AGENDA

ANNUAL ORGANIZATIONAL MEETING
AND
REGULAR MEETING OF BOARD OF TRUSTEES

July 9, 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, June 18, 1970
1.6 Hearing of Citizens and Petitions
1.7 Communications

Attachment 1.7

Letter from Senator Robert J. Lagomarsino, June 25, 1970

1.8 Board Action Required in Connection with 1970-71 Board of Trustees
Organizational Meeting

a. Election of 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 Superintendent-President recommends that the following ac-
tion be taken by the Board with regard to filling the positions
listed above:

1) That Superintendent-President Bortolazzo be designated
Secretary-Clerk for the period beginning July 1, 1970, and
ending August 2, 1970.
2) That Dr. Glenn G. Gooder, Superintendent-President elect, be elected Secretary-Clerk for the period beginning August 3, 1970, and ending June 30, 1971.

3) That the Administrative Dean, Business Services, Dr. Donald K. Sorsabal, be elected Assistant Secretary-Clerk from July 1, 1970, to June 30, 1971.

c. Election 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.

d. Establishment of Meeting Dates, Time and Place

During the 1969-70 college year the Board of Trustees met on the second and fourth Thursdays of the month at 4:00 p.m. in the Board Room.

2. PERSONNEL

2.1 Certificated Personnel


Attachment 2.1-a

b. Recommended Appointment, Calvin H. Reynolds, Head Counselor (Division Chairman), 1970-71 College Year.

Attachment 2.1-b

c. Recommended Appointments, Certificated Contract Personnel, Adult Education Division, 1970-71 College Year.

Attachment 2.1-c


Attachment 2.1-d
2. PERSONNEL

2.1 Certificated Personnel

h. Recommended Appointment, Physical Education Instructor, Basketball Coach, 1970-71 College Year. (Replacement)
   Attachment 2.1-h

i. Recommended Appointment, Coordinator, Adult Education Division, 1970-71 College Year. (Replacement)
   Attachment 2.1-i

j. Recommended Authorization, Travel and Conference, Certificated Personnel
   Attachment 2.1-j

2.2 Classified Personnel

g. Recommended Assignment, Hourly Personnel
   Attachment 2.2-g

h. Recommended Change from 11-Month to 12-Month Positions.
   Attachment 2.2-h
e. Recommended Acceptance, Pay Rates for Certificated Personnel, Adult Education Division, 1970-71 College Year.

Enclosure 1

f. Recommended Acceptance, Pay Rates for Certificated Personnel, Special Lecturers and Substitutes, 1970-71 College Year.

Attachment 2.1-f

g. Recommended Appointment, Physical Education Football Coaching Assistants, 1970-71 College Year.

Attachment 2.1-g

2.2 Classified Personnel


Attachment 2.2-a

b. Recommended Appointments, Extended Opportunity Program, Tutorial Program, and EOA, 1970-71 College Year.

Attachment 2.2-b

c. Recommended Hourly Assignments, Adult Education, 1970-71 College Year.

Attachment 2.2-c


Attachment 2.2-d

e. Recommended Reclassifications in Accordance with Griffenhagen-Kroeger's Recommendations.

Attachment 2.2-e

f. Recommended Appointment, Thomas L. Smith, Chef-Manager, Food Services, 1970-71 College Year.

Attachment 2.2-f

3. CURRICULUM AND INSTRUCTION

3.1 Progress Report on Institutional Self-Study Leading to Accreditation Visit by a Committee of the Western Association of Schools and Colleges, October 12-14, 1970.

Attachment 3.1
3.2 **Recommended Approval of Classes, Adult Education Division Program, Fall Semester, 1970-71 College Year.**

Enclosure 2

3.3 **Report of Approved Funding of Extended Opportunity Program by Board of Governors, California Community Colleges.**

Attachment 3.3

3.4 **Report on 1970 Summer Session**

Attachment 3.4

3.5 **Recommended Acceptance, Gift to Library of Books on Orchid Culture.**

3.6 **Report on College Abroad Program**

4. **PLANTS AND PROPERTY**

4.1 **Progress Report, Life Science-Geology Building**

a. **Progress Report**

The actual structure of the Life Science-Geology Building has been virtually completed. The moving in process has begun and will be completed during the summer months. With the exception of a few items of fixed equipment, the construction phase has ended. Yet to be completed is the construction of the frog pond and the landscaping. The contractor has been notified to move immediately to finish the job.

b. **Recommended Acceptance of Fixed Equipment, Kewaunee Technical Furniture Co.**

Daniel, Mann, Johnson & Mendenhall has indicated that the fixed equipment for the Life Science-Geology Building is as specified with the exception of a few pieces which have not yet been installed. These will be installed within the next few weeks. The architects recommend that the equipment be accepted and a progress payment be made with the district, withholding 10% until the filing of the Notice of Completion.

The Superintendent recommends that the Board accept the fixed equipment as provided by the contract with the Kewaunee Technical Furniture Company and, further, that the contract be paid in full
less 10%. The remaining amount of the contract is to be paid within 30 days following the filing of the Notice of Completion.

4.2 Progress Report, Health and Physical Education Complex

Attachment 4.2

Weekly Inspector's Report #11 indicates the progress of construction scheduled. As is indicated, the time lapsed and the percentage of work completed are within 1½%.

4.3 Recommended Acceptance of Low Bid for Use Modifications to the Administration Building and Learning Resource Center.

Bids were opened on July 7, 1970, for the Use Modifications to be completed during the summer months. The architect's estimate of this job is $125,000. Dr. Sorsabal will present the recommended bids at the meeting.

4.4 Recommended Acceptance of Preliminary Drawings and Authorization to Proceed with Working Drawings for the Campus Entrance.

Mr. Richard Taylor, landscape architect, has finalized the preliminary drawings to the acceptance of the staff. It is now time to proceed with the working drawings so that the development can be completed during the summer months.

The Superintendent recommends acceptance of the preliminary plans and recommends that authorization be given to the administration to have the architect proceed immediately with the working drawings.

4.5 Recommended Acceptance, Gift, Submersible Decompression Chamber from Ocean Systems, Inc.

Attachment 4.5

Previously this year, Ocean Systems, Inc. offered to lend the district a submersible decompression chamber (diving bell). It has now offered this bell to the district as a gift in an "as is" condition with the district obligated to transport it from Morgan City, Louisiana, to the Nopal facility. The estimated cost of transportation is $500.

The Superintendent recommends that the Board accept the diving bell and authorize the administration to proceed with securing and
delivering said equipment. Further, it is recommended that the Superintendent direct a letter of acceptance and appreciation to Ocean Systems, Inc.

4.6 Recommended Approval, Lease Agreement with Irene Hayes Fendon for Adult Education Facilities, 1970-71 College Year.

Each year the district contracts for the use of facilities at 117 and 119 East De la Guerra for Adult Education classes. This year's lease represents an increase of $8 per month on each property. The facility at 117 East De la Guerra is for $113 per month and at 119 East De la Guerra for $123.

The Superintendent recommends that the Board approve the lease for facilities located at 117 and 119 East De la Guerra with Mrs. Irene Hayes Fendon, lessor, at a rate of $236 per month.

4.7 Recommended Approval, Assignment of Lease for La Playa Stadium from the Regents, University of California.

The lease of La Playa Stadium has been between the Regents of the University of California and the City of Santa Barbara. The Santa Barbara Junior College District has leased the stadium under authority granted by the University. It is now requested that said lease be "by and between the City of Santa Barbara and the Board of Trustees, Santa Barbara Junior College District." The Regents, by action on May 25, 1970, assigned the lease to SBJCD. The Board, by official action, must accept such assignment to consummate the lease.

The Superintendent recommends the Board accept the assignment of lease from the Regents of the University and authorize the administration to record said assignment. Further, it is recommended that the administration be authorized to sign all documents pertaining to this assignment of lease.

4.8 Recommended Authorization to Proceed with Design Investigation and Preliminary Drawings for Campus Fire Access Road.

It is imperative that a fire access road be developed for the interior of the campus.

The Superintendent recommends that the Board authorize the administration to proceed with a design investigation and the development of preliminary drawings for a fire access road on the City College campus.
4.9 Progress Report, Rehabilitation of Building T-4

Attachment 4.9

Reconstruction of T-4 was halted temporarily due to final exams and to give the mathematics department sufficient time to think through the needs for the mathematics learning laboratory and offices.

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 P102 through P164, inclusive, and R Numbers 5138 through 5141, 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, Contract with Santa Barbara School District for Selected Maintenance and Health Services, 1970-71 College Year.

It appears that during the college year 1970-71 the Santa Barbara Junior College District will gradually move to handle its own maintenance program. In the process it is anticipated that certain services should continue to be performed under contract with the City Schools. The contract will allow maintenance services for locksmiths and typewriter repair. In addition, the health services will continue to be provided by the City Schools. The charges for the services will be computed on the same basis as the existing contract, i.e., a pro-rated share.

The Superintendent recommends that the Board approve the services contract between the Santa Barbara Junior College District and the Santa Barbara Schools for selected maintenance service and health services.

5.4 Continued Study and Recommended Approval of Publication Budget, 1970-71 College Year.

(PLEASE BRING YOUR COPY OF THE BUDGET.)
The staff has worked to bring the plan of expenditures within the funds available. The Publication Budget alters the Tentative Budget somewhat. These changes will be presented at the meeting and will be discussed in detail.

5.5 Recommended Approval, Authorization for District Travel, Administrative Personnel, 1970-71 College Year.

Attachment 5.5

Annually, the Board has established a standard reimbursement for certain certificated personnel who, because of their assignments, are required to utilize their cars in the performance of their assigned duties within the boundaries of the school district. Attachment 5.5 lists the personnel and the recommended allowances. It should be emphasized that this allowance is made because the personnel are required to utilize their personal cars for official business.

The Superintendent recommends that the Board approve the travel reimbursements as specified.

6. STUDENT PERSONNEL

6.1 Recommended Approval, Additional Candidates for Associate in Arts Degree.

Attachment 6.1

The Superintendent recommends that the Board confer the Associate in Arts degree upon each of the 24 students listed in Attachment 6.1.

6.2 Recommended Approval, Additional Candidates for Associate in Science Degree.

Attachment 6.2

The Superintendent recommends that the Board confer the Associate in Science degree upon each of the nine students listed in Attachment 6.2.

7. GENERAL INFORMATION

7.1 Report on Assembly Bill 1000.

Attachment 7.2

8. CLOSING

The next regular meeting of the Board of Trustees will be held on Thursday, July 23, 1970, at 4:00 p.m. in the Board Room.