AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

November 14, 1968 - 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 Acting Superintendent-President recommends authorization and/or
       ratification of certificated personnel assignments, according to the
       recommendations noted in attachment 2.1.

   2.2 Classified Personnel Assignments

       The Acting Superintendent-President recommends authorization and/or
       ratification of classified personnel assignments according to the recom-
       mendations noted in attachment 2.2.

3. CURRICULUM AND INSTRUCTION
   3.1 Report on Nursing and Health Occupations Programs

       Board members have expressed interest in hearing a report on the
       status and progress of our course offerings and programs in nursing
       and health occupations. Mrs. Margaret F. McGillin, Assistant Dean,
       Health Occupations, will make a presentation to the Board on this
       subject.

4. PLANTS AND PROPERTY
   4.1 Request for Approval for Purchase of New Vehicle - Adult Education

       The Adult Education Division owns a 1960 Studebaker station wagon
       which was purchased from Surplus Property in the Fall of 1966. A study
of its use and high maintenance costs reveals that the vehicle is utilized extensively by the Adult Division to provide services involving delivery of supplies and equipment necessary for the program.

The Acting Superintendent-President recommends that the Governing Board authorize the Administrative Dean, Business Services, to proceed with the securing of bids and ultimate purchase of a replacement vehicle. Funds for this expenditure are included in the 1968-69 budget.

4.2 Acceptance of Braille Typewriter, Gift from Northside Kiwanis Club

The Northside Santa Barbara Kiwanis Club has generously donated $90.00 toward the purchase of a Braille typewriter for use in the Adult Education Division Braille class.

The Acting Superintendent-President recommends acceptance of the $90.00 check for the Braille typewriter and that a letter of acknowledgement and appreciation be sent to the Northside Santa Barbara Kiwanis Club.

5. BUSINESS AND FINANCE

5.1 Purchase Order Report

The Acting Superintendent-President recommends authorization and/or ratification of the purchase of supplies, equipment, and services on purchase orders 16046 through 16160 and R numbers 5026 through 5030. See attachment 5.1-a.

5.2 Payment of Claims

The Acting Superintendent-President 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 Resolution for Cooperative Purchasing - No. 29

Through the auspices of the County Superintendent of Schools and the County Board of Supervisors, arrangements have been made to enable school districts to utilize the "pooled bidding" concept. This concept authorizes the County purchasing agent to combine selected purchasing requirements of cities and school districts together with those of the County in an effort to secure the lowest possible prices. The Administrative Dean, Business Services, will discuss the ramifications of such an agreement.

The Acting Superintendent-President recommends the adoption of Resolution No. 29 to authorize the Administrative Dean, Business Services, to accept and utilize the services of the County purchasing agent in the purchase of selected materials, supplies, and equipment
as may be deemed advisable by the Business Officer, in conformance with
the terms and conditions specified in County Board of Supervisors'
Resolution No. 68-496.

5.4 **Acceptance of Bids - Marine Technology Program**

Our Marine Technology program requires the purchase and installation
of two diving tanks and two air compressors. Advertised bids for the
specified equipment were opened at 2:00 p.m. on October 29, 1968. Five
bids were mailed to prospective vendors. Two were returned.

Plastic Structures Company submitted a bid in the amount of
$4,371.92 for two fiberglass tanks. Bolstad Sales and Service Corpora-
tion submitted a bid in the amount of $5,175.45 for two air compressors.

The Acting Superintendent-President recommends the acceptance of
the bid of $4,371.92 from Plastic Structures Company for two fiberglass
tanks and the bid of $5,175.45 from Bolstad Sales and Service Corpora-
tion for two air compressors. The Acting Superintendent-President
further recommends that the Administrative Dean, Business Services, be
authorized to proceed with the purchase of said equipment.

6. **STUDENT PERSONNEL**

No report.

7. **GENERAL INFORMATION**

7.1 **Report on Resolutions Adopted at the CJCA Fall Conference**

There were several resolutions adopted during the California Junior
College Association Fall Conference held at Disneyland during the last
week in October. The Acting Superintendent-President, staff members,
and Board members will report briefly on these resolutions and their
significance for the College. (Please see attachments 7.1-a and 7.1-b.)

7.2 **Progress Report on Search for a Superintendent-President**

A report will be made to the Board regarding the search for a
permanent superintendent-president.

8. **ADJOURNMENT**

Since the date of the next regular Board meeting falls on Thanksgiving
Day, it is necessary to select an alternate date. Because of the scope and
nature of certain items to be considered prior to December 1, 1968, it is
essential that a meeting be scheduled. The Acting Superintendent-President
recommends that the Board consider Tuesday, November 26, or Wednesday,
November 27, as alternate dates.

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