AGENDA

MEETING OF BOARD OF TRUSTEES

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

July 14, 1983

3:30 p.m. - CLOSED SESSION
   Room A-151
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
   1.5 MINUTES OF REGULAR MEETING OF JUNE 23, 1983
   1.6 HEARING OF CITIZENS
   1.7 COMMUNICATIONS
      a. REPORT BY ACADEMIC SENATE - Ms. Evanne Jardine
      b. REPORT BY ASSOCIATED STUDENTS - None Scheduled
      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,
             AND LECTURERS, CONTINUING EDUCATION DIVISION
             Attachment 2.1-a(1)
         (2) RECOMMENDED APPROVAL OF ADDITIONAL INSTRUCTORS - SUMMER
             SESSION 1983
             Attachment 2.1-a(2)
2. PERSONNEL (continued)

2.1 CERTIFICATED (continued)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF APPOINTMENTS OF CONTRACT (PROBATIONARY) CERTIFICATED PERSONNEL: BIOLOGICAL SCIENCES, NURSERY SCHOOL EDUCATION, THEATRE ARTS, OAKS PARENT/CHILD WORKSHOP, ENGLISH/ESSENTIAL SKILLS, CHILDREN'S CENTER HEAD TEACHER

Attachment 2.1-b(1)

2.2 CLASSIFIED

a. ROUTINE

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

Attachment 2.2-a(1)

(2) RECOMMENDED APPROVAL OF HOURLY APPOINTMENTS (NON-CLASSIFIED AND CLASSIFIED)

Attachment 2.2-a(2)

(3) RECOMMENDED ACCEPTANCE OF RESIGNATION, ROY CORTEZ, FACILITIES AND OPERATIONS

Attachment 2.2-a(3)

(4) RECOMMENDED TEMPORARY REDUCTION IN ASSIGNMENT: NANCY BEHLMAN, GEOSCIENCE ILLUSTRATOR, FROM FULL-TIME TO HALF-TIME, EFFECTIVE 9/1/83 THROUGH 6/30/84

Attachment 2.2-a(4)

As part of the college's fiscal contingency planning effort, employees have been encouraged to seek voluntary reductions in assignment as a way of providing cost savings to the District. In response to this concept and for personal and professional reasons, Ms. Behlman has requested a temporary, ten-month, half-time reduction in her assignment. (Cost savings will be effected by the assignment of an hourly employee to the remaining half of the position.)

b. NON-ROUTINE

(1) RECOMMENDED APPROVAL OF ADOPTION OF REVISED CLASSIFIED RULES AND REGULATIONS MANUAL

Enclosure 1

The Rules and Regulations Manual for Classified Employees of the Santa Barbara Community College District was last updated by the Board of Trustees in September 1976. The manual has been revised to reflect mandatory changes in law and previously approved District policies. The updated manual has also been renumbered to conform with Education Code changes and reformatted for improved clarity.

The Superintendent/President recommends approval of the revised Rules and Regulations Manual for Classified Employees as contained in the enclosure.
3. STUDENT SERVICES

3.1 REPORT ON SUMMER INTERSESSION 1983, INCLUDING THE NEW COMPUTER REGISTRATION PROCESS AND SUMMER ENROLLMENT STATISTICS

Ms. Jane Craven will present the report and answer questions of Board members.

3.2 DISCUSSION OF COUNSELING ACTIVITIES

Mr. Glenn Gaston will be present to respond to concerns and questions of Board members regarding the reports presented on June 2, 1983, by Dr. Connie Anderson (UCSB/SBEC Transfer Program), Ms. Margaret Kearns (New Directions), and Mr. Glenn Gaston (Counseling Center).

4. CURRICULUM AND INSTRUCTION

4.1 RECOMMENDED APPROVAL OF 1983-84 CALENDAR, CONTINUING EDUCATION DIVISION

Attachment 4.1

4.2 RECOMMENDED APPROVAL OF PROPOSED COURSES FOR CONTINUING EDUCATION DIVISION, FALL 1983

Enclosure 2

5. BUSINESS SERVICES

5.1 ROUTINE

a. RECOMMENDED AUTHORIZATION AND/OR RATIFICATION OF PURCHASE ORDERS P23-2035 THROUGH AND INCLUDING P23-2611 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 MILEAGE ALLOWANCES FOR 1983-84

Attachment 5.1-d

The attachment lists administrative, certificated, and classified personnel who are required to use their personal automobiles in carrying out District responsibilities. The individuals and amounts are indicated, reflecting reimbursements for intradistrict travel.

The Superintendent/President recommends approval of the Mileage Allowances for 1983-84.
5. BUSINESS SERVICES (continued)

5.1 ROUTINE (continued)

e. RECOMMENDED APPROVAL OF SUBMISSION OF CHILD CARE FOOD PROGRAM 1983-84
   Attachment 5.1-e

f. RECOMMENDED APPROVAL OF VIDEO AMUSEMENT GAMES CONTRACT WITH SERVOMATION COMPANY
   Attachment 5.1-f

Last year the Board approved a trial contract for Video Amusement Games, ending June 30, 1983. Although results of the revenue were not as optimistic as anticipated, the Student Senate did receive approximately $9,000 in commissions. Relations with the vendor have been excellent and the new contract changes only dates and the amount of funds advanced.

The Superintendent/President recommends approval of extension of the contract with Servomation Company for Video Amusement Games for the period from July 1, 1983 to September 30, 1984.

g. RECOMMENDED APPROVAL OF EXTENSION OF AGREEMENT WITH SANTA BARBARA NEWS-PRESS FOR PRINTING OF THE CHANNELS
   Attachment 5.1-g

The quality of printing and relations between the News-Press and The Channels has been excellent.

The Superintendent/President recommends that the contract be extended as contained in the attachment.

h. RECOMMENDED ACCEPTANCE OF SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (SEOG) AND COLLEGE WORK STUDY (CWS) FUNDS FOR 1983-84
   Attachment 5.1-h

The District has been notified that the level of 1983-84 funding for the SEOG program will be $147,581, and for CWS will be $344,233.

The Superintendent/President recommends acceptance of the 1983-84 funding for the SEOG and CWS programs as contained in the attachment.
5. BUSINESS SERVICES (continued)

5.2 NON-Routine

a. OPENING AND CONSIDERATION OF BIDS FOR LEASE OF PROPERTY AT 814 SANTA BARBARA STREET

On June 2, 1983, the Board of Trustees declared the 814 Santa Barbara Street property surplus to District needs and authorized the lease of the property. Staff proceeded with the proper legal steps and, as required under Education Code Section 81370, bids shall be opened in public session. Resolution No. 22 (1982-83) established the regular Board Meeting of July 14, 1983, as the opening date for bids.

Bids will be opened at the meeting and a recommendation will be made by the Superintendent/President on whether to accept a bid, reject all bids, or defer action until a later date.

b. RECOMMENDED ADOPTION OF RESOLUTION No. 1 (1983-84) AUTHORIZING COMMERCIAL CHECKING, SAVINGS, AND INVESTMENT ACCOUNT SIGNATURES

Attachment 5.2-b

The conduct of District business requires the establishment of various savings, checking, and investment accounts and the approval of certain District staff members as signatories for the accounts. In addition to the various District funds, accounts are also established for the Bookstore, Cafeteria, and Student Finance accounts.

The Superintendent/President recommends adoption of Resolution No. 1 (1983-84) authorizing District staff members as signatories for the 1983-84 fiscal year.

c. RECOMMENDED APPROVAL OF AGREEMENT WITH UCSB FACULTY CLUB FOR MANAGEMENT SERVICES PROVIDED BY HRM DEPARTMENT

Attachment 5.2-c

Last year the Board of Trustees approved a management agreement with the UCSB Faculty Club. The agreement has just expired and the Board of Directors of the Faculty Club proposed a modification to the old agreement as outlined in the attachment. This new arrangement adds profits from the bar and catered events to the agreement and amount of gross revenue from food operation as specified.

The Superintendent/President recommends approval of the Agreement with the UCSB Faculty Club effective June 27, 1983 through June 30, 1984.
5.2 BUSINESS SERVICES -- NON-ROUTINE (continued)

d. RECOMMENDED APPROVAL OF INSURANCE CARRIERS FOR 1983-84 PERSONNEL BENEFITS PROGRAM

Attachment 5.2-d

The Personnel Benefits Committee spent most of last year reviewing alternatives for 1983-84. A survey was forwarded to all faculty and staff affected, and approximately 50% returned the survey. A great majority of the responses indicated staff was happy (with few exceptions) with the plans offered. Therefore, the Committee attempted to modify existing plans to reduce projected costs without a major change in benefits.

Mandatory Coverages:
   a) Medical Plans
      1. Blue Cross Foundation
      2. Blue Cross - HMO (Santa Barbara Medical Foundation)
   b) Great Western Life Insurance
   c) Crown Income Protection

Optional Coverages:
   a) Dental Plans
      1. Blue Cross Group Dental - HMO
      2. Blue Cross - UCR
   b) Tax Shelter Annuity Plans
      (various)

The Superintendent/President recommends approval of the Personnel Benefits Program, Carriers, and premium rates, effective October 1, 1983, through September 30, 1984, as indicated in the attachment.

e. RECOMMENDED APPROVAL FOR VOCATIONAL EDUCATION FUNDING FOR 1983-84, EDUCATION AMENDMENTS OF 1976 (P.L. 94-482), TITLE II, VOCATIONAL EDUCATION, PART A

Enclosure 3

#203,495 will be spent to maintain, improve, and expand occupational programs as well as to support service programs serving the disadvantaged, handicapped, and consumer and homemaking instruction.

Subpart 2 - Basic Grant ................. $181,647
Subpart 3 - Program Improvement & Support Svcs... 17,917
Subpart 5A - Consumer & Homemaking Education .... 2,349
Subpart 5B - Consumer & Homemaking Education in Economically Depressed Areas .... 1,582

The Superintendent/President recommends approval of submission of the Application for Vocational Education Funding for 1983-84.

6. GENERAL INFORMATION

6.1 RESULTS OF THE DISTRICT'S SALE OF SURPLUS PROPERTY THROUGH THE SANTA BARBARA COUNTY AUCTION OF JUNE 11, 1983. THE TOTAL NET RECEIPTS WERE $849.91

Attachment 6.1

7. ADJOURNMENT

The next Regular Meeting of the Board of Trustees is scheduled for July 28, 1983.