

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, January 27, 1975, at 7:30 p.m.

REGULAR MEETING

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

There were present:

PRESENT

Mr. Patrick J. Backus (8:45)
 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 Mrs. Brandt, seconded by Mr. Dean and unanimously carried, to approve the Minutes of the Regular Meeting held on January 13, 1975, as presented.

MINUTES OF
 01-13-75
 APPROVED

Motion by Mrs. Berry, seconded by Mrs. Brandt and unanimously carried, to approve the Minutes of the Special Meeting held on January 20, 1975, as presented.

MINUTES OF
 01-20-75
 APPROVED

Mrs. Berry reported that she had received a telephone call from a fellow trustee in the Tustin area informing her that there may be a school available in Tustin. Mrs. Berry stated that since the earthquake preparedness program is going to go into effect next year, perhaps our store-front concept may not be suitable. She requested that the administration look into the availability if Tustin does release a school.

REPORTS AND
 COMMUNICATIONS

TRUSTEES

Dr. Lombardi read a letter from Mrs. Spaulding, resident of the Tustin area, expressing her appreciation for the six-unit rule and requesting that the Board of Trustees retain the rule because of the convenience it provides some residents of the District. Dr. Lombardi stated that he will prepare an appropriate response.

SUPERINTENDENT
 AND STAFF

Dr. Lombardi reported that Pepperdine University, Santa Ana, is interested in leasing space at Saddleback College on Saturdays, Sunday, and perhaps at other time. He stated that unless the Board had objections he will continue discussions with them. The Board requested that Pepperdine University submit a formal request at which time the matter would be discussed to insure that there would be no interference with Saddleback's own programs. Dr. Lombardi will bring this matter back to the Board as a formal motion.

Mr. LaBonte, President of the Academic Senate, stated that a mini retreat for faculty members will be held to review the complications of the expanding growth of Saddleback College. A panel discussion on this subject is planned with an answering period for the administration. He also stated that a retreat is planned during the first week in September.

ACADEMIC SENATE

Mrs. Berry referred to a letter in the Faculty Observer opposing the deletion of the "F" grade. She requested that in the future opponents of an issue be encouraged to present their cases to the Board because the Board would like to hear both sides of any issue. Mr. LaBonte assured Mrs. Berry that everyone was given the opportunity to speak at the forum on grading.

Mr. LaBonte announced that Mr. Bergman is the new president of the Faculty Association and that he will attend the next Regular Meeting.

FACULTY
ASSOCIATION

Mr. Gilbert, President of the Classified School Employees Association, did not have a report to present to the Board of Trustees.

CLASSIFIED
SCHOOL EMPLOYEES
ASSOCIATION

No representative of the student body was present.

ASSOCIATED
STUDENT BODY

Mrs. Green, resident of the unincorporated area of Santa Ana, addressed the Members of the Board of Trustees requesting permission to attend Santa Ana College. She had applied for a permit which had been denied and, at Dr. Lombardi's suggestion, had come before the Board to request a dispensation. She explained that the schedule of classes at Saddleback College are in direct conflict with her function as a homemaker and mother. She would like to take the architectural courses offered at Santa Ana College because they are offered early in the day whereas Saddleback College offers them only in the afternoon. She feels it is very important that she be at home when her children arrive home from school. She added that Santa Ana College requires that a block of classes equivalent to eight units be taken concurrently, so that she may not attend Santa Ana College under Saddleback College's six-unit rule.

PUBLIC

Mr. Taylor, in part, stated that the Board is concerned with everyone's educational interest, but also with the District. He further stated that it is the Board's responsibility to make decisions in the best interest of the District - the total students - not one person. When Saddleback College was originally established, he stated, the Tustin area elected to participate in its establishment; people must be loyal to their District. Mr. Taylor feels that the Board must use good judgment in making rules and must follow the rules that are set. Either a rule is right or thought must be given to changing it.

Mrs. Brandt stated that she appreciates that Mrs. Green is honest and that she is trying to develop herself and still be a good mother.

Mrs. Berry stated that she personally has received many requests from students in the Tustin area and that they are all valid also. She has advised them to come before the Board. If the rule is wrong we should change it; otherwise we should abide by it. If we allow this request we will have many other requests.

Mr. Bartholomew agreed that we would be opening "Pandora's Box." He stated that if rules are made they cannot be ignored every time something comes along.

Mr. Taylor stated that he, Mrs. Berry, Mrs. Brandt, and Dr. Marshall had attended a Community College Trustees Meeting on January 21, at which they heard that several colleges have an agreement wherein they do not charge for interdistrict transfers. Mr. Platt informed the Board of a meeting three years ago at which such an agreement was refused. Dr. Lombardi stated that agreements of this kind are based on the premise of equal exchange. Members who had attended the Meeting stated that those at the Board level were receptive and encouraged the Saddleback College Trustees to discuss the matter.

Dr. Marshall asked Dr. Lombardi to explain to Mrs. Green that Saddleback College paid \$739,000.00 to other districts last year because our students attended their colleges. He also stated that the Board did appreciate her position.

Mr. Dean stated that if there is likelihood, in the near future, of adopting an interdistrict agreement with other colleges that the Board's dedication to living to the letter of the policy seems ill advised. He further stated that rules and policies are guidelines, but that the Members of the Board of Trustees are elected to exercise judgment.

*Correction -
See Page 173*

Motion by Mr. Dean and seconded by Mrs. Brandt that Mrs. Green's request to be allowed to take two additional units at Santa Ana College be approved.

Mr. Bartholomew, Mrs. Berry, and Mr. Taylor voted no; Mr. Backus was absent. Motion failed.

It was suggested that perhaps Santa Ana College would reconsider the eight unit requirement so that Mrs. Green could attend Santa Ana College under Saddleback College's six-unit rule.

Dr. Lombardi informed Mrs. Green that she may appeal the Board's decision to the County Board of Education.

Mr. Bartholomew reported that Mrs. Brandt, Mr. Backus, and he had attended a conference dealing with collective bargaining. It was his opinion that collective bargaining is a top priority item in Sacramento. He stated that the Board of Governors of the California Community Colleges is planning to present recommendations to the Governor during February and that they are looking for help and guidance. He suggested that a study session be held on the matter, and that if the Board is going to take action, it should do so immediately.

*Correction -
See Page 174*

Dr. Lombardi recommended that the revised Disaster Preparedness Plan, dated December 11, 1974, be approved as presented. He informed the Board that a copy of the Plan will be distributed to each employee.

DISASTER
PREPAREDNESS
PLAN

Motion by Mr. Taylor, seconded by Mr. Dean and unanimously carried, to approve the revised Disaster Preparedness Plan dated December 11, 1974, as presented.

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 Social Science

Magali N. Gil

Charles Norman Irwin

Motion by Mrs. Brandt, seconded by Mr. Bartholomew 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

Dr. Lombardi recommended that Wade Arens be employed as a "consultant" (off-campus assistant athletic coach) for the 1975 swimming team, at a salary of \$500.00 which is to be paid at the close of the swimming season.

OFF-CAMPUS
ASSISTANT
ATHLETIC COACH

Motion by Mr. Taylor, seconded by Mrs. Brandt and unanimously carried, that Wade Arens be employed as a "consultant" (off-campus assistant athletic coach) for the 1975 swimming team at a salary of \$500.00 which is to be paid at the close of the swimming season.

APPROVED

Dr. Lombardi recommended that expenses, in the amount of \$52.50, be approved for Dr. Edward Hart for his service in conjunction with a computer study at the College.

HONORARIUM FOR
CONSULTING SERVICE

Motion by Mr. Dean, seconded by Mrs. Berry and unanimously carried, that expenses, in the amount of \$52.50, be approved for Dr. Edward Hart for his service in conjunction with a computer study at the College.

APPROVED

Mr. Barletta recommended approval of the following addition to Board Policy 4107 - Additional Compensation and Released Time - submitted to the Board of Trustees at the meeting of January 13, 1975.

PROPOSED ADDITION
TO BOARD POLICY
4107

C.E.T.A. Instructor

A contract for 10 months or prorated, if service is less than 10 months, plus additional compensation earned at the daily rate times each day of service performed beyond the established duty days for the fiscal year.

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to approve the addition to Board Policy 4107 - Additional Compensation and Released Time - as outlined above.

APPROVED

Mr. Barletta presented the following classified personnel items to the Board of Trustees for its approval:

CLASSIFIED
PERSONNEL -
REGULAR ACTION

Ratification of Employment

Robert F. Wisdom, Custodian II, Grade 25, Step 1, \$649.00 per month plus \$25.00 shift differential, effective January 15, 1975. Mr. Wisdom replaced James Derbyshire, who was appointed Campus Safety Officer effective January 2, 1975.

Recommendations for Employment

1. Dorothy D. Sellers, Instructional Aide, Grade 20, Step 1, \$574.00 per month, effective January 28, 1975.
2. Stephanie H. Greek, Professional Model, \$4.50 per hour as needed, effective January 28, 1975.
3. John T. Fox, Groundsman II, Grade 26, Step 3, \$733.00 per month, effective February 3, 1975.
4. Rosemary Sater, Clerical Substitute, \$3.255 per hour as needed, effective January 28, 1975.

Change of Status - Ratification

Nola Doyle, Clerk Typist I - Temporary, Grade 18, Step 1, \$547.00 per month, effective January 20, 1975. Mrs. Doyle has been employed as a Substitute Clerk Typist.

Resignation

Oscar Lloyd DeVaney, Campus Safety Officer-Part Time, effective December 23, 1974. Mr. DeVaney has resigned for personal reasons.

Motion by Mr. Bartholomew, seconded by Mr. Taylor and unanimously carried, to approve the above classified personnel items as presented. APPROVED

Dr. Lombardi recommended that the following conferences be approved with actual and necessary expenses paid: CONFERENCE REQUESTS

Patrick L. Grant -- Orange County Veteran's Dinner Meeting - Orange - January 30, 1975.

Monte C. LaBonte -- National Conference of The College Band Directors National Association - University of California, Berkeley - February 5, 6, 7, and 8, 1975.

Don Walker -- Music Educators National Conference, Western Division - San Francisco - February 21, 22, 23, and 24, 1975.

Duane Cain -- 1975 Southwestern Regional Clinic on Physical Fitness and Sports - Long Beach - February 21 and 22, 1975.

Jay Roelen -- 1975 Southwestern Regional Clinic on Physical Fitness and Sports - Long Beach - February 21 and 22, 1975.

(Supplemental)

William A. Heffernan -- California Association of Teachers of English Convention - San Francisco - February 7 and 8, 1975.

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

Dr. Lombardi requested that the proposed revision to Board Policy 4003 - Employment of Relatives - be withdrawn at this time as the faculty has requested time to discuss this policy and submit their input. He stated that it will be presented to the Board for information and discussion at a later date. PROPOSED REVISION TO BOARD POLICY 4003

Dr. Lombardi recommended that the following speakers and subsequent fees be approved for the winter quarter Writers' Lecture Series: FEES FOR WRITERS' LECTURE SERIES

Lynn Sukenick	\$50.00
Oakley Hall	\$50.00

Ted Taylor	\$50.00
Paul Vangelisti	\$75.00
Stanley Crouch	\$75.00

Motion by Mr. Bartholomew, seconded by Mrs. Brandt and unanimously carried, to approve the speakers and fees for the winter quarter Writers' Lecture Series as presented. APPROVED

Dr. Lombardi recommended that the following guest lecturer and subsequent fee be approved for her lecture services within the Women's Studies Program: FEES FOR WOMEN'S STUDIES GUEST LECTURER

Dr. J. J. Wilson	\$100.00
Professor of English	
Sonoma State College	

Motion by Mr. Taylor, seconded by Mrs. Brandt and unanimously carried, to approve Dr. J. J. Wilson and the fee of \$100.00 for lecture services within the Women's Studies Program. APPROVED

Dr. Lombardi recommended that Delphi Laurence, stage and screen actress, appear as a guest lecturer for the Drama Department on Tuesday, February 4, 1975. An honorarium of \$100.00 is requested and has been budgeted. GUEST LECTURERS AND FEES

He further recommended that an honorarium of \$50.00 plus mileage reimbursement not to exceed \$25.00 be approved for the following guest speakers for the Natural Science Division:

Robert Spraul, Ph.D.
Joseph Keys, Ph.D.
Allen Ginsburg, M.D.
Rimmon Fay, Ph.D.

Motion by Mrs. Brandt, seconded by Mr. Dean and unanimously carried, to approve the guest lecturers and fees as presented. APPROVED

Dr. Lombardi stated that the report on proposed legislation is presented to Members of the Board of Trustees for their information and acceptance. REPORT ON PROPOSED LEGISLATION

Dr. Lombardi stated that the report on financial status as of December 31, 1974, is presented to Members of the Board of Trustees for their information and acceptance. REPORT ON FINANCIAL STATUS AS OF 12-31-74

Mrs. Brandt asked Mr. Barletta what the cost per student is. Based on current projections (exact figures will not be forthcoming until after June 30, 1975) he estimated that the cost per student is \$1,480.00 per ADA.

Mr. Barletta informed the Board of Trustees that effective January 1, 1975, the minimum hourly wage was increased from \$2.00 to \$2.10 under the authority of the provisions of the Fair Labor Standards Act as amended May 1, 1974. He recommended that the Business Manager be authorized to comply with this increase.

FAIR LABOR
STANDARDS ACT

Motion by Mr. Bartholomew, seconded by Mr. Dean and unanimously carried, to authorize the Business Manager to comply with the minimum hourly wage increase.

APPROVED

Mr. Barletta requested authorization to execute a lease agreement with the Veterans Administration for the rental of space on which to locate a mobile trailer for the Veterans Administration on-campus program, at a monthly charge of \$70.87.

LEASE AGREEMENT
WITH THE
VETERANS
ADMINISTRATION

Terms of the lease will include the following:

1. Mobile trailer approximately 10' x 40' will be supplied and installed by the Government at no cost to Lessor.
2. Lessor will provide electrical hookup, with charges for such hookup to be reimbursed by the Government.
3. Telephone service will be provided by the Government at no cost to the Lessor.
4. Restroom and drinking water facilities in existing college buildings will be provided by the Lessor at no cost to the Government.
5. Lessor will provide electricity, janitor service, and security service.
6. Government will reimburse Lessor for all duplicating service at the rate of 4¢ per copy.
7. Removal of trailer and restoration of site to original condition will be provided by the Government at no cost to Lessor.

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to authorize the execution of a lease agreement with the Veterans Administration for the rental of space on which to locate a mobile trailer for the Veterans Administration on-campus program, at a monthly charge of \$70.87.

APPROVED

Mr. Barletta informed the Board of Trustees that a request has been received from Instructor Thomas Morgan, approved by Dr. Doyle McKinney, that the District pay for an institutional membership in the College Art Association of America, in the amount of \$40.00, for the calendar year 1975. He recommended approval of this request.

INSTITUTIONAL
MEMBERSHIP

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, that the District pay for an institutional membership in the College Art Association of America, in the amount of \$40.00, for the calendar year 1975.

APPROVED

Mr. Barletta recommended that the following progress payments be approved for payment:

PROGRESS
PAYMENTS

Central Plant - Coastate Builders, Progress Payment Request No. 5

Contract Price - \$1,748,300.00	
Amount earned as of 01-20-75	\$968,710.00
Less 10% Retention	<u>96,871.00</u>
Net due on earned to date	871,839.00
Less previous payments	<u>755,289.00</u>
Amount due this request	\$116,550.00

Remodeling of Building B (Cafeteria) - Builders West

Building - Progress Payment Request No. 4

Original Contract Price	\$ 78,736.00
Change Order No. 1 (09-23-74) Deduct	<u>(3,000.00)</u>
Revised Contract Price	<u>\$ 75,736.00</u>

Amount earned as of 01-13-75	\$ 75,736.00
Less 10% Retention	<u>7,573.60</u>
Net due on earned to date	\$ 68,162.40
Less previous payments	<u>66,877.40</u>
Amount due this request	1,285.00

Equipment - Progress Payment Request No. 2

Contract Price - \$39,972.41	
Amount earned as of 01-01-75	\$ 39,972.41
Less 10% Retention	<u>3,997.24</u>
Net due on earned to date	\$ 35,975.17
Less previous payments	<u>28,780.14</u>
Amount due this request	\$ 7,195.03

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to approve the progress payments as outlined above.

APPROVED

Dr. Lombardi requested that Mr. Gilbert present a report on the status of construction. Mr. Gilbert stated that the central plant is on schedule, the cafeteria has been completed, the tennis courts are on schedule, and the handball courts are two weeks behind schedule.

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-1247	Audio Visual Supplies	The Center For Humanities, Inc.	\$1,137.38
R-5438	Cafeteria Roof	Holmes Roofing Co.	\$1,888.00
174	Biology Equipment	Sargent-Welch Scientific	\$ 102.01
		Ward's Natural Science	995.12
		Scientific Products	1,639.69
		Beckman Instruments	1,674.80
			<u>\$4,411.62</u>

Motion by Mr. Dean, seconded by Mrs. Berry and unanimously carried, to approve the above awards as recommended. APPROVED

Mr. Barletta recommended that Purchase Orders 17176 through 17292, totaling \$131,202.30, be approved and that payment be authorized upon delivery and acceptance of the items ordered. PURCHASE ORDERS

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

Mr. Barletta recommended that District Warrants 21375 through 21559, totaling \$496,839.89, be approved and ratified for payment. PAYMENT OF BILLS

Motion by Mr. Bartholomew, seconded by Mr. Backus and unanimously carried, to approve the District Warrants as recommended. APPROVED

Mr. Barletta presented the following payment of personnel services to the Board of Trustees for ratification: PAYMENT OF PERSONNEL SERVICES

Classified Payroll	6B	\$94,786.13
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Motion by Mrs. Brandt, seconded by Mr. Bartholomew and unanimously carried, to ratify the above payment of personnel services as presented. APPROVED

Dr. Marshall adjourned the Regular Meeting for recess at 9:07 p.m. RECESS

Mr. Backus reconvened the Regular Meeting at 9:15 p.m. and immediately adjourned the Meeting into Executive Session. EXECUTIVE SESSION

Mr. Backus reconvened the Regular Meeting at 11:13 p.m. RECONVENED

In open session the following action transpired: OPEN SESSION

Motion by Mr. Taylor and seconded by Mr. Bartholomew that the District terminate the contract with Hippe and Randell, AIA Architects.

Mr. Backus, Mrs. Berry, Mrs. Brandt, Mr. Dean, and Dr. Marshall voted no. Motion failed.

During a discussion Mr. Dean commented that it was his feeling that not enough legal support was evident to support the motion.

Motion by Mr. Dean and seconded by Mrs. Brandt that the current contract with Hippe and Randell be terminated; that Hippe and Randell be offered a 5 percent fee of the construction cost for the Gymnasium-Physical Education Building; that extra services would be contracted by Board action only; that Items III-f, III-h, and IV-c of the Architects' letter dated January 23, 1975, which were not agreed to and should be brought to resolution, be removed; and that other provisions of a standard AIA Contract be imposed on the new contract, including the 10 percent clause. For example: a clause which makes architects responsible for redrawing and for bids which exceed 10 percent or more of the architect's estimates, and for performance of services by architects within a stated time in the schedule.

*Correction
See Page 174*

Mr. Backus, Mrs. Berry, Mr. Dean, and Dr. Marshall voted no. Motion failed.

Mr. Taylor raised an objection about the dollar amount for construction of the Gymnasium-Physical Education Building from \$1,964,094 to \$3,138,480, and also raised the point that his reading of the contract indicated that Hippe and Randell were obligated to redesign when costs exceeded 10 percent of their estimate. He also pointed out that time schedules and estimates had not been met in the past by Hippe and Randell and that those experiences made him question their capacity to complete the Gymnasium-Physical Education Building as per scheduled. He stated that for these, and for other reasons, he was opposed to the motion.

Mrs. Berry discussed the redesign concept, and Mr. Taylor raised the question of whether or not the current design could not be maintained and costs reduced satisfactorily within that design to make the \$1,964,094 figure a possibility.

Motion by Mrs. Brandt, seconded by Mrs. Berry and carried, that Hippe and Randell be offered a 4.21 percent fee, instead of a 5 percent fee, of the construction cost for the Gymnasium-Physical Education Building, that extra services would be contracted by Board action only; that Items III-f, III-h, and IV-c of the Architects' letter dated January 23, 1975, which were not agreed to and should be brought to resolution, be removed; and that other provisions of a standard AIA Contract be imposed on the new architects responsible for redrawing and for bids which exceed 10 percent or more of the architects' estimates; and for performance of services by architects within a stated time in the schedule.

Mr. Taylor voted no.

The Superintendent was then instructed to receive from Messrs. Hippe and Randell on Wednesday, January 29, 1975, at 4:00 p.m., a response concerning these changes to the contract relationship.

in a discussion ensued whereby a more precise set of stipulations for the said action was considered.

It was moved by Mr. Dean, seconded by Mrs. Brandt and unanimously carried, to rescind the previous motion.

The following motion was offered:

Motion by Mrs. Brandt, seconded by Mrs. Berry and carried, that the existing contract, dated May 13, 1974, with Hippe and Randell be modified as indicated by the Saddleback Community College District letter dated January 21, 1975, and as accepted by Hippe and Randell in a letter dated January 23, 1975, with the following exceptions to Hippe and Randell's letter:

Item I-c: That the District would offer a 4.21 percent of \$3,138,480 of the construction cost for the Gymnasium-Physical Education Building, and that extra services allowable under this modified contract will be with specific approval of the Board of Trustees.


Items III-f and III-h: That these items be questioned and resolved between the parties.

Item IV-c: That this item was not acceptable to the District and that the new contract should contain other such provisions as may be advised by County Counsel, such as the 10 percent provision for cost of the redesign to preclude construction being ten percent more than estimated.

Mr. Taylor voted no.

Motion by Mr. Bartholomew, seconded by Mr. Taylor and unanimously carried, that if this proposed agreement is not accepted by Hippe and Randell, that the Board of Trustees move to terminate the existing contract.

Mr. Backus adjourned the Regular Meeting at 11:55 p.m.


A. Lombard, Secretary to the Board of Trustees

*Correction
See Page 174*