Addenda to the Agenda for Adjourned Meeting of Board of Trustees
August 7, 1968

SANTA BARBARA JUNIOR COLLEGE DISTRICT

4. PLANTS AND PROPERTY

4.2 Awarding of a Contract for Conversion of Third Floor of the Physical Science Building into a Classroom

Three written estimates were obtained for converting the third floor of the Physical Science Building into a classroom. The low bid was submitted by Kenneth Urton in the amount of $4,660.00, $1,800.00 for labor and $2,860.00 for materials.

The Acting Superintendent-President recommends that Mr. Urton be awarded a contract for this job and that he be instructed to start work immediately.

5. BUSINESS AND FINANCE

5.2 Payment of Claims

General Fund

Amount due on claims not covered by purchase orders:

Travel & Conference
Margaret McGillin $107.47

5.9 Progress Report on a Fee Schedule Study Conducted by an Adult Education Advisory Council Subcommittee

A subcommittee of the Adult Education Advisory Council has recently completed a study on fees charged for adult education classes. The results of this study will be reported to the Board by the Director-Administrative Dean, Adult Education, at a meeting in the near future. The Acting Superintendent-President will make a recommendation regarding a change in the fee schedule, prior to the start of the adult education winter term.

5.10 Request for Authorization to Employ a Consulting Firm to Update the Ten Year Plan

An updated copy of the Ten Year Plan along with the Project Planning Guides for work contemplated in the 1969-70 college year are due in Sacramento on September 1, 1968. The work on updating these materials would ordinarily be done by the Administrative Assistant, Research and Development. Since this position is presently unfilled, the Acting Superintendent-President suggests that a consulting firm be employed to do the work on an hourly basis. A firm qualified to render this type of service has been located. The Acting Superintendent-President recommends that Robert C. Poolman and Associates, Facilities Consultants, be retained by the District to perform the services outlined above and that the Acting Superintendent-President be authorized to negotiate and sign a contract in behalf of the District.