

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, June 23, 1975, at 7:30 p.m.

REGULAR MEETING

Mr. Bartholomew, President of the Board of Trustees, called the Meeting to order; Mr. Taylor 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
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

There were absent:

Mr. Frank H. Greinke

Mr. Bartholomew requested a motion that Board Report Number 448, Proposal - Child Care Program - be placed on the Agenda prior to the Budget Study.

Motion by Dr. Marshall, seconded by Mrs. Brandt and unanimously carried, that the Agenda and Addenda be adopted as amended.

AGENDA ADOPTED

Motion by Mrs. Brandt, seconded by Dr. Marshall and unanimously carried, to approve the Minutes of the Regular Meeting of June 9, 1975 and the Minutes of the Special Meeting of June 16, 1975, as presented.

MINUTES APPROVED

On behalf of the Board of Trustees, Mr. Bartholomew read a Resolution adopted at the Meeting held on June 9, 1975, and presented it to Mrs. Gertrude C. Baker.

RESOLUTION -
GERTRUDE C. BAKER

Superintendent Lombardi introduced Mr. La Bonte, Fine Arts Instructor, who showed tapes of events at the West Coast Conducting Symposium instructed by Conductor Dr. Finnell. On behalf of those in attendance at the Symposium, Mr. La Bonte thanked the Board and the Administration for allowing them to participate and thanked the library personnel for preparing the tapes.

REPORTS AND
COMMUNICATIONS

Mrs. Vincenzi, representing the Academic Senate, stated that the Retreat announced at the last Meeting is definitely scheduled to be held the first day of the school year, September 2, 1975. A formal invitation will be extended to the Trustees when the location has been determined.

ACADEMIC SENATE

Mr. Kelly, Associate Dean of Counseling and Student Affairs, introduced the 1975-76 Associated Student Body President, Kathleen Eddy, who then introduced the new officers of the Associated Student Body of Saddleback College for the 1975-76 academic year:

ASSOCIATED
STUDENT BODY

Vice-President	Anita Mignogna
Budget Commissioner/Treasurer	Nick A. Fistonich
Publicity Commissioner	Janine Coate
Student Affairs Commissioner	Peggy E. Terrell
Academic Affairs Commissioner	Craig Baumbusch
Press Secretary	Valerie Marie J. Moylan

A copy of the Constitution of the Associated Student Body of Saddleback Community College was presented to each Trustee, along with a copy of the Ballot, which included the new, proposed Constitution. At a later date, this document will be formally submitted to the Board for approval.

A representative of the California School Employees Association and the Faculty Association was not present.

CSEA

FACULTY ASSOCIATION

Superintendent Lombardi stated that at the last meeting the Architects had been asked to look at some possible sites in the Irvine/Tustin area. A joint meeting with Blurock and Partners and The Irvine Company was held to look at some optional site locations. Mr. Blurock introduced Mr. Trittipo, a Partner, who gave an overview of this meeting. A map of the area and the City of Irvine General Plan were displayed and possible sites were noted and discussed. Long term plans are viable; but short term implementation presents problems such as expense involved in installation of utilities and sufficient time to plan for needs. One short term solution would be to lease. This alternative was discussed; Larwin Square in Tustin, which would be available immediately, being a possibility. The owners have been conferred with and they will be contacting us this week. Superintendent Lombardi stated that the Architects would like to look at the building in Tustin to ascertain what it would cost to convert it and to bring this information to the Board at the next meeting. The Board agreed to this direction. It was mentioned that we cannot proceed unless we have the approval of the Post Secondary Education Commission.

ARCHITECTS -
BLUROCK & PARTNERS

Trustees, Administration, Faculty, and Members of the Public entered into a discussion on the Child Care Program Proposal.

PROPOSAL -
CHILD CARE PROGRAM

Motion by Mr. Backus, seconded by Mrs. Berry and carried, that the Board of Trustees take a good look at the budget and try to come up with \$165,000.00 to implement this Program. CHILD CARE PROGRAM

Roll Call Vote:

Ayes: Backus, Bartholomew, Berry, Taylor

Noes: Brandt, Marshall

Absent: Greinke

Mr. Bartholomew adjourned the Regular Meeting for recess at 9:25 p.m. RECESS

Mr. Bartholomew reconvened the Regular Meeting at 9:35 p.m. RECONVENED

Mrs. Berry requested that the Consent Calendar be considered prior to the Budget Study, as she wishes to remove a recommendation related to the budget. There were no objections.

All items listed under Consent Calendar are considered by the Board to be routine and are enacted by the Board in a single motion. There is no discussion of these items prior to the time the Board votes on the motion unless it is requested that specific items be discussed or removed from the Consent Calendar. CONSENT CALENDAR

Mrs. Berry requested that Board Report Number 439, Certificated Personnel - Employment, be removed from the Consent Calendar and be discussed prior to the Budget Study.

Mrs. Berry requested that Board Report Number 445, Community Events - Fine Arts, be removed from the Consent Calendar.

Mr. Bartholomew requested that Board Report Number 451, Consultant Services, be removed from the Consent Calendar.

Motion by Dr. Marshall, seconded by Mrs. Berry and unanimously carried, to approve the Consent Calendar as amended, as follows: APPROVED

The District Work Experience Education Program portion of the District Plan for Vocational Education. DISTRICT PLAN FOR WORK EXPERIENCE EDUCATION

The curricular additions submitted to the Board for information on June 9, 1975. CURRICULUM

The Certificate of Achievement in Real Estate awarded to Claudette Grunkemeyer. CERTIFICATE OF ACHIEVEMENT

The following, qualified applicants appointed as extended day instructors on an "if-and-as-needed" basis for the 1974-75 academic year and for the 1975 Summer Session, at the hourly rate stipulated in the salary schedule at the class to which each is qualified: EXTENDED DAY INSTRUCTORS

<u>Applicant</u>	<u>Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Decker, Diane	R.N.	Nursing	\$13.00 per hour
Groves, William C.	B.A.	Photography	\$13.00 per hour

<u>Applicant</u>	<u>Degree</u>	<u>Assignment</u>	<u>Probable Salary (ADDENDA)</u>
Samuel, Edward E.	M.A.	Music	\$13.50 per hour
Merrifield, Michael J.	M.A.	Anthropology	\$13.50 per hour

Amended Board Policy 4106, Certificate Personnel Substitute
Instructor, as follows:

BOARD POLICY 4106

If an instructor is absent because of illness or other authorized reasons, the Dean of Instruction, in consultation with the appropriate Division Chairman, shall make the decision concerning whether or not to dismiss a class or to request that it be conducted by a member of the staff or a substitute.

If it is necessary to employ a regular staff instructor or an outside instructor, the rate of pay shall be as follows:

	<u>Regular Instructors</u>	<u>Outside Instructors</u>
Class I	\$16.00 per hour	\$13.00 per hour
Class II	16.50 per hour	13.50 per hour
Class III	17.25 per hour	14.25 per hour
Class IV	17.75 per hour	14.75 per hour
Class V	18.50 per hour	15.25 per hour

The following appointments:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Employment

1. Arleta R. Mann, Substitute Clerk Typist, as needed, at the rate of \$3.255 per hour, effective June 24, 1975, and for fiscal year 1975-76.
2. Dorothy Sellers, Substitute Clerk Typist, as needed, at the rate of \$3.255 per hour, effective July 1, 1975.
3. Nola A. Doyle, Clerk Typist II, Key punch Assistant, Grade 20, Step 1, \$574.00 per month, effective July 1, 1975.
4. Gayla Katsulis, Clerk Typist I, Grade 18, Step 2, \$574.00 per month, effective July 1, 1975.
5. David E. Jones, Safety Officer, Part-Time, \$3.86 per hour, effective June 24, 1975, and for fiscal year 1975-76. Mr. Jones is replacing Officer Sanfilippo, who has requested assignment as Safety Officer Substitute, effective July 1, 1975.
6. Individuals named below as Professional Models, as needed, at the rate of \$4.50 per hour, effective June 24, 1975, and for fiscal year 1975-76:

Anna M. Crowell
Gene Tye
Jane Anderson

Change of Status

Fred Sanfilippo, Safety Officer, Part-Time, reassigned as Safety Officer Substitute on an as-needed basis at the rate of \$3.86 per hour, effective July 1, 1975.

Reemployment of Professional Models for fiscal year 1975-76, as needed, at the rate of \$4.50 per hour:

Stephanie H. Greek	Carol Ann Shabaz
Roxanne J. Long	Robert Alan Eberhard
Roberta Lee Hirsch	Stephen Brooks Weld
Ann Mary Foskett	Joanne Marie Andrew
Marian George	Gerrie L. Walker
Emily Montgomery	Donald J. Mills
Cindy Anne Ott	David D. Goble
Terry L. Parker	Brock K. Smith

That the position of Constance Weber, Departmental Secretary in Student Personnel, be changed from a 10-month position to an 11-month position.

CLASSIFIED
PERSONNEL -
SCHEDULE OF WORK

The following progress payment request:

PROGRESS PAYMENT

Central Plant - Coastate Builders, Progress Payment Request Number 10

Contract Price - \$1,748,300.00	
Amount earned as of 06-17-75	\$ 1,659,765.00
Less 10% Retention	165,976.50
Net due on earned to date	\$ 1,493,788.50
Less previous payments	1,428,597.00
Amount due this request	\$ 65,191.50

The following Award, the bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered:

AWARD

Bid No. R-2166 - Mat Service - Buildings & Grounds
L & N Uniform Supply Co. Not to Exceed: \$ 3,000.00

Purchase Orders 18946 through 19023, totaling \$17,574.26, and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

District Warrants 23670 through 23990, totaling \$145,495.23.

PAYMENT OF BILLS

Payment of personnel services ratified as follows:

PAYMENT OF
PERSONNEL SERVICES

Classified Payroll	11B	\$ 125,256.35
Adjustment to Classified Payroll	10B	19,324.38
		\$ 144,580.73

The report on proposed legislation affecting school districts, introduced in the current session, as presented.

LEGISLATIVE REPORT

Superintendent Lombardi recommended employment of certificated personnel for the 1975-76 academic year.

CERTIFICATED
PERSONNEL -
EMPLOYMENT

Motion by Mrs. Berry and seconded by Mr. Bartholomew to approve Report Number 439, Certificated Personnel - Employment, with the deletion of the position of Assistant to the Superintendent.

Motion amended by Mr. Backus and seconded by Mrs. Berry to include a brief Executive Session to discuss this matter.

Mrs. Brandt, Dr. Marshall, and Mr. Taylor were opposed to the amendment. Amendment failed.

Mrs. Brandt, Dr. Marshall, and Mr. Taylor were opposed to the main motion. Motion failed.

Motion by Mr. Taylor that Report Number 439, Certificated Personnel - Employment, be approved as presented. Mr. Backus, Mr. Bartholomew, and Mrs. Berry were opposed.

Motion by Mr. Taylor, seconded by Mr. Backus and unanimously carried, that Report Number 439 - Certificated Personnel - Employment, be considered during the Executive Session and that the Budget Study be continued at this time.

Mr. Barletta stated that the District is required by law to file its Tentative Annual Financial and Budget Report with the County Superintendent of Schools by July 3, 1975.

BUDGET STUDY

He recommended that the Superintendent or Business Manager be authorized to execute the necessary documents on behalf of the Board, and to file them with the Orange County Superintendent of Schools.

TENTATIVE ANNUAL
FINANCIAL AND
BUDGET REPORT -
1975-76

The Superintendent and the Business Manager recommended that the tentative budget estimates reported below be adopted.

<u>Tax Rate*</u>	<u>Fund Category</u>	<u>Budget</u>
0.9287	General Fund	\$15,595,802.
Ø	Special Reserve Fund	17,000.
<u>0.0593</u>	Bond Interest & Redemption Fund	707,087.
0.9880 per \$100 of Assessed Valuation		

*Tax rates are predicated upon estimates of both assessed valuation and adjusted beginning balances. Both of these will be known later and in fact by the time the public hearing is held early in August. It is recommended that a special meeting be scheduled for August 4, 1975, for the purpose of holding a public hearing on the budget, and that the publication of the Annual Financial and Budget Report be approved at the prior regular meeting of July 14, 1975.

Motion by Mr. Taylor, seconded by Mr. Backus and unanimously carried that the Tentative Annual Financial & Budget Report - 1975-76 - be approved. APPROVED

Current and revised graduation requirements and general education requirements, credit transferred from other colleges, credit for military service, and english equivalency examination were presented to the Board for information. Approval will be requested at the next Regular Board Meeting scheduled to be held on July 14, 1975. GRADUATION REQUIREMENTS AND GENERAL EDUCATION REQUIREMENTS

Curricular additions were submitted to the Board for information. Approval will be requested at the next Regular Meeting scheduled to be held on July 14, 1975. CURRICULUM

Superintendent Lombardi recommended that the Division of Languages be permitted to proceed with the Right to Read Grant. A summary of the Grant was presented to the Board for information and Mr. Craig, Instructor, Division of Languages, was present to answer questions. GRANT

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, that the Division of Languages be permitted to proceed with the Right to Read Grant. APPROVED

Superintendent Lombardi recommended that the Board of Trustees approve the following additional certificated position for the 1975-76 academic year: ADDITIONAL CERTIFICATED POSITION

Division of Health and Physical Education

1 Health, P.E., and Recreation Instructor/Basketball Coach

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, that the certificated position of Health, P.E., and Recreation Instructor/Basketball Coach be approved for the 1975-76 academic year. APPROVED

Mr. Barletta stated that a revision to Board Policy 4107 - Additional Compensation and Released Time - had been approved at the meeting of June 16, 1975. He recommended that a further revision to this policy be approved, as follows: BOARD POLICY 4107

Division Chairperson - A contract of 10 months plus 10% of annual contract salary plus, as needed, an additional assignment not to exceed 20 days at the prorated daily rate of pay.

Motion by Mrs. Berry, seconded by Dr. Marshall and unanimously carried, that Revised Board Policy 4107 - Additional Compensation and Released Time - be approved as presented. APPROVED

Superintendent Lombardi recommended that Bert Petty be approved to design and execute costumes for the summer musical at a fee of \$200.00. COMMUNITY EVENTS - FINE ARTS

He further recommended that authorization to enter into planning and implementing on a District-wide basis a Bicentennial Celebration program to commemorate the principles, documents, and events of the American Revolution, be granted as outlined in a memorandum dated June 11, 1975, from Doyle G. McKinney, Chairman, Division of Fine Arts, a copy of which was presented to each Trustee.

Mrs. Berry recommended that Supervisor Diedrich's request, in his letter of June 18, 1975, received by each Trustee, that the Board officially endorse a Bicentennial Fair Exhibit Design Contest for high school and community college students of Orange County sponsored by the Orange County Board of Supervisors with the cooperation of the Department of Education, be considered a part of this recommendation.

Motion by Mr. Backus, seconded by Mr. Taylor and unanimously carried, that the above Community Events be approved as recommended.

APPROVED

Superintendent Lombardi recommended that the following gifts be accepted by Saddleback College:

GIFTS

Scholarship Donations

<u>Donor</u>	<u>Gift</u>
California School Employees Association	\$400.00
The Irvine Company	\$200.00

Motion by Dr. Marshall, seconded by Mr. Taylor and unanimously carried, to accept the gifts.

APPROVED

Mr. Taylor read the list to the public.

Donor will be notified by a letter of acceptance and a Certificate of Appreciation will be issued.

Blurock and Partners, Architects, were not present. A landscaping proposal will be presented at a later time for consideration.

LANDSCAPE PROPOSAL.

Mr. Barletta recommended that renewal of the following institutional memberships for the 1975-76 fiscal year be approved:

INSTITUTIONAL MEMBERSHIPS

1. California School Board Association (continued from the meeting of 06-09-75)	\$1,023.00
2. California Community & Junior College Association	2,082.00
3. Association of Community College Trustees	<u>525.00</u>
Total	\$3,630.00

A list of institutional memberships in effect for the 1974-75 fiscal year was presented to the Trustees for information.

Motion by Mrs. Berry, seconded by Mr. Bartholomew and unanimously carried, to table this item until a later date. TABLED

A special study session on institutional memberships will be held in the interim.

Mr. Barletta stated that the District has been requested by the Orange County Department of Education, School Claims Division, to adopt a resolution which will authorize the County Superintendent of Schools to make such necessary transfers of funds between expenditure classifications as will permit payment of obligations of the District incurred during the fiscal year. He recommended that such a resolution be adopted. RESOLUTION

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, that the resolution be adopted as recommended. APPROVED

Roll Call Vote:

Ayes: Backus, Bartholomew, Berry, Brandt, Marshall, Taylor

Noes: None

Absent: Greinke

Mr. Barletta recommended that Hugh Paul be appointed as Radio-TV-Film Consultant for the 1975-76 academic year, effective July 1, 1975. Mr. Paul will be compensated at the rate of \$250.00 per month, for a total of \$3,000.00. He will perform the following services. CONSULTANT SERVICES

A. Weekly Inspections of:

1. Transmitter
2. Antenna
3. Control Room Equipment
4. 24-hour Emergency Service (Transmitter/Audio Console) as needed to keep station on the air.

B. All other consulting advice to assist station management in relations with the Federal Communications Commission.

Mr. Weisgerber, Director of Instructional Services, was present to answer questions relating to this recommendation.

Motion by Mr. Backus, seconded by Mr. Taylor and unanimously carried, that Mr. Hugh Paul be appointed as Radio-TV-Film Consultant for the 1975-76 academic year, effective July 1, 1975. He will be compensated at the rate of \$250.00 per month, for a total of \$3,000.00; and he will perform services as outlined above. APPROVED

Mr. Bartholomew adjourned the Regular Meeting for recess at 11:30 p.m. RECESS

Mr. Bartholomew reconvened the Regular Meeting at 11:35 p.m. and immediately adjourned into Executive Session. EXECUTIVE SESSION

Mr. Bartholomew reconvened the Regular Session at 11:55 p.m. and stated that the following action had transpired in Executive Session:

REGULAR SESSION
RECONVENED

Superintendent Lombardi recommended the appointment of Edward A. Hart to the position of Assistant to the Superintendent.

ASSISTANT TO THE
SUPERINTENDENT -
EDWARD A. HART -
APPROVED

Motion by Mr. Backus, seconded by Mr. Taylor and carried, that Edward A. Hart be appointed to the position of Assistant to the Superintendent at an annual salary of \$33,000.00, effective July 1, 1975; and the Superintendent was directed to cut \$17,000.00 out of the budget.

Mrs. Berry and Mr. Bartholomew were opposed. Mrs. Berry made the following statement: "At this time I find myself completely unable to support the hiring of an Assistant to the Superintendent. When we are asking everyone on our staff and the Board itself to reduce costs, how can we justify the addition of a new administrator? I am unalterably opposed to this position in the budget of 1975-76."

Mr. Barletta recommended to the Board that a resolution should be adopted pursuant to Education Code Section 13602 or 13602.5 if the District does not adopt a classified salary schedule for the new fiscal year by June 30, 1975.

RESOLUTION -
CLASSIFIED
SALARY SCHEDULE

Motion by Mr. Backus, seconded by Mr. Taylor and unanimously carried, to adopt the following resolution:

APPROVED

Pursuant to Education Code Sections 13602 and 13602.5, the Board of Trustees does adopt a Resolution that in the event salary adjustments are duly adopted after July 1, 1975, for the fiscal year 1975-76, said adjustments shall be effective as of July 1, 1975.

Mr. Bartholomew adjourned the Regular Meeting at 12:15 a.m.

ADJOURNMENT



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