AGENDA FOR REGULAR AND ANNUAL ORGANIZATIONAL MEETING
OF BOARD OF TRUSTEES

SANTA BARBARA JUNIOR COLLEGE DISTRICT

July 10, 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
1.5 Hearing of Citizens and Petitions
1.6 Communications

None.

1.7 Board Action Required in Connection with the 1969-70 Organizational Meeting

a. Election of Board President and Vice-President

The Education Code requires that a President and Vice-President be elected during this meeting. In accordance with Board policy established July 14, 1966, these officers are limited to serving in this capacity to a term no longer than two consecutive years.

b. Election of Secretary-Clerk and Assistant Secretary-Clerk

The Acting Superintendent-President recommends that the following action be taken by the Board with regard to filling the positions listed above:

(1) That the Acting Superintendent-President be designated to serve as Secretary-Clerk for the period beginning July 1, 1969 and ending August 3, 1969.

(2) That Dr. Julio L. Bortolazzo be elected to serve as Secretary-Clerk for the period beginning August 4, 1969 and ending June 30, 1970.

(3) That the Administrative Dean, Business Services, be elected to serve as Assistant Secretary-Clerk.
c. Selection of Representative to the County Committee on School District Organization

It has been customary for the Board to elect one of its members to represent the District on the County Committee on School District Organization. Mr. Garvin has served in this capacity during the past year.

2. PERSONNEL

2.1 Certificated Personnel Assignments

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

3. CURRICULUM AND INSTRUCTION

3.1 Request for Approval of Classes and Instructors for 1969-70 Adult Education Division Fall Program

The Acting Superintendent-President recommends approval of courses and instructors for the 1969-70 Adult Education Division fall program. Please see attachment 3.1.

Mr. Wake will be present to discuss the program and to answer questions.

4. PLANTS AND PROPERTY

No report.
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 17610 through 17635 and 18001 through 18183, and R numbers 5097 and 5098. Please 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.

5.3 Presentation of Publication Budgets for 1969-70

The materials comprising the 1969-70 Publication Budgets are contained in attachments 5.3-a through 5.3-h. Mr. Fillipponi, chairman of the Budget Study Subcommittee of the Board of Trustees, will make a recommendation regarding adoption.

5.4 Authorization for Controller, Accounting Services, to Sign Orders on District Business

The Acting Superintendent-President recommends that David Pickering, Controller, Accounting Services, be authorized to sign checks drawn from the Revolving Cash Fund, requisitions and work orders, requests for special permits, and other routine business documents. The authorization for the Administrative Dean, Business Services, to sign these and other documents will remain in effect.

5.5 Progress Report on Bond Sale

Bonds in the amount of $1,500,000 have been offered for public sale. July 28, 1969 is the date set for receipt of any and all bids. The Administrative Dean, Business Services, will be available to answer inquiries regarding the proposed sale.

5.6 Acknowledgment of Receipt of Bids - Casework for the Life Science-Geology Building

On July 3, 1969 at 2:00 p.m. (PDT), bids were received and opened for casework for the Life Science-Geology Building. Two bids were received. Permalab-Metalab submitted a bid of $174,610. Watson-Dreps Company's bid of $173,694 was low. One additional bid was received after the closing time and, therefore, could not be accepted.

The Acting Superintendent-President recommends that the Board signify its intent to accept the low bid in the amount of $173,694 from Watson-Dreps Company for casework for the Life Science-Geology Building, contingent upon approval by the State Public Works Board. Please see attachment 5.6 for bid tabulation.
6. **STUDENT PERSONNEL**

   No report.

7. **GENERAL INFORMATION**

   7.1 **Announcement of Newly-elected Adult Education Instructors' Association Officers**

   The following instructors have been elected to serve as officers for the Adult Education Instructors' Association during 1969-70:

   President ............... Dennis J. Staley  
   Vice-President ........... Bruce Van Dyke  
   Secretary-Treasurer .... Mrs. Loretta Sohse

   7.2 **Request for Approval of New Adult Education Advisory Council Members**

   Every two years, half the membership of the Adult Education Advisory Council completes its term. Interested citizens have been selected by the nominating and membership committee of the Council to replace those completing their terms of service. The Acting Superintendent-President recommends that the Board approve the following new members:

   Mr. Herbert K. Bosley           Judge Joseph Lodge  
   Mrs. Judith Browning            Dr. Linda Lynn  
   Mr. George E. T. Chelini        Mr. Gordon L. McDonald  
   Mr. J. Clayton Clark            Mrs. Barbara Morrell  
   Mrs. Ruth Cording               Mrs. Shirley Mulhern  
   Mrs. Rachel De Alba             Mr. Thomas H. Mullen  
   Dr. Joe Dobbs                   Mr. Nicholas V. Orsua  
   Mr. William L. Downey           Mrs. Vera Quiroga  
   Mrs. Eleanor Geyer              Comm. Everett J. Smith  
   Mr. Arthur Grossmann            Mrs. Donald Sykes  
   Miss Mary Hagedorn              Mrs. Paul Tanaka  
   Rev. John Imbach, Jr.           Mrs. Paul D. Wienpahl

   7.3 **Recommendation on Change of Board Meeting Date for Adoption of Final Budget**

   The budget calendar adopted by the Board on May 8, 1969 calls for an adjourned meeting on Thursday, August 7, 1969, at which time the final budget is to be adopted. This meeting date falls on the same day as the Old Spanish Days Fiesta Parade.

   The Acting Superintendent-President recommends that the date and time of this adjourned meeting be changed to Wednesday, August 6, 1969 at 4:00 p.m. in the Board Room.

8. **ADJOURNMENT**

   The next regular meeting of the Board of Trustees of the Santa Barbara Junior College District will be held Thursday, July 24, 1969 at 4:00 p.m. in the Board Room of Santa Barbara City College, Santa Barbara, California.