AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

December 16, 1969
4:00 p.m. - Board Room
Santa Barbara City College
Santa Barbara, California

1. GENERAL FUNCTIONS
   1.1 Call to Order
   1.2 Roll Call
   1.3 Welcome to Guests
   1.4 Minutes of Regular Meeting, November 25, 1969
   1.5 Hearing of Citizens and Petitions
   1.6 Communications
      a. Letter received from Santa Barbara County and City Chamber of Commerce, signed by Bruce D. O'Neal, President, dated November 25, 1969.
         (See attachment 1.6-a)

2. PERSONNEL
   2.1 Certificated Personnel
      a. Recommended Appointment of Director of Research and Development, Administrative Salary Schedule, level 2, step 1.
         (Replacement for Mr. L. Dall'Armi)
         (See attachment 2.1-a)
      b. Recommended Increase in Annual Compensation for College Librarian and Head Counselor as Division Chairmen
         (See attachment 2.1-b)
      c. Recommended Approval of Certificated Personnel Assignments
         (See attachment 2.1-c)

2.2 Classified Personnel
   a. Recommended Approval of Classified Personnel Assignments
      (See attachment 2.2-a)
3. CURRICULUM AND INSTRUCTION

3.1 Progress Report on Manpower Development Training Program Projects

This report was held over from the meeting of November 25, 1969.

Four of the five Manpower Development Training Projects approved this past year have been completed.

(See attachment 3.1)

3.2 Recommended Approval of Adult Education Classes for Winter Term, 1969-70 College Year

The Superintendent recommends approval of the Adult Education Division courses to begin the Winter term, 1969-70 (see attachment 3.2). Mr. Wake will be prepared to discuss these classes.

3.3 Recommended Approval of Workshop for the Handicapped Adult

For many years the Adult Education Department has had a workshop for the Handicapped which was carried on in cooperation with Alpha School. Last year this was discontinued when Alpha School reorganized its workshop. Many of the handicapped who were participating in that program will now be served by this workshop, which has been organized by the Kiwanis Club and is called Work, Inc. The instructional program will be entirely funded by the Vocational Act of 1970 under the provisions relating to the handicapped. The Superintendent recommends approval of this program as outlined in attachment 3.3-a and 3.3-b. Mr. Wake will be prepared to discuss this workshop program.

3.4 Memorandum from Leland P. Baldwin, Assistant Chancellor, California Community Colleges, concerning Vocational Regions.

(See attachment 3.4-a and 3.4-b)

3.5 Progress Report on Evening College Program

Mr. Wenzlau will report on the Evening College Program.

(See attachment 3.5)

4. PLANTS AND PROPERTY

4.1 Resolution #8 - Notice of Intent to Sell Surplus Real Estate

The Santa Barbara Junior College District owns two parcels of land which are surplus to the needs of the District. One site is located on the corner of Cliff Drive and Weldon and comprises 1.85 acres. The second parcel is located on the corner of Canon Perdido and Olive Street and comprises approximately 17,000 square feet. Dr. Sorsabal will be prepared to answer questions regarding procedures
and requirements involved. Adoption of Resolution #8 (attachment 4.1) will signify the Board's intentions to sell said property.

The Superintendent recommends that the Board adopt Resolution #8 declaring its intention to sell the two parcels of surplus land as cited above.

4.2 Declaration of Surplus Equipment

The District has several pieces of obsolete equipment which are surplus to the needs of the District. The following equipment has an accumulative values of less than $200. In accordance with the Education Code, such property may be disposed of by private sale without formal advertising for bids.

1 - O'Keefe & Merritt Stove - 4 burners
1 - Burroughs Sensimatic Adding Machine, Electric Series F, Type 4
1 - Underwood Sunstrand Adding Machine, Electric, Serial No. E204090
1 - Remington Typewriter
1 - Water Vac - Model 612 Clock, Serial No. 3984
1 - Wickes Simplex Printer, Serial No. 104.

The Superintendent recommends that the Administrative Dean, Business Services be authorized to sell above specified property surplus to the needs of the district in compliance with the Education Code.

4.3 Approval of Change Order #15 - Life Science-Geology Building, McCleod Construction Co., Contractor

Change Order #15 is requested to provide labor, material & equipment to fasten perimeter studs to curb with stud pins manufactured by United Shoe Machinery Corporation. This change has preliminary approval from the State Office of Architecture and Construction. This change is neither an addition to nor a deduction from the contract price.

| Original Contract Price | $1,039,900.00 |
| Change Order #1 - 14 | 4,208.16 |
| Change Order #15 | -0- |

New Contract Price $1,044,108.16

The Superintendent recommends approval of Change Order #15 for Life Science-Geology Building, McCleod Construction Co., contractor.

4.4 Approval of Change Order #16 - Life Science-Geology Building, McCleod Construction Co., Contractor

Change Order #16 is requested to extend contract time an additional eighty-four (84) days due to the effect of the plumbers strike starting on July 1, 1969, and ending September 22, 1969. The new contract completion date resulting from this change order would be March 16, 1970. The change is neither an addition to nor a deduction from the contract price.
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Original Contract Price $1,039,900.00
Change Order #1 - 15 plus 4,208.16
$1,044,108.16
Change Order #16 -0-
$1,044,108.16

The Superintendent recommends approval of Change Order #16 to extend the contract time by 84 days.

4.5 Approval of Change Order #1 - Fixed Equipment, Life Science-Geology Bldg., Kewanee Technical Furniture Co., Contractor

This change order is requested to provide labor, material and equipment to install full-height shelving for 13 offices in the Life Science-Geology Building. This change shall be an addition to the contract price.

Original Contract Price $173,694.00
Change Order #1 plus 2,296.00
New Contract Price $175,990.00

The Superintendent recommends approval of Change Order #1, Life Science-Geology Building, Kewanee Technical Furniture Co., contractor, in this additive amount of $2,296.00.

4.6 Progress Report on Construction, Life Science-Geology Building

Dr. Sorsabal will report on the progress of the Life Science-Geology Building construction.

5. BUSINESS AND FINANCE

5.1 Recommended Authorization and/or Ratification of Purchase Orders and R numbers for Supplies, Equipment and Services

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment and services on purchase orders 19487 through 19682 and R numbers 5052 through 5060.

See attachment 5.1-a

5.2 Recommended Authorization and/or Ratification of Payment of Claims

The Superintendent recommends authorization and/or ratification of the payment of claims on attachments 5.2-a, b, and c, and such other claims as may arise prior to the meeting.

5.3 Recommended Approval of Rules and Regulations for Solicitation of Tax Sheltered Annuities

The District plan for Tax Sheltered Annuities requires that written rules and regulations will be developed by the District which solicitors and Tax Sheltered Annuities will follow. The recommended rules and regulations are presented in attachment 5.3. Dr. Sorsabal will be prepared to discuss this policy.

The Superintendent recommends that the Board approve the Rules and Regulations for Agents and Companies Desiring to Sell Tax Sheltered Annuities in the Santa Barbara Junior College District.
4. PLANTS AND PROPERTY

4.7 Recommended Board authorization to advertise for bids for the construction of the Physical Education complex.

Addenda Attachment 4.7
5.4 Acceptance of Bid 66 - Microscopes and Accessories, Geology Equipment

Bid #66 for microscopes and accessories for the Geology Department was opened on November 25, 1969. The recommended total acceptable bid as listed in attachment 5.4 for this equipment is $9,344.00, the funds for which are derived from the Bond Building Fund.

The Superintendent recommends acceptance of items on Bid #66 as underlined in attachment 5.4 in the total amount of $9,344.00.

5.5 Acceptance of National Science Foundation Institutional Grant - $13,005.

Notification has been received that the Santa Barbara Junior College District is eligible for and has been awarded an Institutional Grant from the National Science Foundation in the amount of $13,005. Dr. Sorsabal will be prepared to discuss the details of this grant.

The Superintendent recommends that the Board accept the NSF Institutional Grant in the amount of $13,005.

5.6 Resolution No. 10 - Establishing Payment Schedule on Life Science-Geology Building - Phase II & Equipment

Prior to receiving State reimbursement for a portion of the expenses incurred in the Phase II construction and equipping of the Life Science-Geology Building, it was necessary that the Board adopt a resolution establishing a schedule of payments. The State will then pay to the District the amounts indicated in the schedule. Minor deviations from the schedule will be allowed upon request.

The Superintendent recommends the adoption of Resolution No. 10 covering the schedule of payments, as outlined in attachment 5.6.

6. STUDENT PERSONNEL

6.1 Recommended Approval of the College Grading and Withdrawal Policy

The Superintendent recommends the adoption of the College Grading and Withdrawal Policy as set forth in attachment 6.1.

6.2 Recommended Policy for Inter-District Contracts for Exchange of Students

The Superintendent recommends the adoption of the recommended District Policy for the Inter-District Contracts for Exchange of Students as set forth in attachments 6.2-a -- 6.2-d.

7. GENERAL INFORMATION

7.1 Recommended Adoption of Resolution #9 Commending Dr. Fred J. Greenough, retiring County Superintendent of Schools

The Superintendent recommends the adoption of Resolution #9, commending Dr. Fred J. Greenough.

Attachment 7.1
7.2 Re-scheduling of February Board Meetings Due to Observance of February 12 as College Holiday

7.3 Report on Coming Events

Mr. Jim Williams will report on the schedule of coming events.

8. ADJOURNMENT

Meetings of Board of Trustees, January, 1970