AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
    July 23, 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 Annual Organizational and Regular Meeting of July 9, 1970
   1.6 Hearing of Citizens
   1.7 Communications

       None

2. PERSONNEL
   2.1 Certificated Personnel
       a. Recommended Appointment, James P. Belden, Sustitute Teacher of

          Attachment 2.1-a

       b. Recommended Additional Appointments, Certificated Personnel, Adult
          Education Division, 1970-71 College Year.

          Attachment 2.1-b

   2.2 Classified Personnel
       a. Recommended Hourly Appointments, 1970-71 College Year.

          Attachment 2.2-a
b. Recommended Approval, Yearly and Six-Month Salary Increments.
Attachment 2.2-b

Attachment 2.2-c

3. CURRICULUM AND INSTRUCTION

3.1 Recommended Approval of Institutional Self-Study and Application for Accreditation Leading to Team Visit, October 12-14, 1970.

Enclosure 1

The Superintendent recommends that the Board Approve the Staff Institutional Self-Study Report and make application for accreditation leading to the team visit October 12-14, 1970.


Enclosure 2


Enclosure 3

4. PLANTS AND PROPERTY

4.1 Recommended Approval, Change Order Number 3, Health and Physical Education Complex, Don Greene, Inc., General Contractor.

Change Order Number 3 is requested to provide labor and materials in order to make technical adjustments due to field conditions. This change is neither an addition to nor a reduction from the original contract price.

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<td>Original Contract Price</td>
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The Superintendent recommends the approval of Change Order Number 3 to the contract with Don Greene, Inc. for the Health and Physical Education Complex.

4.2 Recommended Approval of Change Order Number 4, Health and Physical Education Complex, Don Greene, Inc., General Contractor.

Change Order Number 4 encompasses two changes, both of which are additional costs. Section A is requested to provide labor, material, and equipment to install a service road, stairs, walls, and lights. This change is required because the service road had to be relocated due to prior installation of relocatable classroom building R-1 through R-4 at the location of the drive as shown on the original plans. The cost of the relocation and related work is $7,231.

The second portion of Change Order Number 4 requests labor, material, and equipment to install handrails and to relocate an access door to comply with the request of Representatives to the State Department of Industrial Relations following a field investigation. These requirements were not in effect at the time the working drawings were developed for the project. The cost of this change is $3,201.

The total additional cost of Change Order Number 4 is $10,432.

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The Superintendent recommends the approval of Change Order Number 4 in the amount of $10,432 to the contract with Don Greene, Inc. for the Health and Physical Education Complex.

4.3 Progress Report, Administration Building Remodeling Project.

The contract for the remodeling has been let and work is progressing well. The completion date is scheduled for September 8, 1970. Dr. Sorsabal will report on the work to date.

4.4 Recommended Acceptance, Clam Project Equipment, Oceanographic Services, Inc.

Attachment 4.4
4. **PLANTS AND PROPERTY**

4.7 **Recommended, Authorization to Call for Bids for a Fire Access Lane and for Parking Expansion.**

In May the need for a fire access lane and expansion of existing parking facilities on the upper campus was brought to the attention of the Board. Subsequent to that, the Board authorized the development of design investigation for said development. The design investigation and preliminary drawings have been completed, and it is now possible to go to bid for these construction projects. The architect's estimate for these two jobs approximates $20,000. The money for this project will be derived from the Bond Building Fund.

The Superintendent recommends that the Board authorize the administration to proceed with the advertising calling for bids for the construction of a fire access lane and parking expansion for the upper campus.
To assist our Marine Technology students in the clam project, certain equipment was transferred to the Santa Barbara Junior College District. Attachment 4.4 delineates the equipment so transferred.

The Superintendent recommends acceptance of the equipment and, further, recommends that a letter of appreciation be directed to Oceanographic Services, Inc. for their assistance in the project.

4.5 **Progress Report, Health and Physical Education Complex**

Attachment 4.5

4.6 **Review of Preliminary Drawings for Fiesta Building**

As part of the development of Pershing Park, it will be necessary for the District to develop facilities for and suitable to the Old Spanish Days in Santa Barbara, Inc. This is required because within the middle of the Pershing Park complex is land owned by Old Spanish Days in Santa Barbara, Inc. To date, negotiations for a lease of that land includes a provision by which the college will provide facilities acceptable to them and to the college. Mr. Menegon, cooperating architect on the Pershing Park development, will present the preliminary drawings.

5. **BUSINESS AND FINANCE**

5.1 **Recommended Authorization and/or Ratification of Purchase Order and R 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 P165 through P333, inclusive, and R Numbers 5142 through 5147, inclusive, and R 4000 and R 4001.

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 in Attachment 5.2 and such other claims as may arise prior to the meetings.
5.3 Authorization for Dr. Glenn G. Gooder to Sign Documents and Reports.

The Superintendent-President recommends that Dr. Glenn G. Gooder be authorized and directed to sign all Santa Barbara Junior College District documents and reports as required, including, but not limited to the following: fiscal reports, project applications, warrants, purchase orders, claims, requisitions, legal documents (escrow papers, etc.) requests for special permits, surplus property orders and government documents, contract documents, and other routine business documents; his signature to become official as of August 3, 1970.

5.4 Recommended Acceptance, Gift of $1,250, Santa Barbara-Ventura County Dental Society.

Attachment 5.4

During the 1969-70 college year, the Santa Barbara-Ventura County Dental Society indicated it would contribute $2,500 to the Santa Barbara Junior College District in support of its Dental Assisting Program. A check for $1,250 was received during the fall semester. A second check for $1,250 in compliance with the agreement has now been received.

The Superintendent recommends the acceptance of a check in the amount of $1,250 from the Santa Barbara-Ventura County Dental Society and, further, that a letter of appreciation be directed to that organization.

5.5 Recommended Acceptance, Contract for Bookstore, Design Facilities Corp.

On June 11, 1970, the Board accepted a bid of $16,018 per year from Design Facilities Corporation for the construction and lease of a bookstore. Phase I of that project has been completed (includes the development of working drawings and their approval by Office of Architectural Control). The contract is the final step in consummating the terms of the lease.

The Superintendent recommends the acceptance of the contract with Design Facilities Corporation for the construction and lease of a bookstore.
5. BUSINESS AND FINANCE

5.8 Recommended Approval of Maintenance Contract with IBM Corporation for Typewriters and Office Machines.

As part of our program to separate from the Maintenance Department of the City Schools, the use of contract maintenance service for our IBM electric typewriters and selected IBM office equipment has been investigated. To be covered under the contract will be fifty-one (51) office typewriters at a cost of approximately $2,000 and thirty-nine (39) business machines for Business Education Department at a cost of approximately $1,000. Total cost of this yearly maintenance agreement will be approximately $3,000.

The Superintendent recommends the approval of a contract with IBM Corporation for the maintenance of IBM electric typewriters and other selected IBM office equipment at a cost of approximately $3,000.