

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

July 12, 1976 - 7:00 p.m.
Library-Classroom Complex - Room 212

The Regular Meeting of the Governing Board of the Saddleback Community College District was called to order by Mrs. Brandt. Mr. Greinke led the audience in the Pledge of Allegiance and Dr. Marshall gave the Invocation.

REGULAR MEETING

Present:

PRESENT

- Mrs. Norrisa P. Brandt, President
- Mr. Frank H. Greinke, Vice-President
- Mr. Lawrence W. Taylor, Clerk
- Mr. Patrick J. Backus, Member
- Mr. Robert C. Bartholomew, Member
- Dr. James W. Marshall, Member

BOARD MEMBERS

- Dr. Robert A. Lombardi, Superintendent/President
- Mr. Roy N. Barletta, Business Manager
- Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent:

- Mrs. Donna C. Berry, Member

ABSENT

Motion by Mr. Bartholomew, seconded by Mr. Greinke and unanimously carried, to adopt the Agenda as presented.

AGENDA ADOPTED

Motion by Dr. Marshall, seconded by Mr. Taylor and unanimously carried, to approve the Minutes of the Regular Meeting of June 28, 1976, as presented.

MINUTES APPROVED

The Board of Trustees convened to Executive Session at 7:00 p.m. to discuss certificated salaries.

EXECUTIVE SESSION

The Regular Session was reconvened at 7:55 p.m.

REGULAR SESSION

Mr. Taylor, on behalf of the Board of Trustees, welcomed Mr. Jay as the Dean of Instruction.

REPORTS AND COMMUNICATIONS

Mrs. Brandt reported on her attendance at the Saddleback Area Historical Society's Ground Breaking Ceremony on July 3, 1976. She stated that this was a very inspiring program concerning the Bicentennial.

TRUSTEES

Mrs. Brandt reported on her bus trip from Irvine, where she resides, to Saddleback College. She stated that commuters from Tustin can reach the campus in less than one hour.	REPORTS AND COMMUNICATIONS -CONTINUED-
Mr. Greinke commended Mr. Swartzbaugh, Dean of Student Personnel Services, for the effort he is making to communicate with the Orange County Transit District in order to inform them of the need for service from the Tustin/Irvine area to the Saddleback College Campus.	TRUSTEES
Superintendent/President Lombardi read an excerpt from a letter from the National Endowment for the Humanities informing Saddleback College that it has been chosen to attend the western-states conference on humanities education sponsored by Monterey Peninsula College and the National Endowment for the Humanities. Saddleback College's delegates will be Mr. Jay, Dean of Instruction, and Dr. Hoy, Instructor, Interdisciplinary Studies.	SUPERINTENDENT/ PRESIDENT
A representative of the Academic Senate was not present; however, Dr. Minch, President of the Academic Senate, arrived later during the meeting.	ACADEMIC SENATE
A representative of the Associated Student Body was not present at this meeting.	ASSOCIATED STUDENT BODY
Mrs. Boswell, Chapter President of the California School Employees Association, and Mrs. Stockdale, the Western Orange County Representative of this Association, were present.	CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
Mrs. Stockdale presented a summons and a Complaint for Declaratory Relief to the Members of the Board of Trustees. The Plaintiffs in the case are the California School Employees Association and Daniel E. Waltz and the Defendants are the Saddleback Community College District and the Members of the Board of Trustees. A copy is on file in the Business Office.	
Mr. Taylor stated that this item should have been presented on the Agenda in a proper manner, not under reports and communications which is for items concerning the total Association. There were no further comments made by the Members of the Board of Trustees, and this matter will be referred to County Counsel.	
Mr. Brennan, President of the Faculty Association, was present. He asked if the request for academic rank at Saddleback College had been tabled until next September and, if so, why.	FACULTY ASSOCIATION
He was informed that it had been tabled until that time in order to be certain that academic rank will be beneficial to the College and to the instructors. They will have returned to the campus by that time and will be able to participate in this matter.	
There were no comments from the public relating to items not on the Agenda.	PUBLIC

All items listed under the Consent Calendar are considered to be routine and action is taken by the Board of Trustees in one motion. There is no discussion of these items prior to the vote unless it is requested that specific items be discussed or removed from the Consent Calendar.

CONSENT
CALENDAR

Motion by Dr. Marshall, seconded by Mr. Taylor and unanimously carried, to approve the Consent Calendar as follows:

APPROVED

Attendance at the following conferences, meetings, etc. was unanimously approved with actual and necessary expenses paid:

REQUESTS
TO ATTEND
CONFERENCES,
MEETINGS, ETC.

Norrisa P. Brandt Conference with Superintendent/President
Lombardi
El Toro
June 28, 1976

Norrisa P. Brandt Saddleback Area Historical Society
Ground Breaking Ceremony
El Toro
July 3, 1976

Orders for the Payment of Mileage were unanimously approved as follows:

ORDERS FOR
THE PAYMENT
OF MILEAGE

Patrick J. Backus	\$21.60
Robert C. Bartholomew	40.80
Donna C. Berry	2.10
Norrisa P. Brandt	24.30
Frank H. Greinke	32.40
James W. Marshall	8.40
Lawrence W. Taylor	20.40

The following courses, presented through the Outreach Consortium, were unanimously approved as follows:

CURRICULAR
ADDITIONS

<u>Course</u>	<u>Beginning Date</u>
A Time To Grow	September 20, 1976
Real Estate and You	September 20, 1976
Foods for the Modern Family	September 20, 1976
The Adam's Chronicles	September 20, 1976

Planning Task Number 9, Non-Classroom Learning Programs, was unanimously approved. A copy is on file.

PLANNING TASK
NUMBER 9 -
NON-CLASSROOM
LEARNING
PROGRAMS

The plans developed through this Task recommend a general learning center for programs of non-classroom learning not presently available in a wide number of disciplines. They provide for coordination of this center with all other non-classroom learning activities which presently exist in several special subject learning centers. In addition they provide for effective exposure to students for a College-wide program of non-classroom learning opportunities. The Dean of Instruction has proposed \$15,000 in his budget for the implementation of this program.

Employment - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
-CONTINUED

2. Edna W. Smith, Substitute Switchboard Operator, as needed \$3.827 per hour, (1975-76 salary schedule), effective July 14, 1976.

Resignation

Alex Isherwood, Custodian II, effective July 9, 1976.
Mr. Isherwood is planning to return to school.

Registration Assistants, 1976-77

The following individuals, employed as registration assistants on an as-needed basis at the rate of \$3.00 per hour, effective July 14, 1976:

Abbod, Antonietta A.	Hoffman, Marla G.
Acton, Alberta A.	Hoin, Margaret S.
Allen, Al	Jensen, Helen B.
Baron, Bess S.	Jolders, Lois L.
Barsamian, Vanessa F.	Kostechko, Sophie Z.
Beecher, Jean	Kroner, Gretchen L.
Betty, Joyce	**LaBonte, Sharon
Blum, Charlotte	Lea, Sandra Jo
Bortner, Margaret A.	Lorber, Sandra E.
Bristol, Marilyn L.	MacLeod, Ann
Brooks, Phyllis J.	Marvin, Sylvia
Camarillo, Teresa D.	Matranga, Judith M.
Charles, Sandra L.	*Mayfield, Charles G.
Cobb, Doreen V.	*Mayfield, Maude
Cole, Phyllis M.	Norman, Arthur
Conner, Donna E.	Noville, Elizabeth R.
Courtney, Joan A.	Pavel, Evelyn R.
*Curtis, James W.	Peters, Ruth A.
*Curtis, Ruth D.	Peterson, Barbara J.
Day, Suzanne M.	**Ramsay, James S.
Dickey, Beryl J.	Rios, Joan M.
Domenichini, Mary P.	Roberts, Thelma
Durham, Dorothy J.	Rogers, Nancy L.
Diehl, Beverly	Ronkainen, Elsie M.
Duncan, Madeline	Ross, Alice I.
Elsner, Levenia E.	Schneider, Ruth A.
Faradjollah, Sharon A.	Schultz, Lee
Ferdig, Kathleen L.	Scialli, John L.
Frost, Nanci J.	Sherrard, Toni
Gash, Esther O.	Shupe, Edith L.
Gionet, Frances L.	Shopp, Lorita M.
Gerhardt, JoAnn	Smith, Marielizabeth
Griffin, Darlene A.	Smith, William H.
Grijalva, Marlene K.	Sobczak, Flo T.
Harrison, Irwin H.	Speyer, Sylvia
Heibel, Margaret E.	Staudenbaur, Patricia E.

Registration Assistants, 1976-77 - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
-CONTINUED-

Stowesand, Lynda S.	*Van Jepson, Anthony C.
Stucky, Elizabeth A.	*Van Jepson, Margot F.
Svensen, Kris L.	Thompson, Jean
Taschek, Darlene	Walker, Ellen O.
Thacker, Betty Jo	Williams, Sally L.
Taylor, Nita S.	Won, Christina
Van Greuningen, Deanna	

Note: * Indicates husband-wife teams working off-campus registration locations.

** Sharon LaBonte is the wife of Monte LaBonte, Instructor, Division of Fine Arts

** James Ramsay is the husband of Audrey Ramsay, Administrative Secretary, Admissions and Records.

The proposed revisions to the following job specifications were unanimously approved as submitted. A copy of each specification is on file.

CLASSIFIED
PERSONNEL -
JOB
SPECIFICATIONS

1. Business Assistant
2. Maintenance Foreman (title change only - to Assistant Director, Maintenance)
3. Operations Foreman (title change only - to Assistant Director, Operations)

Proposed revisions to Board Policies 4204, Vacations, and 4208, Overtime, were unanimously approved. A copy of each Board Policy is on file. The effect of the revisions is to add the following positions to the Middle Management classification:

BOARD POLICIES
4204 AND 4208

Coordinator of Veterans Affairs
Financial Aid Officer

The following consultants were unanimously approved:

CONSULTANTS

1. Data Processing

Mr. Robert Thompson and Mr. Art Janssen were appointed as Data Processing Consultants, to provide services during the months of July, August, and September at the rate of \$15.00 per hour. The total cost of the consulting services is not to exceed the sum of \$4,000.00.

2. Athletics

Dr. Ron Axtell was reappointed as the team physician for 1976-77, to include all sports, at a fee of \$1,000.00.

3. Construction Inspectors

CONSULTANTS
-CONTINUED-

The appointment of Mr. Gilbert McKinzie and Mr. Joseph Duran as Construction Inspectors on an as-needed basis for 1976-77, at the rate of \$65.19 per day, was ratified.

The following institutional memberships for the period July 1, 1976, through June 30, 1977, were unanimously approved:

INSTITUTIONAL
MEMBERSHIPS

	<u>Fee</u>
1. Accrediting Commission for Community and Junior Colleges	\$ 750.00
2. Association of Community College Trustees	725.00
3. California Community College Trustees	2,462.00
4. California Community and Junior College Association	2,934.00
5. Mission Conference Membership (Athletics)	1,000.00
6. American Association of Collegiate Registrars and Admissions Office (Admissions & Records)	280.00
7. Western Council on Higher Education for Nursing - Western Interstate Commission for Higher Education (Allied Health)	200.00
8. Western Gerontological Society (Allied Health)	40.00
	<u>\$8,391.00</u>

The following progress payment requests were unanimously approved as submitted:

PROGRESS
PAYMENTS

1. Gymnasium/Physical Education Complex - Payment Request Number 12 - Berry Construction, Inc.

Contract amount, revised - \$2,472,617.18

Total due on earned to date	\$2,323,198.28
Less 10% Retention	232,319.83
Net due on earned to date	<u>\$2,090,878.45</u>
Less previous payments	1,956,390.73
Amount due this estimate	<u>\$ 134,487.72</u>

2. Music Arts Facility - Payment Request Number 2 - W. J. Shirley, Inc.

Contract amount - \$2,940,500.00

Total due on earned to date	\$ 133,230.00
Less 10% Retention	13,323.00
Net due on earned to date	<u>\$ 119,907.00</u>
Less previous payments	74,835.00
Amount due this estimate	<u>\$ 45,072.00</u>

The following payment requests were unanimously approved as submitted:

PAYMENTS TO ARCHITECTS

1. Hippe and Randell, AIA Architects - Gymnasium/P.E. Complex

Fee: 4.21% of Agreed Construction Cost of \$3,302,564.00.

Amount of Fee	\$ 139,033.00
Payments prior to construction	111,226.40
Balance of fee during construction phase	<u>\$ 27,806.60</u>

This billing, construction completion: 94%

Building	\$22,740.23	
Less previous payments	<u>21,288.73</u>	
		\$ 1,451.50

Site	\$ 3,397.97	
Less previous payments	<u>3,181.07</u>	
		\$ 216.90

Total due this request \$ 1,668.40

2. Hippe and Randell, AIA Architects - Gymnasium/P.E. Complex

Architectural services rendered, as per contract agreement dated February 6, 1975, Article I, paragraph 1.3., in connection with provision for installation of hair dryers.

Direct personnel expense	\$ 391.25
Electrical Engineering (RJM Associates)	257.10
	<u>\$ 648.35</u>

3. William Blurock and Partners - Perimeter Road, Phase I

Fee: 8% of approximate cost of \$855,093.60 = \$68,407.49.

Article IX, A.4.c., contract dated June 16, 1975.

100% construction completion, amount due to date: \$ 68,407.49

Less previous payments 61,184.57

Amount due this billing \$ 7,222.92

Purchase orders 23728 through 23744, totaling \$4,380.32, were approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

Payment of personnel services was ratified as follows:

Certificated Payroll 12A* \$410,594.54

PAYMENT OF
PERSONNEL
SERVICES

*Constitutes the payroll identification of the certificated employees paid on this period, named on the list which is on file in the Business Office.

Nominations for the 1976 California School Boards Association Delegate Assembly, Region 20, were requested.

1976 CALIFORNIA
SCHOOL BOARDS
ASSOCIATION -
DELEGATE
ASSEMBLY
NOMINATIONS

No nominations were presented for consideration.

Mr. Greinke requested information pertaining to what obligations we have to the California School Boards Association and what obligations they have to us.

NO ACTION

Mr. Taylor questioned the effectiveness of the California School Boards Association in connection with a community college.

Mr. Barletta will present an informational report on this subject at the next meeting.

Planning Task Number 12, Child Care Center, which has been under study for most of the spring of 1976, has been completed and was presented to the Board of Trustees for information.

PLANNING TASK
NUMBER 12 -
CHILD CARE
CENTER

This plan suggests the use of the vacated "J" Building for the child care center in order to assist students who are unable to attend the College due to child care responsibilities. It is proposed that the District initiate the program with the expenditure of \$21,000 for the preparation of the facility. The operation of the center will be self-supporting with the expenses paid by the parents who use the service.

-INFORMATION-

Mr. Swartzbaugh, Dean of Student Personnel Services, informed the Members of the Board of Trustees that approximately one year ago a presentation was given by a similar committee. This committee has met during the year to prepare what is now being presented as a Planning Task.

Mr. Swartzbaugh introduced Mrs. Margaret Gritton, Chairperson of the Committee. She presented a portion of one of the Saddleback Forums which deals with a child care center. The excerpt presented members of the staff and students to explain what a child care center is, who it is for - who wants it and who needs it - and how it would be used. Mrs. Gritton then presented a copy of Planning Task Number 12 to each Member of the Board of Trustees.

Members of the Committee, noted below, were present to respond to questions.

Bill Kelly, Associate Dean of Student Affairs
Anna McFarlin, Director, Womens' Studies
Dennis Hudson, Instructor
Kathe Eddy, Student
Lesley Irby, Student
Nick Fistovich, Student

PLANNING TASK
NUMBER 12 -
CHILD CARE
CENTER

-INFORMATION-

Ms. McFarlin concluded by stating the following five points:

1. The purpose of a child care center is to serve students who could not attend the College without this service.
2. It would be unique in that classes could be scheduled to coincide with the use of this service.
3. Saddleback College is the only college in Orange County which does not offer this service to its students.
4. It is planned to be self-supporting.
5. With space available in "J" Building, now is the opportune time to begin this service.

She stated that there is not only a desire for a child care center but a need.

The Members of the Board of Trustees thanked the Committee Members for the presentation.

Mr. Greinke stated that he objects to the government - the taxpayers - participating in caring for children, especially during their formative years.

Mrs. Brandt feels that sometimes, though unfortunately, this is necessary.

Mr. Backus feels that its use should be each individuals' decision.

Mr. Taylor stated that, regrettably, sometimes there is a need. If the service is self-supporting he will support it.

Dr. Marshall stated that each circumstance must be judged on an individual basis.

Mr. Bartholomew did not make a statement at that time.

Mrs. Berry was absent.

The Members of the Board of Trustees were informed that Saddleback College has been allocated \$1,236.00 by the Department of Health, Education and Welfare to be used for College Work Study funding of students from American Samoa and the Trust Territories of the Pacific. The District's matching portion is 20% or \$247.00. It was noted that, at this time, we do not have students from American Samoa, so it is possible that these funds will not be used.

GRANT
-INFORMATION-

The Members of the Board of Trustees were informed that the governing clause of Title IX of the Education Amendments of 1972 is as follows:

TITLE IX
SADDLEBACK
COLLEGE
SELF-EVALUATION

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance...

-INFORMATION-

Title IX specifically requires that each institution complete a self-evaluation by July 21, 1976. In compliance with this requirement, Saddleback College's self-evaluation has been prepared and was submitted to the Members of the Board of Trustees for information.

Title IX also mandates that each institution prepare a grievance procedure. Saddleback College is in the process of developing a procedure at this time.

A copy of Title IX, Saddleback College Self-Evaluation, was presented to each Member of the Board of Trustees for information.

It was recommended that the Board of Trustees accept the Perimeter Road Project and authorize the Business Manager to file a Notice of Completion with the Orange County Recorder.

ACCEPTANCE
OF THE
PERIMETER
ROAD

It was further recommended that payment of the 10% Retention in the amount of \$85,509.36 be approved. In accordance with the terms of the contract with United Sprinkler Company, payment of the retention will be made 35 days after the date of filing of the Notice of Completion.

Motion by Mr. Taylor, seconded by Mr. Backus and unanimously carried, that the Perimeter Road Project be accepted and that the Business Manager be authorized to file a Notice of Completion with the Orange County Recorder; also, that the payment of the 10% Retention in the amount of \$85,509.36 be approved and be made 35 days after the date of filing of the Notice of Completion, in accordance with the terms of the contract with United Sprinkler Company.

APPROVED

Mrs. Brandt commented on the problem of weeds and the need for a buffer zone in certain portions of the landscaped area. Superintendent/President Lombardi informed the Board of Trustees that weeding is being done through the CETA Program this summer and that further consideration will be given to these problems.

The Members of the Board of Trustees were informed that at the meeting of December 8, 1975, they were notified of a claim for money damages submitted to the District by D & M Grading Company, Inc., a subcontractor of Berry Construction, Inc. Action taken at that meeting was to deny the claim and refer the matter to County Counsel.

CLAIM OF
SUBCONTRACTOR

On June 23, 1976, the District received a communication from the law office of Jerry Miller, Beverly Hills, California, enclosing a copy of a summons and complaint in which the District was named as a party defendant. The District denies any liability in this matter. The documents have been forwarded to the Office of the Orange County Counsel, and it was recommended that the Board of Trustees request said Office to represent the District in this matter.

CLAIM OF
SUBCONTRACTOR
-CONTINUED-

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, that the Office of the Orange County Counsel represent the District in the matter of D & M Grading Company.

APPROVED

In order to have the use of a greenhouse for the agriculture program at the earliest possible time, it was requested that the staff be authorized to prepare specifications and go to bid for this facility.

AUTHORIZATION
TO PREPARE
FOR BID -
GREENHOUSE
OPERATIONS

Because of the Office of Architectural Control requirements, the preparation of specifications and the final signature on the accepted bid will require the services of William Blurock and Associates, District Architects. In this instance they shall be acting in a consultant capacity. Fees for the preparation of specifications, drawings and site plans, and the arrangements for approval by O.A.C. will not exceed \$1,200. The proposed budget for the installation of greenhouse facilities is \$27,000.

A motion was made by Mr. Taylor and seconded by Dr. Marshall that the staff be authorized to prepare specifications and go to bid for this facility.

Mr. Bartholomew suggested that the staff present plans to the Agricultural Committee and/or a group of experts before going to bid, that the cost is unrealistic and that the Committee which has been formed should be utilized. He explained that there are different types of greenhouses for different uses and that the need should be determined based on what type of operation we are going to have.

Mr. Brewer, Chairman, Vocational-Technical Programs, agreed that the Committee should be consulted. He stated that the Agricultural Committee will be contacted immediately and that the matter will be commented upon at the next meeting.

A motion was made by Mr. Greinke and seconded by Mr. Bartholomew to table this issue until the next meeting and, in the meantime, to submit it to the Agricultural Committee for advice and for recommendations, before expending any monies.

Mr. Taylor stated that the intent of his original motion was to authorize the staff to prepare specifications and go to bid for this facility and that the Agricultural Committee could and should be utilized for this preparation. It did not include the approval of any expenditures.

Mr. Bartholomew withdrew his second and Mr. Greinke withdrew his motion to table this issue.

The motion originally made by Mr. Taylor and seconded by Dr. Marshall that the staff be authorized to prepare specifications and go to bid for this facility was unanimously carried.

It was 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:

1. Bid Number R-17665 - Signs for PE Complex (CCMF)
Vomar Products, Inc. \$ 2,423.42
2. Bid Number R-17637 - Filming of Football Games - Athletics - Football
Sid Brownlee \$ 3,295.00
3. Bid Number 230 - Printing of Lariat - Language
Coastline Publishers, Inc. / Daily Sun-Post \$ 9,086.40
4. Bid Number R-19965 - Preventative Maintenance Contract on Language Lab - Language
Inland Networks, Inc. (Contract for 09-01-76 to 05-31-77)
\$ 1,956.00
5. Bid Number R-17531 - Lease of C.R.T. Terminals - Data Processing
Education Marketing / Sperry Univac \$ 5,764.96
Contract: November 1, 1976 - June 30, 1977
Lease to include maintenance.
6. Bid Number R-3756 - Chemistry Supplies - Science - Chemistry
Sargent-Welch Scientific Company \$ 11.93
Curtin Matheson Scientific 41.02
Los Angeles Chemical Company 78.25
Fisher Scientific Company 330.29
Scientific Products 334.07
Van Waters and Rogers Scientific 374.02
Erb and Gray Scientific, Inc. 2,431.64
\$ 3,601.22
7. Bid Number R-07549 - Gym Floor Covering - PE Complex (CCMF)
American Poly Vinyl \$ 2,467.68

AUTHORIZATION
TO PREPARE
FOR BID -
GREENHOUSE
OPERATIONS

APPROVED

AWARDS

8. The following bids have been received on the Gymnasium/
Physical Education Complex Landscape Project:

AWARDS
-CONTINUED-

<u>Vendor</u>	<u>Bid Amount</u>
Hydro-Dig, Inc. Anaheim	\$ 9,889.00
Bob's Landscaping Irvine	22,911.00
Aurora Landscapes Fountain Valley	16 744.00
Industrial Turf, Inc. Laguna Hills	19,155.00
La Bate Landscaping Del Mar	19,374.00
Buccola Landscaping Anaheim	20,236.00
Sunrise Landscape Dana Point	23,700.00
Professional Landscape Upland	17,455.00
Solin Industries, Inc. Garden Grove	16,412.00

It was recommended that the award for the landscape project be made to Solin Industries, Inc., and that the low bid by Hydro-Dig, Inc. be rejected due to a typographical error.

A letter from Hydro-Dig, Inc, dated June 29, 1976, explaining that a -1- was inadvertently left out of the bid figure therefore changing the bid quote from \$9,889.00 to \$19,889.00, was presented.

9. The following item was approved on June 28, 1976. The Board was asked to ratify the purchase with Sinclair Printing as the low bidder:

Bid Number 241 - Catalogues - Community Services

<u>Vendor</u>	<u>Per Page</u>	<u>Total - Including Tax</u>
Wellington Press, Inc. Orange	\$58.53	\$11,415.69

<u>Vendor</u>	<u>Bid Amount</u>		AWARDS -CONTINUED-
	<u>Per Page</u>	<u>Total - Including Tax</u>	
Viking Typographics Fullerton	\$48.90	\$ 9,537.46	
Sinclair Printing Alhambra	44.46	8,671.48	
Lithocraft Company Anaheim	63.28	12,342.13	
American Yearbook Visalia	-	-	
Lienett Company Los Alamitos	54.26	10,582.87	
Times Mirror Los Angeles	56.24	10,969.05	

A motion was made by Mr. Taylor to approve the awards as presented.

Concerning Item Number 2, Filming of Football Games, Mr. Greinke suggested that Saddleback College Students, utilizing District equipment, also film the games as an exercise. This idea will be given consideration.

Concerning Item Number 8, the Gymnasium/Physical Education Complex Landscape Project, Mr. Bartholomew asked when the plans for this project were approved, when the authorization to go to bid was given, and what has happened to the work experience program. He quoted from previous Minutes of the Board of Trustees which state that only the irrigation phase of the landscape project had been approved. He stated that his main concern in this matter is cost reduction.

Mr. Barletta stated that the plans will be presented for review, with cost reduction in mind, and that modified specifications will then be prepared.

Motion by Mr. Taylor, seconded by Mr. Bartholomew and unanimously carried, to table Item 8 of the Awards, the Gymnasium/Physical Education Complex Project, at this time. ITEM 8
TABLED

Mr. Taylor amended his original motion to delete Item 8, the Gymnasium/Physical Education Complex Landscape Project.

The motion which had been made by Mr. Taylor, to approve the awards as presented, and amended to delete Item 8, the Gymnasium/Physical Education Complex Landscape Project, was seconded by Mr. Greinke and unanimously carried. APPROVED
AS AMENDED

The Members of the Board of Trustees were informed that sealed bids had been requested on nine drafting tables which the Fine Arts Division had replaced with more suitable drawing tables. The tables were originally purchased in 1968 for the Mathematics and Engineering Division at a cost of \$62.09 each.

SALE OF
SURPLUS
DISTRICT
EQUIPMENT

It was recommended that the tables be sold to the nine highest bidders as indicated below:

<u>Bidder</u>	<u>Quantity</u>	<u>Unit Bid</u>	<u>Total</u>
Cerritos College	2	\$15.01	\$ 30.02
Tom Morgan, Instructor	1	25.00	25.00
Saddleback Students:			
Vicki Bartok	1	23.90	23.90
Kathleen Marvin	1	20.00	20.00
Shirley Garcia	2	20.00	40.00
Richard McDowell	1	20.00	20.00
Charles Jones	1	20.00	20.00
			<u>\$178.92</u>

Motion by Mr. Greinke, seconded by Mr. Bartholomew and unanimously carried, that the nine drafting tables be sold to the nine highest bidders as indicated.

APPROVED

The Members of the Board of Trustees were informed that in order to comply with the provisions of the Political Reform Act of 1974, the following "Notice to the Public" has been duly posted and published:

CONFLICT OF
INTEREST CODE
-INFORMATION-

NOTICE TO THE PUBLIC

Pursuant to the Political Reform Act of 1974, the Saddleback Community College District is about to commence the drafting of conflict of interest codes governing the conduct of district officials, employees, and consultants with respect to their financial interests. The District invites the view of the above-enumerated individuals as well as those of residents of the District. Contact the Office of the Business Manager, (714) 831-9700 or 495-4950.

A model "Conflict of Interest Code" furnished to the District by the Orange County Counsel and a copy of the Instruction Manual used by the Mt. San Antonio Community College District in connection with the Conflict of Interest Code have been presented to the Members of the Board of Trustees for information and complete copies are also available in the Library.

The Conflict of Interest Code will be submitted for adoption by the Board of Trustees at the meeting scheduled for July 19, 1976.

The Board of Trustees convened to Executive Session at 10:10 p.m.
and reconvened to Regular Session at 10:55 p.m.

EXECUTIVE SESSION
REGULAR SESSION

No action having transpired in Executive Session, and there being
no further business, the Meeting was immediately adjourned until
Monday, July 19, 1976, at 7:30 p.m.

ADJOURNMENT

R. A. Lombardi

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