AGENDA

REGULAR MEETING OF BOARD OF TRUSTEES
SANTA BARBARA JUNIOR COLLEGE DISTRICT

February 11, 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 28, 1971

1.6 Hearing of Citizens

1.7 Communications
   a. Report of Maximum Term of Accreditation by Western Association of Schools and Colleges
      Attachment 1.7-a
   b. Report of Accreditation of Associate Degree Nursing Program by Board of Nursing Education & Nurse Registration
      Attachment 1.7-b
   c. Report of Provisional Accreditation of Dental Assisting Program by Council on Dental Education
      Attachment 1.7-c
   d. Proclamation by Mayor Gerald S. Firestone Proclaiming February 7 through 13, 1971, as Vocational Education Week in the City of Santa Barbara
      Attachment 1.7-d

2. PERSONNEL

2.1 Certificated Personnel
   a. Recommended Change of Contract from Full-Time to 4/5 Time for the 1971 Spring Semester
      Attachment 2.1-a
b. Recommended Approval of Leave of Absence for Three Weeks in March, and Recommended Acceptance of Resignation - Edward C. Crowther
   
   Attachment 2.1-b

c. Recommended Appointments of Additional Hourly Instructors for the 1971 Spring Semester
   
   Attachment 2.1-c

d. Recommended Appointments of Continuing Education Instructors
   
   Attachment 2.1-d

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

2.2 Classified Personnel

a. Recommended Appointments
   
   Attachment 2.2-a

b. Recommended Changes in Status
   
   Attachment 2.2-b

c. Recommended Student Appointments
   
   Attachment 2.2-c

d. 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 Vocational/Technical Division - Mr. James Foxx
   
   Attachment 3.1

4. PLANTS AND PROPERTY

4.1 Progress Report - Physical Education Complex
   
   Attachment 4.1
4. **PLANTS AND PROPERTY**

4.2 **Recommended Acceptance of Bid Proposal for Rehabilitation of Adult Education Fire Damage - J. W. Bailey Construction Co., $6,403**

In an effort to rehabilitate the fire-damaged Adult Education classroom in the shortest possible time to allow continuance of existing classes, four contractors were requested to submit bid estimates in accordance with Education Code Section 15956 rather than going to advertised bids. Estimates were received as follows:

- J. W. Bailey Construction Co. ................ $6,403
- M. S. Property Improvement & Construction Co. 7,250
- Fred H. Clyde, Inc. .......................... 7,850
- Marvin H. Van Aacken .......................... 8,189

The Superintendent recommends that the Board accept the low bid of J. W. Bailey Construction Co. in the amount of $6,403 and authorize the administration to award a contract in the amount of $6,403 plus bonding costs to said firm.
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. 1837 through 1956, 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 Acceptance of Funds Under the Provisions of Part H, Work Study, Public Law 90-975 (Vocational Education) for 1970-71, $10,800

Attachment 5.3

Notification has been received that additional funds in the amount of $10,800 for Vocational Education Work Study Project have been made available to Santa Barbara City College. It is recommended that the Administration be granted authority to accept the funds.

5.4 Request Approval to Submit Application for an Extended Opportunity Programs and Services Project, $100,751, Resolution #16

Enclosure 1

The application constitutes a three-year master plan (1971-72, 1972-73, 1973-74) for continuing services to minority and disadvantaged students. The Superintendent recommends that approval be granted for submitting the application for this project.

5.5 Recommended Approval of Employment of Griffenhagen-Kroeger, Inc. - $450 Plus Travel Expenses

Attachment 5.5

Administering the office of Classified Personnel is a complex undertaking. To assist in the analysis of the goals, objectives, work flow, and structure of this office; it appears in the best interest of the district to employ an impartial, objective consultant. Griffenhagen-Kroeger, Inc. has, through its vast experience, shown that it is qualified to perform the task. Attachment 5.5 is a proposal presented by G-K to accomplish the analysis and to make recommendations based upon those findings.
The Superintendent recommends that the Board approve the employment of Griffenhagen-Kroeger, Inc. at a cost of $450 plus travel expenses for the purpose of studying the scope and functions of the office of Classified Personnel and for the purpose of making recommendations based upon its findings.

6. STUDENT PERSONNEL

6.1 Report on the Opening Enrollment for the 1971 Spring Semester

7. GENERAL INFORMATION

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

Enclosure 2

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.

7.2 Report on Coming Events - Mr. Jim Williams

8. CLOSING

The next regular meeting of the Board will be on February 25, 1971