AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

January 28, 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 Regular Meeting of January 14, 1971
   1.6 Hearing of Citizens
   1.7 Communications

         Notice of Hearing on Petition for Change of Name of the Santa Barbara Junior College District of Santa Barbara County - February 4, 1971

         Attachment 1.7

2. PERSONNEL
   2.1 Certificated Personnel
      a. Recommended Appointments of Hourly Instructors for the 1971 Spring Semester
         Attachment 2.1-a
      b. Recommended Authorizations of Travel and Conference Attendance
         Attachment 2.1-b
      c. Recommended Appointments of Continuing Education Instructors
         Attachment 2.1-c
      d. Recommended Approval of Personal Leave of Absence for the 1971 Spring Semester
         Attachment 2.1-d
2.2 Classified Personnel

a. Recommended Acceptance of Resignations
   Attachment 2.2-a

b. Recommended Termination
   Attachment 2.2-b

c. Recommended Change of Title
   Attachment 2.2-c

d. Recommended Appointment of Mail & Duplicating Clerk and
   Increase to Full-Time
   Attachment 2.2-d

e. Recommended Hourly Appointments
   Attachment 2.2-e

f. Recommended Student Appointments
   Attachment 2.2-f

g. Recommended Appointment of Physical Education Teacher's Aide
   for the 1971 Spring Semester
   Attachment 2.2-g

h. Recommended Approval of Health Leave of Absence for Six Weeks
   Attachment 2.2-h

i. Recommended Authorization for Travel and Conference Attendance
   Attachment 2.2-i

j. Recommended Adoption of Rules and Regulations for Administration
   of Classified Personnel

   It is recommended that the Rules and Regulations for
   Administration of Classified Personnel of the Santa Barbara
   Junior College District be adopted on an interim basis pending
   approval by the County Counsel.

3. CURRICULUM AND INSTRUCTION

3.1 Report on the Foreign Language Division
   Attachment 3.1
Mr. Alfonso Hernandez, Chairman of the Foreign Language Division, will report to the Board of Trustees on its activities. Faculty members in the Foreign Language Division who will report on their respective areas are: (1) Norma Thompson - French Department, (2) Susanne Culler - German Department, and (3) Pablo Buckeaw - Chicano Studies Program.

3.2 Recommended Designation of Courses as Coordinated Instructional Systems Courses for the 1971 Spring Semester

Attachment 3.2

It is recommended that the courses listed on Attachment 3.2 be designated as those recommended by the Santa Barbara Junior College District as Coordinated Instructional Systems Courses for the 1971 Spring Semester. Dr. Thomas F. MacMillan will be available to answer questions by the Board of Trustees.

3.3 Request for Approval to Make Application for an MDTA Project for a Nurse Licensed Practical Training Program

Attachment 3.3

An application for an MDTA Nurse Licensed Practical Training Program (LVN) is being submitted to the State Department of Education. This is an application to repeat a program to train 15 individuals for employment in the health occupations field. It will be funded by the state and federal governments. The Superintendent recommends that approval be granted for submitting the application for this project.

4. PLANTS AND PROPERTY

4.1 Recommended Acceptance of Low Bid for Motorcycle Parking Project, $16,269 - O. K. Industries, Contractor

Attachment 4.1

On January 21, 1971, sealed bids were opened for the construction of motorcycle parking at the campus entrance. Attachment 4.1 delineates the bids received.

The Superintendent recommends acceptance of the low bid in the amount of $16,269 for the motorcycle parking project and recommends the award of the contract and the issuance of a Notice to Proceed to O. K. Industries.

4.2 Progress Report - Physical Education Complex

Attachment 4.2

Attachment 4.2, Inspector's Report No. 41, reflects the current status of the P. E. project.
4.3 **Recommended Authorization to Advertise for Bids - Pickup Truck**

Attachment 4.3

A pickup truck was approved in the adopted budget. Attachment 4.3 lists the specifications which are deemed necessary for this vehicle. The delay in advertising has been brought about because the County has not yet called for bids. Because time is now of the essence and the need for the truck is urgent, it is recommended that the Purchasing Department proceed immediately in calling for bids for this item. However, if, before our legal advertisement is published, the County proceeds with their bid, the district would join in the County bid.

The Superintendent recommends that the Purchasing Department be authorized to proceed to advertise for bids for the purchase of a 3/4 ton pickup truck as specified in Attachment 4.3.

4.4 **Report on Proposed Santa Barbara City College Garden Project**

Attachment 4.4

A committee of faculty and students will present a proposal for a SBCC Garden Project and a request that some area on the college campus be set aside for use as a garden site.

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 Order Nos. 1754 through 1830, 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 **Cafeteria Account Report**

Attachment 5.3

Attachment 5.3 presents the cafeteria operating statements (profit and loss) for November and December, 1970.
5.4 **General Fund Financial Report**

Attachment 5.4

Attachment 5.4 presents General Fund cash balance, revenue, and expenditures information as of December 31, 1970.

5.5 **Recommended Acceptance of Funds Under the Provisions of Part F, Public Law 90-576 (Vocational Education) for 1970-71, $1,904**

Attachment 5.5

This funding provides partial support for Consumer and Home-making Education Programs offered by the Continuing Education Division. It includes $762 in support of outreach programs designed to assist persons in economically depressed areas of the district and also areas with high rates of unemployment. The balance of $1,142 will assist the Continuing Education Division's program on Understanding Child Growth and Development. It is recommended that the Administration be given authority to accept the funds.

5.6 **Recommended Acceptance of Funds Under the Provisions of Part H, Work Study, Public Law 90-576 (Vocational Education) for 1970-71, $9,000**

Attachment 5.6

This funding provides additional funds for Vocational Work Study Program in the amount of $9,000.

41 Students $270 $11,070
1 Student 180 180

$11,250

The $2,250 in district matching funds is being provided from monies already allocated for Students Hourly-General.

It is recommended that the Administration be granted authority to accept the funds.

5.7 **Recommended Acceptance of the 1970-71 Fiscal Year Award of $3,000 from the Law Enforcement Assistance Administration**

Attachment 5.7

A letter has been received indicating an increase of $1,200 in the award for the Law Enforcement Education Program (LEEP). This will bring our total award to $3,000. It is recommended that these funds be accepted.

5.8 **Discussion of Financial Data Report**

At the January 14 meeting of the Board of Trustees, the Financial Data Report prepared by the County Superintendent was distributed. A summary analyzing certain of the data contained in the report will be presented at the meeting.
5.9 Recommended Approval for Transfer of Funds from the Undistributed Reserve Account - Resolution No. 15

Attachment 5.9

On December 22, 1970, the Board accepted a $13,200 grant under Title III-A of the National Defense Education Act which requires $13,200 in district matching funds. The purpose of this transfer is to make the funds available.

The Superintendent recommends the approval of the transfer of $13,200 from the undistributed reserve.

6. STUDENT PERSONNEL

6.1 Report on the Status of Enrollment for the 1971 Spring Semester

7. GENERAL INFORMATION

7.1 Proposed Follow-Up Study of Santa Barbara City College Alumni

Dr. Thomas F. MacMillan, Director of Research & Development, will make an oral report to the Board of Trustees on the proposed follow-up study of Santa Barbara City College graduates from the years 1965-66, 1960-61, and 1955-56. A questionnaire will be distributed at the meeting.

7.2 Presentation of Proposed Policies for the Board of Trustees of the Santa Barbara Junior College District

Dr. Thomas F. MacMillan, Director of Research & Development, will present a set of policies for the Board of Trustees as part of the development of a complete document of district policies.

7.3 Proposed Pilot Study: Educational Goals and Objectives

Attachment 7.3

Dr. Thomas F. MacMillan, Director of Research & Development, will request Board approval of a proposal of the ADCON Corporation to the California School Boards Association for a project to define educational goals and objectives at the community college level.

7.4 Report on Coming Events - Mr. Jim Williams

8. CLOSING

The next regular meeting of the Board will be on February 11, 1971