AGENDA FOR ADJOURNED MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

August 7, 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
      a. Regular and Annual Organizational Meeting - July 11, 1968.
   1.5 Hearing of Citizens and Petitions
   1.6 Communications

2. PERSONNEL
   2.1 Executive Session

      The Acting Superintendent-President recommends that the Board
      convene in executive session in the Superintendent's office, to discuss
      certain personnel matters. Upon conclusion of the discussion, the
      Board will reconvene in regular session in the Board Room.

   2.2 Certificated Personnel Assignments

      The Acting Superintendent-President recommends authorization and/or
      ratification of certificated personnel assignments, according to the
      recommendations noted in attachment 2.2.

   2.3 Classified Personnel Assignments

      The Acting Superintendent-President recommends authorization and/or
      ratification of classified personnel assignments according to the
      recommendations noted in attachment 2.3.

3. CURRICULUM AND INSTRUCTION
   3.1 Request for Approval of Classes and Instructors for 1968-69 Adult
       Education Division Program

      The Acting Superintendent-President recommends approval of courses
      and instructors for the 1968-69 Adult Education Division program. Please
      see attachment 3.1. Mr. Wake will be present to discuss the program and
      to answer any questions.
4. PLANTS AND PROPERTY

4.1 Adoption of Resolution No. 19 to Supersede Resolution No. 16 Previously Adopted by Board

On May 23, 1968, the Board adopted Resolution No. 16, the purpose of which was to announce intent to convey a small piece of property to the Division of Highways. Since that time, the Division of Highways has discovered an error in the price offered for purchase of the property. The sum quoted originally is $4,214.00 over the appraised value of the land. To rectify the error, it will be necessary to adopt a new resolution.

Resolution No. 19 (see attachment 4.1) contains the corrected price of $6,439.00. The Acting Superintendent-President recommends adoption.

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 15212 through 15564 and 13018 through 13026; and R numbers 5000 through 5007. See attachments 5.1-a and 5.1-b.

5.2 Payment of Claims

The Acting Superintendent-President recommends authorization and/or ratification of the payment of claims on attachment 5.2-a and such other claims as may arise prior to the meeting in conjunction with the Santa Barbara Junior College District.

5.3 Public Hearing and Presentation of the 1968-69 Final Budgets for Adoption

Copies of the Final Income and Expenditure Budgets for the 1968-69 year are attached (see attachments 5.3-a through 5.3-h). Any significant changes made between the time of adoption of the Publication Budgets and the presentation of the Final Budgets are noted in the transmittal letter. The Board Budget Study Subcommittee will make a recommendation regarding adoption of these Final Budgets.

5.4 Request for Authorization to Sign an Agreement with Educational Testing Service Which Will Permit the College to Print Answer Cards for SCAT Tests

Ratification of this agreement will permit the College to have printed 8,000 answer cards for School and College Ability Tests. The Acting Superintendent-President recommends approval of this agreement.

5.5 Authorization for Administrative Dean, Business Services, to Sign Orders on District Business

The Acting Superintendent-President recommends that Mr. Donald K.
Sorsabal be authorized to sign orders in transacting District business functions as listed below:

Warrants and orders on District funds.
Requisitions and work orders.
Contract documents and other routine business documents.
Inter-district attendance agreements.
Surplus property orders and government documents.
Requests for special permits.
Legal documents.

It is recommended that Mr. Sorsabal's signature become official as of August 16, 1968.

5.6 Appointment of Administrative Dean, Business Services, to the Office of Assistant Secretary-Clerk to the Board of Trustees

The Acting Superintendent-President recommends that Mr. Donald K. Sorsabal be appointed to fill the office of Assistant Secretary-Clerk to the Board of Trustees, the effective date to be August 16, 1968.

5.7 Adoption of a Teacher Salary Rate for Long-Term Substitutes

Inadvertently, there was no proposal made for a salary rate for long-term substitute teachers. The Administrative Dean, Instruction, recommends that City College long-term substitute teachers (20 days or more) be paid at a weekly rate of 1.28 times their placement on the hourly salary schedule per Teacher Load Unit.

The Acting Superintendent-President concurs with this recommendation and the rate is to be effective for the 1968-69 college year only.

5.8 Ratification of Agreement with IBM for Lease of Computer and Peripheral Equipment

With the conversion of N-1 into a Computer Center nearing completion, delivery of the equipment to be housed in that building is pending. The Acting Superintendent-President recommends that the administration be authorized to sign an agreement with IBM for rental of the necessary computer and data processing equipment. Details of the agreement will be presented at the time of the meeting.

6. STUDENT PERSONNEL

No report.

7. GENERAL INFORMATION

No report.

8. ADJOURNMENT

The date of the next regular meeting would be August 8, 1968.
as an adjourned meeting will have been held on August 7, 1968, the Board may wish to adjourn to the next regular meeting date, August 22, 1968, thus eliminating the meeting on August 8, 1968.

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