AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

February 25, 1982

3:30 p.m. - CLOSED SESSION
Room A-151

4:00 p.m. - REGULAR SESSION
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 JANUARY 23, 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 EVENTS - 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 CHANGE IN TEMPORARY CONTRACTUAL APPOINTMENT: ANN RICE, INSTRUCTOR, F.I.R.E., FROM 80% TO 100%, SPRING 1982 SEMESTER

Attachment 2.1-a(2)

(3) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.1-a(3)
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF EXTENSION OF REDUCTION IN CONTRACT: RONALD ADLER, ASST.PROF., SPEECH, EFFECTIVE SPRING 1982 SEMESTER

Attachment 2.1-b(1)

On May 12, 1981, the board approved a reduction in contract at 40% for Ronald Adler. A request has been received for an extension of this reduced contract for the Spring 1982 semester. This request has the approval of the Department Head and the Dean of Instruction.

It is recommended that approval be given to extend the reduced contract of 40% for Ronald Adler, Speech Department, into the Spring 1982 semester.

(2) RECOMMENDED APPROVAL OF FIRST YEAR CONTRACT (PROBATIONARY) CERTIFICATED PERSONNEL IN SECOND YEAR CONTRACT (PROBATIONARY) STATUS FOR 1982-83

Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF SECOND YEAR CONTRACT (PROBATIONARY) CERTIFICATED PERSONNEL IN THIRD YEAR CONTRACT (PROBATIONARY) STATUS FOR 1982-83

Attachment 2.1-b(3)

(4) RECOMMENDED APPROVAL OF APPOINTMENTS TO THE FOLLOWING POSITIONS:

1) Assistant Dean, Student Services
2) Coordinator, Student Operations
3) Coordinator, Student Development
2. PERSONNEL - continued:

2.1 CERTIFICATED PERSONNEL - continued:

b. NON-ROUTINE - continued:

(5) RECOMMENDED APPROVAL OF NOTIFICATION OF TERMINATION OF TEMPORARY CERTIFICATED PERSONNEL, EFFECTIVE AT THE END OF SPRING 1982 SEMESTER (CONTRACT & HOURLY OVER 60%)

Attachment 2.1-b(5)

The Education Code provides that certificated faculty must be either 'regular' or 'temporary'. Temporary certificated personnel are employed to replace regular employees on leave or for special temporary enrollment situations.

Several outstanding certificated employees are serving the district this year, as in past years, in temporary assignments. It is necessary to take official action prior to March 15 of the year in the case of temporary employees who are employed over 60 percent of a full assignment, if they are not to be re-employed as permanent employees.

It is recommended that approval be given to notify the certificated personnel listed on Attachment 2.1-b(5) that their temporary assignment will terminate at the end of the Spring 1982 semester.

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), GENERAL AND TUTORIAL PROGRAMS

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENTS

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF LONGEVITY INCREMENT (10 YRS.): E. BRANDT, PRESIDENT'S OFFICE, EFFECTIVE 3/1/82

Attachment 2.2-a(4)

(5) RECOMMENDED AUTHORIZATION OF TRAVEL AND CONFERENCE

Attachment 2.2-a(5)
AGENDA – Regular Meeting  
SBCCD Board of Trustees  
February 25, 1982

2. PERSONNEL – continued:

2.2 CLASSIFIED PERSONNEL – continued:

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF LONGEVTY INCREMENT: FRANCES BERLOVE, SR. SECRETARY, STUDENT ACTIVITIES, 15 YRS., EFFECTIVE 3/1/82

Attachment 2.2-b(1)

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 ENROLLMENT REPORT ON 1982 SPRING SEMESTER – Dean Lynda Rodrigues

4. CURRICULUM AND INSTRUCTION

4.1 REPORT ON COMPUTER ASSISTED INSTRUCTION – Dr. Elwood Schapansky

4.2 RECOMMENDED ADOPTION OF ENROLLMENT FEE FOR SPRING 1982 TERM CONTINUING EDUCATION CLASSES

The Superintendent recommends the adoption of a $10 fee ($5 for students who are 62 or over) for certain full-term classes with no refunds to be given. Saturday workshops and short courses will carry a proportionately lower fee.

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P12-1548 THROUGH AND INCLUDING P12-1665 FOR SUPPLIES, EQUIPMENT AND SERVICES

Attachment 5.1-a
5. BUSINESS SERVICES - continued:

5.1 ROUTINE - continued:

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 APPROVAL OF PROFESSIONAL CONSULTANTS

Attachment 5.1-c

d. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #023, 024, and 026 THROUGH #034 FOR INTERNAL ACTIONS

Attachment 5.1-d

e. RECOMMENDED RATIFICATION OF SUBMISSION OF PRELIMINARY PLAN PACKAGE FOR CAMPUS LIGHTING PROJECT

Attachment 5.1-e

A Preliminary Plan Package was submitted to the Chancellor's office for funding to improve lighting conditions on the east edge of the campus. This package was sent to meet an early February deadline.

The Superintendent recommends ratification of the submission of the Preliminary Plan Package.

f. RECOMMENDED APPROVAL OF EXTENSION OF EXISTING AGREEMENT WITH SANTA BARBARA JUNIOR CHAMBER OF COMMERCE FOR CO-SPONSORSHIP OF THE SANTA BARBARA EASTER RELAYS

Attachment 5.1-f

The Santa Barbara Easter Relays has been co-sponsored by the Jaycees for many years. The present agreement expired May 15, 1981, and it is recommended that the agreement be extended for another year.

The Superintendent recommends approval of the one-year extension of the existing agreement with the Santa Barbara Junior Chamber of Commerce for co-sponsorship of the Santa Barbara Easter Relays.
AGENDA - Regular Meeting
SBCCD Board of Trustees
February 25, 1982

5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE

a. REQUESTS FOR SUNDAY USE OF COLLEGE FACILITIES

Attachment 5.2-a

JANUARY 30–JUNE 12, 1982: Grace Baptist Church for use of parking facilities at the Alice F. Schott Continuing Education Center

MARCH 14, 1982: Santa Barbara Sports Car Club for use of parking Lots 2B and 2C for a sports car slalom.

JUNE 16, 1982: Oldies With Goodies for use of parking Lots 2B, 2C and 3 for a parts exchange event.

b. RECOMMENDED ADOPTION OF RESOLUTION No. 13 (1981–82) TO ACCEPT SUPPLEMENTAL FUNDS FOR INDOCHINESE ESL PROGRAM

Attachment 5.2-b

The district has been notified that the Department of Social Services intends to extend the college's Indochinese ESL project to the end of September, and to supplement the original funding for the project by $52,394, bringing the total for the year to $109,818. The Department requests that Dr. Joseph Bagnall meet with them on Wednesday, February 24, in Los Angeles to sign a contract. This requires a resolution accepting the funds and authorizing Dr. Bagnall to act as the district's agent in signing the contract.


c. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS #82-035 AND #82-036 AND ADOPTION OF RESOLUTION No. 14 (1981–82)

Attachment 5.2-c

It is recommended that the Board of Trustees adopt Resolution No. 14 (1981–82) approving of the following:

#82-035 in the amount of $136,492: transfer of funds from the Contingencies Account to cover the 1981–82 CSEA salary and personnel benefit adjustments.

#82-036 in the amount of $372,440: transfer of funds from the Contingencies Account to cover the previously-established Designated Reserve Fund.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

d. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFER #82-NO5 AND ADOPTION OF RESOLUTION No. 15 (1981-82)

Attachment 5.2-d

Two main sources of additional funds are unanticipated interest and reimbursement from the State for mandated costs. A total of $126,291 is available to be deposited to the Appropriation for Contingencies Account.

It is recommended that the Board of Trustees adopt Resolution No. 15 (1981-82) approving the budgeting of income not included in the 1981-82 adopted budget.

e. RECOMMENDED APPROVAL OF APPOINTMENT OF ARENDT/MOSHER/GRANT/PEDERSEN/PHILLIPS, AS PROJECT ARCHITECT FOR CAMPUS CENTER RENOVATION

The Facilities Subcommittee has reviewed conceptual plans for Campus Center improvements and concurs with staff that an architect be engaged to design a new snack bar and renovate the existing cafeteria. The architect will be hired on a time-and-materials basis to establish the overall parameters and objectives of the project which will then be approved by the full board before proceeding with bidding and project documents.

The Superintendent recommends approval of Arendt/Mosher/Grant/Pedersen/Phillips as project architect for the Campus Center Renovation.

f. RECOMMENDED APPROVAL OF MARSHALL & STEVENS' PROPOSAL FOR APPRAISAL OF DISTRICT FACILITIES

Attachment 5.2-f

Required insurance on District real property is set forth in the Education Code. To properly establish the value of facilities, an appraisal of District facilities is necessary, particularly when new buildings are added and major renovations accomplished.

Staff is recommending an update of the appraisal on district facilities by Marshall & Stevens, adding the Alice F. Schott Continuing Education Center and improvements. The total cost for a 1982 appraisal is $1,100 (1981-82 budgeted funds).

The Superintendent recommends approval of the Marshall & Stevens, Inc., proposal for facilities appraisal at a cost of $1,100.
5. BUSINESS SERVICES - continued:

5.2 NON-ROUTINE - continued:

g. RECOMMENDED DENIAL OF CLAIMS

Attachment 5.2-g

In compliance with Government Code Section 912.4, the Board of Trustees is required to take action regarding any claims against the district. The claimants listed in Attachment 5.2-g are those involved in loss of personal property as a result of an alleged theft occurring during a football game on November 21, 1981.

The Superintendent recommends that these claims be denied in full and that the claimants listed in Attachment 5.2-g be so notified, and, further, that the claims be forwarded to the district's insurance carrier.

6. GENERAL INFORMATION

No items

7. ADJOURNMENT

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