

March 19, 1980

to: all Social Science clusterers
from: Curtis
re: today's CLC meeting

Particularly because we have cancelled our monthly cluster meeting tomorrow (Thurs), I wish to apprise you of some of the issues touched upon at today's CLC meeting.

1. A brief item related to the election in June. John Kay and Ms. Culler have been instrumental in taking steps to register students to vote in their classrooms. It's altogether legal to do so, and it's an excellent way to find voters likely to be sympathetic to "our cause." Contact Culler or Kay if you would like to do the same.
2. Schedule of classes for fall semester.
Due to the change to a delayed start in Sept., the timetable for processing our fall schedule has also been retarded.
At the same time, we recognize that while budget cuts are going on, our overall offerings for next fall are up 6%.
This poses a potential long-range problem for the college...to wit: the gap that already exists between the "haves" and "have-nots" will be exacerbated if ~~there~~ there are additional TLU's allocated for those depts. currently thriving, while those depts. undergoing especial enrollment difficulties will have great difficulty catching up in the future.
3. Final exams.
Dean Huglin reported that a spot check revealed that at least 25 faculty members failed to schedule final exams, in violation of school policy. In order to cover our tails, if you have special reasons why you intend to deviate from policy, please inform your department chairman so that the Instruction Office can be informed as well.
4. Registration/Enrollment process--Silvera and Rodrigues
We have a flexible application deadline.
Indeed, despite the published deadline, a student can actually enroll 3 weeks into a semester, although it is the prerogative of the instructor to decide when he wishes to cut off enrollment in his class after the semester is launched.
The question was raised concerning the desirability of faculty in the registration procedure. It certainly meets our self-interest, in an age of declining enrollment. Faculty participation has always been part of the process at UCSB, but here we've had another tradition. Perhaps we've even been spoiled in this regard. But times are changing and even we are beginning to feel the pinch in some fairly personal ways; no longer can we feel any petty-kind of resentment for the geology boys, e.g., who've been "hawking" their classes for a number of years now. Moreover, realistically, what kind of in-depth representation can we expect the counselors to give us in the registr. line? Hence, if the administration could find a larger space (e.g. gym), then registr. could be shortened to perhaps 3 days. Would we be willing to participate for that shortened period?

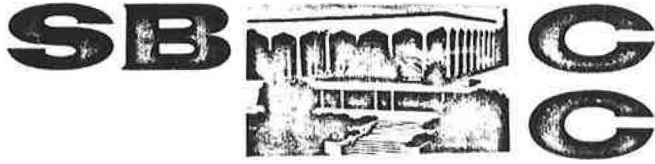
To facilitate late enrollment---i.e. late-arriving students have difficulty shopping around looking for available open classes, since it's really up to the individual instructor as to whether his courses are still open. Thus, to implement this, perhaps each dept. should inform the Instruction Office which courses are still open for add cards. Then, a list would be publicized as to which courses are still open. Can you foresee any drawbacks to this kind of plan? After all, we all need to help stimulate ADA.

5. The Ad Hoc Committee on contingency planning will be meeting this Friday, in the aftermath of the informal notices that were just sent out to 37 faculty members. In response to requests from the classified staff, the comm. is being enlarged to include the following persons:

Lucille Dungan--Bert Miller's aide
Betty Bartels
Bill Regis--library
Evelyn Stafford--Continuing Educ.
John Diaz--EOPS

The first item on the agenda for this meeting will be a "mission" statement from Dr. Mertes as to the purpose of the committee. He will propose that the committee plan a 20% cut--to be completed by May 1st. Thus, this will require much cooperation and planning on our part.

6. Jenny Webber reports that on April 11 there will be a ~~ex~~ an inter-disciplinary workshop on writing--offered by some writing experts from UCSB. Jenny feels that it is the sort of experience that might be especially useful to those of us who wish our students ~~wh~~ to develop their writing skills.



Santa Barbara Community College District / Santa Barbara City College
721 Cliff Drive, Santa Barbara, California 93109 / (805) 965-0581

TO: Pat Huglin, Dean of Instruction March 27, 1980
FROM: Bob Dinaberg, Athletic Director B,D,
RE: Use of Gymnasium for Registration

Thank you for asking for input from the athletic department on the proposed use of the gymnasium for registration. Our past experience with the procedure found it most unsatisfactory for our operation.

The September 4-10 period is right after we have the floor refinished. It is the most vulnerable time for damage from tables and street shoes. You know of the problems we have had with our floor. With the tight money, we should do everything to protect it. The women's volleyball team will have to interrupt their practice during this period which would put them under a handicap.

January 29 - February 4 is right in the heart of the men's basketball season. Loss of practice during this time would also be detrimental to our program.

I sincerely hope that an alternate site can be located.

hc



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M E M O R A N D U M

TO: Cluster Leaders Council
FROM: Lynda F. Rodrigues
RE: State Requirements for College Enrollments

In order to comply with the Education Code and the Chancellor's Office we must collect the following data from the student before he/she registers for classes:

1) CREDIT PROGRAM

- a) Student's legal name
- b) Local address
- c) Date of birth
- d) High school attended-name and location
- e) High school graduation or type of diploma/certificate
- f) Name and number of units completed at other colleges
- g) Information to determine California residency
- h) Student's signature
- i) Social Security number
- j) Citizenship
- k) Enrollment status-i.e. First time student-First time transfer student
- l) Racial/Ethnic code
- m) Sex
- n) Report Period, i.e. Summer Intersession, Fall or Spring
- o) Student goal
- p) Student level, i.e. Freshman, B.A.
- q) Veteran status
- r) Student's major

In addition, we request:

- a) Medical background
- b) Number of hours working while at college
- c) Future transfer

2) NON-CREDIT PROGRAM

- a) Student's name
- b) Report period

- c) Birthdate
- d) Sex
- e) Racial/Ethnic Code

In order to register for a class, after the completion of the college application, we must collect:

- 1) Name
- 2) Social Security Number
- 3) Ticket numbers
- 4) Copy of classes requested for student and office
- 5) Health fee
- 6) Unpaid fines, loans, bad checks, library fines, etc.
- 7) Emergency phone number