

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

October 11, 1976 - 7:30 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. Bartholomew 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. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent:

ABSENT

Mrs. Donna C. Berry, Member  
Mr. Roy N. Barletta, Business Manager

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

AGENDA ADOPTED

Motion by Mr. Bartholomew, seconded by Dr. Marshall and unanimously carried, to approve the Minutes of the Regular Meeting of September 27, 1976, as presented.

MINUTES APPROVED

Mr. Taylor reported on his attendance at the Nominating Committee on School District Organization Meeting on October 6, 1976. He informed the Members of the Board of Trustees that voting to elect a representative for the first and third supervisorial districts and a member at large will take place on October 13, 1976. He distributed a statement of qualifications of each of the candidates and asked for comments.

REPORTS AND  
COMMUNICATIONS

TRUSTEES

Dr. Marshall congratulated the Saddleback College football team for its recent victory and wished the members of the team and the coaches continued success.

Dr. Marshall told of the compliments extended to Saddleback College and Dr. Mc Kinney, Associate Dean of Instruction, Academic Programs, for the excellent performance of the play "I Do, I Do" at Leisure World.

REPORTS AND  
COMMUNICATIONS  
-CONTINUED-

TRUSTEES

At Mrs. Brandt's request, Mr. Taylor read a letter addressed to her from Thomas G. Smith Productions, Inc. which commends the Motorcycle Safety Program at Saddleback College and its staff. Thomas G. Smith Productions is preparing a motorcycle safety film and was referred to the Saddleback College program by the Motorcycle Safety Foundation in Washington, D.C. They were pleased with the totally-professional and first-rate program which has a fine national reputation and plan to present a complimentary print of the completed film to Saddleback College in appreciation.

Mrs. Berry, who was absent, will receive a copy of this letter, as she was instrumental in beginning the program at Saddleback College.

Superintendent/President Lombardi stated that the performance of "I Do, I Do" was a fine success. He mentioned special showings at the Irvine Harvest Festival and at Leisure World and stated that he feels that this type of program makes the College part of the community.

SUPERINTENDENT/  
PRESIDENT

He informed the Members of the Board of Trustees that the Marine Science Institute is getting under way. The Board of Supervisors has supported it unanimously and the county schools and the four college districts are strongly behind it. He stated that it is an outstanding program for young students, elementary and high school, which will meet the needs of the college students and graduates. Dr. Minch from the Saddleback College staff will be making a major contribution in the development and management of this program.

Superintendent/President Lombardi announced that the California Community and Junior College Association's annual conference will be held on November 7-9, 1976, and he encouraged all of the Trustees to attend. He stated that Saddleback College is involved in one of the programs, the flexible calendar, and that one of the major issues is how the California Community and Junior College Association is going to organize in the future.

He stated that at the next Board Meeting, which is planned to be held on Monday, October 18, the second reading for the acquisition of the 20 acres at Myford and Bryan and consideration of the bids for the Track and Field are among the items which will be on the Agenda.

Superintendent/President Lombardi reported that Saddleback College experienced the highest percentage of growth of any college in California this year.

Dr. Minch, President of the Academic Senate, stated that Senate Bill 160 is changing the faculty government and it is felt that it needs to redefine its goals in the College. Dr. Minch distributed a copy of the Academic Senate Priorities to each Member of the Board of Trustees.

REPORTS AND  
COMMUNICATIONS  
-CONTINUED-

ACADEMIC SENATE

Mr. Bokosky, President of the Associated Student Body, announced its calendar of events as follows:

ASSOCIATED  
STUDENT BODY

Thursday, October 14 The Faculty-Student Basketball Game.

Friday, October 22 The First Associated Student Body Dance of 1976-77, which will be held in the Saddleback College Cafeteria.

Thursday, October 28 The Blood Bank will come to Saddleback College.

He stressed the importance of supporting this program, now that the California State law states that blood cannot be sold but only donated.

Thursday, October 28 A Chili Eating Contest which will be covered by Channel 4 Television's News-person Kelly Lang.

Saturday, November 6 Homecoming. A Bicentennial half-time show will be presented.

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

CALIFORNIA  
SCHOOL EMPLOYEES  
ASSOCIATION

A representative of the Faculty Association was not present.

FACULTY ASSOCIATION

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

APPROVED

Attendance at the following meetings with actual and necessary expenses paid was unanimously approved:

BOARD OF TRUSTEES -  
REQUESTS TO ATTEND  
CONFERENCES, ETC.

Donna C. Berry	Motorcycle Advisory Committee Meeting Saddleback College September 16, 1976	BOARD OF TRUSTEES - REQUESTS TO ATTEND CONFERENCES, ETC.
Norrisa P. Brandt	Conference with Superintendent/President Lombardi Saddleback College September 27, 1976	-CONTINUED-
Trustees Wishing to Attend	California Community and Junior College Association - Annual Conference Palm Springs, California November 7-9, 1976	
Trustees Wishing to Attend	Association of Community College Trustees Seventh Annual Convention Lake Buena Vista, Florida November 18-20, 1976	
Norrisa P. Brandt	Orange County School Boards Association Dinner Meeting - Newport Beach October 13, 1976	
Lawrence W. Taylor	California Community and Junior College Association - Region 8 Dinner Meeting Cypress College October 21, 1976	
Frank H. Greinke	Final Inspection of Physical Education Facility Saddleback College September 2, 1976	
The Saddleback College Catalog for 1976-77 was unanimously approved.		COLLEGE CATALOG 1976-77
The submittal of an application for the Interdisciplinary Studies Grant for which information was provided at the meeting of September 27, 1976, was unanimously approved.		GRANT - INTERDISCIPLINARY STUDIES
The Grant will provide up to sixty percent of the costs in the Interdisciplinary Studies Program.		
The following public programs and services, divisions of instruction, were unanimously approved:		PUBLIC PROGRAMS AND SERVICES - DIVISIONS OF INSTRUCTION
<u>Women's Studies</u>		
The following speakers and subsequent honorariums:		
November 11, 1976	Marti Malterre	\$20.00
November 11, 1976	Jean Atcheson	20.00
November 17, 1976	Marian Crane	20.00
November 11, 1976	Jane Shobe (Moderator)	35.00

Fine Arts

The following speaker and subsequent honorarium:

October 15, 1976	Len Sasso	\$250.00
October 18, 1976	Dai Bradley	\$100.00

PUBLIC PROGRAMS  
AND SERVICES -  
DIVISIONS OF  
INSTRUCTION  
-CONTINUED-

The following certificated personnel regular actions:

Employment/Ratification

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS

That Donna L. Pearson be employed as a part-time Assistant Instructor and substitute in the LVN/RN Ladder Nursing Program for the 1976 Fall Quarter commencing September 22, 1976, at Class I, Step 3. Ms. Pearson will be assigned nine lab hours per week - 5 hours in N 104, Geriatric Nursing, and 4 hours of skills lab (22%).

All extended day faculty listed in the following Board Reports were unanimously approved as substitute instructors to be used on an "if-and-as-needed" basis.

APPOINTMENT OF  
EXTENDED DAY  
INSTRUCTORS AS  
SUBSTITUTES

Number 53	August 2, 1976
Number 78	August 30, 1976
Number 104	September 13, 1976
Number 125	September 27, 1976

It was also unanimously approved that all new extended day instructors approved by the Board of Trustees will be approved as both extended day instructors and substitutes.

The following persons were unanimously appointed on an "if-and-as-needed" basis as both extended day and substitute instructors for the 1976-77 academic year, at the hourly rate stipulated in the salary schedule, at the class to which each is qualified:

APPOINTMENT OF  
EXTENDED DAY/  
SUBSTITUTE  
INSTRUCTORS

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Probable Salary/Hr.</u>
Bailey, Blair	Ph.D.	Entomology, Plant Pathology	\$15.25
Guthrie, Robert	M.A.	English Composition	15.25
Hounsell, Edward	B.S.	Driver Improvement	13.00
Howard, Patricia	B.A.	Needlepoint	13.00
Hubbard, Mary Joanne	M.S.	Psychology	14.25
Larson, John	Cred.	Driver Improvement	13.00
Lief, Sherrill	M.A.	Mathematics	13.50
McLain, Eva	Ed.D.	Sociology	14.75
Miller, Craig E.	M.S.	Engineering	13.50
Oetting, Patsy	M.A.	Foods & Nutrition	13.50
Polek, Mary Lou	B.A.	Biology, Chemistry	13.00
Shennum, P. Lawrence	Ph.D.	Biology, Anatomy	15.25
Smith, Nancy Morgan	Cred.	CPR for Health Professionals	13.00
White, Goeffrey	Cred.	Drafting	13.50
Hirdler, Richard	M.A.	Math/Engineering	14.75

The following classified personnel regular actions were unanimously approved: CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

Employment

Susan Killion, Clerk Typist - Press Operator, Grade 23, Step 1, \$742.00 plus \$15.00 shift differential for a total of \$757.00 per month, effective October 12, 1976.

Employment - Ratification

Anthony Kobylaski, Audio-Visual Technician-On Campus, Grade 29, Step 3, \$933.00 per month, effective October 4, 1976.

Eric Garant, Audio-Visual Technician-Off Campus, Grade 29, Step 1, \$850.00 per month, effective October 4, 1976.

Billy Frank Wormsbaker, Custodian II, Grade 25, Step 1, \$778.00 plus \$25.00 shift differential for a total of \$803.00 per month, effective October 7, 1976.

Brian Patrick Donoghue, Laboratory Technician - Stage, Grade 33, Step 2, \$978.00 per month, effective October 4, 1976.

Mary Lou Polek, Natural Science Technician, Grade 33, Step 1 (50%), \$466.67 per month, effective October 5, 1976. Ms. Polek will be working 20 hours per week.

Jacquelyn Joy Armstrong, Instructional Aide in the Program for Handicapped Students, Grade 20, Step 1 (5 hours per week), \$4.125 per hour, effective October 1, 1976.

Ian McKnight, Maintenance 1 - Motorized Equipment, Grade 30, Step 1, \$872.00 per month, effective October 11, 1976.

Len Sasso, Instructional Aide, Fine Arts Division, on an "if-and-as-needed" basis, Grade 20, Step 3, \$4.524 per hour, effective October 4, 1976.

Ray Fetty, Instructional Aide, Fine Arts Division, on an "if-and-as-needed" basis, Grade 20, Step 2, \$4.315 per hour, effective October 4, 1976.

Change of Status / Reclassification

Doris Driml, Account Clerk 1, Grade 24, Step 1, \$760.00 per month, effective October 1, 1976. Mrs. Driml has been employed as a part-time Switchboard Operator.

Garry Waller, Photo Arts Specialist, Grade 33, Step 3, \$1,024.00 per month, effective October 4, 1976. Mr. Waller has been employed as an Audio-Visual Technician.

Dennis A. Rupp, Safety Officer, Grade 30, Step 3, \$956.00 plus \$15.00 shift differential (75%) for a total of \$728.00 per month, effective October 7, 1976. His hours will be from 5:30 p.m. to 11:30 p.m. Mr. Rupp has been employed as a Custodian II.

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
-CONTINUED-

Joseph W. Sobieski, Lead Safety Officer, Grade 33, Step 4, \$1,071.00 plus \$15.00 shift differential for a total of \$1,086.00 per month, effective October 4, 1976. His hours will be from 4:00 p.m. to 12:00 midnight.

Mary Boswell's request that her workweek be changed from 40 hours per week to 30 hours due to a personal emergency involving one of her children. This is considered a temporary situation and will be reevaluated on January 1, 1977. Mrs. Boswell is a Clerk Typist II in Admissions and Records.

Student Employees - as needed, \$2.30 per hour

Tamera Baker	Jeanette Long
Natalie R. Bergevin	Carol Losito
Karen Bradford	Danny L. Orsburn
Karen J. Brech	Anthony Melendrez
Marilyn Brown	John Mitre
Margaret Cheung	Mary McDaniel
Veda Eileen Connor	Jeffrey W. Post
Mary P. Cook	Caroline Purpero
Debbie Lee Dawes	Kevin Raulerson
W. David Elrod	Robert S. Robinson
Bonnie Gardner	Joy Selman
Cecilia Hicks	Lori Small
Holly Hobbs	Dennis Smith
Bruce Johann	Thomas B. Stanaland
Cindy Kalbfleisch	Frank Symonds
Stephan Kitch	Barbara Woodward
Virginia M. Lewis	Richard Zavola

Employment

Gary Vesque, Professional Model, as needed, \$4.50 per hour, effective October 4, 1976.

Resignation

Wayne Drew, Instructional Aide in the Fine Arts Division, effective October 29, 1976.

The standard California Environmental Quality Act Guidelines, as published, and from time to time updated, was unanimously adopted as the guidelines for the Saddleback Community College District.

CALIFORNIA  
ENVIRONMENTAL  
QUALITY ACT

A statement agreeing to hold the Crean Ranch Foundation, owner of Rancho Capistrano in San Juan Capistrano, harmless in the event of any claim or loss resulting from use of Foundation property by the Saddleback College Cross Country Team while practicing on the Rancho Capistrano track, was unanimously ratified.

HOLD HARMLESS  
STATEMENT

The following progress payments were unanimously approved:

PROGRESS  
PAYMENTS

Gymnasium/Physical Education Complex - Payment Request Number 15  
(100%)

Berry Construction, Inc.

Contract amount, revised - \$2,474,740.35

Total due on earned to date	\$2,474,740.35
Less 10% retention	247,474.04
Net due on earned to date	<u>\$2,227,266.31</u>
Less previous payments	2,217,030.46
Amount due this request	<u>\$ 10,235.85</u>

Music Arts Facility - Payment Request Number 5  
W. J. Shirley, Inc.

Contract amount - \$2,940,500.00

Total due on earned to date	\$ 444,480.00
Less 10% retention	44,448.00
Net due on earned to date	<u>\$ 400,032.00</u>
Less previous payments	310,635.00
Amount due this request	<u>\$ 89,397.00</u>

Purchase Orders 24840 through 25154, totaling \$176,955.74, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

District Warrants 30667 through 30806, totaling \$190,091.58, were unanimously approved and ratified for payment.

PAYMENT OF BILLS

Payment of personnel services was unanimously ratified as follows:

PAYMENT OF  
PERSONNEL  
SERVICES

Certificated Payroll	3A*	\$ 412,674.10
----------------------	-----	---------------

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

The Members of the Board of Trustees were informed that the following V.E.A. (Vocational Education Act) funds have been allocated to Saddleback Community College District for the 1976-77 Academic Year. It was requested that the Board of Trustees approve acceptance of these funds and the District share.

VOCATIONAL  
EDUCATION ACT  
STATE/FEDERAL  
FUNDING



V.E.A.	Part B - Vocational Programs	\$67,943	VOCATIONAL EDUCATION ACT STATE/FEDERAL FUNDING -CONTINUED-
V.E.A.	Part B - 10% Handicapped	9,059	
V.E.A.	Part B - 15% Disadvantaged	13,589	
	Total	<u>\$90,591</u>	
V.E.A.	Part F - Consumer and Homemaking Education - State/Federal Share: Depressed Areas	\$ 1,227	
	Other	1,847	
	District Share 10%	341	
		<u>\$ 3,415</u>	
V.E.A.	Part H - Work Study State/Federal Share	\$22,904	
	District Share 20%	5,726	
	Total	<u>\$28,630</u>	

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, to approve acceptance of these funds and the District share. APPROVED

It was recommended that permission be granted to the Office of the Dean of Student Personnel Services to submit an institutional application to the Department of Health, Education and Welfare for continued participation in Federal Student Financial Aid Programs for the award period 1977-78. This item had been tabled at the meeting of September 27, 1976. PARTICIPATION IN THE FEDERAL STUDENT FINANCIAL AID PROGRAM

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, that permission be granted to the Office of the Dean of Student Personnel Services to submit an institutional application to the Department of Health, Education and Welfare for continued participation in Federal Student Financial Aid Programs for the award period 1977-78. APPROVED

It was recommended that the Architect's drawings for the Child Care Center be approved, that the staff be authorized to accept bids for renovation of the "J" Building, and that operation of the Child Care Center be authorized for the spring semester 1977 in accordance with the plans presented in Planning Task Number 12 which had previously been presented. CHILD CARE CENTER FACILITIES

Architect William Blurock stated that he expects the remodeling project to come within the \$21,000 approved by the Board of Trustees. The building will require floor repairs, remodeling of restrooms, walls built to change spacing, additional windows and doors, and an enclosed play yard.

In response to Mr. Bartholomew's questions regarding potential noise problems, Mr. Blurock stated that he does not believe there will be any conflict. The Center will be located on the fringe of lower campus, near a recreation area, and a buffer area will be created by the remodeling.

Motion by Mr. Taylor, seconded by Dr. Marshall and carried, that the Architect's drawings for the Child Care Center be approved, that the staff be authorized to accept bids for renovation of the "J" Building, and that operation of the Child Care Center be authorized for the spring semester 1977 in accordance with the plans presented in Planning Task Number 12 which had previously been presented.

CHILD CARE  
CENTER  
FACILITIES  
-CONTINUED-  
APPROVED

Mr. Greinke was opposed. Mr. Bartholomew abstained.

Mr. Greinke stated that he has been against this project from the beginning. He does not believe that the College should be responsible for caring for children. That responsibility belongs to parents and in the home not at a college. Superintendent/President Lombardi stated that he hopes that the College will do a job that Mr. Greinke will find well done, even though he does not agree with the concept.

It was recommended that the following gifts be accepted by Saddleback College:

GIFTS TO THE  
COLLEGE

<u>Donor</u>	<u>Gift</u>
The Tatman Foundation	Donation in the amount of \$1,500
Mr. D. D. Chomeau, President The Tatman Foundation	Donation in the amount of \$1,500

These monies are to be used in conjunction with the Marine Studies Program.

Motion by Mr. Greinke, seconded by Dr. Marshall and unanimously carried, that the gifts be accepted by Saddleback College.

ACCEPTED

Mr. Taylor read the list of gifts to those present.

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

It was recommended that the equipment list for the Music Arts Facility, submitted at the meeting of September 27, 1976, be approved.

MUSIC ARTS  
FACILITY -  
EQUIPMENT LIST

It was further recommended that the approved equipment list be submitted to the California Community Colleges and to the State Department of Finance for approval by those respective agencies.

Motion by Mr. Greinke, seconded by Mr. Taylor and unanimously carried, to table this item until the next meeting, in response to Mr. Taylor's request for further time to study the list.

TABLED

It was recommended that Change Order Number 3 to the Music Arts Facility be adopted by the Board of Trustees.

CHANGE ORDER  
NUMBER 3

Motion by Mr. Greinke, seconded by Mr. Taylor and unanimously carried, to adopt Change Order Number 3 to the Music Arts Facility. A copy of this Change Order is attached.

APPROVED

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.

AWARDS

1. Bid Number R-7923 - Radio Supplies - Vocational Technology

Studio City Camera Exchange, Inc.	\$ 29.96
Riggins Electronic Sales	51.51
Bornstein Company	135.72
Photo and Sound Company	253.12
Cal's Cameras, Inc.	312.42
Henry's Camera Shop	381.09
Redlands Camera	597.31
	<u>\$ 1,761.13</u>

2. Bid Number 250 - Vehicles - Campus Safety and Unassigned

Cushman Motor Sales, Inc. (Police Model)	\$ 3,630.50
Roger Miller Chevrolet	18,589.85
(1 Nova, 1 Luv Pickup, 1 Step Van, 1 Regular Van)	<u>\$22,220.35</u>

3. Bid Number R-11800 - Typewriters - Admissions and Records

IBM Corporation	\$ 1,346.20
-----------------	-------------

4. Bid Number 251 - Office Furniture - Dean of Instruction, Academic Programs, Vocational Technology, and Extended Day

The Welch Company	\$ 101.76
Western Office Furniture Company	1,183.49
Allied Commercial Interiors	3,546.60
Culver-Newlin, Inc.	3,561.60
United Business Interiors	14,240.04
	<u>\$22,633.49</u>

Motion by Mr. Greinke, seconded by Mr. Bartholomew and unanimously carried, that the 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.

APPROVED

The Board of Trustees convened to Executive Session at 8:20 p.m.  
and reconvened to Regular Session at 8:30 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, October 18, 1976, at 7:30 p.m.

ADJOURNMENT

*R. A. Lombardi*

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