

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
 28000 Marguerite Parkway  
 Mission Viejo, California 92675

The Regular Meeting of the Governing Board of the Saddleback Community College District was held in Room 212 of the Library-Classroom Complex at 28000 Marguerite Parkway, Mission Viejo, California, Monday, November 25, 1974, at 7:30 p.m.

REGULAR MEETING

Mr. Backus, President of the Board of Trustees, called the meeting to order; Mrs. Berry led the audience in the Pledge of Allegiance; and Dr. Marshall gave the Invocation.

There were present:

PRESENT

Mr. Patrick J. Backus  
 Mr. Robert C. Bartholomew  
 Mrs. Donna C. Berry  
 Mrs. Norrissa P. Brandt  
 Mr. William E. Dean  
 Dr. James W. Marshall  
 Mr. Lawrence W. Taylor

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent  
 Mr. R. L. Platt, Dean of Instruction  
 Mr. Roy N. Barletta, Business Manager

STAFF MEMBERS

Motion by Mr. Taylor, seconded by Mr. Bartholomew and unanimously carried, to approve the Minutes of the Regular Meeting held on November 12, 1974, with the following corrections:

MINUTES OF  
 11-12-74  
 APPROVED

Page 107, Paragraph 1, first sentence should read as follows: Mrs. Brandt told of her bus trip from the Campus to Irvine via Laguna Beach.

Page 112, Paragraph 5, should read as follows: Motion by Mr. Taylor, seconded by Mr. Dean and unanimously carried, to table the handball court report and recommendation until such time as the Trustees see the plans and approve them.

Mr. Backus stated that Item V. A., Funding, would be the first item of discussion.

FUNDING

Dr. Lombardi asked that the Board of Trustees not consider the full ten-year plan at this time but give consideration to the construction of the Gymnasium-Physical Education Building and the Music-Arts Building, along with recreational areas and conversion of present facilities into more useful facilities. This will provide a very active campus which will meet the needs of the students.

Dr. Lombardi reviewed a Report on the Estimate of Cost and Funding of Certain High Priority Projects, as follows:

<u>PROJECT</u>	<u>PROJECT TOTAL</u>
Gymnasium-Physical Education Building	\$ 3,300,000
State Share	1,226,490
District Share:	
Restricted Balance	306,015
Additional Required	1,767,495
Music-Arts Building	\$ 5,700,000
State Share	1,932,077
District Share:	
Restricted Balance	1,126,347
Additional Required	2,641,576
Perimeter Road	738,048
State Share	373,506
District Share:	
Additional Required	364,542
Parking	300,000
State Share	- 0 -
District Share	300,000
TOTAL PROJECTS:	\$10,038,048
Total State Share	3,532,073
Total District Share:	
Restricted	1,432,362
Additional Required	4,773,613

Dr. Lombardi reviewed the Construction Act Tax which, based on need, the District could participate in if matching funds could be provided. These figures were compared to other Districts' as follows:

	<u>Saddleback</u>	<u>Coast</u>	<u>North Orange County</u>	<u>Rancho Santiago</u>
1972-73	.1456	.1555	.1195	.0728
1973-74	.2882	.0771	.0410	.1021
1974-75	.0558	.1965	.1669	.0427
1975-76	.0912			
1976-77	.1431			
1977-78	.1062			

Override Tax versus Construction Act Tax was discussed. The public would vote on the Override Tax, the Board of Trustees would vote on the Construction Act Tax. The figures would be those presented in the above report for either tax.

The Construction Act Tax Referendum was passed with the understanding that taxes would be raised with the application of a permissive tax. The District could make definite plans to take action now regarding construction if this tax were levied.

An election would delay construction until success or failure of the election is known. It would cost \$17,000.00 to hold an election if it were combined with another election; \$37,000.00 if a separate election were held. The earliest date to hold a combined election is March 5, 1975. The Board must adopt an appropriate resolution no later than December 13, 1974 to participate in this election. A special election could be held on the last Tuesday in May.

Dr. Lombardi stated that matching construction funds for the District are in the State's budget for three years. This is the third year for the Gymnasium-Physical Education Building and the second year for the Music-Arts Building. After July 1, 1975, we must justify delay in construction.

Mr. Harry Wandling, resident of Leisure World, addressed the Board and stated, in summary, that the public is interested in the College, since they voted for it in the first place; however, they do not know enough about it. He thinks the Board has an obligation to produce a good college for this community.

Cathi Kelly, member of the Mission Viejo Municipal Advisory Council, addressed the Board and, in summary, agreed that people are not ready for a bond election, that if one were held the public would have to be fully informed.

In discussion it was noted that this District has very limited resources in terms of time and power to do the kind of job required to have an election. Elections take time and money and great effort to give people adequate information to make reasonable decisions.

Mr. Stanley Lynn, a local resident, addressed the Board and stated, in summary, that residents do not have time to study every problem put before the Board. The Board is elected and expected to function.

Dr. Lombardi asked about the educational value - do we really want to construct a college which is able to meet its obligation. His concern is to provide an educational setting to meet these obligations.

This College does a very good job with the limited facilities it has; we can do a better educational job with appropriate facilities.

George Gilbert, Building Inspector; Vince McCullough, Frank Sciarrotta, Roy Stevens, Monte LaBonte, Dan Armstrong, and Dick Stuetz, faculty members, joined in the discussion and all urged the Board to move forward in completing Saddleback College.

Mr. Backus stated that he did not want the Board to act in haste, that a sampling of citizens would indicate that many did not understand why they voted for the bond issue giving community colleges the funds for the construction act. Also, he stated that he had not supported the construction act tax in the past and would like to have the public vote on it.

Mr. Bartholomew stated that he felt that the Trustees had an obligation to lower taxes. He stated that he would support going to the public and asking for a tax override and therefore the Board would not be arbitrarily deciding whether or not to raise taxes. He felt that in order for the people to have confidence in the government this process was necessary.

Motion by Mr. Taylor, seconded by Mrs. Brandt and carried, that the Board of Trustees go on record to apply for the Construction Act Tax to support the Gymnasium-Physical Education Building and the Music-Arts Building along with Perimeter Roads and Parking.

CONSTRUCTION  
ACT TAX

ROLL CALL VOTE:

AYES: MEMBER: BERRY, BRANDT, DEAN, MARSHALL, TAYLOR

NOES: MEMBER: BACKUS, BARTHOLOMEW

ABSENT: MEMBER: NONE

MOTION CARRIED

MOTION CARRIED

Mr. Backus stated that Item V. C., Tennis Courts, would be the second item of discussion.

TENNIS COURTS

Mr. Barletta presented the following bid summary on the tennis courts.

<u>Bidder</u>	<u>Amount of Bid</u>
Orange County Environmental Developers, Inc.	\$177,326.00
Builders West	190,500.00
L. R. Hubbard	191,787.00
Leonard Bouas	193,943.00
Moulder Brothers	198,500.00
Berry Construction	204,739.00
O.K. Construction Company	218,000.00

Dr. Lombardi stated that the low bidder, Orange County Environmental Developers, Inc., had submitted a letter dated November 18, 1974, copy of which had been transmitted to Members of the Board, requesting consideration to amend their bid due to a clerical error in the amount of \$10,000.00. A representative of Orange County Environmental Developers, Inc. was present and explained, as stated in their letter, how the clerical error had occurred.

Mr. Barletta reviewed options available to the Board of Trustees, per County Counsel.

Mr. Barletta stated that the low bidder, Orange County Environmental Developers, Inc., had requested that their bid be adjusted to an increased amount of \$187,326.00 and that if the Board of Trustees cannot allow them to amend their bid, it is their request to be allowed to withdraw their bid without penalty. The Board of Trustees cannot allow them to amend their bid. The Board of Trustees has the power to grant their request to be allowed to withdraw their bid without penalty or to accept their bid in the amount originally submitted. The bidder may then choose to execute the contract and proceed with the project, or he may refuse to execute the contract, in which case the Board of Trustees may award the contract to the second lowest bidder and the bid security submitted by the low bidder would then be forfeited to the District as set forth in the District's bid forms. If the Board of Trustees grants the bidder's request to withdraw his bid then it can accept the second lowest bid or reject all bids.

Motion by Mr. Bartholomew, seconded by Mr. Taylor and unanimously carried, to allow Orange County Environmental Developers, Inc. to withdraw their bid for construction of the tennis courts.

ORANGE COUNTY  
ENVIRONMENTAL  
DEVELOPERS, INC.

Motion by Mr. Dean, seconded by Mrs. Berry and unanimously carried, to award the bid for construction of the tennis courts to Builders West in the amount of \$160,500.00, exercising the Board of Trustees' option to deduct Item Number 4, Fencing, in the amount of \$30,000.00.

BUILDERS WEST

Mr. Barletta stated that if the Board of Trustees wishes to exercise its option to deduct Item Number 4, Fencing, L. R. Hubbard's bid would be \$160,100.00, the second lowest bid.

L. R. HUBBARD

Motion by Mr. Taylor, seconded by Mr. Dean and unanimously carried, that previous action to award the bid for construction of the tennis courts to Builders West in the amount of \$160,500.00, exercising the Board of Trustees' option to deduct Item Number 4, Fencing, in the amount of \$30,000.00 be rescinded.

BUILDERS WEST

Motion by Dr. Marshall, seconded by Mr. Bartholomew and unanimously carried, to award the bid for construction of the tennis courts to L. R. Hubbard, in the amount of \$160,100.00, exercising the Board of Trustees' option to deduct Item Number 4, Fencing, in the amount of \$31,687.00.

L. R. HUBBARD  
APPROVED

Mr. Backus stated that Item V. D., Handball Courts, would be the third item of discussion.

HANDBALL COURTS

Mr. Barletta presented the following bid summary for the Handball Courts.

<u>Bidder</u>	<u>Amount of Bid</u>
L. R. Hubbard	\$166,478.00
Don Payse, Inc.	166,800.00
Steed Brothers	188,870.00

Mr. Barletta recommended that the Board of Trustees exercise its option to deduct two alternates, landscaping and irrigation, from the bid. Dr. Lombardi stated that these two items could be completed internally and that funds are available. The low bid, L. R. Hubbard's, would be reduced by \$12,000.00 to \$154,478.00.

Hippe and Randelli, AIA Architects, gave a presentation on the handball court facilities including a display showing location, model, and layout. The staff has participated in and is satisfied with the plan.

Motion by Mr. Taylor, seconded by Mrs. Brandt and unanimously carried, to accept L. R. Hubbard's bid for construction of the Handball Courts in the amount of \$154,478.00.

L. R. HUBBARD  
APPROVED

Mr. Backus stated that Item V. B., Architects' Fee, would be the fourth item of discussion.

ARCHITECTS'  
FEE

Motion by Mr. Taylor, seconded by Mr. Bartholomew and unanimously carried, to table this item until the next Regular Meeting of the Board of Trustees.

TABLED

Mr. Backus stated that Item III. B., Comprehensive Education Training Act (CETA) Funded Project, would be the fifth item of discussion.

CETA

Dr. Lombardi recommended that the proposed Comprehensive Education Training Act (CETA) Funded Project be approved. He reviewed the Project as follows:

Number of Students

26 people selected by CETA from within our College District

Educational Schedule

8 hours per day in classroom activities - 40 hours per week

Attendance Period

January 1, 1975 through June 30, 1975

Revenue

Orange County Manpower (CETA) funds to Saddleback College

- |                                  |                               |
|----------------------------------|-------------------------------|
| 1. From CETA to District         | \$15,000.00                   |
| 2. ADA potential District income | \$65,000.00 to<br>\$75,000.00 |

Motion by Mr. Dean, seconded by Dr. Marshall and carried, to approve the Comprehensive Education Training Act (CETA) Funded Project as presented. Mr. Bartholomew voted no. APPROVED

Mr. Backus adjourned the Regular Meeting for recess at 10:27 p.m. Dr. Marshall was excused for the remainder of the meeting. RECESS

Mr. Backus reconvened the Regular Meeting at 10:41 p.m. and extended the meeting for a 15-minute interval. RECONVENED

At this time, the regular order of the agenda was resumed.

Dr. Lombardi reported that the Cafeteria will not be completed by the date planned. It is now scheduled to open by the middle or end of January. REPORTS AND COMMUNICATIONS

The Science-Mathematics Building dedication was discussed. It will be held on December 4, 1974. Invitations are being prepared. It will be an informal program including music and tours. It is hoped that the Trustees will attend.

The remainder of the reports and the communications were deferred until the next Regular Meeting.

Dr. Lombardi recommended that the Board of Trustees approve proposed changes and additions to the curriculum. PROPOSED CHANGES AND ADDITIONS TO THE CURRICULUM

Motion by Mrs. Berry, seconded by Mr. Bartholomew and unanimously carried, to approve the curricular changes and additions as submitted. APPROVED

Dr. Lombardi recommended that the following extended day instructors be appointed by the Board of Trustees on an "if-and-as-needed" basis for the 1974-75 academic year, at salary rates to be determined on the adopted schedule: EXTENDED DAY INSTRUCTORS

Division of Business Science

L. Joyce Arntson



Division of Fine Arts

John Warren Deacon  
Saundra Mathews-Deacon

Division of Mathematics and Engineering

Dell M. Williams

Division of Social Science

Ronald Eugene Gray  
Alister Bruce MacNaughton  
David Hollister Wallace  
Jane McCord Shobe

Division of Technology

John Stanley Hudson  
Milton Leroy Labudda  
Ferdinand Joseph Torres, Jr.

Motion by Mr. Taylor, seconded by Mr. Dean and unanimously carried, to approve the above extended day instructors on an "if-and-as-needed" basis for the 1974-75 academic year, at salary rates to be determined on the adopted schedule.

APPROVED

Mr. Barletta recommended that the following resolution be adopted:

RESOLUTION -  
IRIS SWANSON

WHEREAS, Iris Swanson was Executive Secretary to the Board of Trustees of the Saddleback Community College District for the period January 25, 1968, through September 30, 1974, and

WHEREAS, she has faithfully performed her duties with great diligence,

NOW, THEREFORE, BE IT RESOLVED that the Members of the Board of Trustees of the Saddleback Community College District extend their sincere appreciation for her dedication and years of tireless service to the District.

Mrs. Brandt requested that the second paragraph be amended to read:

WHEREAS, she has faithfully performed her duties with great diligence, diplomacy, and dependability,

Motion by Mrs. Brandt, seconded by Mrs. Berry and unanimously carried, to adopt the above resolution as amended.

ADOPTED



ROLL CALL VOTE:

AYES: MEMBER: BACKUS, BARTHOLOMEW, BERRY, BRANDT, DEAN, TAYLOR

NOES: MEMBER: NONE

ABSENT: MEMBER: MARSHALL

MOTION CARRIED

Mr. Barletta recommended that the following persons be approved for employment:

EMPLOYMENT

1. Nadine Mendelson, Substitute Clerk Typist, \$3.255 per hour, as needed, effective November 18, 1974.
2. Nola Doyle, Substitute Clerk Typist, \$3.255 per hour, as needed, effective November 18, 1974.
3. Stephen Brooks Weld, Professional Model, \$4.50 per hour, as needed, effective November 26, 1974.
4. Gail M. Crouch, Clerk Typist I, Grade 18, Step 1, \$547.00 per month plus \$12.00 monthly shift differential for a total of \$559.00 per month, effective December 2, 1974.

Motion by Mrs. Berry, seconded by Mr. Dean and unanimously carried, to approve the above-listed persons for employment.

APPROVED

Mr. Barletta recommended that the following job specifications for classified positions be approved as presented:

JOB SPECIFICATIONS

1. Campus Safety Officer, In Charge
2. Warehouse/Utilityperson

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, to approve the above job specifications as presented.

APPROVED

Mr. Barletta recommended that the applicants listed below be employed as part-time registration clerks for the 1974-75 school year registration periods, as needed, effective December 9, 1974.

PART TIME REGISTRATION CLERKS

Janine A. Coate  
Judy C. Cornforth  
Leslie M. Dumont  
Candy Heilbron  
Kathy Jones  
J. Mark Kenney  
Tracey Linden  
Claudia Lucas  
Della E. McGarry  
Scott J. McGrew  
James R. Mahaffey  
Ray L. Cochran

Katherine S. Mann  
Barry Marcov  
Lorraine Martin  
Anita M. Mignogna  
Bonnie Miller  
Igor Minin  
Karen P. Mitchell  
Linda O'Shea  
Steven C. Ramirez  
Shawna C. Stoll  
Cathy J. Tinlin  
Margaret Togtman  
Janet Winninghoff

Motion by Mr. Bartholomew, seconded by Mrs. Brandt and unanimously carried, to approve the applicants listed above as part-time registration clerks for the 1974-75 school year registration periods, as needed, effective December 9, 1974.

APPROVED

Dr. Lombardi recommended that Thomas J. Gardner be employed as a "consultant" (off campus assistant athletic coach) for basketball to replace Peter Roberts who was unable to accept the position. The salary of \$500.00 to be paid to Thomas J. Gardner at the close of the basketball season.

OFF-CAMPUS  
ASSISTANT  
ATHLETIC COACH

Motion by Mr. Taylor, seconded by Mrs. Brandt and unanimously carried, to approve the employment of Thomas J. Gardner as a "consultant" (off campus assistant athletic coach) for basketball to replace Peter Roberts who was unable to accept the position. He will be paid the salary of \$500.00 at the close of the basketball season.

APPROVED

Mr. Barletta recommended that Progress Payment Request No. 3, submitted by Coastate Builders, for the Central Plant Building, as set forth below, be approved for payment:

PROGRESS  
PAYMENT -  
CENTRAL PLANT

Contract Price - \$1,748,300.00	
Amount earned as of 11-19-74	\$702,860.00
Less 10% retention	<u>70,286.00</u>
Net due on earned to date	\$632,574.00
Less previous payments	<u>370,363.50</u>
Total amount payable this estimate	\$262,210.50

Motion by Mr. Bartholomew, seconded by Mr. Dean and unanimously carried, to approve Progress Payment Request No. 3, submitted by Coastate Builders, for the Central Plant Building, as set forth above.

APPROVED

Mr. Barletta recommended that the following awards be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered:

AWARDS

R-2681	Videocassettes	Metrovonic, Inc.	\$ 2,633.04
R-0266	Supplies	College Biological Supply	\$ 1,149.04
R-1545	Stores Supplies	Columbia Ribbon & Carbon	\$ 38.16
		Frankel Manufacturing Co.	38.16
		Elgin School Supply Co.	343.19
		Stationers Corporation	695.44
		Zellerbach Paper Company	1,434.98
		Pioneer Stationers, Inc.	<u>2,250.25</u>
			\$ 4,800.18

Cancel Purchase Order No. 15282 - IBM - Rental of Keypunch and Verifier beginning January 1, 1975. (\$ 885.60)

To be replaced by the following:

Rental of Keypunch and Verifier - January 1, 1975 - June 30, 1975.

Tab Products Company \$ 975.00

Motion by Mr. Bartholomew, seconded by Mr. Taylor and unanimously carried, to approve the above awards as recommended. APPROVED

Mr. Barletta recommended that Purchase Orders 16424 through 16588, totaling \$30,033.00, be approved and that payment be authorized upon delivery and acceptance of the items ordered. PURCHASE ORDERS

Motion by Mr. Taylor, seconded by Mr. Bartholomew and unanimously carried, to approve the above Purchase Orders as recommended. APPROVED

Mr. Barletta recommended that District Warrants 20611 through 20874, totaling \$173,268.93, be approved and ratified for payment. PAYMENT OF BILLS

Motion by Mr. Taylor, seconded by Mrs. Brandt and unanimously carried, to approve the District Warrants as recommended. APPROVED

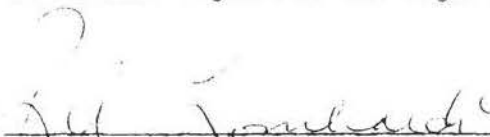
Dr. Lombardi recommended that the California State Department of Employment be permitted to occupy space at the College during the period of November 1, 1974, through October 31, 1975, for its satellite employment service office of the Santa Ana Employment Service Center. FACILITY USE REQUEST

Motion by Mrs. Brandt, seconded by Mr. Taylor and unanimously carried, that the California State Department of Employment be permitted to occupy space at the College during the period of November 1, 1974, through October 31, 1975, for its satellite employment service office of the Santa Ana Employment Service Center. APPROVED

Mr. Backus requested that the next Regular Meeting of the Board of Trustees be held on December 9, 1974, at 7:30 p.m. and that the Regular Meeting scheduled for December 23, 1974 be cancelled. REGULAR MEETINGS SCHEDULED

Motion by Mr. Taylor, seconded by Mr. Bartholomew and unanimously carried, to approve Mr. Backus' request that the next Regular Meeting of the Board of Trustees be held on December 9, 1974, at 7:30 p.m. and that the Regular Meeting scheduled for December 23, 1974 be cancelled. APPROVED

Mr. Backus adjourned the Regular Meeting at 11:00 p.m. ADJOURNMENT

  
R. A. Lombardi, Secretary to the Board of Trustees