AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

February 24, 1983

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 FEBRUARY 10, 1983
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT BY ACADEMIC SENATE - None scheduled.
      b. REPORT BY ASSOCIATED STUDENTS - Mr. Guy Parvex
      c. REPORT ON COMING EVENTS - Mr. Jim Williams
      d. REPORT ON CURRENT ISSUES - Dr. Peter MacDougall

2. PERSONNEL
   2.1 CERTIFICATED PERSONNEL
      a. ROUTINE
         (1) RECOMMENDED APPROVAL OF ADDITIONAL HOURLY INSTRUCTORS,
             SPRING 1983 SEMESTER
             Attachment 2.1-a(1)
         (2) RECOMMENDED APPROVAL OF HOURLY INSTRUCTORS AND LECTURERS,
             CONTINUING EDUCATION DIVISION
             Attachment 2.1-a(2)
2. PERSONNEL (continued)

2.1 CERTIFICATED PERSONNEL (continued)

a. ROUTINE (continued)

(3) RECOMMENDED AUTHORIZATION FOR TRAVEL AND CONFERENCE
Attachment 2.1-a(3)

b. NON-Routine

(1) RECOMMENDED APPROVAL OF NOTIFICATION OF TERMINATION OF
TEMPORARY CERTIFICATED PERSONNEL EFFECTIVE END OF
SPRING SEMESTER 1983 (CONTRACT AND HOURLY OVER 60%)
Attachment 2.1-b(1)

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% of a full assignment
if they are not to be re-employed as permanent employees.

The Superintendent/President recommends that approval
be given to notify the certificated personnel listed on
Attachment 2.1-b(1) that their temporary assignment will
terminate at the end of the Spring Semester 1983.

(2) RECOMMENDED APPROVAL OF REVISION TO THE FACULTY SELECTION
PROCEDURES, SECTION 1412, CERTIFICATED POLICY
Attachment 2.1-b(2)

A proposed revision to the District's hiring procedures
was prepared by the Affirmative Action Officer for the
purpose of incorporating the selection procedure require-
ments of the Chancellor's Office Affirmative Action Regu-
lations, adopted December, 1981; e.g., job-related eval-
uation factors, preparation of interview questions in
advance, legal/EOO orientation, and affirmative action
monitoring. In addition, the revision provides that the
Superintendent/President will make the final recommenda-
tion of the most qualified candidate to the Board of Trustees.

The proposed revision has been reviewed by the Affirmative
Action Committee, The Representative Council, and the
Board Educational Policy Committee, with appropriate
modifications made to the initial draft.

The Superintendent/President recommends that the revisions
to the Faculty Selection Procedures contained in Attach-
ment 2.1-b(2) be approved.
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2. PERSONNEL (continued)

2.1 CERTIFICATED PERSONNEL (continued)

b. NON-ROUTINE (continued)

(3) RECOMMENDED APPROVAL OF WORKING SCHEDULES FOR CERTIFICATED PERSONNEL FOR THE 1983-84 COLLEGE YEAR

Attachment 2.1-b(3)

Annually, the Board of Trustees establishes the number of required working days for each category of certificated personnel. The attachment delineates the recommended regular working schedules for:

- 10-month certificated personnel
- 12-month administrative personnel
- Children's Center personnel

The Superintendent/President recommends approval of the 1983-84 working schedules for certificated personnel as contained in Attachment 2.1-b(3).

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 STUDENT APPOINTMENTS: COLLEGE WORK STUDY (ON- AND OFF-CAMPUS), GENERAL, AND TUTORIAL PROGRAMS

Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE, TERRI FAWCETT, STATISTICAL CLERK

Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF PERSONAL LEAVE OF ABSENCE WITHOUT PAY, MARK ALLEN, STAGECRAFT TECHNICIAN

Attachment 2.2-a(4)

(5) RECOMMENDED APPROVAL OF ANNUAL SALARY INCREMENTS, WITH PERMANENT STATUS FOR FOUR EMPLOYEES

Attachment 2.2-a(5)

(6) RECOMMENDED ACCEPTANCE OF RESIGNATION, ROBERT PHILLIPS, CUSTODIAN

Attachment 2.2-a(6)
2. PERSONNEL (continued)

2.2 CLASSIFIED PERSONNEL (continued)

a. ROUTINE (continued)

(7) RECOMMENDED APPROVAL OF LONGEVITY INCREMENT, TRISH DUPART, LABORATORY TECHNICIAN, SENIOR, TEN YEARS OF SERVICE
Attachment 2.2-a(7)

(8) RECOMMENDED APPROVAL OF LONGEVITY INCREMENTS, BETTY ROWLEY, PRINCIPAL CLERK, AND RUTH WAHLBORG, LIBRARY TECHNICIAN, TWENTY YEARS OF SERVICE
Attachment 2.2-a(8)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENT OF TEMPORARY FULL-TIME REPLACEMENT, THEODORE DOLAS, STAGECRAFT TECHNICIAN
Attachment 2.2- (1)

(2) RECOMMENDED APPROVAL OF APPOINTMENT, DOREEN F. MACKER, SECRETARY, SR.
Attachment 2.2- (2)

(3) RECOMMENDED APPROVAL OF APPOINTMENT, JOSE MANZO, CUSTODIAN
Attachment 2.2- (3)

2.3 GENERAL PERSONNEL

a. RECOMMENDED APPROVAL OF PROFESSIONAL VOLUNTEER STATUS, SUSAN DOWNING, ADAPTIVE PHYSICAL EDUCATION
Attachment 2.3-a

3. STUDENT SERVICES

3.1 RECOMMENDED APPROVAL OF ADDITIONAL CANDIDATE FOR THE ASSOCIATE IN SCIENCE DEGREE

The Superintendent/President recommends that the Board of Trustees confer upon Debra Lee Bingham the Associate in Science Degree in Registered Nursing dated January 24, 1983.
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4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF THE RECOMMENDATIONS AND TIMELINE SUBMITTED BY THE HONORS SUBCOMMITTEE OF THE COLLEGE READINESS COMMITTEE

Enclosure 1

The Honors Subcommittee was established this year as a part of the College Readiness activities. The committee consists of student, faculty, and administration representatives. It reviewed honors programs and made analysis of honors activities at SBCC. The result of this study is the list of timelines and recommendations contained in Enclosure 1. The recommendations have been endorsed by Division Council, Representative Council, and the Board's Educational Policies Committee.

The Superintendent/President recommends approval of the recommendations contained in Enclosure 1.

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS No. P23-1377 THROUGH AND INCLUDING P23-1455 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

d. RECOMMENDED AUTHORIZATION FOR PERSONNEL TO ISSUE PARKING CITATIONS

Attachment 5.1-d

e. 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-e

The Santa Barbara Easter Relays have been co-sponsored by the Jaycees for many years. The present agreement expired May 15, 1982, and it is recommended by the Superintendent/President that the Board of Trustees approve a one-year extension to May 15, 1983, for co-sponsorship of the Santa Barbara Easter Relays with the Santa Barbara Junior Chamber of Commerce.
5. BUSINESS SERVICES (continued)

5.1 ROUTINE (continued)

f. RECOMMENDED APPROVAL OF AGREEMENT FOR USE OF CLINICAL FACILITIES AT GOLETA VALLEY COMMUNITY HOSPITAL

Attachment 5.1-f

The Goleta Valley Community Hospital has agreed to provide clinical facilities for the training of students in the new Continuing Education "Emergency Medical Technician" program. The agreement will be for a two-year period, February 1, 1983, to January 31, 1985, and is subject to automatic renewal upon agreement by both parties.

The Superintendent/President recommends approval of the agreement as contained in Attachment 2.1-f.

g. RECOMMENDED RATIFICATION OF SUBMITAL OF A PROPOSAL FOR FUNDS TO SUPPORT THE SAN MARCOS PARENT-CHILD WORKSHOP

The San Marcos Parent-Child Workshop, in an effort to secure supplementary funding, has submitted a proposal to the Santa Barbara County Human Services Commission for $4,000 in Revenue Sharing monies. The proposal was submitted to meet a February 11 deadline.

The Superintendent/President recommends ratification of this submittal.

h. RECOMMENDED RATIFICATION OF THE SUBMISSION OF EIGHT(8) GRANT PROPOSALS TO THE CHANCELLOR'S FUND FOR INSTRUCTIONAL IMPROVEMENT

Enclosure #2

Eight proposals have been submitted to the Chancellor's Fund for Instructional Improvement to meet a February 18 deadline. The projects are varied, and all would be very useful to the College. The projects are described in Enclosure #2.

The Superintendent/President recommends ratification of the submission of these proposals.
5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE

a. RECOMMENDED ADOPTION OF RESOLUTION No. 12 (1982-83) TO ACCEPT FUNDS FOR THE INDOCHINESE ESL PROGRAM

Attachment 5.2-a

The District has been notified that the Department of Social Services intends to extend the College's Indochinese ESL Project with funding at the level of $20,152. The Department requests that a representative of the College meet with them to sign a contract. They require a resolution accepting the funds and authorizing Mr. Veldon Law to act as District agent to execute the contract.

6. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled for Thursday, March 10, 1983, at 4:00 p.m. in Room A-211, Administration Building, Santa Barbara City College.