AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

December 9, 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
      a. Letter of appreciation from City of Santa Barbara to City College
         students, for volunteering help to fill sand bags during the recent
         flood conditions in the City.
      b. Letter from Mr. Arthur Mackenzie, executive secretary of Santa
         Barbara County Taxpayers Association, Inc., requesting estimate of
         junior college tax rate for the years from 1966-67 to 1970-71.

2. PERSONNEL
   2.1 Certified Personnel Assignments
      The Superintendent recommends authorization and/or ratification of
      certified personnel assignments according to recommendation 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.
   2.3 Revision of District Travel Policy
      Several Board members have expressed interest in a possible revision of
      that portion of the District Travel Policy covering reimbursement of
      expenses incurred by employees and trustees while attending conferences.
      Some of the rates in the existing policy have not been revised for
      several years and would seem to be out of line in terms of current
      prices. Attached for your consideration (Attachments 2.3-a and 2.3-b)
      is a copy of the revised Guide for Submitting and Processing Claims for
      Authorized Travel Expense Reimbursement. The underlined portions of
      this section constitute the areas where changes are being suggested.
      Additional information regarding the basis for each of the changes will
      be presented during the meeting. The Superintendent recommends adoption
      of this revised policy.
SANTA BARBARA JUNIOR COLLEGE DISTRICT

Physical Needs of the Next Twenty Years, 1965-85

I. Projecting the Needs
   A. Enrollment
   B. Space Requirements
   C. Cost (Mesa Campus, Adult Center, other)

II. Implementing the Needs
   A. Determination of Board Policy
      1. Size of Campuses
      2. Duplication or single-use of facilities
      3. Priorities and timing of building program
   B. Financing the Program
      1. Estimate of Financial Resources
         a. Assessed Valuation (including Carpinteria)
            (1) 1955-85
         b. Bonding Capacity, 1965-85
         c. Private Funds
            d. Federal Funds
      2. Bonding or Tax override
      3. Timing

III. Conclusions

RGR 1t
11-30-65
3. CURRICULUM AND INSTRUCTION

3.1 Academic Rank

For over two years, the Santa Barbara City College Instructors' Association has studied the possibility of establishing a system of academic rank at City College. The Association's recommendation, having been endorsed by a majority of the membership of the Association, follows below. The Superintendent recommends the adoption of the policy on academic rank as submitted.

"The Academic Senate of Santa Barbara City College, believing that the adoption of academic rank will be a valuable aid in establishing the junior college as an integral part of higher education in California, has adopted the following academic rank schedule. (November 17, 1965)

<table>
<thead>
<tr>
<th>RANK</th>
<th>QUALIFICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecturer</td>
<td>Hourly personnel</td>
</tr>
<tr>
<td>Instructor</td>
<td>First three years (probationary)</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>Fourth, fifth, sixth, seventh year of teaching, plus an MA degree or a Vocational Arts Class A credential</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>Eighth year of teaching and beyond, plus an MA degree plus 24 units, or a Vocational Arts Class A credential plus a Bachelor's degree</td>
</tr>
<tr>
<td>Professor</td>
<td>No criteria established at present</td>
</tr>
</tbody>
</table>

College teaching only will apply. Reciprocity will be given for moves on the college level."

4. COLLEGE PLANTS AND PROPERTY

4.1 Study of Ultimate Student Capacity of Present Campus

The study of the present campus to determine its ultimate student capacity has been completed. Mr. Dunsmore will be present to discuss the results of the study and to answer any questions which the Board might wish to ask.

4.2 Change Order on Rehabilitation of Administration Building

The following change order in the Administration Building rehabilitation is presented for Board approval. Authorization to proceed with the work outlined on this change order was granted by the Board at an earlier meeting.
Change Order No. 6

A. Aluminum Windows

Provide labor, material, and equipment to remove all wood sash throughout the Administration Building exterior walls and replace with aluminum window wall units and aluminum sash.

Charge for this item ........................................... Plus $31,950.00

The Superintendent recommends approval of this change order.

The up-to-date summary of the expenditures on the Administration Building rehabilitation is as follows:

Original contract price ........................................ $199,690.00

Change Order No. 1 ........................................... Plus 3,181.00
Change Order No. 2 ........................................... Plus 10,918.00
Change Order No. 3 ........................................... Plus 3,340.00
Change Order No. 4 ........................................... Plus 1,385.00
Change Order No. 5 ........................................... Minus 40.50

$218,473.50

This Change Order No. 6 ........................................ Plus 31,950.00

NEW CONTRACT PRICE ........................................ $250,423.50

4.3 Installation of Folding Door at North End of Board Room

One of the alternates included in the original specifications for the rehabilitation work in the Administration Building called for installation of three folding doors in the Board Room. This alternate was not accepted as part of the contract because at the time the contract was awarded it was not certain that sufficient funds would be available. It now appears that the installation of one such door at the north end of the Board Room might be desirable. This door would make it possible to close off an area for use as a staff lounge. In addition, the door may be of help in improving the acoustics in the main part of the Board Room. Estimates indicate that such an installation would cost less than $1200.00. The Superintendent recommends approval.

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 9751 through 9853. Please see Attachments 5.1-a through 5.1-d.

5.2 Payment of Claims

The Superintendent recommends authorization and/or ratification of the payment of the 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 Payment of Hourly Instructors' Salaries for Cancelled Classes

In accordance with Board policy on terms and conditions of employment for hourly personnel, it is within the jurisdiction of the Board to authorize payment of salaries to hourly employees for classes cancelled on the spur of the moment for conditions caused by an act of God. The Superintendent recommends that the Board authorize payment of salaries to hourly instructors for the classes cancelled because of flood conditions on the evening of Tuesday, November 16, 1965.

6. STUDENT PERSONNEL

No report.

7. COMMUNITY RELATIONS

No report.

8. GENERAL INFORMATION

No report.

9. ADJOURNMENT

Because the next regular meeting of the Board would fall only two days before Christmas--December 23--it is possible that the Board may wish to adjourn to a different date during that week or to the first regular meeting date in January--January 13, 1966.