AGENDA
REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

January 14, 1971
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 Adjourned Meeting of December 22, 1970
1.6 Hearing of Citizens
1.7 Communications

Announcement of a "Funding Crisis" Conference, January 28-29, 1971
Attachment 1.7

2. PERSONNEL

2.1 Certificated Personnel

a. Recommended Appointments for the 1971 Spring Semester
   Attachment 2.1-a

b. Recommended Acceptance of Retirement of Maynard J. Male at the close of the 1970-71 College Year
   Attachment 2.1-b

c. Recommended Appointments of Continuing Education Division Instructors
   Attachment 2.1-c

d. Recommended Authorizations of Travel and Conference Attendance
   Attachment 2.1-d

e. Recommended Appointments of Physical Education Assistants for the 1971 Spring Semester
   Attachment 2.1-e
2.2 **Classified Personnel**

a. **Recommended Appointments of Traffic Control Guard, Facilities and Operations Coordinator, and PBX Operator-Recptionist**

   Attachment 2.2-a

b. **Recommended Six-Month and Yearly Salary Increments**

   Attachment 2.2-b

c. **Recommended Acceptance of Resignations**

   Attachment 2.2-c

d. **Recommended Hourly Appointments**

   Attachment 2.2-d

e. **Recommended Reclassification**

   Attachment 2.2-e

f. **Distribution of Proposed Rules and Regulations for Classified Employees**

   Enclosure 1

   After a year of intensive work by representatives of CSEA and the staff, proposed rules and regulations governing the noncertificated positions in the district have been drafted for the Board's consideration. It is anticipated that Board action on these rules and regulations will be requested at the next regular meeting. They are presented at this time for the Board's study.

g. **Recommended Authorization for Travel and Conference Attendance**

   Attachment 2.2-g

3. **CURRICULUM AND INSTRUCTION**

3.1 **Report on the Health and Physical Education Division**

   Mr. Richard Weist, Chairman of the Health and Physical Education Division, will report to the Board of Trustees on its activities.

3.2 **Recommended Approval of New Courses for the 1971 Spring Semester**

   Attachment 3.2
4. PLANTS AND PROPERTY

4.1 Recommended Approval of Change Order #7, $8,792.00 - Physical Education Complex - Don Greene, Inc., Contractor

Because of the decision to relocate the service road, additional changes were required including the revision of the entrance to the athletic field, a change in the landscaping design, and the elimination of a section of stairways.

Change Order #7 provides labor, material, and equipment for: (1) revising the entrance to La Playa Field + $4,848, (2) the installation of landscaping and sprinkler system + $3,529, (3) deletion of stairs to the upper parking lot - $573, and (4) changes in the steam room + $988.

Original Contract Price ............ $1,834,000.00
Change Orders #1 - #6 ............... + $11,349.00

1,845,349.00

Change Order #7 .................. + $8,792.00

New Contract Price ............... $1,854,141.00

The Superintendent recommends the approval of Change Order #7 to the contract with Don Greene, Inc., contractor, for the Physical Education Complex in the additive amount of $8,792.00.

4.2 Inspector's Report #39 - Physical Education Complex

Attachment 4.2

The Inspector's Report reflects the current status of the P.E. project. As is noted, the project is still ahead of schedule.

4.3 Recommended Concurrence for Acceptance of Work and Filing of Notice of Completion - J. W. Bailey Construction Co., Contractor - Los Banos Pool Remodeling

Attachment 4.3

The Los Banos pool remodeling project has been substantially completed and inspected by the district staff. Because the district is paying 50% of the cost of this project, the Board's concurrence with the acceptance is requested. Attachment 4.3 is the notification to the City Council by the City Administrator, Mr. C. G. Petrie.

The Superintendent recommends concurrence with the acceptance of the Los Banos pool remodeling and further recommends that the Board authorize the payments of the District's proportionate share of the project costs.
4.4 Report on Installation of Directional Signs

An agreement has been reached with the State Division of Highways and the City of Santa Barbara for the installation of appropriate directional signs to be installed on the freeway and surface streets indicating the access routes to the City College campus. Further information will be presented at the meeting.

4.5 Report on Installation of Parking Lighting

During the Christmas recess, the Edison Company installed four 7000 lumen lights on the Loma Alta parking lot. The estimated cost of this installation is approximately $35 per month. This item will be discussed in more detail at the meeting.

4.6 Recommended Acceptance of a Dental Chair on Loan from S. S. White Division of Pennwalt Corporation

Mr. Don Lyon, a representative of S. S. White, has made a Ritter dental chair available to the District on a loan basis. This chair will be an invaluable addition to our Dental Assistants Program.

The Superintendent recommends acceptance of the loan of a Ritter dental chair and ancillary equipment from the S. S. White Division of Pennwalt Corporation.

4.7 Recommended Approval of Change Order #8, $3,196.00 – Physical Education Complex – Don Greene, Inc., Contractor

Change Order #8 provides labor, material, and equipment to revise paving, grades, fill, drain lines, and fences due to hazardous conditions created by the new service road.

Original Contract Price ........ $1,834,000.00
Change Orders #1 - #7 ........ + 20,141.00

1,854,141.00

Change Order #8 ............... + 3,196.00

New Contract Price ........ $1,857,337.00

The Superintendent recommends approval of Change Order #8 in the additive amount of $3,196.00 to the contract with Don Greene, Inc., contractor, for the Physical Education Complex.

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 1645 through 1750, 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 items as may arise prior to the meeting.

5.3 **Recommended Approval of Contract for Training Equipment and Materials Used in Business Division - Centracom Educational System**

During the 1969-70 college year, the Business Division experimented with programmed instructional materials with excellent educational results. This contract is to continue the lease through the 1970-71 college year. The monthly lease charge is $350. The item is an approved budgeted expenditure.

The Superintendent recommends the approval of a contract with the Centracom Educational System, 1020 S. Anaheim Boulevard, Anaheim, California, for training equipment and materials at a cost of $350 per month.

5.4 **Distribution of Financial Data Report for the Santa Barbara County Schools, 1969-1970**

Enclosure 2

At the Board Meeting, distribution will be made of the Annual Financial Data Report from the County Superintendent of Schools.

5.5 **Recommended Adoption of Resolution #12 Authorizing a Bond Sale of $350,000**

Attachment 5.5

To continue our construction program, it is necessary that additional bonds be sold. It is anticipated that for our currently approved projects and those anticipated for approval in 1971-72, $350,000 will provide the District’s share of the costs. The projects currently approved are the Health Occupations Facility and Library Remodel. Anticipated for approval in the Governor’s Budget are funds for working drawings for the Arts and Communications Building.

The Superintendent recommends the adoption of Resolution #12 authorizing the sale of $350,000 of bonds to be designated Series B.

5.6 **Report of Funding for Adult Basic Education - Elementary and Secondary Education Act, Title III, Public Law 91-230 - $10,464**

Attachment 5.6

Attachment 5.6 indicates that the Adult Basic Education Program has been funded in the amount of $10,464. Mr. Wake will be available to discuss the implications of the level of funding on the program.
5.7 Report on Computer Study

In the continuing effort to maximize the cost benefit and utility of the computer for use by the Santa Barbara Junior College District, a joint study has been undertaken involving four governmental organizations, including the Board of Supervisors, Santa Barbara City Schools, City of Santa Barbara, and the Santa Barbara Junior College District. An Advisory Committee, made up of knowledgeable persons in the field of data processing, has been appointed by the Board of Supervisors to assist in the determination of the direction for data processing in the South Coast area. This item will be discussed in greater detail at the meeting.

5.8 Recommended Approval of Preventive Maintenance Contract for Equipment, $120 per year, for Chemistry and Life Science Departments - AMSCO Service Company

After reviewing the repair bills on the distilled water still and sterilizer, it is advisable that both the still and sterilizer be put on a quarterly preventive maintenance contract at a cost of $60 per unit per year. The contract covers quarterly inspections and all emergency calls, of which we have had several in the past year. The only additional cost would be for any parts that are required for repairs.

The Superintendent recommends the approval of a preventive maintenance contract with AMSCO Service Company, Division of the American Sterilizer Company, 4333 Lankershim Boulevard, North Hollywood, California, for quarterly preventive maintenance inspections of the distilled water still and sterilizer for the Chemistry and Life Science Departments at a cost of $120 per year.

5.9 Recommended Acceptance of Audit Report for the 1969-70 Fiscal Year

Enclosure 3

The District Contract Auditor, Mr. William D. Kendall, has submitted his audit report of the financial records of the Santa Barbara Junior College District.

The Superintendent recommends the Audit Report for the 1969-70 fiscal year be accepted and filed.

5.10 Allocation of Vocational Education Funds

Attachment 5.10

The District's application requesting financial assistance under the provisions of Part B, Public Law 90-576 for 1970-71 has been approved for a total of $73,424. Attachment 5.10 reflects the notification of approval.
Agenda - Regular Meeting  
Board of Trustees, SBJCD  
January 14, 1971

5.11 Recommended Adoption of Order of Election - April 20, 1971 - Governing Board Election - Resolution #13

Attachment 5.11

Resolution #13, 1970-71, sets forth the specifications for the Governing Board Election to be held on April 20, 1971.


5.12 Filing Procedures for Governing Board Election, April 20, 1971

Attachment 5.12

Attachment 5.12 delineates the procedures for filing as a candidate for election as a member of the Board of Trustees. Forms will be available at the meeting.

5.13 Report on the NSF Sea Grant Application for Funding

Dr. Thomas MacMillan will report on the application for continued support of the Marine Diving Technician curriculum which has been submitted to the National Science Foundation. The Federal request is $145,753, with $83,631 estimated to be the District's contribution.

6. STUDENT PERSONNEL

6.1 Report on Registration for the 1971 Spring Semester

7. GENERAL INFORMATION

7.1 Report of the Fire at the Adult Education Center on January 10, 1971

7.2 Report of the Superintendent's Statement at the Hearing on Further Oil Drilling in the Channel

7.3 Report on Coming Events - Mr. Jim Williams

8. CLOSING

The next regular meeting of the Board will be on January 28, 1971