

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, March 10, 1975, at 7:30 p.m.

REGULAR MEETING

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

There were present:

PRESENT

Mr. Patrick J. Backus (8:15)  
Mr. Robert C. Bartholomew  
Mrs. Donna C. Berry  
Mrs. Norrisa 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 Mrs. Brandt and unanimously carried, to approve the Minutes of the Regular Meeting held on February 24, 1975, with the following correction:

MINUTES OF  
FEBRUARY 24, 1975  
APPROVED

Page 198, Paragraph 6, should read as follows:

Consideration was then given to the Locker, Activities, and Office Buildings. The Architects recommended Style B (a Modified Mission Style). Mrs. Berry, Dr. Marshall, Mr. Taylor, and Mr. Backus voted for Style A (a Mission Style). Mrs. Brandt voted for Style C (a Plainer Mission Style). Mr. Bartholomew stated that he felt that the sketches were insufficient to make a decision.

Mrs. Berry distributed a copy of an article from the Los Angeles Times entitled "Money Crises Threatens to Cripple Schools" to each Member of the Board of Trustees for persual. She then stated that this article points out the dramatic effects of inflation. Even though this article refers to elementary schools, she stated, the Board should be as well informed as possible.

REPORTS AND  
COMMUNICATIONS

SUPERINTENDENT  
AND STAFF

Mr. Swartzbaugh, Dean of Students, addressed the Board of Trustees. He announced that Mr. Barletta, Mr. Armstrong, and he have been working with the Orange County Transit District to improve services with respect to routes and fares. A contract has been prepared and is currently being reviewed by Dr. Lombardi and Mr. Barletta, offering students and staff unlimited rides for \$7.00 per month or \$20.00 for the months of April, May, and June. This agreement will be at no cost to the District. The ticket sales will be handled by the Student Activities Office. He announced that Route 75 will possibly come into existence in June (after the end of school) at which time the Orange County Transit District will receive another 44 buses. The proposed route probably will start in Santa Ana, through Irvine, into El Toro. He also announced that a "park and ride" program might be established within the County affecting San Clemente and Leisure World.

Dr. Lombardi stated that a copy of a study of student characteristics prepared by Mrs. Vincenzi, Mathematics and Engineering, had been distributed to Members of the Board of Trustees. This information, he stated, is of interest and use to the College District.

Dr. Lombardi announced that the American Association of Community and Junior Colleges' 55th Annual Convention will be held in Seattle, Washington, on April 13, 14, 15, and 16, 1975. Also, he stated, the Orange County School Boards Association's Dinner Meeting will be held in Anaheim on March 19, 1975. He requested that Trustees wishing to attend contact his office.

Dr. Lombardi stated that, in response to the resolution on collective bargaining recently distributed, we have received a number of letters from other districts expressing appreciation. He stated that this had been a worthwhile effort.

Dr. Lombardi introduced Mr. William G. Hartje, Jr., President of Community and Business Success (CBS), to give a brief discussion on his services involving raising funds for colleges. Mr. Hartje discussed private sector financial development for the Saddleback Community College District. He requested that the Board of Trustees consider the concept of a committee appointed to continue the discussion.

Mr. LaBonte, President of the Academic Senate, stated that the Mini Retreat held on March 7, 1975, cosponsored by the Faculty and the Administration, had met with a very positive response.

ACADEMIC SENATE

Miss Hefter, President of the Associated Student Body, announced that they were pleased with the outcome of the film series held on February 28, 1975, cosponsored by Community Services. They hope this can be offered again in the future.

ASSOCIATED  
STUDENT BODY

She mentioned that an ASB Office is "on the horizon."

Mr. Gilbert, President of the California School Employees Association, reported on the Association's proposal for in-service education and proficiency program. He requested that the Board of Trustees review this proposal and indicate its approval to develop a program for Saddleback College.

CALIFORNIA  
SCHOOL EMPLOYEES  
ASSOCIATION

On behalf of the Faculty Association, Mr. Bergman, President, extended congratulations to Mrs. Berry on her election to the Board of Trustees and to Mrs. Brandt and Mr. Taylor for their reelection; also, he welcomed Mr. Greinke and thanked Mr. Dean for his services.

FACULTY  
ASSOCIATION

Mr. Swartzbaugh announced that on Wednesday, March 12, 1975, representatives from four-year college institutions will be on campus for our students and for high school students to participate in College Information Day. On Wednesday, March 19, 1975, he stated, the 7th Annual High School Counselors' Day will be held at Saddleback College.

Mrs. Berry thanked Community Services for the outstanding schedule presented this year. Mr. Armstrong, Director of Community Information and Services, stated that much of the credit should be given to the office of the Dean of Instruction.

Mr. Backus noted that Saddleback College's basketball team finished on a positive note and did a very fine job. He congratulated Mr. Stevens, Basketball Coach.

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, that Dr. Lombardi initiate a letter congratulating the basketball team.

It was also noted that the swimming team is doing an outstanding job.

Dr. Lombardi recommended that the proposed Academic Calendar for 1975-76 be approved as presented. He commented that this calendar has been prepared and approved by both faculty and administration.

ACADEMIC CALENDAR  
FOR 1975-76

Motion by Mr. Dean, seconded by Mr. Bartholomew and unanimously carried, to approve the proposed Academic Calendar for 1975-76 as presented.

APPROVED

Dr. Lombardi recommended that the Women's Studies 20 course entitled "Learning Those Sexual Roles" be changed to "Societal Interpretation of Sexual Roles."

COURSE TITLE  
CHANGE

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, to approve the course title change as recommended.

APPROVED

Dr. Lombardi recommended that the Certificate of Achievement be awarded to the following:

CERTIFICATE OF  
ACHIEVEMENT

Donald L. Altevers	Business Management
Daniel E. Caldwell	Real Estate
John R. Marcucci	Business Management

Motion by Mr. Taylor, seconded by Mrs. Brandt and unanimously carried, to award the Certificate of Achievement as recommended.

APPROVED

Mrs. Berry commented on the trip to Yucatan offered in the Spring Schedule of Classes. She stated that this program has not been approved by the Board of Trustees. Mr. Platt explained that it had been placed in the schedule in order to advertise the program. He stated that the curriculum committee has not yet established all of the details but that the program will be ready to be presented to the Board of Trustees at the next meeting.

Dr. Lombardi recommended that the following conference requests be approved with actual and necessary expenses paid:

CONFERENCE  
REQUESTS

Florence Wilkinson -- American Business Communication Association Conference - Anaheim - March 7 and 8, 1975.

Doyle McKinney -- Planning and Workshop Sessions of the Community College - Bicentennial Commemoration - Sacramento: March 14, 1975 - Fresno: May 30, 31, and June 1, 1975.

Duane Cain, Flip Darr, Doug Fritz, George Hartman, Vince McCullough, Bill Otta, Jay Roelen, and Betty Sherrer -- California Association of Health, Physical Education and Recreation Convention - Los Angeles - March 21, 22, 23, and 24, 1975.

Shirley Harris -- California Business Education Association State Convention - Stateline - March 23, 24, and 25, 1975.

Everett Brewer -- Cooperative Work Experience Workshop - Southwest College, Chula Vista - April 4, 1975.

Robert Ferguson -- Annual Conference of the California Association of Administration of Justice Educators - Sacramento - April 9, 10, 11, and 12, 1975.

Pat Ryan -- California Nurses' Association, Region 1, Medico-Legal Institute Workshop - Anaheim - April 18 and 19, 1975.

Calvin Nelson -- 53rd Annual National Council of Teachers of Mathematics Convention - Denver, Colorado - April 23, 24, 25, and 26, 1975.

Arthur Croisette and Jerry Davidson -- Seminar on Professional Development Program for Community College Instructors of Accounting - University of California- Los Angeles - May 10, 1975.

Motion by Dr. Marshall, seconded by Mrs. Brandt and unanimously carried, to approve the above conference requests with actual and necessary expenses paid.

APPROVED

Dr. Lombardi recommended that the following extended day instructors be appointed 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 Fine Arts

J. Christine Cornell  
Diane Lee dePriest  
Ronald P. Eschete  
Kenneth A. Foberg  
Lawrence Robert Jones  
Harold Lee Kinnaman  
Jerry Eugene Lenington  
Manuel Mark Mayuga  
Thomas Ray Polley  
Barbara Upton

Division of Business Science

Donald C. Alford  
Lee Arthur Erkert  
Peter Alan Levine  
Marilyn Lees

Division of Social Science

Edward Francis Roveto

Division of Mathematics-Engineering

Kathleen Conard Jone  
Albert Marzilli  
Vladimir S. Skalabrin  
Barbara S. Resnick

Division of Natural Science

Ann Lerner Egan  
Alice L. Goldman  
Trent Graydon Hofferber  
Dennis Roger McClung  
Robin Newbold Valencic

Division of Physical Education

Darrell J. McKebban  
Wendell W. Witt

Motion by Mrs. Berry, seconded by Mr. Bartholomew and unanimously carried, to appoint the foregoing 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

A discussion followed concerning employment of relatives. It was requested that for future employment of relatives, in accordance with Board Policy 4003, this fact be brought to the attention of the Board of Trustees.

Mr. Barletta recommended ratification of employment of Gayla Katsulis, Clerk Typist I - Temporary, Grade 18, Step 1, \$547.00 per month, effective March 3, 1975. This position, he stated, has been established for Admissions and Records through June 30, 1975. CLASSIFIED PERSONNEL - REGULAR ACTIONS

Mr. Barletta also recommended that Sandra Hagman, Library Clerk, be given permission to take six days of personal leave without pay during March. She will be married on March 22, 1975, and has not been employed by the District the six-month period required to take vacation time. Her service with the District began November 13, 1974.

Motion by Mrs. Berry, seconded by Dr. Marshall and unanimously carried, to approve the classified personnel actions as recommended. APPROVED

Dr. Lombardi recommended that the following musicians and subsequent fees be approved for services to be performed on April 19, 1975, at the Saddleback College Choral Festival, to be held at University High School. GUEST MUSICIANS AND FEES

Mr. Paul Salamunovich	Guest Director	\$500.00
Mr. Steve Sivcovich	Guest Accompanist	\$150.00

Motion by Dr. Marshall, seconded by Mrs. Brandt and unanimously carried, to approve the foregoing musicians and subsequent fees as recommended. APPROVED

Mr. Bartholomew asked if admission is charged for community service events; they are not. Mrs. Brandt suggested that a committee on community services be formed. Dr. Lombardi suggested a discussion on community services, perhaps at the next regular meeting. All Members of the Board of Trustees agreed that Mr. Armstrong is doing an outstanding job in this capacity. He stated that he would welcome the interest.

Dr. Lombardi recommended that the following lecturers and subsequent fees be approved for the spring quarter women's studies program and Women's Workshop scheduled for May: WOMEN'S STUDIES LECTURERS AND FEES

Helen Lotos	\$ 75.00
Mary Jean Hower	25.00
Pat Reucker	75.00
Dr. Elnora Schmadel	25.00
Michael McGinnis	50.00
Dr. Patricia Dean	50.00
Dr. Joanna Spaulding	75.00
Edith Peters	50.00
John Felos	25.00
Jean McDermott	25.00
Jan Worth	50.00

Motion by Dr. Marshall, seconded by Mr. Dean and unanimously carried, to approve the aforementioned lecturers and subsequent fees as recommended.

APPROVED

Dr. Lombardi recommended that the services of Peggy Mains as choreographer for Godspell and a fee of \$300.00 be approved.

CHOREOGRAPHER  
AND FEE

Motion by Mrs. Brandt, seconded by Mrs. Berry and unanimously carried, to approve the services of Peggy Mains as choreographer for Godspell and a fee of \$300.00.

APPROVED

Dr. Lombardi recommended that the services of Ralph Tancredi to compose an original score for the Bicentennial script and a fee of \$200.00 be approved.

COMPOSER AND FEE

Motion by Dr. Marshall, seconded by Mr. Taylor and unanimously carried, to approve the services of Ralph Tancredi to compose an original score for the Bicentennial script and a fee of \$200.00.

APPROVED

Dr. Lombardi recommended that the Associated Student Body's request that transportation for the Northern California College Band Tour be funded by the District, because of insufficient funds available in the Associated Student Body budget, be approved. He stated that the request is for transportation only; lodging and meals will be covered by the Associated Student Body.

ASSOCIATED  
STUDENT BODY'S  
REQUEST FOR  
TRANSPORTATION  
FUNDS

He informed the Board that this is the third year in which the band has represented the College on this four-day concert tour. Forty-five band members will be making the trip. The itinerary for the tour is as follows:

Wednesday, April 2    Leave College 8:00 a.m.; arrive San Jose approximately 6:00 p.m.

Thursday, April 3    Concert: Canada College, Redwood City, 11:00 a.m.  
Concert: Golden Gate Park, San Francisco, 2:00 p.m.  
Concert: Ghiradelli Square, San Francisco, 8:00 p.m.

Friday, April 4      Concert: Cabrillo College, Aptos, 12:00 noon  
                         Concert: Pruneyard, Campbell, 5:00 p.m.

Saturday, April 5    Leave San Jose 8:00 a.m.; arrive at the  
                         College at approximately 6:30 p.m.

Transportation  
Estimate:            53 passenger bus - \$1,106.00  
                         (Estimate)

Motion by Mrs. Berry, seconded by Dr. Marshall and unanimously carried, to approve the Associated Student Body's request that transportation for the Northern California College Band Tour be funded by the District.      APPROVED

Dr. Lombardi recommended that the Porsche Club of America, Orange, Coast Region, be permitted to use a portion of Parking Lot Number 1 for a driver training session to be held on Sunday, March 30, 1975.      USE OF FACILITIES

Motion by Dr. Marshall, seconded by Mrs. Brandt and unanimously carried, to permit the Porsche Club of America, Orange County Region, to use a portion of Parking Lot Number 1 for a driver training session to be held on Sunday, March 30, 1975.      APPROVED

Mr. Taylor suggested that a procedure be implemented in conjunction with the use of Saddleback Community College District's facilities to eliminate liability on the part of the District. Mr. Barletta stated that on the form used to request the use of facilities there is a conditional clause which is signed by the representative of the requesting organization and holds the District harmless. Insurance coverage and responsibility were discussed. Mr. Barletta will investigate to ascertain what steps can be taken to assure the District of adequate insurance coverage.

Mr. Greinke asked if a fee is charged for the use of facilities. Mr. Barletta replied that regulations and procedures along with a fee schedule are being prepared and will be submitted to the Board of Trustees.

Mr. Barletta recommended that Jennings-Halderman-Hood, Civil Engineers, be authorized to resurvey the points on the easterly boundary of the campus at a fee not to exceed \$500.00.      ENGINEERING SERVICES

Motion by Mr. Dean, seconded by Mrs. Berry and unanimously carried, to authorize Jennings-Halderman-Hood, Civil Engineers, to resurvey the points on the easterly boundary of the campus at a fee not to exceed \$500.00.      APPROVED



Mr. Barletta recommended that the following requests for payment submitted by Hippe and Randell, AIA Architects, in accordance with the contract agreement dated February 6, 1975, be approved:

PAYMENTS TO ARCHITECTS

1. Gymnasium-Physical Education Complex

Fee: 4.21% of Agreed Construction Cost of  
\$3,302,465 = \$139,033.00

Design Development Phase, 35% completion -

Building	\$42,335.55
Site	6,326.00
Total due this request	<u>\$48,661.55</u>

2. Tennis and Handball Courts

Fee: Tennis Courts - \$2,568.11  
Handball Courts - \$2,162.69

Tennis Courts, 60% completion	\$ 1,540.87
Handball Courts, 14% completion	302.78
Total due this request	<u>\$ 1,843.65</u>

3. Central Plant

Fee: \$14,940.00

Construction, 60% completion:

Building	\$ 5,378.40
Less previous payments	<u>4,302.72</u>
	\$ 1,075.68

Site	\$ 3,585.60
Less previous payments	<u>2,868.48</u>
Total due this request	<u>717.12</u>

4. Fees for additional professional services, as per contract agreement of February 6, 1975 \$ 8,081.99

Motion by Mr. Bartholomew, seconded by Dr. Marshall and unanimously carried, to approve the foregoing requests for payment submitted by Hippe and Randell, AIA Architects, in accordance with the contract agreement dated February 6, 1975.

APPROVED

Mr. Barletta recommended that the following progress payment requests, submitted by L. R. Hubbard, Jr., be approved:

PROGRESS PAYMENTS

Tennis Courts - Progress Payment Request No. 3

Contract Price - \$160,100.00	
Amount earned as of 02-28-75	\$117,812.00
Less 10% Retention	11,781.20
Net due on earned to date	<u>\$106,030.80</u>
Less previous payments	69,526.17
Amount due this request	<u>\$ 36,504.63</u>

Handball Courts - Progress Payment Request No. 3

Contract Price - \$154,478.00	
Amount earned as of 02-28-75	\$ 40,141.35
Less 10% Retention	4,014.14
Net due on earned to date	<u>\$ 36,127.21</u>
Less previous payments	20,067.30
Amount due this request	<u>\$ 16,059.91</u>

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, to approve the aforesaid progress payment requests submitted by L. R. Hubbard, Jr. 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-6229	Oscilloscope	Tektronix, Inc.	\$ 6,052.62
R-1272	Photography	San Clemente Sportina Goods	136.37
		The Camera Casa	143.94
		Schaeffer Photo & Camera	360.17
		Henry's Camera	510.87
		Royce Photo/Graphics Supply	701.49
		Cal's Cameras	2,450.95
			<u>\$ 4,303.79</u>
R-1664	Astronomy Equipment	Earl V. Lewis Cameras	275.60
		Henry's Camera	1,453.79
			<u>\$ 1,729.39</u>
180	Addition on Building "F"	Ed's Electric	325.00
		Alcorn Fence Company	717.00
		Lang's Concrete	1,008.00
		Clifford L. Thompson Construction	5,092.80
			<u>\$ 7,142.80</u>
R-1685	Storage Cases	Culver-Newlin	332.63
		United Business Interiors	1,591.59
			<u>\$ 1,924.22</u>
177	Spring Quarter Class Schedule	Change order for added pages and corrections Additional charge:	\$ 987.50

R-1262	Audio Visual Equipment	A. F. Milliron Coast Visual Education Co. Cal's Cameras	\$ 6,785.72 386.90 169.07 <u>\$ 7,341.69</u>
5482	Ramp	Wesseln Construction	\$ 1,534.00

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, to approve the aforesated awards as recommended and to authorize payment upon delivery and acceptance of the items ordered. APPROVED

Mr. Barletta recommended that Purchase Orders 17675 through 17887, totaling \$54,142.40, be approved and that payment be authorized upon delivery and acceptance of the items ordered. PURCHASE ORDERS

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, to approve Purchase Orders 17675 through 17887, totaling \$54,142.40, as recommended, and to authorize payment upon delivery and acceptance of the items ordered. APPROVED

Mr. Barletta recommended that District Warrants 21927 through 22073, totaling \$114,585.46, be approved and ratified for payment. PAYMENT OF BILLS

Motion by Mr. Taylor, seconded by Mr. Bartholomew and unanimously carried, to approve District Warrants 21927 through 22073, totaling \$114,585.46, and to ratify them for payment. APPROVED

Mr. Barletta recommended ratification of the following payment of personnel services: PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	8A	\$322,423.09
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Motion by Mr. Bartholomew, seconded by Mr. Taylor and unanimously carried, to ratify the foregoing payment for personnel services. APPROVED

Mr. Barletta informed the Board that at the meeting of February 24, 1975, Senate Bill 276, "Community Colleges: Field Act Exemption," was included in the report on proposed legislation submitted to the Board of Trustees. He stated that communication has been received from the California Community and Junior College Association, a copy of which has been transmitted to the Board, requesting support for this bill. He recommended that the Board of Trustees authorize the Superintendent to communicate with the members of the Senate Education Committee and indicate the District's support for Senate Bill 276. The passage of this bill, he stated, would greatly assist the District in its off-campus activities, especially in the area of obtaining facilities in which classes will be offered. LEGISLATION - SENATE BILL 276

Motion by Mrs. Berry, seconded by Mr. Dean and unanimously carried, to authorize the Superintendent to communicate with the members of the Senate Education Committee and indicate the District's support for Senate Bill 276. APPROVED

Mr. Barletta presented a report on proposed legislation affecting school districts, introduced in the current session, for information.	LEGISLATIVE REPORT
Mr. Backus announced that Dr. Lombardi has been invited to serve on the Chancellor's Advisory Committee and congratulated him on behalf of the Board of Trustees.	CHANCELLOR'S ADVISORY COMMITTEE
Mr. Backus adjourned the Regular Meeting for recess at 9:20 p.m.	RECESS
Mr. Backus reconvened the Regular Meeting at 9:25 p.m. and immediately adjourned the Meeting into Executive Session.	EXECUTIVE SESSION
Mr. Backus reconvened the Regular Meeting at 10:12 p.m. and stated that a discussion had materialized in Executive Session concerning a personnel matter and that no action had transpired.	RECONVENED
Mr. Backus adjourned the Regular Meeting at 10:16 p.m.	ADJOURNMENT

*R. A. Lombardi*  


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