Dobbs, seconded by Mr. Ricks, and unanimously passed by the board to approve of a four-year contract with Dr. Peter R. MacDougall with service beginning August 3, 1981.

Mrs. Powell stated that everyone is happy with this.

(2)  APPROVAL OF PERSONAL LEAVE OF ABSENCE (WITHOUT PAY): DR. JOANNE B. HENDRICK, PROFESSOR, NURSERY SCHOOL EDUCATION, EFFECTIVE 1981-82 COLLEGE YEAR, Attachment 2.1-b(2)

Mr. John Romo indicated that Dr. Hendrick has received an invitation from the University of Oklahoma to be a consultant for the undergraduate and graduate courses for their Childhood Program. This is a distinct honor for Dr. continued on next page. . . .
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(2) continued:

Hendrick who is also a nationally known lecturer and writer.

Mrs. Powell extended congratulations and exclaimed how exciting this is for Dr. Hendrick and how anxious the board will be to hear her report on her return to the campus.

Mrs. Alexander and Mr. Frank also congratulated Dr. Hendrick and were pleased with the honor bestowed on the college.

It was moved by Mrs. Alexander, seconded by Dr. Dobbs, and passed by the board to approve of a personal leave of absence without pay for Dr. Joanne Hendrick, Professor, Nursery School Education, effective for the 1981-82 school year.

Dr. Hendrick was present at the meeting and thanked the board members for their kind remarks.

(3) APPROVAL OF APPOINTMENT: GREGORY O. BRYANT, INSTRUCTOR, MARINE TECH PROGRAM, EFFECTIVE 9/8/81, Attachment 2.1-b(3)

Mr. Oroz indicated that Mr. Bryant will fill the vacancy left by Ramsey Parks. Mr. Bryant was out of the country at this time.

It was moved by Mr. Ricks, seconded by Mrs. Alexander, and passed by the board to approve of the appointment of Gregory O. Bryant, Instructor, Marine Tech Program, effective 9/8/81.

(4) APPROVAL OF APPOINTMENT: ROBERT M. ELMORE, INSTRUCTOR, MATH DEPT., EFFECTIVE 9/8/81, Attachment 2.1-b(4)

Mr. Jim Edmondson indicated that Robert Elmore has been selected to fill a vacancy in the Math Department. This is in anticipation of a planned retirement in that department. Mr. Edmondson noted Mr. Elmore's extensive background and stated that the department looks forward to a good association.

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

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(4) continued:

It was moved by Mr. Ricks, seconded by Mr. Frank, and passed by the board to approve of the appointment of Robert M. Elmore, Instructor, Math Department, effective 9/8/81.

Mr. Elmore was introduced to the board members. Mrs. Powell welcomed him to the staff.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

It was moved by Dr. Dobbs, seconded by Mr. Frank, 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 & 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 & TUTORIAL PROGRAMS, Attachment 2.2-a(2)

(3) APPROVAL OF 1981-82 PROFESSIONAL GROWTH INCREMENTS AND STIPENDS, Attachment 2.2-a(3)

(4) APPROVAL OF ANNUAL SALARY INCREMENTS, Attachment 2.2-a(4)

(5) ACCEPTANCE OF RESIGNATIONS: ROSS McCoy AND LAURO ORTIZ, MAINT.WORKERS, FACIL. & OPER. DEPT., EFFECTIVE 7/31/81, Attachment 2.2-a(5)

(6) APPROVAL OF PERSONAL LEAVE OF ABSENCE WITHOUT PAY: MARK ALLEN, STAGECRAFT TECH., 9/8/81 THROUGH 6/17/82, Attachment 2.2-a(6)

(7) APPROVAL OF TEMPORARY CHANGE IN WORK ASSIGNMENT: DAVID OLIVARES, ATH.EQPT.ATTENDANT,SR., EFFECTIVE 1981 SUMMER SESSION, Attachment 2.2-a(7)

(8) AUTHORIZATION OF TRAVEL AND CONFERENCE, Attachment 2.2-a(8)
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine

(1) APPROVAL OF RETIREMENTS: WALTER PERKINS (8/31/81) AND SALVADOR JIMÉNEZ (9/3/81), CUSTODIANS, Attachment 2.2-b(1)

Mr. Oroz stated that the two retirees were not able to be present. The attachment contained an appreciative writeup on each employee and the consensus was that both would be missed.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the board to approve of the retirements of Walter Perkins and Salvador Jiménez, as delineated in the attachment.

Mrs. Powell, on behalf of the board, asked that congratulations be extended to both employees.

(2) APPROVAL OF PROMOTION: LINDA BUWALDA, SR.TYP.CLK., PURCHASING (REPLACING C. TATSCH), EFFECTIVE 7/1/81, Attachment 2.2-b(2)

Mr. Oroz recommended the promotion of Linda Buwalda to fill a vacancy in the Purchasing Department. She was not able to be present.

It was moved by Dr. Dobbs, seconded by Mr. Ricks, and passed by the board to approve of the promotion of Linda Buwalda, Sr.Typ.Clk., Purchasing Department, effective 7/1/81.

(3) APPROVAL OF APPOINTMENT: SILVIA Y. CORTEZ, SPEC.PROG.ADVISOR (REPLACING A. ABESILLA), EOPS OFFICE, EFFECTIVE 9/8/81, Attachment 2.2-b(3)

Mr. Oroz recommended the appointment of Silvia Cortez to fill the vacancy in the EOPS office. She has served in various capacities on campus and on an hourly basis in the vacant position.

It was moved by Mr. Ricks, seconded by Mrs. Alexander, and passed by the board to approve of the appointment of Silvia Y. Cortez as Special Program Advisor (replacing A. Abesilla), effective 9/8/81.

Mr. Oroz introduced Ms. Cortez to the board. Mrs. Powell welcomed her to the staff.
MINUTES - Regular Meeting
SBCCD Board of Trustees
July 23, 1981

2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL - continued:

b. NON-Routine - continued:

(4) APPROVAL OF APPOINTMENT: ANN L. FRYSLIE, INT.ACCT.CLK., ACCOUNTING, EFFECTIVE 7/24/81, Attachment 2-2b(4)

Mr. Oroz recommended the appointment of Ann Fryslie to a permanent position as an intermediate account clerk located in the Student Finance office. She has been working in this position on an hourly basis for almost two years.

It was moved by Mr. Frank, seconded by Mr. Luria, and passed by the board to approve of the appointment of Ann L. Fryslie, Int.Acct.Clk., Accounting Department, effective 7/24/81.

Mr. Oroz introduced Ms. Fryslie to the board. Mrs. Powell offered congratulations.

(5) APPROVAL OF REVISED CLASSIFIED DISCIPLINARY POLICY, SECTIONS 1563.11 c & g, Attachment 2.2-b(5)

Mr. Oroz stated that the current policy has been amended so there is an option of the board holding a hearing or for a local person to do so. There is about a two-month delay in obtaining a State hearing officer and this proposed option would expedite resolution in such matters.

It was moved by Dr. Dobbs, seconded by Mr. Ricks, and passed by the board to approve of the revised Classified Disciplinary Policy, Sections 1563.11 c & g, as described in Attachment 2.2-b(5).

2.3 GENERAL PERSONNEL

a. ROUTINE

It was moved by Dr. Dobbs, seconded by Mr. Frank, and passed by the board to approve of the following Routine General Personnel item, as described in the attachment:

(1) APPROVAL OF PROFESSIONAL CONSULTANT (EXPERT) STATUS, AND PROFESSIONAL VOLUNTEER STATUS, Attachment 2.3-a(1)
MINUTES - Regular Meeting  
SBCCD Board of Trustees  
July 23, 1981  

2. PERSONNEL - continued:  

2.3 GENERAL PERSONNEL - continued:  

b. NON-Routine  

(1) ADOPTION OF NON-DISCRIMINATION GRIEVANCE PROCEDURE, Attachment 2.3-b(1)  

Mr. Oroz stated that Title 5 regulations provide a mechanism for the Chancellor's office to review the district's review of a grievance. The regulations require that each community college district adopt and submit a non-discrimination grievance procedure to the Chancellor's office for approval. The proposed procedure would not change current district policy but incorporate existing district due process procedures.  

Dr. Mertes added that if a complaint goes from the college to the Chancellor's office, the first step would be to determine whether college requirements were used. If not, the complaint goes back through the college system. The regulations put on a level beyond but do not supplant existing.  

It was moved by Mr. Ricks, seconded by Mr. Luria, and passed by the board to adopt the Non-Discrimination Grievance procedure, as contained in Attachment 2.3-b(1), for forwarding to the Chancellor's office.  

(2) PRESENTATION OF ANNUAL AFFIRMATIVE ACTION PROGRAM ACTIVITY REPORT FOR 1980-81, Enclosure #2  

Mr. Oroz stated that Enclosure #2 contained the annual report which is standard every year. The information is provided in accordance with the district's Affirmative Action Plan.  

This was presented as an information item only.  

Dr. Mertes stated that the executive committee of the Central Coast Computing Authority (CCCA) has been in the process of being formed for some months. That committee adopted a revised salary schedule to bring the salaries of district employees up to a common level with City Schools employees.  

The Joint Powers Authority was to have been formally approved prior to this date. This has not yet occurred as there are mechanical problems at the state level.  

Dr. Mertes recommended that the board adopt a new salary schedule for employees of the district who are assigned to the CCCA. It will be an interim salary schedule and when the JPA is formally adopted, the district employees will be under their salary schedule and dropped from the district. This  

continued on next page. . . .
MINUTES - Regular Meeting
SBCCD Board of Trustees
July 23, 1981

2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL - continued:

b. NON-ROUTINE - continued:

ADDED ITEM - continued:

new schedule will make the district employees equitable with City School employees.

This subject was presented and discussed during today's Closed Session. No action was taken during that session.

It was moved by Dr. Dobbs, seconded by Mr. Luria, and passed by the board to adopt the interim salary schedule of the Central Coast Computing Authority for the district employees and that the employees be re-classified. (The salary schedule will be presented for ratification at the next board meeting.)

3. STUDENT SERVICES

3.1 REPORT OF ASSOCIATED STUDENTS

No report

3.2 REPORT ON USE OF COLLEGE FACILITIES THROUGH COMMUNITY SERVICES, Enc. #3

Mr. Hanson stated that Enclosure #3 contained the report of Use of Facilities as prepared by Cal Reynolds prior to his retirement. He commended Cal, Richard LaPaglia and Rachel McKeone for the fine work performed in that area.

Dr. Mertes added that part of the reorganization of the Student Services area is to place Community Services under the Business Office as it involves charging and collecting of fees.

This was an information item only.

3.3 RATIFICATION OF SUBMISSION OF EXTENDED OPPORTUNITY PROGRAMS & SERVICES APPLICATION FOR FUNDING OF A SPECIAL PROJECT, Enclosure #4 (Part A)

Mrs. Lynda Rodrigues indicated that an application was submitted for a special project to assist under-represented groups in Math. It is hoped to develop a model that could be used statewide.

Mr. Jim Edmondson added that there has been such a movement on campus to revamp a program with certain target students. The intent is to visit other programs throughout the state and bring back the best ideas to use and share with others in written form and in workshops.

It was moved by Mrs. Alexander, seconded by Mr. Frank, and passed by the board to ratify the submission of an Extended Opportunity Programs & Services application for funding for a special project, as described in Part A, Enclosure #4.
3. STUDENT SERVICES - continued:

3.4 RATIFICATION OF SUBMISSION OF 1980-81 FINAL CLAIM OF EXTENDED OPPORTUNITY PROGRAMS AND SERVICES BUDGET, Enclosure #4 (Part B)

Mrs. Rodrigues stated that this was the submission of the final invoice for funds for the past year.

It was moved by Mr. Ricks, seconded by Mr. Frank, and passed by the board to ratify the submission of the 1980-81 final claim of EOPS budget.

3.5 RATIFICATION OF SUBMISSION OF THE 1981-82 INITIAL CLAIM OF EXTENDED OPPORTUNITY PROGRAMS AND SERVICES ALLOCATION, Enclosure #4 (Part C)

Mrs. Rodrigues stated that this was the submission of the first claim for advance of funds of the 1981-82 allocation.

It was moved by Mr. Frank, seconded by Mrs. Alexander, and passed by the board to ratify the submission of the 1981-82 initial claim of EOPS allocation.

3.6 APPROVAL OF SUBMITTAL OF COLLEGE PLAN FOR EXTENDED OPPORTUNITY PROGRAMS & SERVICES (EOPS) PROJECT FOR 1981-82, Enclosure #4 (Part D)

Mrs. Rodrigues indicated that Part D of the enclosure is the college plan showing how the funds will be spend next year. The plan was developed on the basis of the allocated state funds. The award represents a 5.9% increase over last year.

Mr. Kevin Jeter, in the absence of Dr. Robledo, stated that the plan is similar to last year except for the addition of a child care component for infants. An amount of $7,000 is earmarked in next year's budget for services to students with infants. Four students are being assisted during the Summer Session and it is anticipated that another six students will be assisted next fall. Funds provided are for child care (over 2½ years) in the Children's Center this summer, and infants under 2½ years are cared for by two community agencies.

Board members agreed it was apparent this was an area that needs to be addressed but some questions were unresolved.

Dr. Mertes indicated that staff will review the issue and present facts in a better format at a future date.

It was moved by Mr. Frank, seconded by Mr. Ricks, and passed by the board to approve of the submission of the College Plan for Extended Opportunity Programs & Services Project for 1981-82, as described in Part D, Enclosure #4.
4. CURRICULUM AND INSTRUCTION

4.1 REPORT ON 1981 SUMMER SESSION

Mr. John Romo, in consultation with Lynda Rodrigues, reported that at the end of the first week last year there were 2,873 students enrolled and at the end of the first week this year, there were 3,064 students enrolled. A good balanced curriculum had been offered.

An Art course offered with the Museum of Art drew 40 persons; 25 students went to Washington, D.C. for the Political Science class; the Theatre program has doubled and 160 persons are expected to sign up for the Summer Repertory Theatre. The open-end typing program has doubled also. The majority of the students are in the transfer programs and there are a large number of high school students.

A report will be compiled on the attendance of high school students and forwarded to board members.

Mrs. Powell thanked Mr. Romo and Mrs. Rodrigues for the report on the Summer Session.

4.2 APPROVAL OF NEW COURSES AND NEW PROGRAM FOR 1981-82, Enclosure #5

Dr. Sanchez stated that drafting classes have been offered for some time and from 1978 to 1980 the WSCH has tripled. There are openings for 57 trained persons each year in that field. The former classes together with three new classes have now been formed into a degree program with 60 units.

Mr. Joe Connell, instructor, added that some internal remodeling will be done in O.E. #12 and #14 to provide for drafting room with 30 stations. He also indicated that there is a great demand in this field.

It was moved by Mr. Ricks, seconded by Mr. Frank, and passed by the board to approve of the new courses and new program for 1981-82, as listed in Enclosure #5.

5. BUSINESS SERVICES

5.1 ROUTINE

Upon recommendation of the Superintendent, it was moved by Mr. Frank, 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 P01-2413 THROUGH AND INCLUDING P01-2508 FOR SUPPLIES, EQUIPMENT AND SERVICES, Attachment 5.1-a
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

(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

(c) ACCEPTANCE OF GIFTS ON BEHALF OF THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE, Attachment 5.1-c

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*Value estimated by donor

Letters of appreciation will be sent by the Superintendent/President to the donors.

(d) REQUEST FOR SUNDAY USE OF DISTRICT FACILITIES, Attachment 5.1-d: APPROVAL FOR SANTA BARBARA SPORTS CAR CLUB, INC. to use college facilities on Sunday, August 23, 1981.

(e) APPROVAL OF RE-EMPLOYMENT OF MR. GIL BISHOP, RETIREMENT CONSULTANT, 1981-82 ACADEMIC YEAR, Attachment 5.1-e, AT A FEE OF $800

(f) APPROVAL OF EXTENSION OF AGREEMENT WITH SANTA BARBARA NEWS PRESS FOR CHANNELS PRINTING, Attachment 5.1-f

(g) RATIFICATION OF PROCUREMENT OF REQUIRED DISTRICT LIABILITY INSURANCE, EFFECTIVE JULY 1, 1981, Enclosure #6 with Keenan & Associates, effective July 1, 1981 through June 30, 1982 at an annual premium of $36,331.

(h) APPROVAL OF SUBMISSION OF CHILD CARE FOOD PROGRAM, 1981-82 ANNUAL RENEWAL, Attachment 5.1-h
5. BUSINESS SERVICES - continued:

5.2 NON-Routine

a. ADOPTION OF THE 1981-82 PUBLICATION BUDGET, Enclosure #7

Dr. Mertes stated that this is the second step in the budget process. The proposed Publication Budget was reviewed by the Board Subcommittee on Finance.

The income side is still in a state of flux as there are a number of areas that are still unclear and most relate to non-credit courses and reduced funding for the rest of the non-credit program. Staff will have to come back later in the fall. The issue of salaries has not been resolved and also relates to the fact that income is not known. This is not controlled by the college; not in the hands of the board; just all depends on the state. Staff has to proceed as figures are made known.

Mr. Hanson then highlighted certain sections of the budget document.

Dr. Mertes recommended that the district be prepared to make a formal appeal to the Board of Governors as it is essential that the legislature and the community know that in 1979-80, this district had the least unit cost of any district in the state. This district delivered its program to its community at a lower rate than any other district. The finance bill is a political document. It was hoped that additional information would be available before the final budget is presented to the board at the next meeting. As indicated, there may be a decrease of $700,000. Staff is prepared with a plan in that event as the position is to generate as much revenue as possible -- not to ignore or leave the impression staff has not responded. All will be monitored carefully and board members will be kept informed.

It was moved by Dr. Dobbs, seconded by Mr. Ricks, and passed by the board to adopt the 1981-82 Publication Budget, as contained in Enclosure #7.

(At this point, 5:55 p.m., Mr. Frank left the meeting.)

b. APPROVAL TO SUBMIT PROJECT PLANNING GUIDE (PPG) FOR REMOVAL OF ARCHITECTURAL BARRIERS TO THE HANDICAPPED, Enclosure #8

Mr. Burt Miller stated that this had been submitted previously but was not funded this year. The Chancellor's office requested that it be submitted again for the 82-83 year.

It was moved by Dr. Dobbs, seconded by Mr. Ricks, and passed by the board to approve of the submission of the Project Planning Guide for removal of architectural barriers to the handicapped, as described in Enclosure #8.
MINUTES - Regular Meeting
SBCCD Board of Trustees
July 23, 1981

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

ITEM DEFERRED:

c. APPROVAL OF AMENDMENTS TO DISTRICT TRAVEL AND CONFERENCE ADMINISTRATIVE REGULATIONS AND PROCEDURES

At the request of the Superintendent, this item was deferred until another meeting.

d. ACCEPTANCE OF BID FOR CONSTRUCTION OF THE KILN ROOM AT THE GARFIELD SCHOOL SITE

Mr. Hanson indicated that a single bid submitted was opened on July 22. The bid was from the J. W. Bailey Construction Company for an amount of $16,530. According to staff, this amount was within an acceptable figure for the work.

It was moved by Mr. Luria, seconded by Mrs. Alexander, and passed by the board to accept the bid in the amount of $16,530 for construction of the Kiln Room at the Garfield School site and to award a contract to the Joe W. Bailey Construction Company.

e. ACCEPTANCE OF BID FOR INSTALLATION OF DANCE FLOOR, PHYSICAL EDUCATION BUILDING

Mr. Hanson indicated that bids were opened on July 20, 1981 for the new floor in the Dance Room. No general contractor requested plans or submitted a bid for the entire job. Two bids were submitted for the floor itself:

- Miller's Hardwood Flooring $18,995
- Santa Maria
- Hayward's $20,173
- Santa Barbara

Staff felt the high bid should be accepted in this case as it was with a company respected for experience.

It was moved by Mr. Ricks, seconded by Dr. Dobbs, and passed by the board to accept the bid of $20,173 for installation of a new floor in the Dance Room, P.E. Building, and to award a contract to Hayward's of Santa Barbara.

6. GENERAL INFORMATION

No items
MINUTES - Regular Meeting
SBCCD Board of Trustees
July 23, 1981

7. ADJOURNMENT

A meeting was scheduled for the Educational Policies Subcommittee for Monday, July 27, at 7:00 a.m.

Upon motion of Mrs. Alexander, seconded by Mr. Ricks, the board members agreed to meet in Closed Session on Tuesday, July 28, 1981 at 5:00 p.m. in order to hold an exit interview with the Superintendent/President.

The regular meeting was adjourned at 6:00 p.m. upon motion of Mr. Luria, seconded by Dr. Dobbs.

The next meeting of the Board of Trustees will be a Special Meeting on August 6, 1981 for public hearing and adoption of the final budget.

ATTEST:

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

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

Approved by the Board of Trustees

on August 4, 1981.