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<th>Instructor</th>
<th>Discipline</th>
<th>Qualifications</th>
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<tr>
<td>LACUNZA, LINDA</td>
<td>English as a Second Language</td>
<td>B.A. Degree in English, Humboldt State University; Has completed all courses towards her M.A. in TESL from the School for International Training, Brattleboro, Vermont. Has taught ESL since 1989 in the U.S. and Japan.</td>
</tr>
<tr>
<td>NAME</td>
<td>DISCIPLINE</td>
<td>BACKGROUND</td>
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<tr>
<td>Combs, Lynn B.</td>
<td>Older Adults/Personal Finance</td>
<td>Education: J.D. (Juris Doctorate), Santa Barbara College of Law; undergraduate studies (no degree) University of Redlands; Experience: Law Clerk, S.B. Municipal Court; Congressional Intern (1988-1990), U.S. House of Representatives; Assistant to Vice President, Prudential Securities (1995-present)</td>
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<tr>
<td>Lawyer, Michelle</td>
<td>Music/Gospel Singing</td>
<td>Education: AA Music, voice; 1 year at Cal State LA - Voice; 4 years at UCSB - Voice - no degree awarded; Private vocal study since 1966. Experience: Minister and educator; Taught many Gospel Music classes in local schools and churches for over 16 years; Chapter Representative to the Santa Barbara Gold Coast Chapter of the Gospel Music Workshop of America - 15 years; Assisted in teaching Gospel Music Workshop for SBCC Adult Education; Soloist for television, recordings and guest appearances too numerous to mention; Member of the Inner Light Community gospel Choir since 1981.</td>
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## Santa Barbara Community College District
### Federal Work Study & General Work Study

#### Federal

<table>
<thead>
<tr>
<th>Adams, Paige</th>
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<td>Ballard, G. Trask</td>
<td>Ibarguen, Graciela</td>
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<td>Rodriguez, Celeste</td>
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<td>Bret, Stacy</td>
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<td>Durdal, Autumn</td>
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<td>Yermian, Bessia</td>
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<td>Yousefi, Zahra</td>
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<td>Hernandez, Raquel</td>
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#### General

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<tr>
<th>Barbosa, Sergio</th>
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<tr>
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<td>Short, Cassandra</td>
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<td>Hausammann, Caroline</td>
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<td>Hurtado, Carlos</td>
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Item 2.1-c
Page 1 of 2
09/25/97
The following student tutors have been hired for the 1997-98 school year at the rate of $6.16 per hour:

Abbas, Adnan S
Badeker, Brandon
Berkeley, Erik D
Brito, Rui
Bjorge, Daryl E
Bruno, Kathryn
Compton, Brian D
Dennis, Michael E
Erickson, Steve D
Flett, Robert T
Fozdar, Bejan V
Friedrich, Grant J
Gates, Scott A
Hernandez, Jose
Hill, David, A
James, Wivington T
Kakitani, Akemi
Lee, Adam J
Lewsadder, Matthew J
Lowi, Ralph
Majumdar, Kolmi
Martin, William T
McCacken, Angela
Miller, Pamela A
Neiman, Devin
Newman, Christofer J

Olhiser, Allison N
Petrova, Yaroslava Y
Prather, Anthony M
Radomisli, Yuri
Schaub, Benjamin C
Simmons, Ian J
Stouffer, Andrea K
Sullwold, Sarah J
Sunker, Ajay
Vergano, Federica
Welkowsky, Esther M
Wilkinson, Larisa A
TO: Dr. Jack Ullom, President, Instructors’ Assoc.
Dr. Karolyn Hanna, Academic Senate President
Dr. John Kay, Instructors’ Association

DATE: September 10, 1997

FROM: Dr. Charles Hanson, Vice President, Business Services
Dr. Friedlander, Vice President, Academic Affairs
Dan Oroz, Vice President, Human Resources

SUBJECT: Policy 1914 (e) TLU Banking

On June 3, 1997, the District received Accounting Advisory No. 97-01* from the Chancellor’s Office of the California Community Colleges. This “advisory” clarifies the Internal Revenue Services’ (IRS) application of “Constructive Receipt” issues associated with workload balancing (i.e. TLU banking). In this context, the ramification of “constructive receipt” is that the District must report earnings to the IRS when they are earned, if the employee can access the funds for cash payment. However, “constructive receipt” does not apply in those instances when banked TLUs are not received as cash but are used to balance underloads or applied to sabbaticals.

In essence, the ruling specifies that “districts should adopt strict guidelines related to employee access to such funds... and should disallow cash payments to employees except in cases when the cash-out is driven by rules beyond the employee’s control (termination, critical emergencies, paying out nominal residual balances)”. The reason this advisory is necessary is that the Governmental Accounting Standards Board is requiring “full disclosure” of certain liabilities in the fiscal record keeping of public entities.

In our review of District Policies and current I.A. contract language, we believe it is necessary to revise Section 1914 (e) of the attached District Policy as specified below. These proposed revisions are in compliance with the Instructors’ Association Contract

“e. Balancing Overloads
An overload shall be made up preferably within the following semester, but must be reconciled within 3 semesters from the semester in which it occurs. At the discretion of the instructor, and in consultation with the division dean and department chair, balancing will be by:

Overloads will be reconciled by:

1. Payment. At any time an instructor may request payment for banked TLUs at the current hourly rate and/or

1. Payment at the time the overload is earned.

2. Banking of TLUs for compensatory underload assignment or sabbatical leave (to a maximum of 15 TLUs)
3. Unused banked TLUs (up to 15) can be distributed as cash payment only at time of termination of employment from the District. (The instructor will receive payment for banked TLUs at the hourly rate in effect when earned).

TLUs Already Banked

- Banked overload TLUs designated for sabbaticals (up to a maximum of 15) shall continue to be allowed as specified in the Instructors’ Association Contract and District Policy 1914 (h). However, if the instructor terminates before he/she uses the TLUs banked for sabbatical compensation, he/she will be paid for the banked TLUs at the hourly rate in effect when earned.

- TLUs banked prior to the start of the Fall 1997 Semester must be paid by December 1, 1998 at the hourly rate that is in effect in the Fall 1997 Semester. Instructors must inform the Payroll Office of the dates (1997 Fall Semester, 1998 Spring Semester and/or Fall 1998 Semester) when the banked TLUs are to be paid.

*copy available upon request from Business Services.

cc: Dr. MacDougall
Dave Pickering

h:1914(E):lb
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
PAYMENT OF GENERAL CLAIMS
September 25, 1997

GENERAL FUND

Amount Due on Purchase Orders $206,676.73

Amount for Approval and/or Ratification

CONSULTANT

All Micro Training $2,150.00
Brady, Casey 15.00
Doran, Dr. Robin 2,100.00
ESF Consulting Services 536.25
Lyons, Edith 50.00
Nishimura, Stephanie 100.00
Nixon, Erin 275.00
Tamas, George 4,000.00
Tolentino, Maria 15.00

CONTRACTS

AFSA Data Corporation 356.50
Gold Coast Education Inc. 10,375.00
Mailmovers 288.80

CONTRACTS FOR PERSONAL SERVICE

City of Carpinteria 180.00
City of Santa Barbara 5,894.30
Cuesta College 620.00
Select Temporary Services 409.20
Tulare County Organization 2,120.00

ENROLLMENT FEE

Student Refund 38,480.30

FINGERPRINTING

Gaddy, Wesley 42.00
Lira, Ismael 42.00
Sanchez, Virginia 42.00
Scafidi, Chris 42.00

Item 5.1b
9-25-97
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lb/boardnew
### INSURANCE

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<td>O’Nelson &amp; Associates Inc., Frank</td>
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<td>Sansum Medical Clinic</td>
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### LEGAL

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### MILEAGE

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<td>McKenzie, Alan</td>
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### PHYSICALS

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<td>SBCC Revolving Fund #3</td>
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<td>Air Liquide America Corporation</td>
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### TRAVEL & CONFERENCE

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<td>Douglas, Arlene</td>
<td>161.00</td>
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<td>Gusman, Frances</td>
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<td>Kelly, Paulmena</td>
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<td>O’Connor, Mary</td>
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<td>Santa Barbara Travel Bureau</td>
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<td>Skillpath Seminars</td>
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# SANTA BARBARA COMMUNITY COLLEGE DISTRICT
## PAYMENT OF GENERAL CLAIMS
### September 25, 1997

**UTILITIES**

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<td>City of Santa Barbara Water</td>
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<td>Goleta County Water District</td>
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<td>Worldcom</td>
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**Total Column II**

$119,927.32

**Total Column I**

$206,676.73

**TOTAL GENERAL FUND**

$326,604.05

---

Item 5.1b  
9-25-97  
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SANTA BARBARA COMMUNITY COLLEGE DISTRICT
PAYMENT OF GENERAL CLAIMS
September 25, 1997

CHILD DEVELOPMENT FUND

MEMBERSHIP

California Child  $75.00

REIMBURSEMENT

Chapman, Ursula  9.70
Haws, Holly  180.83

SUPPLIES

All About Pets  23.68
American Express  48.05
Coastal Copy  5.03
Home Improvement Center  467.25
Luckys Stores Inc.  337.67
Rifton/Community Playthings  30.00
Smart & Final Iris  817.73

TOTAL CHILD DEVELOPMENT FUND  $1,994.94
REHABILITATION, MAINTENANCE, CONSTRUCTION FUND

CONSULTANT

Pittmon III, Alexander $2,599.50

LA PLAYA FIELD & TRACK STORAGE

Marborg Disposal Company 350.00
J.W. Bailey Construction Company 108,222.57

MAJOR MAINTENANCE 95/96

Buena Tool Co. 16.27
County Lumber Company 12.29
Hardwood Mill 142.23
ICI Paints North America 295.45
Santa Barbara Glass Company 31.52
Escamilla, Maurilio 1,335.00

MAJOR MAINTENANCE 96/97

ICI Paints North America 113.59
Santa Barbara News Press 53.04

MULTI-BUILDING CABLES

Graybar Electric Co. Inc. 5,403.38

OTHER ADDITIONAL PROJECTS - DESIGN (96/97)

Coast Village Engineering Corp. 460.00

RELOCATE CHILLERS - HUMANITIES (96/97)

Coast Village Engineering Corp. 820.00
Carroll Construction Company 135,571.47

REPAIR ROOF - CC, STUD SERV., OCC ED. (96/97)

Brooks Quality Coatings 9,887.00

REPLACE AIR HANDLERS - HUMANITIES (96/97)

California Electric Supply 18.76
J.W. Bailey Construction Company 35,867.43

Item 5.1b
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1 of 12

lb/boardnew
SANTA BARBARA COMMUNITY COLLEGE DISTRICT
PAYMENT OF GENERAL CLAIMS
September 25, 1997

REPLACE ELECTRICAL SWITCH - WAKE (DM96/97)
Statewide Electric Inc. $5,437.35
Wickman Electric Service 800.00

REPLACE ROOF - ADMIN/HEALTH TECH (DM96/97)
Channel Islands Roofing Inc. 12,922.20

REROOF DRAMA/MUSIC BLDG (96/97)
Rey-Crest Roofing & Water Proofing 37,983.33

REROOF HRC MANAGEMENT (96/97)
Rey-Crest Roofing & Water Proofing 2,133.90

WELDING SHOP RENOATION (96/97)
Pacific Materials Laboratory 50.00
Specialty Crane Corporation 1,520.40
J.W. Bailey Construction Company 22,541.49

TOTAL REHABILITATION, MAINTENANCE, CONSTRUCTION FUND $384,588.17

Item 5.1b
9-25-97
6 of 12

lb/boardnew
EQUIPMENT REPLACEMENT FUND

<table>
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<td>Creative Stereo</td>
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<td>D &amp; D Security Enterprises LP</td>
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<td>Office Mart</td>
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<td>Powell, Judy</td>
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<td>Seibel, David</td>
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<td>Shelly Dixon</td>
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<td>Tahoe Peripherals Inc.</td>
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<td>Wenger Corporation</td>
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<td>West Hills Lan Systems</td>
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TOTAL EQUIPMENT REPLACEMENT FUND       $80,179.72
INTERNAL REVENUE CODE 125 CAFETERIA PLAN FUND

BenefitAmerica $3,775.23

TOTAL INTERNAL REVENUE CODE CAFETERIA PLAN FUND $3,775.23
# SANTA BARBARA COMMUNITY COLLEGE DISTRICT
## Payment of Cafeteria Claims
### September 25, 1997

**Payroll**

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**Food**

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<td>Alliant Food Service</td>
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<td>Bonjour Bagel</td>
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<td>California Day-Fresh</td>
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<td>Caribbean Coffee Co.</td>
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<td>Challenge Dairy</td>
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<td>Central Coast Produce</td>
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<td>Golden West Distributing</td>
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<td>Jordano's</td>
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<td>Kanaloa Sea Foods</td>
<td>$2,044.47</td>
</tr>
<tr>
<td>La Toitca</td>
<td>$291.80</td>
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<tr>
<td>Ojai Valley Juice</td>
<td>$1,823.00</td>
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<tr>
<td>Page Foods</td>
<td>$216.00</td>
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<td>Pepsi</td>
<td>$1,013.25</td>
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<tr>
<td>Piacere International</td>
<td>$120.00</td>
</tr>
<tr>
<td>Plaza Liquor</td>
<td>$58.10</td>
</tr>
<tr>
<td>Rykoff-Sexton</td>
<td>$4,678.92</td>
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<tr>
<td>Scott Yocum Beverage</td>
<td>$392.00</td>
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<tr>
<td>Shalhob Meat</td>
<td>$5,326.07</td>
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<td>Smart &amp; Final</td>
<td>$124.99</td>
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<tr>
<td>Snak Club</td>
<td>$1,033.68</td>
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<tr>
<td>Sysco</td>
<td>$13,201.93</td>
</tr>
<tr>
<td>Westco</td>
<td>$971.61</td>
</tr>
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</table>

**Laundry & Cleaning**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mission Linen</td>
<td>$570.75</td>
</tr>
<tr>
<td>Mission Uniform</td>
<td>$663.56</td>
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</table>

**Supplies**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alliant Food Service</td>
<td>$4,681.10</td>
</tr>
<tr>
<td>American Nameplate</td>
<td>$207.96</td>
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<tr>
<td>HRC Petty Cash</td>
<td>$272.89</td>
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<tr>
<td>Home Improvement Center</td>
<td>$214.08</td>
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<tr>
<td>Padero Floral</td>
<td>$194.71</td>
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<tr>
<td>Rayne Water</td>
<td>$33.86</td>
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<tr>
<td>Rykoff-Sexton</td>
<td>$1,041.84</td>
</tr>
<tr>
<td>Staples</td>
<td>$152.51</td>
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<tr>
<td>Sysco</td>
<td>$2,407.18</td>
</tr>
<tr>
<td>Western Exterminator</td>
<td>$393.00</td>
</tr>
</tbody>
</table>

**Total**

$61,666.17 + $1,234.31 = $62,900.48

---

Item 5.1b

9-25-97

9 of 12
### Paper Supplies
- Sysco: $3,900.53
- Alliant Food Service: $674.45
- Westco Produce: $46.11
- Rykoff-Sexton: $38.20
- Mobile Cash Register: $87.28

**Total:** $4,746.57

### Repairs
- Crocker Refrigeration: $1,147.04
- L & N Chimney: $270.00
- Power Machinery: $72.26
- Stewart's De-roofing: $94.50

**Total:** $1,583.80

### Capital Outlay
- Kamran & Co.: $25,761.36
- Sysco: $3,265.33

**Total:** $29,026.69

### Cleaning Supplies
- Sysco: $130.31
- Rykoff-Sexton: $229.67
- National Sanitary: $632.18
- Jordano's: $1,070.47

**Total:** $2,062.63

<table>
<thead>
<tr>
<th>Column 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>$155,746.57</td>
</tr>
<tr>
<td>Total</td>
<td>$155,746.57</td>
</tr>
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</table>

HRCBD
9/15/97sr
### SANTA BARBARA COMMUNITY COLLEGE DISTRICT

**Revolving Fund #3**  
*September 4, 1997*

**PV # 980453**  
**PRIOR YEAR**

**General Fund 01**

<table>
<thead>
<tr>
<th>Payee</th>
<th>EP Number</th>
<th>Description</th>
<th>Chk #</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erin McKeown</td>
<td>971023</td>
<td>Student Refund</td>
<td>5308</td>
<td>$30.00</td>
</tr>
<tr>
<td>Maj-britt Scherer</td>
<td>971016</td>
<td>Student Refund</td>
<td>5310</td>
<td>$32.50</td>
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<tr>
<td></td>
<td>971017</td>
<td>&quot;</td>
<td>&quot;</td>
<td>$312.50</td>
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<tr>
<td>Toby Wahl</td>
<td>971013</td>
<td>Student Refund</td>
<td>5311</td>
<td>$23.40</td>
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<tr>
<td></td>
<td>971014</td>
<td>&quot;</td>
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<td>$8.00</td>
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<tr>
<td></td>
<td>971015</td>
<td>&quot;</td>
<td>&quot;</td>
<td>$15.00</td>
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<tr>
<td>United Parcel Service</td>
<td>971020</td>
<td>CC Delivery</td>
<td>5312</td>
<td>$30.25</td>
</tr>
<tr>
<td>Santa Barbara News-Press</td>
<td>971019</td>
<td>Advertising</td>
<td>5313</td>
<td>$158.46</td>
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<tr>
<td>Ford Motor Credit Company</td>
<td>971018</td>
<td>Lease Payment</td>
<td>5314</td>
<td>$375.88</td>
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<tr>
<td>GTE California</td>
<td>971009</td>
<td>Phone Service</td>
<td>5315</td>
<td>$27.55</td>
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<tr>
<td>Orchard Supply Hardware</td>
<td>971011</td>
<td>Supplies</td>
<td>5317</td>
<td>$42.38</td>
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<tr>
<td>Devon Duval</td>
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<td>Mileage</td>
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<tr>
<td>Andrews Electronics</td>
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<td>VCR Remote</td>
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<td>Marshall von Bieberstein</td>
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<td>George Longstreth</td>
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<td>Closet Shelves</td>
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<td>$36.45</td>
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$1,735.52

**PV # 980459**

**Equipment Replacement Fund 28**

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<thead>
<tr>
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<th>Description</th>
<th>Chk #</th>
<th>Amount</th>
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<tbody>
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<td>Santa Barbara News-Press</td>
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$41.60

**PV # 980461**

**Rehabilitation Fund 49**

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<td>Santa Barbara News-Press</td>
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<td>5327</td>
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$151.84

*Item 5.1b*  
9-25-97  
11 of 12
## General Fund 01

<table>
<thead>
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<th>Payee</th>
<th>Description</th>
<th>Chk #</th>
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</tr>
</thead>
<tbody>
<tr>
<td>City of Santa Barbara</td>
<td>Slip Fees</td>
<td>5324</td>
<td>$84.32</td>
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<td>$85.88</td>
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<td>Wells Fargo Bank</td>
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<td>$101.70</td>
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<td>Adult Ed. Delivery</td>
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<td>$78.87</td>
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<td>Sheri Ray</td>
<td>Mileage</td>
<td>5336</td>
<td>$6.20</td>
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<tr>
<td>Chevron</td>
<td>Fuel Charges</td>
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<td>$283.19</td>
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<td>Supplies</td>
<td>5338</td>
<td>$112.47</td>
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<td>Unocal</td>
<td>Fuel Charges</td>
<td>5342</td>
<td>$82.69</td>
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<td>Network Solutions</td>
<td>Registration Fee</td>
<td>5343</td>
<td>$100.00</td>
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<tr>
<td>State Board of Equalization</td>
<td>Generator Fee</td>
<td>5344</td>
<td>$177.00</td>
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<td>Adult Ed. Delivery</td>
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<td>Ford Motor Credit Company</td>
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<td>United States Postmaster</td>
<td>Postage Stamps</td>
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<td>Texaco Credit Card Center</td>
<td>Fuel Charges</td>
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**Total**                                            |                     |       | $2,126.14 |

## Equipment Replacement Fund 28

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<tr>
<td>State Board of Equalization</td>
<td>Sales Tax</td>
<td>5331</td>
<td>$90.95</td>
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**Total**                                            |                     |       | $90.95  |

## Children's Center Fund 40

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<tr>
<td>California Dept. of Education</td>
<td>Registration</td>
<td>5348</td>
<td>$130.00</td>
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**Total**                                            |                     |       | $130.00 |
CALIFORNIA COMMUNITY COLLEGES
1997-98 SCHEDULED MAINTENANCE PROGRAM
REVISED
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Replace Ventilation System - PS Bldg.</td>
<td>$220,000</td>
<td>N.O.P.</td>
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<tr>
<td>4</td>
<td>Install Air Balance System - Student Services Bldg.</td>
<td>$200,000</td>
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<tr>
<td>5</td>
<td>Replace Roof - PE Complex Deck</td>
<td>$182,310</td>
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<tr>
<td></td>
<td><strong>Initial 1997-98 Project Approval</strong></td>
<td>$602,310</td>
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<tr>
<td>2</td>
<td>Replace Lighting - Classrooms OE, PE, D/M, Admin., Marin</td>
<td>$108,150</td>
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<tr>
<td></td>
<td><strong>2nd Phase 1997-98 Projects Approved</strong></td>
<td>$108,150</td>
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</tbody>
</table>

| REVISED | Revised Total 1997-98 Projects Approved  | $ 710,460 | REVISED |

<table>
<thead>
<tr>
<th>1997-98 Projects Carried Forward to 1998-99</th>
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<tbody>
<tr>
<td>3 Replace Lighting - East Campus Walkway</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Total Projects Submitted</td>
</tr>
</tbody>
</table>

The District agrees to proceed with the approved 1997-98 Scheduled Maintenance Program project(s), subject to budget and/or grant authorization and will be able to complete the above project(s) by May 15, 2000. The District also certifies that they will be able to provide the required match.

<table>
<thead>
<tr>
<th>District Business Manager</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
CHANGE ORDER #1

August 21, 1997

SANTA BARBARA CITY COLLEGE
TRANSITION STEPS / PATHWAY
Santa Barbara, CA

The following changes in, additions to, or deletions from the work described in the plans and specifications are hereby authorized:

Item: Removal of existing tree stump and raising of man hole per revised site conditions. Time and materials not to exceed $600.00.

Back up: Tierra Contracting daily work report for time and materials dated August 18, 1997.

The above work shall be completed in accordance with the plans and specifications for Santa Barbara City College Transition Steps / Pathway.

Accepted by:
Tierra Contracting, Inc.

Approved by:
Santa Barbara City College

Agreed by:
George W. Girvin Associates, Inc.

cc: Tierra Contracting, Inc.
Santa Barbara City College
1997 - 1998 CHILD DEVELOPMENT TRAINING CONSORTIUM
INSTRUCTIONAL AGREEMENT
Agreement Number 98-21827

This Agreement, made and entered into this 1st day of August, 1997, by and between the Yosemite Community College District, Child Development Training Consortium, hereafter called the YCCD/CDTC, and SANTA BARBARA CITY COLLEGE, hereafter called the DISTRICT.

WITNESSETH: That the DISTRICT for and in consideration of the covenants, conditions, agreements, and stipulations of the YCCD/CDTC hereinafter expressed, does hereby agree to furnish to the YCCD/CDTC services as follows:

I. STATEMENT OF WORK

A. DISTRICT will designate a Campus Coordinator. The Campus Coordinator will be responsible to prepare and submit all required reports and to coordinate all other Consortium activities for the DISTRICT. Submit the attached Designation of Campus Coordinator form by September 19, 1997. The YCCD/CDTC must be notified in writing of any change in Campus Coordinators within fifteen (15) days.

B. DISTRICT will generate up to 300 units of college credit courses needed by child development students to obtain Child Development Permits issued by the California Commission on Teacher Credentialing. Reimbursable units must be offered between August 1, 1997, and June 30, 1998.

C. DISTRICT will employ qualified instructors to provide course work in child development/early childhood education courses and other courses that fulfill requirements of the Child Development Permit Matrix or other child care licensing requirements.

D. DISTRICT will identify and recruit qualified staff who reflect the ethnic makeup of the student population.

E. DISTRICT will ensure that courses are degree applicable (except remedial courses and possibly those designed for family child care providers) and are geared to meet the requirements of the Child Development Permit Matrix or other child care licensing requirements.

F. DISTRICT will ensure that courses are offered for credit with the possible exception of remedial courses.

G. DISTRICT will ensure that courses are transferable whenever possible.

H. DISTRICT will ensure that appropriate community college courses are made available to family child care providers and employees of child care centers.

I. DISTRICT will ensure that participating students for whom units are reimbursed are employees of licensed child care programs or family child care homes.

J. DISTRICT will provide information to the YCCD/CDTC about participating students including but not limited to: the number and names of students; the unit value of courses offered; the grades received by students for each course offered; a course offering matrix; and a list of child care agencies and family child care homes that employ participating students.
K. DISTRICT will establish or use an existing Advisory Committee to solicit input on Consortium courses to be offered and student eligibility and reimbursement policies. The Advisory Committee will include at a minimum: the Campus Coordinator; one Child Development instructor; one family child care provider; one employee of a child care program funded by the California Department of Education (CDE), Child Development Division (CDD); one employee of a private for profit child care program; and one college student majoring in Child Development. The Advisory Committee will meet a minimum of once each semester.

L. DISTRICT will submit eligibility and student reimbursement policies developed by the Advisory Committee to the YCCD/CDTC.

M. DISTRICT will provide certification that no full-time equivalent (FTE) reimbursement will be claimed for courses that YCCD/CDTC funds were used to pay the instructor. Submit the attached Full-Time Equivalent Certification form by September 19, 1997.

N. DISTRICT will administer the program budget in accordance with CDE guidelines as established in the California School Accounting Manual.

O. DISTRICT will ensure that all required reports are submitted by the due dates specified by the YCCD/CDTC and included in this Agreement as Appendix A, Required Reports and Time Lines. All reports should be submitted to Linda Butterfield, Child Development Training Consortium Director.

II. **PERIOD OF PERFORMANCE**

The term of this Agreement shall be from August 1, 1997 to, and including, June 30, 1998.

III. **COST AND PAYMENT**

A. In consideration of the performance of the foregoing in a satisfactory manner, the YCCD/CDTC agrees to pay the DISTRICT an amount not to exceed $7,500.00 The amount of total payments shall be determined by the actual number of units generated.

B. DISTRICT shall receive $25.00 per unit.

C. YCCD/CDTC shall issue progress payments upon receipt of an YCCD/CDTC supplied Instructional Unit Invoice and supporting documentation including Participant Profiles for each student.

D. YCCD/CDTC shall withhold any payment until all required documentation has been received to substantiate the Instructional Unit Invoice.

E. The YCCD/CDTC shall make final payment to DISTRICT upon satisfactory completion of services as described herein and submission of a final year-end report of activities and a final Instructional Unit Invoice. The final report and invoice are due no later than July 6, 1998.

F. To obtain payment, DISTRICT shall submit a YCCD/CDTC supplied Instructional Unit Invoice and supporting documentation to:

   Linda Butterfield, CDTC Director
   Modesto Junior College
   435 College Avenue
   Modesto CA 95350
IV. **CONTRACT AMENDMENTS**

This Agreement may be amended with mutual consent of both parties, and the approval of the California Department of Education, Child Development Division.

V. **30 DAY TERMINATION NOTICE**

It is mutually agreed that either party may terminate this Agreement by giving thirty (30) calendar days advance written notice.

VI. **FUND AVAILABILITY**

Funding of this Agreement is contingent upon appropriation and availability of funds from the California Department of Education, Child Development Division under Contract #7037.

VII. **NONDISCRIMINATION CLAUSE**

During the performance of this Agreement, DISTRICT shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave and denial of pregnancy disability leave. DISTRICT shall ensure that the evaluation and treatment of its employees and applicants for employment are free from such discrimination and harassment.

VIII. **INDEPENDENT CONTRACTOR**

It is understood that this is an Agreement by and between independent contractors and is not intended, and shall not be construed to create the relationship of agent, servant, employee, partnership, or joint venture.

IX. **HOLD HARMLESS CLAUSE**

DISTRICT shall be responsible for damages caused by the negligence of its officers, agents, and employees occurring in the performance of this Agreement. YCCD/CDTC shall be responsible for damages caused by the negligence of its officers, agents, and employees occurring in the performance of this Agreement. It is the intention of the DISTRICT and YCCD/CDTC that the provision of this paragraph be interpreted to respective officers, agents, and employees.

**AGREE TO BY:**

<table>
<thead>
<tr>
<th>District Authorizing Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printed Name of Person Signing: C. Hanson, Vice Pres., Business Svcs</td>
</tr>
<tr>
<td>Title of Person Signing:</td>
</tr>
<tr>
<td>Date:</td>
</tr>
</tbody>
</table>

**Address to which DISTRICT correspondence should be sent:**

<table>
<thead>
<tr>
<th>District/College:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>City, State, Zip:</td>
</tr>
<tr>
<td>Telephone:</td>
</tr>
</tbody>
</table>
SUN PRINTING INC

Printing Agreement

1. PARTIES: This contract is hereby entered into by SUN PRINTING INC. (hereafter referred to as "PRINTER") and "CHANNELS" (hereafter referred to as "CUSTOMER").

2. CONTRACT PERIOD: This contract shall commence on 9/1/97 and terminate on 5/2/98.

3. TERMS:

   RATES: See Exhibit A (attached). These prices are based on a newsprint cost of $700.00 per metric ton, the current cost of newsprint. Increases in the cost of newsprint will be passed on (at cost) to customer.

   PAYMENT: 30 days.

   DEADLINES: Customer agrees to provide printer with completed diskettes by 12 AM/PM on day of publication. Printer will endeavor to deliver all print runs by 8 AM/PM on day of publication, providing deadlines are met. Inserts may extend these periods.

   FREQUENCY OF PUBLICATION: Customer agrees to publish 22 during the length of this contract. Failure to do so will result in the loss of discount retroactive to starting date of this contract. (5% discount is already included in your rate card)

   SIZE: Customer must give printer two weeks' written notification prior to any change in page size.

   COLOR: Charges for color printing are listed in Exhibit A. Printer requires at least 24 hours' notification prior to press time for any spot colors.

      If customer desires four-color process (including black), printer must be furnished with color separations or pictures and given 24 hours' notification prior to press time.

4. INSERTING: Inserting, if required, will be performed and charged according to procedures outlined on Exhibit A (attached).
5. SATISFACTION: Printer agrees to maintain a high level of quality throughout the duration of this contract, considering circumstances such as materials submitted for printing, deadlines and unforeseen problems. If customer is not satisfied with quality of printing services, he/she must furnish printer with 14 days' written notification detailing dissatisfaction. If problems are not resolved to either party's satisfaction during the 14-day period within either party's sole discretion, either party may terminate this contract on 30 days' written notice to the other.

6. ASSIGNMENT: Neither party shall assign its rights under this agreement without the prior written consent of both parties.

7. ARBITRATION: If any controversy or claim arising from this contract cannot be settled by arbitration in accordance with the then-current rules of the American Arbitration Association, a judgement upon the award may be entered in any court having jurisdiction thereof. In any such arbitration, the arbitrator shall award attorney's fees to the prevailing party.

8. ATTORNEY'S FEES: In the event of any dispute regarding this agreement which results in litigation, the prevailing party in that litigation, in addition to other damages to which it may be entitled, shall be awarded reasonable attorney's fees as part of the judgement.

9. EXTENUATING CIRCUMSTANCES: Printer and customer shall be excused from the foregoing terms of this contract should a situation occur beyond the control of either party.

ATTACHED EXHIBITS:

EXHIBIT A: Pricing Schedule.

Date: ______________________

(Customer Company Name)

by: ______________________
(Name, Title)

by: ______________________
(Name, Title)

Freddy Morales
Sun Printing Company Inc.
COMPOSITION: Camera ready art work with color overlays.

PAPER: 30# White Newsprint

<table>
<thead>
<tr>
<th>#Pages</th>
<th>3,000 copies</th>
<th>Additional M</th>
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</thead>
<tbody>
<tr>
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**Color:** $75.00 per plate

**Process color:** $275.00 Per plate

**Color Separations:**
- 8 X 10 $80.00
- 5 X 7 $60.00

**Color Key:** $20.00 each

**Additional/Specials options**
- Completed pages to neg $9.00 per page
- Completed pages to paper $6.00 per page
- Standard scan from photo print $6.00
- Standard scan from line art work $6.00

Once again, thank you for your inquiry and I look forward to hearing from you.

Sincerely,

Freddy Morales
TRAINING AGREEMENT

COSMETOLOGY

THIS AGREEMENT, made and entered into this 2nd day of August, 1997, between the Santa Barbara Community College District of Santa Barbara County, State of California, hereinafter called the "District" and SANTA BARBARA BEAUTY COLLEGE hereinafter called the "Contractor."

WITNESSETH, WHEREAS:

(a) The District, through Santa Barbara City College, intends to provide a vocational education program for the benefits of selected, eligible students of the District, under the State Plan for Vocational Education and the Federal Vocational Education Act, as amended, through this agreement with the Contractor in order to prepare such students for the vocation of licensed cosmetologist; and,
(b) The District guarantees no set number of students to this Contractor; and,
(c) The Contractor represents that it is a non-public vocational school with extensive capabilities and experience in vocational instruction and training and holds a certificate and license as a school of cosmetology under the provisions of Section 7391 of the Business and Professional Code of the State of California; and the Contractor represents that the instructor of the Contractor in this program possesses a valid license to teach issued by the Council for Private post secondary and vocational education, and a valid credential issued by the Santa Barbara Community College District; and,
(d) The Contractor represents that it is a non-public vocational school with extensive capabilities and experience in vocational instruction and training and holds a certificate and license as a school of cosmetology under the provisions of Section 7391 of the Business and Professional Code of the State of California; and,
(e) The Contractor operates on the basis of sound administrative policies and adheres to ethical practices and does not and shall not discriminate on the basis of race, color, sex, religion, or ancestral origin; and,
(f) The Contractor represents that its physical facilities meet requirements of State and local safety and health regulations and its equipment and instructional materials are adequate and suitable for the courses offered and the number of students in attendance; and,
(g) The Contractor represents that it maintains current, accurate records of student attendance and progress and consents to inspection by authorized representatives of the District, California Community Colleges’ Board of Governors, the State Board of Cosmetology and the Superintendent of Public Instruction; and,
(h) The Contractor represents that it is free of any pending or existing proceedings against its license or that of any of its instructors; or in the alternative, that it can
show to the satisfaction of the District by way of written evidence that such proceedings are without merit and will be disposed of in favor of the licensee; and,

(i) The Contractor represents that the rate charged hereunder does not exceed the tuition it charges its private students.

NOW, THEREFORE, in consideration of the conditions, covenants, terms, agreements, and recitals contained herein, it is mutually agreed as follows:

1. All of the above recitals are true and correct.

2. The Contractor shall provide instruction, training, facilities, equipment, supervision, and student work stations for each cosmetology student per year authorized by the District, to the extent of 1,600 hours of approved cosmetology instruction per student for said number of students at the Contractor’s school in the Santa Barbara Community College District.

The 1,600 hours of cosmetology instruction for such full-time students shall be given in a proportionate manner over a period of three college semesters, or two college semesters and a summer session. Instruction shall be offered a minimum of thirty-two (32) hours per week but no more than forty (40) hours per week; students enrolled part-time (20 hours per week) will be allowed a two-year duration to complete their program. Students will not work during evening hours without the expressed written consent of the Program Coordinator.

All students shall be under the direct supervision of licensed cosmetology instructors with a valid credential for community college services in the area taught.

Should it become necessary for a District student (or students) to transfer to the Contractor from another Santa Barbara County beauty college, the Contractor agrees to validate such credit for student(s) at the former college.

3. The 1,600 hours of cosmetology instruction shall be in accordance with applicable requirements of the State Board of Cosmetology for admission to examination for a certificate of registration and a license as a cosmetology including performance testing classes and services in preparation for the State Board examination in the six major operations, as follows:

a.) facials
b.) manicures
c.) scalp treatments
d.) tints, dyes, and bleaches
e.) permanents
f.) hair styling and hair cutting
4. The Contractor further assures the District that any student who completes 1,600 hours of cosmetology training and who has not had the minimum training and preparation hours required for certification to take the examination for a certificate of registration and cosmetology license due to a deficiency in one or more areas of required expertise, shall receive such services, training, and preparation as may be necessary forthwith, at no cost to either the student trainee or the District.

5. The District shall accept the 1,600 Contractor hours of cosmetology training as partially satisfying the requirements toward the Certificate in cosmetology, and, in addition, will provide such other courses as are necessary to fulfill all requirements for the certificate.

6. The student is responsible for providing his/her own cosmetology, manicure and pedicure textbook and workbook, student kit, uniform, shoes and Santa Barbara City College fees as appropriate. A student may elect to purchase the kit and books from the Contractor or may request a kit content list and purchase kit contents from a vendor of his/her choice. The cosmetology kit is available for $400. Any changes in the kit lists or kit prices during the terms of this contract shall be agreed to by a duly executed amendment to this contract.

7. The student is responsible to provide his/her own uniform and shoes as prescribed by the individual beauty school at the beginning of training. Each school is to provide to the student a complete description of the required uniform which will not change during the student’s training period.

8. The District shall pay to the Contractor on a monthly basis $2.00 (two dollars) per hour for each student attendance hour certified to the District for attendance during the preceding month at the Contractors instruction who is in good standing at the college. The Contractor may not charge additional tuition for any training not included under this contract.

9. The Contractor shall not be reimbursed for more than 1,600 hours of instruction for any one cosmetology student.

10. The Contractor shall submit and certify monthly statements and billing to the following at the end of each month for which Contractor instruction is given a monthly tally of training attendance hours by individual student enrollment.

    Cosmetology Coordinator
    Santa Barbara City College
    721 Cliff Drive
    Santa Barbara, CA 93109

11. The District shall provide the normal administrative functions, including recruitment, eligibility screening, admissions, counseling, registration, follow-up, achievement
records and awarding of completion certificates, comparable to those maintained for any students of the District; along with those administrative functions required of the Contractor.

12. The Contractor will obtain and maintain, at the expense of the Contractor, all Workmen's Compensation Insurance required by law for employees in the operation of this program.

13. The Contractor shall indemnify and hold harmless the District, its officers, agents and employees from all loss, cost, expense, claims, or liability for injury to any person or damage to any property arising out of or in any manner connected with the performance and operation of the terms of this agreement.

14. The Contractor, in order to protect the District, the Board of Governors of the California Community colleges, and the State of California's agents, employees and officers against claims and liability for death, injury, loss or damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement an insurance policy in the amount of not less than ONE HUNDRED THOUSAND DOLLARS ($100,000) per person and THREE HUNDRED THOUSAND DOLLARS ($300,000) per accident, and property damage insurance of not less than TEN THOUSAND DOLLARS ($10,000) per accident, with a reliable insurance carrier authorized to do such public liability and property damage insurance business in the State of California. Said policy of insurance shall expressly name the District, the Board of Governors of the California Community Colleges, and the state of California and their agents, employees and officers as an additional insured. A copy of said policy shall be at all times furnished to the District herein.

15. The Contractor shall also indemnify, hold harmless, and, upon request of the District, come in and defend the District, Board of Governors of the California Community Colleges, and the State of California and their agents, employees and officers against all loss, cost, expense, and claims.

16. This Agreement shall become effective July 1, 1997, and shall be reviewed periodically by the parties hereto, and not less than one year from the date of execution hereof. Any amendments or adjustments reasonably necessary shall be made from time to time in writing by mutual agreement.

17. Notwithstanding anything to the contrary, the District and Contractor reserve the right to terminate this Agreement at the end of any semester or summer session by giving sixty (60) days prior written notice.

18. Any notice given under this agreement shall be deemed given when personally served upon the Superintendent/President of the District or upon the owner of the beauty colleges, or when deposited in the mail in Santa Barbara County in a sealed envelope
with postage thereon fully prepaid from one party to the other addressed as follows, respectively:

TO DISTRICT: Santa Barbara Community College District  
721 Cliff Drive  
Santa Barbara, CA 93109  
Attention: Dr. MacDougall, President

TO CONTRACTOR: Santa Barbara Beauty College  
5160 Hollister Avenue  
Goleta, CA 93117  
Attention: Mr. Morris Goatley, Owner

19. This contract shall be in force for a period of one year beginning July 1, 1997, and ending June 30, 1998, or until such time as all District students currently receiving cosmetology instruction from the Contractor complete their required 1600 hour program, whichever comes first.

20. This contract is subject to the approval of the California Community Colleges Chancellor's Office.

21. The Contractor shall be in compliance with the Civil Rights Acts of 1964, Title IX, of the Higher Education Act of 1972, the U.S. Presidential Executive Order 11246 and subsequent amendments (if applicable), and the intent of the Board of Governors of the California Community Colleges' Affirmative Action Resolution adopted April 12, 1973, and all applicable local, state and federal health and safety regulations.

22. The Contractor shall comply with the recent chaptered State of California Legislation Assembly Bill 1402, and Senate Bill 190 (signed/chaptered October 10, 1989), and warrant to the District that compliance has/shall occur as required.

IN WITNESS WHEREOF, said parties to this agreement have executed these presents and hereunto set their hands on the day and year herein first written.

SANTA BARBARA CITY COLLEGE       SANTA BARBARA BEAUTY COLLEGE

Signature: ______________________  Signature: ______________________
Dr. Charles L. Hanson          Morris Goatley
Vice President, Business Services  Owner
**RECIPIENT NAME**

1. SANTA BARBARA CITY COLLEGE  
   721 CLIFF DRIVE  
   SANTA BARBARA, CA 93109

**AWARD INFORMATION**

4. 
   PR/AWARD NUMBER: P116G0086L-97  
   ACTION NUMBER: 02  
   ACTION TYPE: CONTINUATION  
   AWARD TYPE: DISCRETIONARY

**PROJECT TITLE**

2. RESTRUCTURES 12 INSTRUCTIONAL PROGRAMS

**PROJECT STAFF**

3. RECIPIENT PROJECT DIRECTOR: JACK FRIEDLANDER  
   PHONE NUMBER: 805-965-0581  
   EDUCATION CONTACT PERSON: DAVID M. JOHNSON  
   PHONE NUMBER: 202-708-5765

**AWARD PERIODS**

5. 
   BUDGET PERIOD: 09/01/97 - 08/31/98  
   PROJECT PERIOD: 09/01/96 - 08/31/99

**AUTHORIZED FUNDING**

6. 
   THIS ACTION: 74,900  
   BUDGET PERIOD: 74,900  
   PROJECT PERIOD: 149,800

**ADMINISTRATIVE INFORMATION**

7. 
   PAYMENT METHOD: ED PMS  
   ENTITY NUMBER: 1-956000940-A2  
   REGULATIONS: EDGAR, AS APPLICABLE  
   34 CFR 630  
   ATTACHMENTS: A, B, C, F, S

**LEGISLATIVE & FISCAL DATA**

8. 
   AUTHORITY: HIGHER EDUCATION ACT, AS AMENDED P.L. 99-498  
   PROGRAM TITLE: COMPREHENSIVE PROGRAM (APPLICATIONS)  
   CFDA: 84.116B

   APPROPRIATION: 91  
   FY: 70201  
   CAN: 97  
   OBJECT CLASS: E003100  
   AMOUNT: 4141  
   AMOUNT: 74,900

**TERMS AND CONDITIONS OF AWARD**

9. 
   THE FOLLOWING ITEMS ARE INCORPORATED INTO THE GRANT AGREEMENT: 
   (1) THE RECIPIENT'S APPLICATION, (2) 
   THE APPLICABLE EDUCATION DEPARTMENT REGULATIONS (BLOCK 7), 
   (3) THE SPECIAL ITEMS AND CONDITIONS SHOWN AS 
   ATTACHMENTS (INITIAL AWARD, BLOCK 7).

   THIS AWARD SUPPORTS ONLY THE BUDGET PERIOD SHOWN IN BLOCK 5. IN ACCORDANCE WITH 34 CFR 75.253, THE 
   DEPARTMENT OF EDUCATION WILL CONSIDER CONTINUED FUNDING IF: (1) CONGRESS HAS APPROPRIATED SUFFICIENT 
   FUNDS UNDER THE PROGRAM, (2) THE DEPARTMENT DETERMINES THAT CONTINUING THE PROJECT WOULD BE IN THE BEST 
   INTEREST OF THE GOVERNMENT; (3) THE RECIPIENT SHOWS SUBSTANTIAL PROGRESS TOWARD MEETING THE OBJECTIVES 
   IN ITS APPROVED APPLICATION, AND (4) THE RECIPIENT HAS SUBMITTED A PERFORMANCE REPORT THAT PROVIDES THE 
   MOST CURRENT PERFORMANCE AND FINANCIAL EXPENDITURE INFORMATION, AS DIRECTED BY THE SECRETARY, THAT IS 
   SUFFICIENT TO MEET THE REPORTING REQUIREMENTS OF 34 CFR 75.118.

   THE SECRETARY ANTICIPATES FUTURE FUNDING FOR THIS AWARD ACCORDING TO THE SCHEDULE BELOW. 
   THESE FIGURES ARE ESTIMATES ONLY AND DO NOT BIND THE SECRETARY TO FUNDING THE AWARD FOR THESE PERIODS 
   OR FOR THE SPECIFIC AMOUNT SHOWN. THE RECIPIENT WILL BE NOTIFIED OF SPECIFIC FUTURE FUNDING ACTIONS 
   THAT THE SECRETARY TAKES FOR THIS AWARD.

   BUDGET PERIOD(S)  
   09/01/98 - 08/31/99 $ 74,900

   [Signature]  
   8/12/97  
   AUTHORIZING OFFICIAL

   Item 5.1-I  
   09/25/97

PLEASE SEE OTHER SIDE FOR MORE INFORMATION
GRANT AGREEMENT

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, hereafter referred to as the State, and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of the RFA specification; this face sheet, with authorized signatures; the grant application, including all forms as specified in the Request for Application (RFA) packet; and the Grant Agreement Terms and Conditions Articles I and II (Revs. 1/97 and 12/96), as set forth in the RFA instructions. All of these items are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified below in Grant funds. Compensation shall be made through periodic payments.

The term of this grant shall be from June 15, 1997, to and including July 31, 1998. All performance under this grant shall be completed by June 30, 1998, except that a Final Report must be received by the Chancellor's Office no later than July 31, 1998.

The signature of the chief executive officer or other authorized officer of the district legally binds the Grantee to perform the work specified in the attached proposal on the terms specified in that proposal. If any modifications are required to the attached proposal, the date of signature of this face sheet by the designated district officer and the date of signature by the Deputy Chancellor, each modified page must be initialed and dated by the Project Director.

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<th>GRANTEE</th>
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<tr>
<td>District (Grantee): Santa Barbara Community College</td>
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<tr>
<td>College: Santa Barbara City College</td>
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<td>Grant Funds: $39,822</td>
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<td>Total Matching Funds, if Applicable: $20,781</td>
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<td>Project Director: Gerald Pike, Director, Learning Support Serv.</td>
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<td>Signature, Chief Executive Officer: Kaylene Hallberg</td>
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<td>Printed Name of Person Signing: Gary Cook</td>
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<td>Title: Superintendent/President</td>
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| Signature, Chief Executive Officer: Kaylene Hallberg |
| Printed Name of Person Signing: Gary Cook |
| Title: Superintendent/President |

Item 5.1 | Page 1 of 3 | 09/25/97
APPLICATION ABSTRACT

Project Title: Innovative Student Development Curriculum Model

Project Director: Gerald Pike
Organization: Santa Barbara City College
Address: 721 Cliff Drive
City: Santa Barbara State: CA Zip + 4: 93109-2394
Phone: (805) 965-0581

(Summarize in 250 words or less below.)

This project will provide a model student development curricula that integrates student development concepts into academic/vocational curricula to improve learning and social development. The project will be achieved through collaboration among student services, academic support staff, and instructional faculty working under the purview of a joint Academic Affairs and Student Affairs Matriculation "Student Success Task Force". Specifically this project will:

1. Create an organizational and staffing structure that meets the college's goal of providing students with a seamless learning environment;
2. Broaden the range of assessment to include the assessment of students' cognitive and affective development skills;
3. Develop specific intervention strategies to address the basic learning, personal development and life management needs of students;
4. Train faculty and staff in the use of assessment and intervention strategies;
5. Infuse into the curriculum the teaching of core learning skills, personal development and life management principles;
6. Develop new modular courses which promote the acquisition of personal development competencies and behaviors needed to succeed in college;
7. Enhance the advisor and referral roles of instructional faculty;
8. Introduce a web-enabled student information system that will provide students, staff and faculty access to student assessment data and information in such areas as: availability and appropriate use of instructional and student support services and strategies for addressing student problems in basic skills, personal development and life management.

This project will result in improved academic and social development of students, increased retention and course completion, improved student satisfaction and preparation for societal roles.
# Application Budget Detail Sheet

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Program Year: 1997-98
Source of Funds: Matriculation Set Aside
PERSONAL SERVICES - INDEPENDENT CONTRACTOR
AGREEMENT

THIS AGREEMENT, entered into by and between Carrillo Clinic, hereinafter referred to as INDEPENDENT CONTRACTOR, AND SANTA BARBARA CITY COLLEGE DISTRICT, hereinafter referred to as DISTRICT.

WITNESSETH

WHEREAS the DISTRICT is authorized by Section 78022 of the California Education Code to contract with and employ an INDEPENDENT CONTRACTOR specially trained to perform special services; and

WHEREAS the DISTRICT and INDEPENDENT CONTRACTOR mutually agree that the INDEPENDENT CONTRACTOR is specially qualified for and shall provide special services to the DISTRICT that no employee of the DISTRICT is qualified to perform. INDEPENDENT CONTRACTOR shall provide the following services:

To provide licensed physicians care, including medical diagnosis and treatment for minor acute care needs of students through the Student Health Services & Wellness Program; sign off standing independent nursing orders and DEA (Drug Enforcement Administration) registration number required requisitions; provide staff consultation, in-service training and staff development as needed; and

Said services shall be provided according to the following terms and conditions:

1. The INDEPENDENT CONTRACTOR shall assume all other expenses incurred in connection with the performance of this contract, and the DISTRICT shall not be responsible for payment of any other expenses. The fees specified, unless otherwise indicated and agreed to, shall be the only obligation of the DISTRICT. While engaged in carrying out and complying with any of the terms and conditions of this agreement, the INDEPENDENT CONTRACTOR is not an officer, agent or employee of the DISTRICT.

2. The INDEPENDENT CONTRACTOR shall provide workers' compensation insurance or self-insure his/her services. The INDEPENDENT CONTRACTOR shall also indemnify and hold harmless the DISTRICT and all officers, employees and agents thereof from damages, cost or expenses in law or equity that may at any time arise or be set-up because of injuries to persons or property arising by reason of, or in the course of, the performance of this agreement. The DISTRICT shall not be liable or responsible for any accident, loss or damage.

3. The INDEPENDENT CONTRACTOR at his/her own expense, cost, or risk shall defend any and all actions, suits, or other legal proceedings that may be brought or instituted against the DISTRICT or officers or employees or agents thereof on any claim or demand, and pay or satisfy any judgment that may be rendered against the DISTRICT.
or officers or employees or agents thereof in any action suit or legal proceedings; and shall provide written proof of Medical Malpractice Liability Insurance to the DISTRICT prior to contract service date.

4. Upon mutual agreement in writing of the parties hereto, this agreement may be terminated for any reason.

NOW THEREFORE BE IT RESOLVED that the DISTRICT under the terms of this agreement shall pay the INDEPENDENT CONTRACTOR for his/her services at $ _45.00_ per hour as identified in the clinic schedule for a total contract amount not to exceed _eight thousand seven hundred fifty_ dollars ( $ _8,000.00_ ); payments upon monthly invoice. The contracted services are to commence on or about _August 1, 1997_ and be completed on or about, but not later than _July 31, 1998_. If the INDEPENDENT CONTRACTOR does not provide all sessions of services, the total contract amount will be reduced according to the amount of sessions provided.

IN WITNESS WHEREOF, said parties have executed this agreement as of the date written below.

**INDEPENDENT CONTRACTOR:**

By: [Signature]

Peter Benedict, Administrator

Carrillo Medical Clinic

929 Laguna St.

Tax ID or SS# _95-2110000_

**SANTA BARBARA COMMUNITY COLLEGE DISTRICT:**

BY: [Signature]

David L. Pickering, Controller

SANTA BARBARA COMMUNITY COLLEGE

721 Cliff drive

Santa Barbara, CA 93109

Contract Budget Number: [Redacted]

Board Approval Date: [Redacted]
### Foundation for SBCC
#### New Gift Report

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<td><strong>$159,849.00</strong></td>
<td><strong>$587,561.00</strong></td>
<td><strong>$587,561.00</strong></td>
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<th>Purpose</th>
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<td>$4,640.00</td>
<td>$16,836.00</td>
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<tr>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Campus Improvements</td>
<td>-</td>
<td>-</td>
<td>17,900.00</td>
<td>17,900.00</td>
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<tr>
<td>Research</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Insurance Premium</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Dept./Prg. Support</td>
<td>20,954.00</td>
<td>20,954.00</td>
<td>546,175.00</td>
<td>546,175.00</td>
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<tr>
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<td>19,055.00</td>
<td>1,650.00</td>
<td>1,650.00</td>
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<tr>
<td>Instruction</td>
<td>200.00</td>
<td>200.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Special Designation</td>
<td>115,000.00</td>
<td>115,000.00</td>
<td>5,000.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td><strong>New Gifts</strong></td>
<td><strong>$159,849.00</strong></td>
<td><strong>$159,849.00</strong></td>
<td><strong>$587,561.00</strong></td>
<td><strong>$587,561.00</strong></td>
</tr>
</tbody>
</table>

| Number of New Gifts   | 128            | 128      | 129            | 129      |
| Number of Donors      | 125            | 125      | 129            | 129      |

*This number reflects the value of deferred gifts at the time of recordation, not their present value. Some of these gifts may not qualify to be included in the audited financial statement.*
### SOURCE

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<tr>
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<td>Alumni</td>
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<td>Parents/Other Individuals</td>
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<td>Foundations/Trusts</td>
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<td>5,615.00</td>
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<td>Other</td>
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<td>170.00</td>
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<tr>
<td><strong>New Gifts</strong></td>
<td><strong>33,594.84</strong></td>
<td><strong>193,443.84</strong></td>
<td><strong>(35,675.00)</strong></td>
<td><strong>551,886.00</strong></td>
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### TYPE

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<tr>
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<td>Cash</td>
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<td>Real Property</td>
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<tr>
<td>Non-Monetary</td>
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<td>Pledges</td>
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<td>546,200.00</td>
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<td>Bequests in Probate</td>
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<td>Pooled Income Fund</td>
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<td>Deferred Gifts*</td>
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<td>115,000.00</td>
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<tr>
<td><strong>New Gifts</strong></td>
<td><strong>33,594.84</strong></td>
<td><strong>193,443.84</strong></td>
<td><strong>(35,675.00)</strong></td>
<td><strong>551,886.00</strong></td>
</tr>
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### PURPOSE

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<td>Campus Improvements</td>
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<td></td>
</tr>
<tr>
<td>Research</td>
<td></td>
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<tr>
<td>Insurance Premium</td>
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<tr>
<td>Dept./Prg. Support</td>
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<td>Special Designation</td>
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<td>115,000.00</td>
<td>(60,000.00)</td>
<td>(55,000.00)</td>
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<td><strong>New Gifts</strong></td>
<td><strong>33,594.84</strong></td>
<td><strong>193,443.84</strong></td>
<td><strong>(35,675.00)</strong></td>
<td><strong>551,886.00</strong></td>
</tr>
</tbody>
</table>

### Number of Gifts and Donors

| Number of New Gifts | 113  | 241  | 73  | 202 |
| Number of Donors    | 108  | 233  | 69  | 198 |

* - This number reflects the value of deferred gifts at the time of recordation, not their present value. Some of these gifts may not qualify to be included in the audited financial statement.

** - This write down has occurred as a result of the change in estimated value of a deferred gift. (Initial value when the gift was recorded was $420,000; actual value when the gift was funded was $360,000.)
RESOLUTION
OF THE GOVERNING BOARD OF THE
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

WHEREAS, General Fund one-time 1996-1997 ending balance funds are available for General Fund purposes approved by the College Planning Council in the amount of $96,740, and

WHEREAS, funds are also available for transfer to the Replacement of Equipment Fund for redesign implementation ($200,000) and data base conversion ($250,000)

NOW, THEREFORE, BE IT RESOLVED that $96,740 be distributed within the General Fund and $450,000 transferred from the General Fund 9601 to the Replacement of Equipment Fund 9628 for the purposes stated.

Transfer Budget Within General Fund

<table>
<thead>
<tr>
<th>Fund</th>
<th>Object</th>
<th>Amount</th>
<th>Fund</th>
<th>Object</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
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<td>9601</td>
<td>7900</td>
<td>$546,740</td>
<td>9601</td>
<td>1000</td>
<td>$ 74,240</td>
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<td>7300</td>
<td>$450,000</td>
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Interfund Transfer

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<th>Fund</th>
<th>Object</th>
<th>Amount</th>
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</thead>
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<td>7300</td>
<td>$450,000</td>
<td>9628</td>
<td>8980</td>
<td>$450,000</td>
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Establish Replacement of Equipment Fund Budget

<table>
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<th>Object</th>
<th>Amount</th>
<th>Fund</th>
<th>Object</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>9628</td>
<td>8980</td>
<td>$450,000</td>
<td>9628</td>
<td>6000</td>
<td>$450,000</td>
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</tbody>
</table>

PASSED AND ADOPTED BY THE Board of Trustees of the Santa Barbara Community College District on the 25th of September 1997 by the following vote.

Ayes: Dr. Alexander, Dr. Dobbs, Ms. Livingston, Mr. O'Neill, Mr. Villegas, Mr. Luria

Noes: None

Absent: Mrs. Powell

Consent: Mr. Warnken

[Signature]

Dr. Peter MacDougall
Superintendent/President and Secretary/ Clerk to the Board of Trustees

Item 5.2-a
09/25/97
GRANT AGREEMENT

FRA Title: Universal Internet Access

TO BE COMPLETED BY APPLICANT

Is this proposal being submitted for consideration under a different source of funding other than reflected in Area #1? If so, please check the appropriate box(es):

☐Tick
☐USSP
☐IWP
☐TMAP

☐METP
☐MCHS
☐MESA/CCCP

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, hereafter referred to as the State, and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of the RFA specification: this face sheet, with authorized signatures; the grant application, including all forms as specified in the Request for Application (RFA) booklet; and the Grant Agreement Standard Terms and Conditions Articles I and II (Revs. 3/97 and 12/96), as set forth in the RFA instructions. All of these items are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified below in Grant funds. Compensation shall be made through periodic payments.

The term of this grant shall be from November 1, 1997, to and including November 30, 1999. All performance under this grant shall be completed by October 31, 1999, except that a Final Report must be received by the Chancellor's Office no later than November 30, 1999.

The signature of the chief executive officer or other authorized officer of the district legally binds the Grantee to perform the work specified in the attached proposal on the terms specified in this proposal. If any modifications are required to the attached proposal, the date of signature of this face sheet by the designated district officer and the date of signature by the Deputy Chancellor. Each modified page must be initialed and dated by the Project Director.

STATE OF CALIFORNIA

Object of Expenditure (Code and Title)

Signature, Accounting Officer (or authorized Designee)

Project Director

Agency

District (Grantee)

Printed Name of Person Signing

Printed Name of Person Signing

Title

SUPERINTENDENT / PRESIDENT

M/238-TMAP (Rev. 03/19/97, jac)
APPLICATION ABSTRACT

Project Title: Universal Internet Access

Project Director: John Haskins
Organization: Santa Barbara City College
Address: 721 Cliff Drive
City: Santa Barbara
State: CA
Zip + 4: 93109-2394
Phone: (805) 965-0581 EXT. 2816

(Summarize in 250 words or less below.)

Santa Barbara City College, in collaboration with technology partners (San Joaquin Delta College, GTE Internetworking division, Oracle Corporation and Hewlett-Packard), will design, develop, test, and implement a comprehensive set of internet access technologies, services, management, and support structures to provide universal internet access to college students, faculty and staff based on open standards. These solutions will be designed to support object-oriented and legacy systems implementations.

The internet solutions developed in this pilot project are designed to be widely disseminated and easily adopted by other California community colleges. Two publications will be developed by the pilot project team: 1) Universal Internet Access Design Document, and 2) Universal Internet Access Implementation Handbook. These documents will be shared with other districts and colleges in a series of project briefings and detailed implementation workshops.

The pilot project team brings together educational and corporate technology expertise to ensure that the design, development, and implementation of universal internet access to college services is efficient, cost effective and sustainable by other districts and colleges.

Detailed database and server sizing and performance models will be developed for the implementation phase of the project. In addition, a detailed implementation cost model will be developed to access one-time and ongoing costs associated with universal internet access. These models will provide other districts and colleges a structured methodology to assess implementation requirements and costs based on local circumstances.
APPLICATION BUDGET SUMMARY

Note: *When entering dollar amounts, round off to nearest dollar.
*Submit details explaining the expenditures by category on a separate sheet of paper.

<table>
<thead>
<tr>
<th>Object of Expenditure</th>
<th>Classification</th>
<th>Line</th>
<th>SBCC Project Funds Requested</th>
<th>SBCC District Match Funds (1)</th>
<th>Delta College Other Source (2)</th>
<th>GTE Other Source (2)</th>
<th>Oracle Other Source (2)</th>
<th>H-P Other Source (2)</th>
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<td>Employee Benefits</td>
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<td>4000</td>
<td>Supplies and materials</td>
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<tr>
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<td>15,000</td>
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<td><strong>Total Direct Costs</strong></td>
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<td><strong>345,000</strong></td>
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<tr>
<td></td>
<td>Total Indirect Costs (4% of line 8) See Specific RFA</td>
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<td>13,820</td>
<td></td>
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<tr>
<td></td>
<td><strong>Total Program Costs</strong></td>
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<td><strong>358,820</strong></td>
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</table>

District General Fund=10%, MESA 100% (see match percentage requirement). Line item match not required.
Other Sources for funds per project. (Provide and Application Detail Sheet for each funding source.)

Director Signature: ___________________________ Date: 9-12-97

Chief Business Services Authorized Signature: ___________________________ Date: 9/13/97

ABS (Rev. 03/13/97, inc)
This grant is made and entered into, by and between the Chancellor's Office of the California Community Colleges, hereafter referred to as the State, and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of the RFA specification; this face sheet, with authorized signatures; the grant application, including all forms as specified in the Request for Application (RFA) packet; and the Grant Agreement Standard Terms and Conditions Articles I and II (Revs. 3/97 and 12/98), as set forth in the RFA instructions. All of these items are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified below in Grant funds. Compensation shall be made through periodic payments.

The term of this grant shall be from November 1, 1997, to and including November 30, 1999. All performance under this grant shall be completed by October 31, 1999, except that a Final Report must be received by the Chancellor's Office no later than November 30, 1999.

The signature of the chief executive officer or other authorized officer of the district legally binds the Grantee to perform the work specified in the attached proposal on the terms specified in that proposal. If any modifications are required to the attached proposal between the date of signature of this face sheet by the designated district office and the date of signature by the Deputy Chancellor, each modified page must be initialed and dated by the Project Director.

--

**Program:** TMAP

**Grant Agreement**

**RFA Title:** On Line Tutorial Support

---

**State of California**

<table>
<thead>
<tr>
<th>Item</th>
<th>Chapter</th>
<th>Statute</th>
<th>Fiscal Year</th>
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<tr>
<td>Project Monitor</td>
<td>&gt;</td>
<td></td>
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<tr>
<td>Agency</td>
<td>Chancellor's Office California Community Colleges 1107 Ninth Street Sacramento, CA 95814-3607</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Signature, Chief Executive Officer (or authorized Designee) Date</td>
<td>&gt;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Printed Name of Person Signing</td>
<td>&gt; Patrick J. Lenz</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title</td>
<td>&gt; Vice Chancellor, Fiscal Policy</td>
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</tr>
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**Grantee**

| District (Grantee): Santa Barbara Community College |
| College: Santa Barbara City College |
| Grant Funds: $272,700 |
| Total Matching Funds, if Applicable: $53,000 |
| Project Director | > Dr. Gerald Pike |
| District (Grantee) Address | Santa Barbara City College 721 Cliff Drive Santa Barbara, CA 93109 |
| Signature, Chief Executive Officer (or authorized Designee) Date | > |
| Printed Name of Person Signing | > Peter R. MacDougall |
| Title | > Superintendent, President |

340/238-TMAP (Rev. 03/13/97, jac)
THE DEVELOPMENT & IMPLEMENTATION OF A CALIFORNIA COMMUNITY COLLEGE ONLINE TUTORIAL DELIVERY SYSTEM

Santa Barbara City College and Santa Monica College have entered into a partnership to develop a comprehensive online tutorial delivery system. The goals of this project include: (1) the collection of extensive research on “best practices” in alternative delivery of services and programs; (2) the identification of design specifications needed to develop an efficient technology infrastructure, online message delivery system and communication system; (3) pilot tests of several of the most promising systems available; (4) an inventory of products on the market; (5) recommendations for selecting the appropriate technologies for an institution; (6) the development of a comprehensive online tutorial delivery system which will include interactive online tutorials in at least 4 academic areas (English, math, ESL, and a content-specific area) supplemented with video conferencing; and (7) a professional development plan for faculty and staff. This project will be significantly enhanced through the collaborative efforts of strategic partners (GTE, Oracle Corporation, Daedalus Group, Inc.) who will contribute technical expertise and resources to the development of the online tutorial delivery system.
## APPLICATION BUDGET SUMMARY

**RFA ID No.** 97-0485  
**Program Year** 1997-99  
**District/College:** Santa Barbara Community College / Santa Barbara City College  
**Telephone:** (805) 965-0581  
**RFA Title:** Online Tutorial Delivery System

<table>
<thead>
<tr>
<th>Object of Expenditure</th>
<th>Classification</th>
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<th>Source of Funds</th>
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<td>District Match Funds</td>
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<td>151,600</td>
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<td>2000</td>
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<td>17,600</td>
<td>8,000</td>
</tr>
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<td>Employee benefits</td>
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<td>9,800</td>
<td>3,200</td>
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<td>4000</td>
<td>Supplies and materials</td>
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<td>5000</td>
<td>Other operating expenses and services</td>
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<td>71,800</td>
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<td>7000</td>
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<td>34,500</td>
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<td><strong>Total Indirect (4% of line 8)</strong></td>
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<td>7,400</td>
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</table>

1. Source of funds per project: (enter sources: Leadership, CHE, ECON, etc.)
2. Match required for Economic Development only. Line item match not required.
3. Not to exceed 5% for administration (see 1200 line in Application Budget Detail Sheet).

I authorize this cost proposal as the maximum amount to be claimed for this project and assure that funds shall be spent in compliance with State regulations.

Title: Charles Hanson, Vice President, Business Services  

Date: September 12, 1997

Please an Application Budget Detail Sheet for each funding source including matching sources, if required, either for cash or in-kind.

S (Rev 11/18/94 sa)
TO BE COMPLETED BY APPLICANT

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, hereafter referred to as the State, and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of the RFA specification; this face sheet, with authorized signatures; the grant application, including all forms as specified in the Request for Application (RFA) packet; and the Grant Agreement Standard Terms and Conditions Articles I and II (Revs. 3/97 and 12/96), as set forth in the RFA Instructions. All of these items are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified below in Grant funds. Compensation shall be made through periodic payments.

The term of this grant shall be from November 1, 1997, to and including November 30, 1999. All performance under this grant shall be completed by October 31, 1999, except that a Final Report must be received by the Chancellor's Office no later than November 30, 1999.

The signature of the chief executive officer or other authorized officer of the district legally binds the Grantee to perform the work specified in the attached proposal on the terms specified in that proposal. If any modifications are required to the attached proposal between the date of signature of this face sheet by the designated district officer and the date of signature by the Deputy Chancellor, each modified page must be initialed and dated by the Project Director.

STATE OF CALIFORNIA

Object of Expenditure (Code and Title)

Signature, Accounting Officer (or authorized Designee)

Project Monitor

Agency

Signature, Chief Executive Officer (or authorized Designee) Date

Printed Name of Person Signing

Title

GRANTEE

District (Grantee): Santa Barbara Community College District

College: Santa Barbara City College

Grant Funds: $ Total

Total Matching Funds, if Applicable: $

Project Director

District (Grantee) Address

Signature, Chief Executive Officer (or authorized Designee) Date

Printed Name of Person Signing

Title

Patrick J. Lenz

Superintendent / President

721 Cliff Drive

Santa Barbara, CA 93109-2394

340/238-TMAP (Rev. 03/19/97, jac)
The response to this RFA is a proposed public-private partnership between Santa Barbara City College and Governet, a firm that distributes public databases on a subscription basis via the Internet. Additional input for the functional specifications of the On Line Curriculum and Instruction Resource Center would be provided by the 4C@ONE consortium, as required by their grant.

As outlined in the RFA, the proposed center would be constructed in such a manner as to facilitate automated submission and retrieval of "best practices in the design of curriculum, in the delivery of instruction and related student services and staff development, and in the development of systemwide and district policies and structures most likely to support these best practices. The logistics-intensive nature of such an online center makes a compelling argument for involvement of a private partner with demonstrated expertise in implementing and operating such an enterprise. At the conclusion of the two-year grant period, the on-line center would be a self-sustaining operation providing a steadily growing Web site that could continue serving California Community Colleges without any subsequent funding from the Chancellor's Office.

Organizationally, a Project Director from Santa Barbara City College would oversee the project. Input and review of functional specifications would be provided by the 4C@ONE consortium, and all equipment, analysis, design, programming, and operations would be provided by Governet. Particular attention would be paid to coordination and integration of the resulting databases and Website with related databases being constructed by the 4C@ONE consortium and other CCC grant projects.
APPLICATION BUDGET SUMMARY

Note: *When entering dollar amounts, round off to nearest dollar.
* Submit details explaining the expenditures by category on a separate sheet of paper.

<table>
<thead>
<tr>
<th>Object of Expenditure</th>
<th>Classification</th>
<th>Line</th>
<th>Project Funds Requested</th>
<th>District Match Funds (1)</th>
<th>Other Source (2)</th>
<th>Other Source (2)</th>
<th>Other Source (2)</th>
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<td>1000</td>
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<td>7000</td>
<td>Other Outgo</td>
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<td><strong>Total Indirect Costs (4% of line 8)</strong> See Specific RFA</td>
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<td><strong>Total Program Costs</strong></td>
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</table>

District General Fund=10%, MESA 100% (see match percentage requirement). Line item match not required.
Other Sources for funds per project. (Provide and Application Detail Sheet for each funding source.)

Director Signature: [Signature]  Date: 9/12/97
Chief Business Services
Authorized Signature: [Signature]  Date: 9/10/97
SANTA BARBARA CITY COLLEGE
Information Resources

Memorandum

September 2, 1997

To: Dr. Charles Hanson
   Vice President, Business Services

From: William Hamre
      Associate Vice President, Information Resources

Subject: Procurement Of HP-UX Server For Oracle Implementation

The attached requisition and price quote from Hewlett-Packard for an HP9000(UX) K-460 Server is the result of a lengthy and comprehensive evaluation process by SBCC for determining hardware needs for the conversion of its administrative application software. This memorandum outlines that process, and based on that process requests authorization to proceed with the purchase of the identified computer equipment. This equipment is critical to our timely implementation of our new administrative systems.

In April of 1995 SBCC put out a request for information to over thirty computer hardware and software firms seeking proposals for developing strategic partnership relationships between the companies and SBCC. The stated intent of the strategic partnership initiatives was to develop a new community college model for the 21st century, and to develop new administrative applications (software and hardware) to allow SBCC to function effectively using this new model. “Attachment A” presents SBCC’s Request For Information for strategic partnerships, along with a distribution list of vendors.

In response to the RFI, three major hardware manufacturers responded with specific proposals: Hewlett-Packard, IBM, and Unisys. In evaluating these proposals, SBCC determined that both Hewlett-Packard and IBM represented significant opportunities for partnership in terms of access to emerging technologies, corporate sponsorship of SBCC development activities, price reductions, and technical solutions to support SBCC’s administrative systems. The Unisys proposal was eliminated from consideration because it was not supported at the Unisys corporate level, and was simply an outsourcing proposal for SBCC’s administrative computing activities.

Based on this review, SBCC conducted further analyses and discussions with HP and IBM at the sales, technical, and corporate level. Specific evaluation activities included multiple vendor visits to the SBCC campus to discuss their technology solutions applicable to SBCC’s directions, their corporate support for business process re-engineering (BPR) efforts undertaken by SBCC, and their corporation’s view of the future of educational technology in relation to SBCC’s technology visions and directions.
Following these meetings at SBCC, representatives of SBCC (Superintendent/President MacDougall and SBCC Project Redesign consultant George Tamas of Governet) met with HP and IBM corporate leadership at their sites to review further the scope and content of strategic partnership relationships with the two firms. These discussions focused on the alignment of the technology directions with SBCC’s stated directions, and on the willingness of the companies to provide support resources to SBCC during the multi-year development of new administrative systems. These discussions lead to the development of draft language and contract negotiations between the firms and SBCC.

The final evaluation activity occurred at SBCC in joint meetings of the firms with the College Cabinet. In these evaluation sessions, the firm’s proposals for partnership were reviewed for comprehensiveness, responsiveness to SBCC directions, company stability and performance, and quality of technical solutions. Throughout this process the Superintendent/President kept members of the Board of Trustees informed concerning these negotiations for strategic partners through Board memoranda, study session briefings, Board reports and agenda items.

Based on this comprehensive evaluation process, SBCC selected Hewlett-Packard as its strategic partner for technology hardware solutions. “Attachment B” provides a copy of the formal strategic partnership agreement between SBCC and Hewlett-Packard. In parallel evaluation processes, Oracle Corporation’s solutions for financial and human resources applications, database technology, and software development tools, as well as GTE’s telecommunications and Internet solutions were selected for use at SBCC. The College has now been working with these partners in formal project meetings each month since February 1997 to design, develop, and implement new administrative systems at SBCC.

Since our selection of Hewlett-Packard as a strategic partner, HP has been awarded a contract for the renewal of SBCC’s desktop computers on a five-year replacement cycle. CIO solutions of Goleta will provide local setup, configuration, and support for the HP desktop machines. The integration of desktop computer management within the new systems, will greatly reduce maintenance and support costs to SBCC in managing an increasingly complex information systems infrastructure.

For the past four years SBCC has been utilizing HP’s OpenView product as its network management system software. This product has the capability of providing centralized monitoring and management of all network devices - including both HP MPE and HP-UX servers and communications equipment. The introduction of other vendor’s systems into the College network will not only add significant complexity and cost for network management, but would also greatly reduce the existing network management capabilities for SBCC. This is not a situation that we can tolerate in terms of network management and administration.

Our systems programming staff are trained and experienced with the HP-MPE operating system and have been trained in the HP-UX operating system. Our operating systems programmers and administrators are utilizing HP-UX workstations for operating systems management and configuration. The purchase of the HP-UX Server is the only solution that will allow us to run the same operating system on the systems administrators’ workstations and the application/database server. This is critical in the area of job management and scheduling, as well as testing of new software releases before they are placed into production.

Our Oracle applications, development tools, and database products have been licensed for the HP-UX operating system, and we have been working with Oracle and HP to ensure the proper hardware design, sizing, setup, and configuration for the Oracle applications environment.
Hewlett-Packard also is the computer vendor for all of our current administrative applications at the College. These applications must be maintained, operated, and supported by the College during the two-year conversion process. The migration to the newer technology must operate seamlessly with our existing administrative applications. During the transition process SBCC will have to link both old and new computer systems together, share data in both systems, and link jobs operationally in both environments. Given the importance and complexity of our administrative computing environment, we need to ensure a single source of 24 hour/7 day a week support for all of our hardware, networking and operating systems. This will ensure the operational integrity of our administrative systems, and will avoid costly delays of multiple vendors trying to integrate and manage their respective technologies independently.

Based on the fact that we have undergone an extensive evaluation process in selecting our strategic hardware and software partners, and for the many compelling technical reasons cited above, I believe that there is no competitive advantage to be gained by seeking other vendors and that Hewlett Packard is the only company that can provide the comprehensive, integrated technical solution we require. Based on these findings, I request the processing of the attached requisition for the HP-9000(UX) K-460 server and scheduling of Board of Trustees' action concerning this procurement at the September 25, 1997 meeting of the Board.

cc: Dr. Peter MacDougall, George Beahan, Betty Banville, Dave Seibel, Dave Ryan