AGENDA FOR REGULAR MEETING OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

January 9, 1969 - 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. Announcement of National School Boards Association Conference
         The annual convention of the National School Boards Association is to be held on April 12-15, 1969 in Miami Beach, Florida. A number of sessions have been planned especially for community college board members. Since this convention will attract a large attendance, it is recommended that interested trustees make early reservations. Mrs. Thornton will assist with the details. A copy of the convention program is available in the Acting Superintendent-President's office.
      b. Filing of Declaration of Candidacy Papers by Trustees
         Trustees whose terms expire at the end of this college year are reminded that papers declaring intention to run for re-election must be filed by February 20, 1969. The election is to be held on April 15, 1969. The form to be used in declaring candidacy is available in the Acting Superintendent-President's office.

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 recommendations noted in attachment 2.2.
2.3 **Change of Degree Status - Administrative Dean, Business Services**

The Acting Superintendent-President takes pleasure in announcing that on Monday, January 6, 1969, the degree of Doctor of Education was conferred upon Donald K. Sorsabal, Administrative Dean, Business Services, by the University of Southern California. Dr. Sorsabal wrote a dissertation on "A Critical Evaluation of In-Service Training for Classified Employees."

3. **CURRICULUM AND INSTRUCTION**

No report.

4. **PLANTS AND PROPERTY**

4.1 **Authorization to Develop Additional Parking Area**

Because dirt must be removed from Cliff Drive as part of the street widening project, the Harmonick Construction Company has offered to bring in, compact, and fill approximately 13,000 cubic yards of fill dirt at no cost to the District. This amount of fill would be sufficient to add approximately 160 feet of parking area which would provide 40-45 additional parking spaces in the upper Leadbetter lot. To accept this offer, it is necessary for the District to expend about $2,500 for site development work. The Acting Superintendent-President recommends that the Business Office be authorized to conclude negotiations and proceed with the development of the additional parking area.

4.2 **Emergency Repair - Adult Education**

It has become apparent that the restoration of the fire-damaged Adult Education building should be undertaken immediately. Education Code section 15956 allows the governing board, with approval of the county superintendent, to enter into contracts for emergency repairs. To avoid any danger to life and property, and for continuance of existing operations, the Acting Superintendent-President recommends that the Board of Trustees authorize the Administrative Dean, Business Services, to enter into contract(s) for the restoration of the fire-damaged Adult Education building. The major part of the expense will be borne by the insurance coverage.

4.3 **Acknowledgment of Receipt of Grant Deeds**

The Business Office has received from the Santa Barbara City Schools the grant deeds to property located at 914 Santa Barbara Street, 219 East Canon Perdido Street, 215 East Canon Perdido Street, 814 Santa Barbara Street, and a parcel of land at the northeast corner of East Canon Perdido Street and Olive Street. The Acting Superintendent-President recommends that the Board of Trustees accept these grant deeds and authorize the recordation thereof by the Assistant Secretary-Clerk.
4.4 Acceptance of Gift - Bulk Mineral

Mrs. John C. Grim, a member of the Santa Barbara Mineral and Gem Society, has donated five varieties of bulk mineral to the Santa Barbara Junior College District. The material will be utilized to make laboratory-size specimens for classroom use. The Acting Superintendent-President recommends acceptance of the bulk mineral and that a letter of acknowledgment and appreciation be sent to Mrs. Grim.

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 16362 through 16522 and R numbers 5032 through 5035. 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 No. 33 Requesting Consolidated Election

The governing board election is scheduled for April 15, 1969. This year, the City election will be held on the same day. In an effort to economize on election costs and to assist the voters of the City, the Acting Superintendent-President recommends that the Board of Trustees of the Santa Barbara Junior College District by resolution request the City of Santa Barbara to consolidate the governing board election with the Santa Barbara City election.

5.4 Resolutions No. 34, No. 35, and No. 36 - Approval for Submission of Project Planning Guides

The statutes require that, by January 1 of each year, each junior college district submit project planning guides for capital construction projects proposed in the Ten-Year Plan. The projects to be submitted at this time are scheduled for construction during the 1970-71 school year. This submission includes the Theater and Music Building, Auditorium Remodeling, and Library Remodeling. The purpose of the planning guides is to alert the State as to the details of the projects before working drawings are authorized and approval for State funds is made. Submission of the project planning guides at this time does not obligate nor authorize the District to proceed. The Acting Superintendent-President recommends that resolutions No. 34, No. 35, and No. 36 be approved and that the Administrative Dean, Business Services, be authorized to submit the project planning guides for the Theater and Music Building, Auditorium Remodeling, and Library Remodeling.
5.5 Authorization to Modify IBM Contract

The present single disk storage drive is insufficient to maximize the capabilities of the 1401. Presently, we are not able to program or handle any additional on-going functions. If additional applications, such as accounting and payroll, are to be conducted on this campus, an additional disk storage drive is a necessity. Delivery of such a unit takes approximately four months. The Acting Superintendent-President recommends that the Administrative Dean, Business Services, be authorized to modify the existing contract with IBM to include one additional disk storage drive.

5.6 CJCFA Payroll Deductions

The Business Office has received a request for payroll deductions to take care of California Junior College Faculty Association dues, life insurance, family accident protection, and salary continuation. Up to now, additional deductions have not been allowed because of the machine limitations of the County data processing unit. In February, County data processing will be using an enlarged computer which will make it possible to have additional payroll deductions. The Acting Superintendent-President recommends that the Board authorize payroll deductions for CJCFA dues and for insurance plans sponsored by CJCFA and, further, that only those insurance plans which have a sufficiently large enrollment by local members of CJCFA be authorized.

5.7 Authorization for Administrative Dean, Business Services, to Sign Documents to be Filed with the Alcohol and Tobacco Tax Division

The Acting Superintendent-President recommends that Donald K. Sorsabal, Administrative Dean, Business Services, be authorized to sign any necessary documents in connection with the purchase of tax-free alcohol by the Santa Barbara Junior College District.

6. STUDENT PERSONNEL

No report.

7. GENERAL INFORMATION

7.1 Final Tribute to a Former SBCC President, Dr. Leonard L. Bowman

Dr. Leonard L. Bowman, who served as President of Santa Barbara City College from 1952 through 1958, passed away on January 2, 1969. The Acting Superintendent-President recommends that a proper entry be made into the minutes of this meeting to acknowledge the service rendered to the District by the late Dr. Bowman.

7.2 Report on Plans for the March 4, 1969 Bond Election

The Planning Subcommittee of the Board has met on two occasions to discuss plans for promoting the forthcoming bond election. Mr. Fillippini, chairman of the subcommittee, will make a report to the Board.
7. GENERAL INFORMATION

7.3 Establishment of Scholarship Fund in Memory of Joseph N. Jones

A special scholarship fund has been set up in memory of Joseph N. Jones, Marine Technology student who lost his life in a weekend diving accident. Contributions to this fund have been received from his widow, parents, and friends, as well as from service clubs and other local sources. Funds on deposit will be used to aid students enrolled in the Marine Technology program.
8. ADJOURNMENT

The next regular meeting of the Board of Trustees of the Santa Barbara Junior College District will be held on Thursday, January 23, 1969 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California

LD'A/1t