AGENDA

MEETING OF BOARD OF TRUSTEES

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

October 20, 1983
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 - none scheduled
1.5 MINUTES OF REGULAR MEETING OF SEPTEMBER 22, 1983
1.6 HEARING OF CITIZENS
1.7 COMMUNICATIONS
   a. REPORT BY ACADEMIC SENATE - Ms. Evanne Jarine
   b. REPORT BY ASSOCIATED STUDENTS - Mr. Alan Wellman
   c. REPORT ON CURRENT EVENTS - Mr. Jim Williams
   d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall
1.8 OATH OF OFFICE FOR NON-VOTING STUDENT MEMBER OF THE BOARD
   The oath of office will be administered to Mr. Kelly Jensen by
   Dr. Peter MacDougall, Secretary/Clerk. Mr. Jensen has been
   selected by the Student Senate as the non-voting student trustee
   for the 1983-84 college year.
1.9 APPOINTMENT OF GOVERNING BOARD MEMBERS (Attachment 1.9)
   Notice has been received that there will be no election held
   for the vacancies which will occur in three Trustee Districts.
   The following trustees filed candidacy papers for four-year terms
   and are unopposed:

   Trustee Area #2 - Eli Luria
   Trustees Area #3 - Sidney R. Frank
   Trustee Area #4 - Benjamin P. J. Wells

   In accordance with Education Code Section 5328 and 5328.5, the
   governing board members shall appoint the above candidates to new
   four-year terms, expiring November, 1987. The oaths of office will
   be administered by Dr. Peter MacDougall, Secretary/Clerk to the
   Board of Trustees.
2. PERSONNEL

2.1 CERTIFICATED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS, CLASS/STEP INCREASES, SUBSTITUTES, AND CONSULTANTS, CONTINUING EDUCATION DIVISION

Attachment 2.1-a(1)

(2) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS, FALL, 1983 SEMESTER

Attachment 2.1-a(2)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF EXTENSION OF PERSONAL LEAVE OF ABSENCE

Attachment 2.1-b(1)

(2) RECOMMENDED APPROVAL OF APPOINTMENTS, CATEGORICALLY FUNDED POSITIONS

Attachment 2.1-b(2)

(3) RECOMMENDED APPROVAL OF COMPENSATION POLICY - CONTRACTED EDUCATION

Attachment 2.1-b(3)

The recommended policy regarding instructor compensation for the District's existing contracted education program has been reviewed by the Board of Trustees' Subcommittee on Educational Policies and is consistent with compensation practices for contract personnel in other California community colleges.

The Superintendent/President recommends approval of the compensation policy as contained in the attachment.

2.2 CLASSIFIED PERSONNEL

a. ROUTINE

(1) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED AND CLASSIFIED), INCLUDING CONTINUING EDUCATION

Attachment 2.2-a(1)
(2) RECOMMENDED APPROVAL OF STUDENT APPOINTMENTS: TUTORIAL PROGRAMS
   Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREASES
   Attachment 2.2-(3)

(4) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE
   Attachment 2.2-a(4)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF PROMOTION
   Attachment 2.2-b(1)

2.3 GENERAL PERSONNEL

a. RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS
   Attachment 2.3-a

3. STUDENT SERVICES

3.1 RECOMMENDED APPROVAL OF CHANGE OF LINCOLN'S HOLIDAY FROM FEBRUARY 13 TO FEBRUARY 10 FOR 1984

Due to recent enactment of Assembly Bill 748, the college may change the day of celebration for Lincoln's Birthday. The Spring, 1984, semester presently has three Monday holidays. These Monday vacation days have created a problem for following proper enrollment procedures (two of the holidays are the second and third week of classes) and for accumulating the required hours for course completion. AB 748 permits the college to have Lincoln's birthday celebrated on February 10th, the Friday prior to his birthday. This matter has been endorsed by the Educational Policies Subcommittee of the Board of Trustees.

The Superintendent/President recommends approval of the change in the District's commemoration of Lincoln's Holiday from February 13 to February 10 for 1984.

3.2 PRESENTATION OF ANNUAL FINANCIAL AID REPORT FOR 1982-83

Enclosure 1

The enclosure contains the 1982-83 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 ADN KELLOG GRANT PROJECT - STATUS REPORT

Ms. Shirley Conklin, Assistant Dean, Health Technologies, will discuss the background of the Kellog Grant Project regarding the Associate Degree in Nursing. Ms. Diana Sloan, Assistant Director, Nursing, will provide a status report of the project.

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P23-2689 THROUGH AND INCLUDING P34-0540 FOR SUPPLIES, EQUIPMENT, AND SERVICES

Attachment 5.1-a

b. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PAYMENT OF CLAIMS AS LISTED 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

d. RECOMMENDED APPROVAL OF PROFESSIONAL CONSULTANTS

Attachment 5.1-d

e. RECOMMENDED APPROVAL OF PERSONNEL TO ISSUE PARKING CITATIONS

Attachment 5.1-e

f. RECOMMENDED RATIFICATION OF EDUCATION SERVICE AGREEMENT (ESA) WITH THE DEPARTMENT OF THE ARMY

Attachment 5.1-f

Under Government provisions, one ROTC cadet from Ohio/Utah will be attending SBCC for 1983-84. The fees for his attendance will be paid by the Department of the Army. The attached agreement allows the College to bill the Army for appropriate educational fees.

The Superintendent/President recommends ratification of the agreement as contained in the attachment.
g. RECOMMENDED ACCEPTANCE OF DONATION TO THE SANTA BARBARA COMMUNITY COLLEGE DISTRICT FROM FOSTER AND HORTON GRAPHIC SERVICES

To assist the District with current budget difficulties, Foster and Horton Graphic Services has donated $1,000 to the College. The donation reduces charges for graphic service connected with the printing of the SBCC Catalog. The Superintendent recommends acceptance of the $1,000 donation from Foster and Horton Graphic Services of Santa Barbara.

h. RECOMMENDED APPROVAL FOR TEACHING SERVICES BETWEEN SBCC AND THE SANTA BARBARA HIGH SCHOOL DISTRICT

Attachment 5.1-h

During the past four semesters the College and the SBHS District have cooperatively offered a program to provide SBCC Courses on high school campuses during the day. Courses offered have been in the areas of English, Mathematics, and Computer Science.

The major objective of this program has been to offer college level course work for accelerated high school students. All courses, however, are open to students in the college service area. Staffing for this program has been provided through an arrangement by which the SBHS District instructors teach the courses, and SBCC compensates the SBHS District at the appropriate hourly rate for this service. The proposed agreement would formalize this arrangement.

The Superintendent/President recommends approval of the Agreement for Teaching Services as contained in the attachment.

5.2 NON ROUTINE

a. RECOMMENDED APPROVAL OF RENEWAL OF MUSIC LICENSING AGREEMENT WITH ASCAP

Attachment 5.2-a

The music licensing agreement with ASCAP (American Society of Composers, Authors, and Publishers) was first approved by the Board in 1978. The purpose of the agreement is to insure school districts against copyright infringement in the use of music in schools. That agreement was renewed in 1981 and expired on June 30, 1983, when the fee was 11 cents per FTE (8042 FTE $884.62.)

The new agreement will be for a four-year period, July 1, 1983, to June 30, 1987. For the 1983-84 academic year, the license fee will be 11 1/2 cents per FTE plus an adjustment annually for any changes in the Consumer Price Index. Payment of the fees will be due on February 1st of each year.

The Superintendent/President recommends approval of the music licensing agreement with ASCAP for the period of July 1, 1983 to June 30, 1987, as contained in the attachment.
b. RECOMMENDED APPROVAL OF INSTITUTIONAL MEMBERSHIP IN MUSIC ASSOCIATION OF CALIFORNIA COMMUNITY COLLEGES. YEARLY MEMBERSHIP FEE IS $35.00

The Superintendent/President recommends approval of the membership.

c. RECOMMENDED RATIFICATION OF SUBMISSION OF FISCAL OPERATIONS REPORT FOR 1982-83 AND APPLICATION FOR PARTICIPATION IN PROGRAMS OF STUDENT FINANCIAL AID FOR 1984-85

Enclosure 2

The Fiscal Operations Report for 1982-83 and an application to participate in federal student financial aid programs for the 1984-85 year was submitted on September 30, 1983, to meet an early deadline.

Mr. William Cordero will be present to speak to this item and to respond to questions.

The Superintendent/President recommends ratification of submission of the Report and Application as contained in the enclosure.

d. RECOMMENDED RATIFICATION OF PROPOSAL TO UNITED AIRLINES FOR CATERING SERVICES THROUGH THE HRM DEPARTMENT

Attachment 5.2-d

The current agreement with United Airlines to provide catering services for the Santa Barbara/Denver flight will expire on October 29, 1983. The agreement remains essentially the same except for price changes and service charges reflected in the attachment. The agreement has been endorsed by the Educational Policies Subcommittee of the Board of Trustees.

The Superintendent/President recommends ratification of the proposal to United Airlines for catering services through the HRM Department.

e. RECOMMENDED ADOPTION OF RESOLUTION #6 (1983-84) AND AGREEMENT WITH THE DEPARTMENT OF EDUCATION FOR CHILD DEVELOPMENT SERVICES

Attachment 5.2-e

Additional funding for child development services adds 6% (COLA) to the original allocation by the State. State procedures require the adoption of the attached resolution.

The Superintendent recommends approval of Resolution #6 (1983-84) and the local agreement for child development services as contained in the attachment.
f. **RECOMMENDED APPROVAL OF BUDGET DEVELOPMENT CALENDAR FOR 1983-84**

Attachment 5.2-f

Each year the Board establishes the budget process sequence which results in the adoption of the budget. The Budget Calendar has been reviewed by the College Planning Committee.

The Superintendent/President recommends approval of the Budget Calendar for 1983-84 as contained in the attachment.

6. **GENERAL INFORMATION** - No items.

7. **ADJOURNMENT**

The next meeting of the Board of Trustees is scheduled for Thursday, November 10, 1983.