AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

December 23, 1965, 4:00 p.m., Board Room

1. GENERAL FUNCTIONS
   1.1 Call to Order
   1.2 Roll Call
   1.3 Welcome to Guests
   1.4 Minutes
   1.5 Hearing of Citizens and Petitions
   1.6 Communications

2. PERSONNEL
   2.1 Certificated Personnel Assignments

   The Superintendent recommends authorization and/or ratification of certificated personnel assignments according to recommendations listed in Attachment 2.1.

   2.2 Classified Personnel Assignments

   The Superintendent recommends authorization and/or ratification of classified personnel assignments according to recommendations listed in Attachment 2.2.

3. CURRICULUM AND INSTRUCTION

   No report.

4. COLLEGE PLANTS AND PROPERTY

   4.1 Acceptance of Advertised Bids for Additional Landscaping on Campus

   On November 22, 1965, the Board authorized the advertisement for bids on additional landscaping on campus. These bids were opened on Monday, December 20, 1965, at 2:00 p.m., in the Board Room. A tabulation of these bids is attached for your information. The Superintendent will make his recommendation regarding the awarding of a contract during the meeting.

   4.2 Installation of Folding Partition in the Board Room

   At the request of the Board, the agenda item having to do with the installation of a folding door in the Board Room was carried over from the December 9, 1965, meeting. The matter was carried over so that
information regarding the cost of other types of partitions could be made available. A summary sheet containing the requested facts and figures will be distributed to Board members at the time of the meeting.

5. BUSINESS AND FINANCE

5.1 Purchase Order Reports

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment, and services on purchase order numbers 9854 through 9923. Please see Attachments 5.1-a through 5.1-c.

5.2 Payment of Claims

The Superintendent recommends authorization and/or ratification of the payment of claims on Attachments 5.2-a and 5.2-b and such other claims as may arise prior to the meeting, in conjunction with the Santa Barbara Junior College District.

5.3 Statement of Condition of General Fund, Special Reserve Fund and Excess Tax Funds Cash Accounts

Attached for the information of the Board is the financial statement for the General Fund, Special Reserve Fund and Excess Tax Funds Cash Accounts as of November 30, 1965. Please see Attachment 5.3.

5.4 Statement of Appropriations, Expenditures, Encumbrances and Balances

Attached for the information of the Board is the financial statement of Appropriations, Expenditures, Encumbrances and Balances as of November 30, 1965. Please see Attachment 5.4.

5.5 Acceptance of Audit Report

Board members were sent copies of the Audit Report prepared by the firm of Bartlett, Pringle and Wolf, Certified Public Accountants. This audit report covered the financial statements of assets, liabilities, and fund balances of the Santa Barbara Junior College District for the 1964-65 school year and the related statement of cash receipts and disbursements for the same period. The Superintendent recommends that this report be accepted and that the Business Office be authorized to distribute copies according to the legal requirement of Education Code section 17206. (It is requested that Board members bring their copies of the report to the meeting.)

5.6 Financial Aid Contract with the Division of Real Estate

Santa Barbara City College is entitled to a grant of $300.00 from the State Division of Real Estate. This money is to be used to initiate or expand and/or improve the real estate curriculum here at the College. The Superintendent recommends approval of the contract which makes this grant possible, with authorization for the Business Office to execute the necessary agreement.
5.7 Agreement for Preparation of Schematic Development Plan for Proposed
Adult Education Cultural Center

At a recent meeting, the Board heard a report presented by Mr. Wake,
Director-Administrative Dean, Adult Education Division, regarding the
plans for the development of the Adult Education Cultural Center. As
a step in bringing about the realization of these plans, the services
of Mr. Wallace W. Arendt of the architectural firm of Arendt, Mosher
and Grant were retained to undertake a feasibility study and to prepare
a schematic development plan. The funds to pay for the feasibility
study and the schematic plan were raised by means of various money-
making projects and augmented by private donations.

Attached for your information (Attachments 5.7-a through 5.7-c) is a
copy of the agreement to be executed by Mr. Wake, as Trustee of Adult
Education student body funds, with Mr. Arendt, architect. The agree-
ment form was prepared by Mr. Curiel of the County Counsel's Office.

The Superintendent recommends approval of this agreement with authori-
zation for Mr. Wake to sign in behalf of the Adult Education Student Body.

6. STUDENT PERSONNEL
No report.

7. COMMUNITY RELATIONS
No report.

8. GENERAL INFORMATION
No report.

9. ADJOURNMENT

The next regular meeting of the Board of Trustees of the Santa Barbara Junior
College District will be held on Thursday, January 13, 1966, at 4:00 p.m. in
the Board Room at Santa Barbara City College.

EGB/lt