AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

May 26, 1966 - 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 Commanding City College Choral Groups

      A letter has been received from the Rev. Clyde Everron, Trinity Episcopal Church, commending the excellent performance of Mr. Dunn's choral groups in a program given at the church on May 15, 1966.

2. PERSONNEL
   2.1 Certificated Personnel Changes for 1966-67
   and
   2.2 To keep the Board informed of certificated staff assignments and changes in position (some of which have been approved previously), a detailed summary of all certificated personnel assignments reflecting new positions, changes in personnel assignments, as well as a summary of increased time approved for administrative and instructional staff, is presented in Attachment 2.1. While the additional time allotted is minimal, it is believed that it will be sufficient to care for the needs of next year. These slight increases in staff time result from a concerted effort on the part of the deans, division chairmen, and instructors to keep operating costs at a minimum. Class sizes have been raised, number of classes offered has been reduced when possible, and tight scheduling of all classes has resulted in what is expected to be a more efficient operation without sacrificing the quality and scope of the program.

      The Table of Organization, reflecting these changes, has been revised and is presented in Attachment 2.2.

      The Superintendent recommends that the Report on Certificated Personnel Changes for 1966-67 be accepted and filed, and that the proposed Table of Organization be approved.

   2.3 Certificated Personnel Assignments

      The Superintendent recommends authorization and/or ratification of
certificated personnel assignments according to recommendations noted in Attachment 2.3.

2.4 **Classified Personnel Assignments**

The Superintendent recommends authorization and/or ratification of classified personnel assignments according to recommendations noted in Attachment 2.4.

3. **CURRICULUM AND INSTRUCTION**


Mrs. Alma Ritchie, Coordinator, Adult Education, assisted by the Directors, will make a presentation on the Parent-Child Workshop program.

3.2 **New Courses to be Approved for 1966-67**

Please see Attachment 3.2 for descriptions of new courses to be approved for 1966-67. Mr. Harglin will be present to answer any questions. The Superintendent recommends approval of these new courses.

3.3 **Policy on Outside Speakers in the Classroom**

The Superintendent recommends adoption of the policy on "Outside Speakers in the Classroom" (see Attachment 3.3). This policy was presented for first reading at the May 12, 1966 Board meeting.

4. **COLLEGE PLANTS AND PROPERTY**

4.1 **Architect's Progress Report on the Mesa Campus**

Mr. Bruce Dunsmore of Daniel, Mann, Johnson, and Mendenhall will present a report to the Board which will include (1) an explanation of the space adequacy requirements for the Mesa campus with an enrollment of 4,000 FTE students, (2) an estimate of costs for the completed campus, and (2) a brief report on the work currently in progress.

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 10466 through 10497. Please see Attachments 5.1-a and 5.1-b.

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 April 30, 1966. 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 April 30, 1966. Please see Attachment 5.4.

5.5 Approval of Lease Agreement for Rental of Classroom Space for Adult Education Home Arts Classes

During the past several years, the Adult Education Home Arts classes have been housed in the old Lincoln kindergarten building on the corner of De la Guerra and Santa Barbara streets. This building will be demolished during the summer to provide parking space for the City Schools Administration Center. Two spacious offices on the El Presidio Properties have been made available on a lease basis for the sum of $170.00 per month. These two large office rooms would accommodate the classes until such time as some permanent facility is provided.

The Superintendent recommends that the Board ratify these lease agreements and that the Administrative Dean, Business Services, be authorized to execute said agreements in behalf of the District.

5.6 Report of Board Sub-committee on Administrative Salaries

The report on administrative salaries was postponed from the May 12, 1966 Board meeting to this meeting. The sub-committee met with the Superintendent and the Administrative Dean, Business Services, on Friday, May 20, 1966. Mr. Wells, chairman, will make a report containing the recommendations of his sub-committee at the meeting on May 26, 1966.

6. STUDENT PERSONNEL

6.1 Policy on Student Political and Social Action and Implemental Procedures

The Superintendent recommends adoption of the policy on "Student Political and Social Action" and of the administrative procedures to implement the policy (see Attachments 6.1-a and 6.1-b). These proposed items were presented for first reading at the May 12, 1966 Board meeting.

6.2 Policy on Student Housing

The Superintendent recommends adoption of the proposed policy on "Student Housing" (see Attachment 6.2). This proposed policy was presented for first reading at the May 12, 1966 Board meeting.

7. COMMUNITY RELATIONS

No report.
8. GENERAL INFORMATION

8.1 Commencement Plans and List of Graduates

This year, Commencement will be held on Thursday, June 9, 1966, at 5:00 p.m. in the courtyard in front of the library. Dr. Raghavan Iyer, Fellow-in-residence at the Center for the Study of Democratic Institutions, will be the featured speaker. The Reverend Clyde Everett of the Trinity Episcopal Church will give the invocation and benediction. The usual reception after the ceremonies will be held at the Campus Center.

The Superintendent recommends approval of the list of graduates, as noted in Attachment 8.1.

8.2 Results of Associated Students Election

Student body elections have been completed, with the following students being elected to serve as officers for the 1966-67 year:

President: Charles Gibson
Vice President: Ernest Stewart
Treasurer: Alex Carasa

9. ADJOURNMENT

Because the next regular meeting date of the Board of Trustees of the Santa Barbara Junior College District will fall on the afternoon of Commencement, June 9, 1966, the Board may wish to meet, instead, on June 7 or 8, or adjourn to the next regular meeting date, June 23, 1966, at 4:00 p.m., in the Board Room of Santa Barbara City College.