AGENDA

ADJOURNED MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

December 22, 1970
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 Executive Session
   1.5 Minutes of Regular Meeting of December 22, 1970
   1.6 Hearing of Citizens
   1.7 Communications

       Announcement of American Association of Junior Colleges
       1971 Annual Convention, February 28 to March 5, 1971

       Attachment 1.7

2. PERSONNEL

   2.1 Certificated Personnel
       a. Recommended Appointments of Continuing Education Instructors
          Attachment 2.1-a
       b. Recommended Appointment of Donald C. Brown as Head Counselor
          for the 1970-71 Spring Semester
          Attachment 2.1-b
       c. Recommended Adoption of Resolution No. 11, Authorizing Richard
          L. Cinkel to Teach on a Standard Secondary Credential (Business
          Education)
          Attachment 2.1-c
2.2 **Classified Personnel**

- a. **Recommended Appointment of Hourly Classified Employees**
  Attachment 2.2-a

- b. **Recommended Approval, Six-month Increments**
  Attachment 2.2-b

- c. **Recommended Approval, Extension of Health Leave of Absence - John Belkowski**
  Attachment 2.2-c

- d. **Recommended Approval, Termination of Employment - Martha E. Richards**
  Attachment 2.2-d

- e. **Recommended Approval, Appointments of Hourly EOA & General Students & Recommended Appointment, Food Services Assistant**
  Attachment 2.2-e

- f. **Recommended Authorization for Travel and Conference Attendance**
  Attachment 2.2-f

- g. **Recommended Approval, Amended Job Description, Adjustment of Salary Range, and Approval of New Position - Audio-Visual Technician (Formerly Audio-Visual Clerk)**
  Attachment 2.2-g

3. **CURRICULUM AND INSTRUCTION**

3.1 **College Abroad Programs**

Instructors will continue to provide opportunities for travel and education for day and continuing education students through the College Abroad Program next summer. Dr. Martin Bobgan will report on plans to this time.
4. PLANTS AND PROPERTY

4.1 Recommended Approval for Submission of an Application Under Title VI of the Higher Education Act, Funds to be Used for Instructional Equipment

Dr. MacMillan will report on the Title VI application.

4.2 Recommended Approval, Submission of an Application Under Title I of the Higher Education Facilities Act

Mr. Robert Poolman will be present at the meeting to report on the Title I application.

4.3 Recommended Acceptance of Gift - Set of Eleven Volumes Titled "Orchid Album" from Mr. Norman Sherman - Value $2,400

Attachment 4.3

The Superintendent recommends acceptance of this gift and that an appropriate letter be sent to the donor.

4.4 Recommended Acceptance of Gift - Collection of Shells from Miss Ella Louise May - Value $340.00

Attachment 4.4

The Superintendent recommends acceptance of this gift and that an appropriate letter be sent to the donor.

4.5 Recommended Acceptance of Gift - Ritter Pump Dental Chair from Dr. Arnold A. True - Value of $315.00

Attachment 4.5

The Superintendent recommends acceptance of this gift and that an appropriate letter be sent to the donor.

4.6 Recommended Acceptance of Low Bid for Bleachers - Safeway Steel Products

Sealed bids were opened on December 15, 1970 for bleachers for the Physical Education Complex. Three bids were received as follows:

Herk Edwards, Inc. $80,360
Outdoor Products Co. $75,259
Safeway Steel Products $66,830
Safeway Steel Products qualified its bid of $66,830 when it was noted that the bid was not for enclosed bleachers. The firm will enclose the bleachers for $6,800, making the total bid $76,630, which is still low. A recommendation will be made at the meeting.

4.7 **Recommended Acceptance of Low Bid for Library Roof Repair**

Sealed bids for the library roof repair will be opened on December 21, 1970. A recommendation will be made at the meeting.

4.8 **Progress Report – Physical Education Complex**

Attachment 4.8

5. **BUSINESS AND FINANCE**

5.1 **Recommended Authorization and/or Ratification of Purchase Order Numbers for Supplies, Equipment, and Services**

Attachment 5.1

The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment and services on Purchase Orders 1555 through 1644, inclusive.

5.2 **Recommended Authorization and/or Ratification of Payment of Claims**

Attachment 5.2

The Superintendent recommends authorization and/or ratification of payment of claims listed on Attachment 5.2 and such other claims as may arise prior to the meeting.

5.3 **Recommended Approval for Appropriation Transfers Necessary to Meet Instructional and Operational Needs**

Attachment 5.3-a, 5.3-b and 5.3-c

The Superintendent recommends approval of the appropriation transfers.
5.4 Allocation from State Department of Education - $13,200 for 1970-71
Title III-A Projects Under National Defense Education Act
Attachment 5.4

5.5 Recommended Approval of Contract for Architectural Services for
Health Occupations Building - Daniel, Mann, Johnson, & Mendenhall

Funds for the construction of the Health Occupations Building were approved in the Governor's 1969-70 budget, but because of the lack of Federal funds, construction has been postponed. It now appears that the project can be funded under another type of Federal grant. This would allow us to proceed with construction. It will be necessary, therefore, to enter into an agreement for architectural services for the project.

The Superintendent recommends that the Board enter into an agreement with Daniel, Mann, Johnson, & Mendenhall for architectural services for the development of the Health Occupations Facility at a fee not to exceed 8%.

6. STUDENT PERSONNEL

None

7. GENERAL INFORMATION

7.1 Report of Coming Events

Mr. James Williams will report on coming events of interest to the Board.

8. CLOSING

The next regular meeting of the Board will be on January 14, 1971.