AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

November 11, 1982

4:00 p.m. - 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 - none scheduled
   1.5 MINUTES OF REGULAR MEETING OF OCTOBER 28, 1982
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT BY ACADEMIC SENATE - Dr. Barbara Lindemann
      b. REPORT ON COMING EVENTS - Mr. Jim Williams
      c. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

2. PERSONNEL
   2.1 CERTIFICATED PERSONNEL
      a. ROUTINE
         (1) RECOMMENDED APPROVAL OF TEMPORARY, HOURLY CERTIFICATED
             PERSONNEL
             Attachment 2.1-a(1)
         (2) RECOMMENDED APPROVAL OF LECTURERS, CONTINUING EDUCATION
             DIVISION
             Attachment 2.1-a(2)
         (3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE
             Attachment 2.1-a(3)
      b. NON-ROUTINE
         No items
2. PERSONNEL - continued:

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS - NON-CLASSIFIED SERVICE EMPLOYEES

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS) AND TUTORIAL PROGRAMS

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF WORKING OUT-OF-CLASSIFICATION FOR MICHAEL ORNELAS AS CUSTODIAL SUPERVISOR, EFFECTIVE 11/1/82

Attachment 2.2-a(3)

Due to an injury, Ricardo Valenzuela, evening shift Custodial Supervisor, will be on a Health Leave of Absence for six to eight weeks.

As it is necessary to have a supervisor present during the evening custodial shift, the Director of Facilities has recommended that Michael Ornelas, Custodian, be assigned to work out of classification as the Supervisor during Mr. Valenzuela's absence.

It is recommended that Michael Ornelas be approved to work out-of-classification as Custodial Supervisor for approximately 6 to 8 weeks, effective November 1, 1982.

(4) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENTS

Attachment 2.2-a(4)

(5) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE

Attachment 2.2-a(5)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF LONGEVITY INCREMENT (15 YRS.): ROBERT BENNETT, SR. CUSTODIAN, FACIL. & OPER. DEPT., EFFECTIVE 12/1/82

Attachment 2.2-b(1)

(2) RECOMMENDED APPROVAL OF PROMOTION: ARLENE DOUGLAS, CERT. PERSONNEL TECH. (REPLACING J. WOODWARD), EFFECTIVE 11/15/82

Attachment 2.2-b(2)
AGENDA - Regular Meeting  
SBCCD Board of Trustees  
November 11, 1982

2. PERSONNEL - continued:

2.3 GENERAL PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS

Attachment 2.3-a(1)

b. NON ROUTINE

No items

3. STUDENT SERVICES

3.1 REPORT BY ASSOCIATED STUDENTS

3.2 PRESENTATION OF ANNUAL FINANCIAL AID REPORT FOR 1981-82

Enclosure #1

Enclosure #1 contains the 1981-82 annual report for the Financial Aids Office.

Mr. William Cordero will be present to speak to the report and respond to questions.

4. CURRICULUM AND INSTRUCTION

4.1 PRESENTATION OF REPORT ON MATH I INSTRUCTIONAL IMPROVEMENT PROJECT

Enclosure #2

Mrs. Jane Craven, College Specialist for the Disabled Students Services Program, and Mr. Jim Edmondson, Associate Professor in the Math Department, directed the re-structuring of Math I (Basic Math) during the 1981-82 college year. They were also co-directors of a Math I Instructional Improvement Project in Spring of 1982.

Enclosure #2 contains reports on these projects.

Mrs. Craven and Mr. Edmondson will be present to speak to the reports and respond to questions.
AGENDA – Regular Meeting
SBCCD Board of Trustees
November 11, 1982

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS
   No. P23-0720 THROUGH AND INCLUDING P23-0835 FOR SUPPLIES, EQUIP-
   MENT 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-c

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 APPROVAL OF PROFESSIONAL CONSULTANTS

   Attachment 5.1-d

d. RECOMMENDED APPROVAL OF PAYMENT OF 1982-83 LEADERSHIP STIPENDS

   Attachment 5.1-e

   Funds for leadership stipends are included in the 1982-83
   adopted budget. These stipends are paid to department and
   division chairpersons for serving in that capacity. Occasionally
   these monies are redistributed within the instructional depart-
   ments to faculty for responsibilities in curriculum, scheduling,
   budgeting, etc. Some departments use stipend funds to augment
   supplies, equipment, and student worker accounts. The payments
   are normally made bi-annually.

   The Superintendent recommends approval to pay the leadership
   stipends as delineated in Attachment 5.1-e.
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

f. RECOMMENDED RATIFICATION OF SUBMISSION OF PROPOSAL FOR VEA SUBPART 3 PROGRAM IMPROVEMENT FUNDS

Enclosure #3

A project proposal entitled "Computer Use and Software Development in Technology Trade and Industry Education" was submitted to meet a deadline date. The proposed project requests $45,000 in funding for a 14-month period.

The proposed project would provide for development of computer-aided instructional (CAI) software for several occupational instructional areas in addition to accomplishing competency skill level in computer usage for eight (8) vocational instructors in those areas.

Mr. Mel Elkins will be present to respond to questions if any.

It is recommended that the submission of the "Computer Use and Software Development in Technology Trade and Industry Education" project proposal be ratified.

g. RECOMMENDED ACCEPTANCE OF 1982-83 ADJUSTED AWARDS FOR THE COLLEGE WORK STUDY (CWS) AND SUPPLEMENTAL EDUCATIONAL OPPORTUNITY (SEOG) PROGRAMS

Attachment 5.1-g

The district has received official notice of adjusted funding for the College Work Study (CWS) and Supplemental Educational Opportunity (SEOG) programs. The adjusted awards are $147,581 for the SEOG Program and $320,069 for the CWS program. Comparable figures for 1981-82 were $158,996 for SEOG and $344,233 for CWS.

The Superintendent recommends acceptance of the adjusted awards.

h. RECOMMENDED ACCEPTANCE OF VEA ALLOCATION OF $1415 FOR VOCATIONAL GUIDANCE & COUNSELLING PROJECT

Attachment 5.1-h

The college was recently notified of an allocation of VEA funding for an occupational in-service program for counselors. The project, entitled "Job Shadowing in Business & Industry", involves five counselors visiting occupational work sites, and shall be in effect through June 30, 1983.

It is recommended that the VEA allocation of $1415 be accepted.
AGENDA - Regular Meeting
SBCCD Board of Trustees
November 11, 1982

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF AUTHORIZATION FOR ARCHITECT TO PROCEED WITH WORKING DRAWINGS, CAMPUS CENTER PROJECT

b. RECOMMENDED RETROACTIVE APPROVAL OF AGREEMENT WITH SANTA BARBARA SCHOOL DISTRICT AND SANTA BARBARA HIGH SCHOOL DISTRICT FOR USE OF FACILITIES FOR ADULT EDUCATION COURSES, EFFECTIVE JULY 1, 1982

Discussion with City Schools over the past two years has led to an increase in fees for use of facilities and equipment. Previously the schools charged the college $2 per use of each classroom; the new fee schedule requires the college to reimburse the schools at $5 and $15 for regular classrooms and special purpose rooms (i.e., typing, industrial arts, sewing, ceramics, etc.). The new fees were anticipated and included in the Continuing Education budget for 1982-83.

The Superintendent recommends retroactive approval of the agreement with the School District and High School District for use of facilities effective July 1, 1982.

c. RECOMMENDED ADOPTION OF RESOLUTION No. 7 (1982-83) AND APPROVAL OF APPROPRIATION TRANSFER No. 83-1 TO ADD NEW VEA MONIES TO THE GENERAL FUND

Attachment 5.2-c

According to accounting procedures, acceptance of grant funds necessitates increasing the district's 1982-83 income budget and allocating the funds to the appropriate cost centers.

6. GENERAL INFORMATION

6.1 RECOMMENDED APPROVAL OF APPOINTMENT OF NEW DIRECTOR FOR THE FOUNDATION FOR SANTA BARBARA CITY COLLEGE

It is recommended that Mr. John Romo be appointed as a Director for The Foundation for Santa Barbara City College (replacing Mr. Mel Elkins), effective immediately.

7. ADJOURNMENT

Since two future meetings will fall on holidays, it is suggested that the following action be taken:

Thursday November 25, 1982 CANCEL
Thanksgiving Day

Thursday December 23, 1982 CANCEL
Christmas vacation

The next regular meeting of the Board of Trustees to be held on December 9, 1982 will be the Annual Organizational Meeting.