AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

May 25, 1967 - 4:00 p.m. - Board Room
Santa Barbara City College

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

None.

2. PERSONNEL

2.1 Certificated Personnel Assignments

The Superintendent recommends authorization and/or ratification of certificated personnel assignments according to the 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.

3. CURRICULUM AND INSTRUCTION

3.1 Report on Health Occupations Division

Mrs. Margaret F. McGillin, Assistant Dean, Health Occupations, will present a report on the Health Occupations Division.

3.2 Report on Colorado River Trip Proposed for Purpose of Developing Instructional Aids

Mr. Huglin will introduce Mr. David Williams, Assistant Professor of Geology, who will present a brief report on a proposed traverse of the Colorado River to develop instructional aids.

3.3 See Addenda

4. COLLEGE PLANTS AND PROPERTY

4.1 Acceptance of Gift to the District from the Women's Auxiliary to the Santa Barbara County Medical Society

An illuminated globe on a stand has been selected by the Women's
Auxiliary to the Santa Barbara County Medical Society as a gift to the District in appreciation for the use of the college facilities. Mrs. Norman W. Van Donge has represented the Auxiliary in selection and presentation of the gift. The globe will be placed in a prominent location in the Library. The Superintendent recommends that this gift be accepted and that a proper letter of appreciation be sent to the donors.

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 orders 12425 through 12455. Please see attachment 5.1-a.

5.2 Payment of Claims

The Superintendent recommends authorization and/or ratification of 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 Authorization to Permit County Superintendent of Schools to Make Inter-Budget Transfers

The County Superintendent of Schools has requested permission to make inter-budget transfers so that the books may be closed at the end of the fiscal year. The Superintendent recommends that this authorization be granted.

5.4 Ratification of Revised Policies for Purchase of Supplies and Equipment and Advertising for Bids

Attachments 5.4-a and 5.4-b contain some recently adopted policies used by the Santa Barbara City Schools in purchasing supplies and equipment and advertising for bids. These policies were drawn up with the primary purpose of cutting down on paper work and speeding up the purchasing process. Since the purchasing for the Junior College District is being done through the City Schools Business Division, it would seem desirable to conform with these policies. The Superintendent recommends adoption of the policies as outlined in attachments 5.4-a and 5.4-b.

5.5 Terms of an Agreement with the Architectural Firm of Arendt, Mosher, and Grant for Providing Services in Connection with Proposed Portable Classrooms

At its last meeting, the Board authorized the firm of Arendt, Mosher, and Grant to provide the necessary planning leading to the acquisition by the District of some relocatable classrooms. The architectural firm offers the re-use of plans developed for the Goleta School District at the rate of 4 per cent of the construction cost plus 2-1/2 times the direct personnel costs of all changes to the plans and specifications required by the District and to properly adapt the portables to the site. This is the CCAIA recommended compensation for this type of architectural service. The Superintendent recommends approval of this agreement between the Santa Barbara Junior College District and the firm of Arendt, Mosher, and Grant.
5.6 Discussion Regarding Board Subcommittee to Study the Budget

The 1967-68 Tentative Budgets will be distributed at the Board meeting on June 7, 1967. Since the adoption of these Tentative Budgets is not scheduled until June 22, 1967, the Board may wish to consider setting up a subcommittee to review the budget materials and to make any proposals for changes or revisions. The Superintendent and the Administrative Dean, Business Services, will be available to meet with a subcommittee if the Board elects to establish one.

5.7 Final Approval Received for $500,000 Construction Grant by the Department of Health, Education, and Welfare

Word received from the Department of Health, Education, and Welfare last week indicates that the District grant in the sum of $500,000 for construction of a new Life Science-Geology Building has received final approval. This constitutes the last hurdle in clearing the project for funding. The grant agreement between the Bureau of Higher Education and the District has been executed and payment of the Federal share is assured if the District can comply with terms of the agreement. The District's matching share for this project is approximately $750,000. This item is presented to the Board for information only.

5.8 Presentation of Classified Personnel Salary Proposals for 1967-68

The CSEA Salary Committee has presented its salary proposals for the 1967-68 college year (please see attachment 5.8) to administration for study and reaction. The Superintendent and Administrative Dean, Business Services, have met with the committee to discuss the proposals. In the opinion of administration, the proposals appear to be fair and reasonable. In view of the fact that the certificated basic salary adjustment will be slightly over 4 per cent, the Superintendent recommends that a 4 per cent increase be granted to classified employees.

5.9 Recommendation for Adoption of Certificated Salary Proposals

After careful study, and as a result of meetings between administration and representatives of the City College Instructors' Association Salary Committee and the Adult Education Instructors' Association Salary Committee, the Superintendent recommends adoption of the following certificated salary proposals:

a. Revised basic salary schedule (please see attachment 5.9-b). The schedule submitted herewith represents a compromise between the original proposal made by the Instructors' Association Salary Committee and the present schedule.

b. Revised summer school pay rate (please see attachment 5.9-c). This is also a compromise proposal. It is further recommended that for 1968-69 the rate for summer pay be increased to 8 per cent of Step I, Class II.

c. Hourly pay as outlined in attachment 5.9-c. The disparity between the proposals presented by the City College Instructors' Association Salary Committee and the Adult Education Instructors' Association Salary Committee made it virtually impossible to work out a compromise without additional study. Therefore, this interim adjustment is
recommended for the 1967-68 year. The Superintendent further recommends that a joint administratively appointed study committee be formed to look further into the matter of hourly salaries. Both committees have agreed to acceptance of the interim adjustment and realize that additional study is needed before any other type of proposal can be made for Board consideration.

d. *Anniversary increments as outlined in attachment 5.9-c.*

6. **STUDENT PERSONNEL**

6.1 **Request for Approval of Candidates for Associate in Arts Degree**

The Superintendent recommends that the Board confer upon each of the students listed in Attachment 6.1 the Associate in Arts degree, subject to completion of the state and local requirements for such degree.

7. **COMMUNITY RELATIONS**

No report.

8. **GENERAL INFORMATION**

No report.

9. **ADJOURNMENT**

Since the next regular meeting date, June 8, 1967, falls on the day of Commencement, the Board will meet next on Wednesday, June 7, 1967 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.

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