AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

January 28, 1982

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 OF REGULAR MEETING OF JANUARY 14, 1982
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT BY ACADEMIC SENATE
      b. REPORT ON COMING EVENTS - Mr. Jim Williams

2. PERSONNEL
   2.1 CERTIFICATED PERSONNEL
      a. ROUTINE
         (1) RECOMMENDED APPROVAL OF TEMPORARY CONTRACTUAL APPOINTMENTS
            Attachment 2.1-a(1)
         (2) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS AND CONSULTANTS
             (LECTURERS), CONTINUING EDUCATION DIVISION
             Attachment 2.1-a(2)
         (3) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, SPRING 1982
             SEMESTER
             Attachment 2.1-a(3)
AGENDA - Regular Meeting
SBCCD Board of Trustees
January 28, 1982

2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

a. ROUTINE - continued:

(4) RECOMMENDED APPROVAL OF MILITARY LEAVE OF ABSENCE WITH PAY: RICHARD M. SANCHEZ, ASST.DEAN, EDUCATIONAL PLANNING & DEVELOPMENT, FEBRUARY 1 - 5, 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 KIRBY, INSTRUCTOR MARINE DIVING TECHNOLOGY (REPLACING D. SMITH), EFF:2/1/82
Attachment 2.1-b(1)

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED AND CLASSIFIED SERVICE EMPLOYEES)
Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE: GILBERT LOUSTALOT, CUSTODIAN, FACIL.& OPER.DEPT., 12/22/81-3/22/82
Attachment 2.2-a(2)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENTS:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Eff.</th>
</tr>
</thead>
<tbody>
<tr>
<td>JANIS A. SHAW</td>
<td>INT.ACC.CLK. Accounting</td>
<td>2/1/82</td>
</tr>
<tr>
<td>MARIAN WINTERS</td>
<td>INT.ACC.CLK. Bookstore</td>
<td>2/1/82</td>
</tr>
<tr>
<td>AMY NATHANSON</td>
<td>INT.TYP.CLK. Cont. Ed. Div.</td>
<td>2/1/82</td>
</tr>
<tr>
<td>ELODIE WEEKS</td>
<td>LAB.TCHG.ASST. H.R.M.</td>
<td>2/1/82</td>
</tr>
</tbody>
</table>

2.3 GENERAL PERSONNEL

No items
3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 RECOMMENDED APPROVAL OF CANDIDATES FOR DEGREES

Attachment 3.2

ASSOCIATE IN ARTS DEGREE: The Superintendent recommends that the Board of Trustees confer upon each of the 135 candidates listed in Attachment 3.2 the Associate in Arts Degree, subject to completion of the State and local requirements for the degree.

ASSOCIATE IN SCIENCE DEGREE: The Superintendent recommends that the Board of Trustees confer upon each of the 35 candidates listed in Attachment 3.2 the Associate in Science Degree, subject to completion of the State and local requirements for the degree.

3.3 RECOMMENDED APPROVAL OF STUDENT SERVICES REORGANIZATION

Enclosure #1

Due to recent vacancies within Student Services and an assessment of the existing organization, a reorganization of Student Services is proposed. The proposed reorganization provides for the following positions:

a) Certificated:
   1) Assistant, Dean, Student Services
   2) Coordinator, Student Operations
   3) Coordinator, Student Development

b) Classified:
   1) An upgraded position - EOPS/Financial Aids Specialist
   2) A new position - Student Activities Coordinator

In order to implement this plan, the college's Affirmative Action Policies and Certificated Administrative Selection Procedures need to be modified. This action is recommended due to business necessity and for this case only.

It is recommended that the following actions be approved:

1) the Student Services Reorganization Plan be approved as described in Enclosure #1,
2) the Certificated Administrative Selection Procedures and Affirmative Action Plan be modified for this reorganization only, as described in the plan,
3) the three (3) certificated administrative position descriptions be approved,
4) the two (2) classified job classifications be approved, and
5) that implementation be effective immediately.
AGENDA - Regular Meeting
SBCCD Board of Trustees
January 28, 1982

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF NEW EDUCATIONAL T.V. COURSES

Three (3) new Educational Television courses will be offered for the first time beginning with the Spring 1982 semester. Approval is recommended of:

1) AMERICA: THE SECOND CENTURY
2) FOCUS ON SOCIETY
3) DESIGNING HOME INTERIORS

4.2 REPORT ON SANTA BARBARA CITY COLLEGE'S EDUCATIONAL T.V. PROGRAM

Attachment 4.2

Mr. John Romo, Assistant Dean, Instructional Operations, will be present to speak to this report and respond to questions.

4.3 RECOMMENDED APPROVAL OF UPDATED EDUCATIONAL MASTER PLAN

Enclosure #2

Each year, the college is required to update the status of educational programs for the next five-year period. This report is sent to the Chancellor's Office and used to update their inventory of programs for each campus.

Dr. Richard Sanchez, Assistant Dean, Educational Planning & Development, will be present to respond to any questions.

The Superintendent recommends approval of the College's Educational Master Plan for 1982/83 - 1985/86, as contained in Enclosure #2.

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P12-1375 THROUGH AND INCLUDING P12-1497 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
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

d. RECOMMENDED APPROVAL OF AMENDMENT TO 1981-82 INSTITUTIONAL MEMBERSHIP LIST: ADD SANTA BARBARA CHAMBER OF COMMERCE

Attachment 5.1-d

e. RECOMMENDED APPROVAL OF PROFESSIONAL CONSULTANT (EXPERT) STATUS

Attachment 5.1-e

f. RECOMMENDED APPROVAL OF DISPOSAL OF DATA PROCESSING EQUIPMENT

Attachment 5.1-f

The items of Data Processing equipment, listed on Attachment 5.1-f, are of no further use to Computer Science courses.

Therefore, it is recommended that the Data Processing equipment be declared surplus and authorization be given for their disposal.

g. PRESENTATION OF DISTRICT FINANCIAL REPORTS

Enclosure #3

Enclosure #3 contains the report of the financial status of the Santa Barbara Community College District for the quarter ending December 31, 1981 for all funds and accounts, including the Student Finance and Bookstore operations.

This report is submitted as an information item.

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF SABBATICAL LEAVE APPLICATIONS/FUNDING FOR 1982-83 ACADEMIC YEAR

Enclosure #4

On December 10, 1981, the Sabbatical Leave applications for 1982-83 were presented for a first reading.

Utilizing the adopted Sabbatical Leave policy, estimated costs related to the leaves have been calculated and are included in Enclosure #4. For 1982-83, the additional cost to the district is projected at $79,476, assuming probable replacement schedule furnished by the Instruction Office.

This was reviewed by the Board Educational Policies Subcommittee on January 11, 1982 with agreement to present this item for approval by the full board.

It is recommended that approval be given of the Sabbatical Leave applications, including funding, for the 1982-83 academic year.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

b. RECOMMENDED APPROVAL OF CAMPUS CENTER SNACK BAR REMODELING AND APPOINTMENT OF ARENDT/MOSHER/GRANT/PEDERSEN/PHILLIPS AS PROJECT ARCHITECTS

The Board Facilities Subcommittee reviewed and endorsed a conceptual plan for converting Campus Center #209 (Lounge) into snack bar facilities.

Staff recommends that the architectural firm initially engaged for Campus Center renovation plans be selected, and be engaged on a time-and-materials basis to establish the parameters. The estimated Phase I cost is approximately $150,000. Funds will be from the Cafeteria Fund. Architectural fees should not exceed $15,000 and may be substantially less.

The Superintendent recommends approval of Campus Center Snack Bar remodeling and appointment of Arendt/Mosher/Grant/Pedersen/Phillips as project architect, at a not-to-exceed fee of $15,000.

c. RECOMMENDED APPROVAL OF JOINT POWERS AGREEMENT - LOW REVENUE BASE DISTRICTS

Enclosure #5

A Joint Powers Agreement composed of "low revenue base" colleges is being formed to aid the passage of legislation favorable to low revenue districts. The JPA will pool resources to support such efforts. The agreement is from January 1, 1982 through September 30, 1982. Subsequent years will be from October 1 -- September 30. The district may withdraw thirty (30) days prior to each subsequent year. Dues for 1981-82 are $1,500 for Santa Barbara City College.

The Superintendent recommends approval of the Joint Powers Agreement, as contained in Enclosure #5, and authorizes payment of $1,500 for 1981-82.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. RECOMMENDED APPROVAL OF SUBMISSION OF TWO PRELIMINARY PLAN PACKAGES

Enclosure #6

Removal of Handicapped Barriers: This Preliminary Plan Package (PPP) describes all work needed to complete the removal of architectural barriers to the handicapped.

Erosion and Flood Control: This Preliminary Plan Package (PPP) describes all work necessary to complete the erosion control work needed on the Mesa Campus.

Both projects have been listed in the Governor's budget for 1982-83 for submission to the legislature.

The Superintendent recommends approval of the submission of these Preliminary Plan Packages to the Chancellor's Office.

e. RECOMMENDED APPROVAL OF SUBMISSION OF FACILITIES FIVE-YEAR PLAN TO CHANCELLOR'S OFFICE

Enclosure #7

The Facilities Five-Year Plan has been updated to reflect current needs and funding priorities. This plan is due in the Chancellor's Office on February 1.

The Superintendent recommends approval to submit the Facilities Five-Year Plan, as contained in Enclosure #7, to the Chancellor's Office.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

f. RECOMMENDED APPROVAL OF THE DISTRICT'S FIVE-YEAR DEFERRED MAINTENANCE PLAN

Enclosure #8

The District's Five-Year Deferred Maintenance and Construction Plans must be submitted to the Chancellor's Office by February 1, 1982. The plan in Enclosure #8 updates the 1981 Plan. The 1982 Plan prioritizes the projects.

The State (Community Colleges) budget has $6 million in Deferred Maintenance. SB 841 (Ed Code 84660) requires a district match of 50% on all projects funded by the State. This plan does not commit the district to expenditures. Preliminary Plan Packages on each project are needed by March 1, 1982.

The Superintendent recommends approval of the District Five-Year Deferred Maintenance Plan, as contained in Enclosure #8.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, February 11, 1982.