AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

January 12, 1967 - 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 from Mr. Anderle, Deputy County Counsel

      The arbitration hearing between Viola, Inc., and the Santa Barbara Junior College District has been set for March 15, 1967, at 2333 Beverly Boulevard, Los Angeles. The Board of Arbitrators will consist of the following named people:

      Augustus F. Mack, Jr., lawyer; general commercial practice, some emphasis on construction; former president of the California State Bar Association.

      George J. Hasslein, head of architectural engineering at Cal Poly; expert in construction and architectural engineering projects.

      Walter Fischerich, experienced arbitrator; formerly general contractor in industrial construction field; presently retired.

      Prior to the hearing, representatives from the County Counsel's office will meet with the Board and explain all of the facts of the arbitration.

   b. Letter from Dr. Greenough, County Superintendent of Schools

      A special meeting will be held at the County School Service Center auditorium, 4400 Cathedral Oaks Road, Santa Barbara, on January 25, 1967, starting at 10 a.m., for the purpose of presenting the State Department of Education's plan for public school support to be presented to the 1967 Legislature.

2. PERSONNEL

2.1 Certificated Personnel Assignments

   The Superintendent recommends authorization and/or ratification of certificated personnel assignments according to recommendations noted in attachment 2.1.
2.2 **Classified Personnel Assignments**

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

2.3 **Tribute to the Memory of John H. Barnes, Custodial Supervisor Who Passed Away Last Week**

On Tuesday, January 3, 1967, while performing his regularly assigned duties, John H. Barnes, Custodial Supervisor for the District, passed away unexpectedly. Mr. Barnes had been an employee of the District since February of 1963. In every respect, his service to the District has manifested the highest degree of dedication, loyalty and efficiency. The loss of such an esteemed employee has been a severe blow to the staff at the College. The Superintendent recommends that an appropriate letter be sent in behalf of the Board to the family of the late John H. Barnes, expressing appreciation for his unselfish contributions to the welfare of the District.

2.4 **Request for Board Approval to Establish a New Position of Public Information Assistant**

During the recent bond election, the importance of keeping the public informed regarding the programs and functions of the City College and the Adult Education Division was brought into sharp focus. Even though the College received tremendous publicity coverage during the campaign, Board members, staff members, and the lay people connected with the campaign concluded that this type of coverage should be available the year around. With this in mind, the Superintendent recommends that a new classified position be established. This position will have the title of Public Information Assistant on Range 20 of the classified personnel schedule ($594-$716). The specifications for the position are listed in attachment 2.4. It is further recommended that the person selected to fill the position be employed on a part-time basis, the assignment not to exceed one-quarter of full time. The effective date of employment is to be February 1, 1967, or a later date if the selection process brings about a delay.

3. **CURRICULUM AND INSTRUCTION**

3.1 **Request for Authorization to Apply for a Basic Orientation and Training Program for Those Interested in Working in the Local Hotel and Restaurant Industry**

A training program for those interested in working in the local hotel and restaurant industry, as outlined in attachment 3.1, has been requested by the local restaurant industry and the Culinary Alliance. It is fully funded by the Federal Manpower Development and Training Act (MDTA). The Superintendent recommends approval to apply for a basic orientation and training program in the local hotel and restaurant industry.

3.2 **Request for Approval of a Budget for Continuing Basic Education Program**

A budget for continuation of the Basic Education Program is outlined...
for the second semester in attachment 3.2. This is the third project for Basic Education classes which, if approved, is fully funded by the Elementary and Secondary Education Act, Title III. The Superintendent recommends approval of the proposed budget for continuation of the Basic Education Program for the second semester.

4. COLLEGE PLANTS AND PROPERTY

   No report.

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 11637 through 11749. 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 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 Request for Ratification of Contract Agreements with Area Hospitals for the Use of Clinical Facilities by ADN Students

   An agreement form has been developed spelling out the conditions for providing suitable clinical experience for future City College Associate Degree Nursing students. The Cottage, St. Francis, and Santa Barbara General are the three hospitals to be involved in the training program. The terms of the contract agreement will be reviewed at the time of the meeting. The Superintendent recommends that the Board ratify these agreements and that the Administrative Dean, Business Services, be authorized to take care of the necessary paper work.

6. STUDENT PERSONNEL

   No report.

7. COMMUNITY RELATIONS

   No report.

8. GENERAL INFORMATION

8.1 Progress Reports of Sub-Committees Regarding Future Plans, and Suggestions for Appointments to the Community Advisory Committee

   Board members should submit to the President of the Board their nominations for appointments to the community advisory committee which will be formed to assist the Board regarding future building program plans of the College. Sub-committee chairmen will make progress reports on their activities up to the present.
9. ADJOURNMENT

The next regular meeting of the Board of Trustees of the Santa Barbara Junior College District will be held Thursday, January 26, 1967, at 4 p.m. in the Board Room at Santa Barbara City College, Santa Barbara, California.