AGENDA

SPECIAL MEETING OF BOARD OF TRUSTEES

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

June 2, 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 MAY 12, 1983
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT BY ACADEMIC SENATE - Ms. Evanne Jardine
      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 HOURLY INSTRUCTORS, SUBSTITUTES,
             LECTURERS, AND CONSULTANTS, CONTINUING EDUCATION DIVISION
             Attachment 2.1-a(1)
         (2) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE, JERRY KARL,
             INSTRUCTOR, MATHEMATICS
             Attachment 2.1-a(2)
         (3) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE,
             SUZANNE MEDINA-NgUYEN, ASSOC. PROFESSOR, ENGLISH
             Attachment 2.1-a(3)
2. PERSONNEL (continued)

2.1 CERTIFICATED PERSONNEL (continued)

a. ROUTINE (continued)

(4) RECOMMENDED APPROVAL OF RETIREMENT: DR. HAROLD DUNN, PROFESSOR, MUSIC
   Attachment 2.1-a(4)

(5) RECOMMENDED APPROVAL OF PERSONAL LEAVE OF ABSENCE WITHOUT PAY: BYRON CULBERTSON, FALL SEMESTER 1983
   Attachment 2.1-a(5)

(6) RECOMMENDED APPROVAL OF EARLY RETIREMENT INCENTIVE EMPLOYMENT AGREEMENT: CHARLES COURTNEY, RETIREE
   Attachment 2.1-a(6)

(7) RECOMMENDED APPROVAL OF CERTIFICATED PERSONNEL, 1983 SUMMER SESSION
   Attachment 2.1-a(7)

(8) RECOMMENDED APPROVAL OF HOURLY AND SUBSTITUTE INSTRUCTORS FOR 1983 SUMMER TERM, CONTINUING EDUCATION
   Attachment 2.1-a(8)

(9) RECOMMENDED APPROVAL OF AUTHORIZATION FOR TRAVEL AND CONFERENCE
   Attachment 2.1-a(9)

b. NON-ROUTINE

   No Items.

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: TUTORIAL PROGRAMS
   Attachment 2.2-a(2)

(3) RECOMMENDED APPROVAL OF LONGEVITY INCREMENTS: NANCY CRETSER, LAB. TECH., SR., AND REYMUNDO GONZALEZ, CUSTODIAN
   Attachment 2.2-a(3)

(4) RECOMMENDED APPROVAL OF RETIREMENT: GILBERT LOUSTALOT, CUSTODIAN
   Attachment 2.2-a(4)
2. PERSONNEL (continued)

2.2 CLASSIFIED PERSONNEL (continued)

a. ROUTINE (continued)

(5) RECOMMENDED ACCEPTANCE OF RESIGNATION: KNEPP, JANIS, SECRETARY, SR., ACADEMIC SENATE

Attachment 2.2-a(5)

(6) RECOMMENDED APPROVAL OF HEALTH LEAVE OF ABSENCE: MARIAN RAPP, ADMINISTRATIVE SECRETARY

Attachment 2.2-a(6)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF CHANGE IN ASSIGNMENT FOR TERRY JONES, AUDIO VISUAL MATERIALS ASSISTANT, FROM FT/12 MONTHS TO 1) AUDIO VISUAL MATERIALS ASSISTANT, ½ TIME 12 MONTHS; AND 2) SECRETARY, SENIOR, ½ TIME 10 MONTHS (ACADEMIC SENATE); and 3) ½ TIME 2 MONTHS (INSTRUCTIONAL DIVISION)

Attachment 2.2-b(1)

Ms. Jones is currently employed as a full time Audio Visual Assistant in the Audio Visual Department. It is recommended that she be reassigned from one-half her current assignment to the vacant half-time Senior Secretary position in the Academic Senate, with a two-month half-time position included with the Instructional Division. Future reassignment from the balance of her Audio Visual assignment is anticipated.

Ms. Jones understands and concurs with this reassignment.

The Superintendent/President recommends approval of the change in assignment as outlined above and contained in the attachment.

(2) RECOMMENDED APPROVAL OF EXTENSION IN ASSIGNMENT FOR MIKE GUILLEN, ATHLETIC EQUIPMENT ATTENDANT, FROM FT 10 MONTHS TO FT 12 MONTHS

Attachment 2.2-b(2)

Due to increased work load in and facilities use of the gymnasium, it is recommended that Mr. Guillen's assignment be extended, with additional costs to be funded by Community Services monies.

The Superintendent/President recommends approval of the extension in assignment as outlined above and contained in the attachment.
2. PERSONNEL (continued)

2.2 CLASSIFIED PERSONNEL (continued)

b. NON-ROUTINE (continued)

(3) RECOMMENDED APPROVAL OF TRANSFER: CAROL GRAY, TYPIST CLERK, INT., REPLACING SYLVIA AZDRIL
   Attachment 2.2-b(3)

(4) RECOMMENDED APPROVAL OF PROMOTION: CHARLOTTE CONNELL, TYPIST CLERK, SR., REPLACING S. ELLIS
   Attachment 2.2-b(4)

(5) RECOMMENDED APPROVAL OF PROMOTION: CATHERINE CARBON, LIBRARY TECHNICIAN, REPLACING RUTH WAHLBORG
   Attachment 2.2-b(5)

3. STUDENT SERVICES

3.1 RECOMMENDED APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE
   Enclosure 1

   The Superintendent/President recommends that the Board of Trustees confer upon each of the 220 candidates listed in Enclosure 1 the Associate in Arts Degree, subject to completion of the State and local requirements for the degree.

3.2 RECOMMENDED APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN SCIENCE DEGREE
   Enclosure 2

   The Superintendent/President recommends that the Board of Trustees confer upon each of the 126 candidates listed in Enclosure 2 the Associate in Science Degree, subject to completion of the State and local requirements for the degree.

3.3 REPORT ON COUNSELING ACTIVITIES
   Enclosure 3

   Mr. Glenn Gaston, Coordinator of Student Development, Dr. Connie Anderson, UCSB-SBCC Liaison Counselor, and Ms. Margaret Kearns, Assoc. Professor, Counseling, will present an annual report on counseling activities which will include reports on the UCSB-SBCC Transition Program, the New Directions Program, and the Advanced Student Program.
4. CURRICULUM AND INSTRUCTION

4.1 REPORT ON ACTIVITIES INVOLVED IN THE COURSE "THE UNITED NATIONS IN WORLD AFFAIRS"

Dr. Peter Haslund, Professor, Political Science, and Advisor/Teacher to Santa Barbara City College Students on United Nations Affairs, will present a brief report on activities during the 1982-83 college year, including the model United Nations recently held in Tempe, Arizona.

4.2 RECOMMENDED APPROVAL OF GENERAL EDUCATION AND GRADUATION REQUIREMENTS

Enclosure 4

In 1981 the staff of the Chancellor's Office developed guidelines under Title V of the California Education Code for the formulation of General Education and Graduation Requirements for California Community Colleges. SBCC's General Education Review Committee developed a new General Education program for Santa Barbara City College, incorporating the changes mandated under TITLE V. The changes involve the following:

2. Development of criteria to determine which courses may be used to satisfy the general education requirements.
3. Establishment of proficiency requirements in reading, writing, and mathematics.
4. Increasing the number of required units from 15 to 18.
5. Inclusion of an English Composition requirement.

The recommendations of the General Education Review Committee have been endorsed by the Representative Council, the Division/Department Chairs, the Curriculum Advisory Committee, and the Board of Trustees' Committee on Educational Policies.

The Superintendent/President recommends that the Board of Trustees approve the new General Education and Graduation Requirements.

4.3 RECOMMENDED APPROVAL OF COURSES FOR 1983 SUMMER TERM, CONTINUING EDUCATION DIVISION

Attachment 4.3

The Superintendent/President recommends approval of the courses as outlined in the attachment.
5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P23-1733 THROUGH AND INCLUDING P23-2194 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 APPROVAL OF COSMETOLOGY CONTRACT FOR 1983-84

Negotiations with Setser-Goatley Beauty College and Kristofer's School of Beauty yielded no change in the $1.15 rate per student contact hour. No other changes have been made in the contract, which calls for 38 FTE graded-only students in Cosmetology, which complies with the rules and regulations set forth under TITLE V and VEA Public Law 94-482.

e. RECOMMENDED APPROVAL OF DISPOSAL OF SURPLUS PROPERTY

Attachment 5.1-e

The items listed on the attachment are surplus to the needs of the District. The Superintendent recommends their disposal at the Santa Barbara County Auction on June 11, 1983.

f. RECOMMENDED AUTHORIZATION TO ORDER SUPPLY AND EQUIPMENT ITEMS FOR FISCAL YEAR 1983-84

Due to delivery schedules, it is necessary to order, in advance of 1983-84 budget approval, certain supply and equipment items required for the fall semester. Such orders will be minimal.

The Superintendent/President recommends the purchase of supplies and equipment items necessary for the 1983-84 college year in advance of Board adoption. Such authorization shall not exceed 50% of the total amount budgeted for supply items for the 1982-83 college year.

g. RECOMMENDED APPROVAL OF APPROPRIATION TRANSFERS 085 THROUGH 108 FOR INTERNAL TRANSFERS

Attachment 5.1-g
5. BUSINESS SERVICES (continued)

5.2 NON-ROUTINE

a. RECOMMENDED APPROVAL OF FINAL PAYMENT FOR SCHOTT CENTER PROPERTY

Final payment to the City Schools for the Schott Center will be $948,639.62. The Superintendent recommends approval of payment in that amount.

b. RECOMMENDED ACCEPTANCE OF BID FOR ARCHITECTURAL BARRIER REMOVAL, PHASE II

Attachment 5.2-b

On April 21, 1983, the Board approved working drawings, specifications, and authorized bidding for Phase II, Architectural Barrier Removal.

The Bid tabulation form is attached, with the low bidder indicated as Tricon Construction with a bid of $84,450.00.

The Superintendent/President recommends approval of the bid and authorization for a contract for the job to be awarded to Tricon Construction in the amount of $84,450.00.

c. RECOMMENDED ACCEPTANCE OF BID FOR KITCHEN EQUIPMENT - CAMPUS CENTER RENOVATION

The bids for kitchen equipment for the Campus Center Renovation were opened on May 24, 1983. The Superintendent/President will present a recommendation and a bid tabulation form at the Board meeting.

d. RECOMMENDED APPROVAL OF RESOLUTION No. 22 (1982-83) DECLARING 814 SANTA BARBARA STREET SURPLUS TO DISTRICT NEEDS AND AUTHORIZATION TO LEASE SAID PROPERTY.

Attachment 5.2-d

On February 10, 1983, the Board of Trustees declared the property at 814 Santa Barbara Street to be surplus real property. This action initiated steps outlined in the Education Code of offering the property to public entities, etc. The waiting period has expired and no agreement was reached with any public or non-profit entity.

The Superintendent/President recommends the Board adopt Resolution No. 21 (1982-83) regarding the intention to lease real property at 814 Santa Barbara Street.
AGENDA - Special Meeting  
SBCCD Board of Trustees  
June 2, 1983  

5. BUSINESS SERVICES (continued)  

NON-ROUNDTINE (continued)  

   e. RECOMMENDED APPROVAL OF A SUBCONTRACTOR SUBSTITUTION FOR  
      CAMPUS CENTER RENOVATION  

      Attachment 5.2-e  

On April 19, 1983, the Board accepted the low bid for the  
Campus Center Renovation from Kiyoshi Construction Company.  
Kiyoshi listed American Electrical Company of Oxnard as the  
electrical subcontractor. Subsequent developments indicate  
American is a nonresponsive bidder (letter attached) and the  
prime contractor has recommended B & T Electric, Inc., of  
Santa Barbara as the substitute. (B & T Electric was the  
second low electrical bidder.)  

Under Section 4107(a)(1) of the Government Code a substitution  
of subcontractors is allowed if approved by the awarding  
authority.  

The Superintendent/President recommends the substitution of  
B & T Electric, Inc., as the electrical subcontractor for  
the Campus Center Renovation.  

6. GENERAL INFORMATION  

7. ADJOURNMENT  

The next regular meeting of the Board of Trustees is scheduled for  
Thursday, June 23, 1983, at 4:00 p.m. in Room A-211, Administration  
Building, Santa Barbara City College.