

SADDLEBACK COMMUNITY COLLEGE
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

November 10, 1975 - 7:30 p.m.
Library-Classroom Complex - Room 212
28000 Marguerite Parkway

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

Present: PRESENT

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

Dr. Robert A. Lombardi, Superintendent/President
Mr. Roy N. Barletta, Business Manager
Mr. R. L. Platt, Dean of Instruction
Dr. Edward A. Hart, Assistant to the Superintendent
Mr. Jack A. Swartzbaugh, Dean of Students STAFF MEMBERS

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

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, to approve the Minutes of the Regular Meeting of October 27, 1975, with the following correction made by Mr. Bartholomew: MINUTES APPROVED

Page 428 - Subject: Campus Doctor - to read as follows:

Mr. Bartholomew was opposed. He stated that two other physicians had been employed without information regarding physicians' liability insurance being presented and considered. He feels that it is a disservice to the District to compound a potential mistake.

Mrs. Brandt reported on her attendance at the Orange County Community College Trustees Meeting. A recommendation (Report Number 637) concerning a Summer Program will be presented for discussion and approval later during the Meeting. REPORTS AND COMMUNICATIONS
TRUSTEES

Superintendent/President Lombardi requested that reports from the California School Employees Association Representative and from the Saddleback Agents Association Representative be placed next on the Agenda.

REPORTS AND
COMMUNICATIONS

SUPERINTENDENT/
PRESIDENT

He introduced Mr. Len Miller, Len Miller and Associates, who assists the District in planning its insurance, to reply to questions regarding physicians liability insurance. Mr. Miller referred to a letter dated November 10, 1975, distributed to the Trustees by Mr. Barletta, regarding Malpractice Coverage for Student Medical Facilities. The letter advised that the insurance carrier providing coverage for our District's liability contract has agreed to protect the College District's malpractice exposure for a limit of \$3,000,000 for an annual premium of only \$387 per physician. Superintendent/President Lombardi stated that the premium will be paid from the Student Health Fee which must be spent for medical expenditures. Mr. Bartholomew requested that this expenditure be placed on the Agenda for approval. It was confirmed that the District has been and will be covered in the case of a lawsuit.

SADDLEBACK AGENTS
ASSOCIATION
REPRESENTATIVE

Mr. Larry Christian, Field Representative, California School Employees Association, was present. He stated that he had been requested by CSEA Chapter 586 and by its member, Dan Waltz, to act in their behalf in seeking a just and equitable resolution on the final points of a long-standing grievance by Mr. Waltz. He distributed a detailed report regarding this matter to the Trustees. He requested a statement of position from the Board regarding the establishment of salary schedules which specifically reflects the requirement that Safety Officers must work on holidays and receive substitute holidays in accordance with Education Code Section 13656.3, and compensation to Mr. Waltz for monies lost, due to not having been placed on the salary schedule as required by Education Code Section 13593. Mr. Bartholomew stated that this matter will be taken under advisement and will be placed on the Agenda of the next Meeting.

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION (CSEA)
REPRESENTATIVE

Dr. Hart, Assistant to the Superintendent, gave a presentation in order to bring the Board of Trustees up to date on the Five-Year Plan, following his trip to Sacramento, and to make the Board aware of the rapidly developing situation in the northern part of the District.

SUPERINTENDENT/
PRESIDENT

FIVE YEAR PLAN

He informed the Board that the District works directly with the Chancellor's Office, whose recommendations are reviewed by the Department of Finance, which makes its own independent judgment. The Five-Year Plan is the instrument used to interpret what the District is doing.

He displayed a chart showing the Capacity/Load Ratio (load being based on Weekly Student Contact Hours (WSCH) and capacity being based on Assigned Square Footage (ASF) per 100 WSCH). He explained

that the State uses this form of "checks and balances" to make decisions. The Department of Finance makes the enrollment projections we must use to justify facilities. We believe they have underprojected our future enrollments. Nevertheless, according to the Department of Finance, we are currently over-built and that is why it has been suggested that space in the library be utilized for classrooms and other uses and later returned to library usage.

The Chancellor's Office supports our belief in growth of enrollment but insists that spaces be justified so they can support our cause with the Department of Finance. On the advice of the Chancellor's Office, we have pushed back some dates until we see what will happen with enrollments in the next year. Specifically, these changes are:

1. Classroom Building Complex - Saddleback Campus - from 1980 to 1982
2. Student Center - Saddleback Campus - from 1981 to 1982
3. Science Building - College Number 2 - from 1981 to 1982

The dates have been changed, but not the priority order. We are maintaining building plans for the second college through 1979. These dates can be revised in future editions of the Five-Year Plan should increased enrollments materialize.

He presented a draft copy of the Five-Year Plan to the Members of the Board of Trustees, stating that this is not yet ready for public distribution.

Dr. Hart then displayed a "time-line" showing the immediate plan for the Northern Area Satellite Program in order to begin instruction on September 1, 1976. The critical dates are:

- | | |
|------------|-------------------------|
| February 9 | Site Selected |
| April 1 | Site Plan Completed |
| June 1 | Occupy and Prepare Site |

He also distributed a report of Important Dates and Deadlines as follows:

- | | |
|---------------|---|
| November 15 - | Preparation of Phase I |
| January 9 | Environmental Impact Report (EIR) |
| December 8 | Initial discussion, specific sites to be considered |
| December 9 - | Consideration of site alternatives |
| February 9 | |
| January 9 | Submission of EIR to local agencies |

January 26	Adoption of satellite center General Plan
February 9	Final selection of site, northern area
February 10 - March 22	Contract negotiations
March 22	Approval of contractual features
June 1	Possession of site
June 1 - September 1	Preparation of site and facilities
September 1	Approximate date, beginning of instruction

REPORTS AND
COMMUNICATIONS

CONTINUED

Dr. Hart stated that five thrusts are needed to begin a program: facilities, programs, staff, materials, and support services. He charted the complexity of starting a new program and emphasized the importance of meeting the critical deadlines.

Hopefully, possible sites will be presented to the Board of Trustees for consideration by December 8, 1975. The Trustees advised that the cities involved should be contacted concerning a site for the northern campus and requested that potential specific sites be presented for consideration by the next meeting.

Mr. Bartholomew requested that Report Number 652 - Environmental Impact Report - Northern Area Sites/Consultant - be considered next on the Agenda.

PRELIMINARY
ENVIRONMENTAL
IMPACT REPORTS -
NORTHERN AREA
SITES / CONSULTANT

Mr. Barletta recommended that the District engage the services of Ernest L. Seeman, Environmental Science Consultant, to prepare preliminary Environmental Impact Reports, as required by law, for each of the sites of a future college to be considered by the Board of Trustees.

Mr. Seeman was present to reply to questions.

Motion by Mr. Taylor, seconded by Dr. Marshall and unanimously carried, that Mr. Ernest L. Seeman, Environmental Science Consultant, be engaged to prepare preliminary Environmental Impact Reports, as required by law, for each of the sites of a future college to be considered by the Board of Trustees and that he be paid at the rate of \$25.00 per hour, the total cost of services not to exceed a maximum of \$10,000.00. Mr. Barletta stated that secretarial and publishing services will be billed separately from the hourly fee. The Board of Trustees requested a step-by-step verification of the amounts expended.

APPROVED

Superintendent/President Lombardi announced that the Director from the California Postsecondary Commission will be visiting in the near future so as to become personally familiar with our growth pressures and the need for a second college.

Mr. Resnick, President of the Academic Senate, stated that it had come to his attention that the Board of Trustees had not been receiving copies of the Academic Senate's Minutes. They were distributed to the Trustees prior to the Meeting and will be provided for them in the future.

REPORTS AND
COMMUNICATIONS

ACADEMIC SENATE

Miss Eddy, President of the Associated Student Body, did not have a report to present to the Board of Trustees.

ASSOCIATED
STUDENT BODY

Mr. Gilbert, President of the California School Employees Association, reported that at its last meeting a new secretary was elected, the former secretary having resigned for personal reasons. He stated that the Business Office will be informed of this change.

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION

Mr. Lindblad, President of the Faculty Association, did not have a report to present to the Board of Trustees.

FACULTY
ASSOCIATION

There were no comments from the public relating to items not on the Agenda.

PUBLIC

Mr. Blurock, President of Blurock and Partners, was present. He distributed a Progress Report for Saddleback College, dated November 11, 1975, to the Trustees for information, and verbally informed those present as follows:

ARCHITECTS

Music Arts - Today we have received the correction list from O.A.C. and are proceeding to amend the drawing accordingly. Allowing two weeks for back-check, we expect to be out for bid the first week in December.

- Perimeter Road -
- (a) Contractor is proceeding on schedule in spite of a few coordinating problems arising from two contractors doing work in such close quarters. Both contractors, however, are most cooperative and we expect these small annoyances to be worked out.
 - (b) The additional authorized grading has been started and will probably result in a Change Order of approximately \$35,000 additional.
 - (c) Landscaping at entry ways and Perimeter Road has been started with irrigation lines and soil preparations. Plants and trees have been purchased and deliveries will start the latter part of next week.
 - (d) Paving of Marguerite Parkway entrance is scheduled to be completed within two (2) weeks.

Track & Grading - (a) Plans will be completed Wednesday, ARCHITECTS
 for Student November 12, 1975, and bids will be CONTINUED
 Center - received November 28. Due to above
 Change Order grading, the budget has
 been reduced from \$333,000 to \$273,000.

Mr. Blurock displayed a sketch of the present and potential track facilities and explained the Change Order for additional grading approved by the Board of Trustees at the last Board Meeting.

Mr. Shacklett, Associate Project Manager, reported on the costs to plant ground cover on the parking lot now being graded in the location of the gymnasium-physical education complex, as requested by Mr. Greinke at the last Board Meeting. A rye mixture would cost \$3,000. Irrigation must also be considered: 160 square feet at \$.30 per square foot would cost \$48,000.

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

Mr. Bartholomew requested that the following items be removed from the Consent Calendar: AMENDED

- Board Report Number 640 - Curriculum
- Board Report Number 657 - Awards

Motion by Mr. Greinke, seconded by Mrs. Brandt and unanimously carried, to approve the Consent Calendar as amended. APPROVED

Submission of an application for the following grant: MEDIA RELATED GRANT

Title II - A - College Library Resources Program - Fiscal Year 1976.

Payment in the amount of \$100.00 for Jean Atchison for consulting services in conjunction with a revision to the preliminary proposal for a planning grant entitled, "An Interdisciplinary Colloquium Series in the Humanities", which was presented to the National Endowment for the Humanities. HUMANITIES GRANT/CONSULTANT

The Certificate of Achievement awarded to the following: CERTIFICATE OF ACHIEVEMENT

- | | |
|----------------------|---------------------------|
| Michael A. Blanda | Real Estate |
| Edward E. Lorenz | Real Estate |
| Carlos A. Navarrete | Real Estate |
| Christina J. Roletti | Early Childhood Education |
| James M. Yohe | Real Estate |

James E. Elias, M.A., as a guest speaker for the Division of Natural Science, and an honorarium of \$25.00.

GUEST LECTURER -
DIVISION OF
NATURAL SCIENCE

James Miner, M.D., employed as a Campus Doctor in conjunction with the operation of the Student Health Services Center at a proposed salary of \$28.00 per hour.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

Gene Gurule hired as a part-time, off-campus Assistant Track Coach, to assist Duane Cain, at a fee not to exceed \$800.00.

The following previously employed extended day instructor, appointed on an "if-and-as-needed" basis for the 1975-76 academic year, at the hourly rate stipulated in the salary schedule at the class to which he is qualified:

EXTENDED DAY
INSTRUCTORS

<u>Applicant</u>	<u>Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Duran, David O.	M.A.	Intermediate Accounting	\$13.50 per hour

The following qualified applicants appointed as extended day instructors on an "if-and-as-needed" basis for the 1975-76 academic year, at the hourly rate stipulated in the salary schedule at the class to which each is qualified:

<u>Applicants</u>	<u>Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Becker, John Fredrick	M.A.	Painting - Drawing	\$13.50 per hour
Borthwick, Robert J.	B.S.	Horticulture	\$13.50 per hour
Christoph, Ann	M.L.A.	Horticulture	\$13.50 per hour
Fraser, Herbert W.	B.A.	Automotive Service Station Management	\$13.00 per hour
Hansen, Alona Ann	M.A.	Reading	\$13.50 per hour
Hewitt, Peter M.	Cred.	Administration of Justice	\$13.00 per hour
Holm, Dale G. (in process)	A.A.	Business - Escrow I	\$13.00 per hour
Housego, Clifford C.	Cred.	Automotives	\$13.00 per hour
MacLean, Robert J.	Plan. Cert.	Art-Architecture	\$14.25 per hour
Nelson, Theodore P.	M.S.	Guidance	\$13.50 per hour
Neuland, Richard P.	J.D.	Business Law	\$15.25 per hour
Steckler, Craig T.	B.S.	Administration of Justice	\$13.00 per hour
Stein, John	Cred.	Real Estate	\$13.00 per hour

Ratification

1. Gloria Moran, Substitute Clerk Typist, as needed, \$3.648 per hour, effective October 27, 1975. Mrs. Moran is substituting in the Duplicating Center for Florence Leppanen, who is on extended medical leave due to major surgery.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

2. Gail E. Corey, Substitute in the following categories on an as-needed basis, effective November 6, 1975.

Switchboard Operator Substitute - \$3.827 per hour
 Clerk Typist Substitute - \$3.648 per hour

CONTINUED

Employment

1. Pat K. Heuneman, Substitute Clerk Typist, as needed, \$3.648 per hour, effective November 12, 1975.
2. Sylvia Marvin, Substitute Clerk Typist, as needed, \$3.648 per hour, effective November 12, 1975.
3. Nadine Ketels, Clerk Typist I, Grade 18, Step 2, \$643.00 per month, effective November 12, 1975. Mrs. Ketels will be assigned to Business Science Division.

Change of Status

Suzanne Abbott, Clerk Typist II/Keypunch Operator Assistant, Grade 20, Step 1, \$643.00 per month, effective December 1, 1975. Mrs. Abbott will replace Nola Doyle in Admissions and Records; she is currently employed as a Clerk Typist I in Admissions and Records.

Resignation

Nola Doyle, Clerk Typist II/Keypunch Operator Assistant, Office of Admissions and Records, effective October 24, 1975. Mrs. Doyle has been on maternity leave since July 28, 1975, and has decided to resign from her position for personal reasons.

The Summary of Financial Status as of September 30, 1975.

QUARTERLY
FINANCIAL REPORT

Institutional membership in the Southern California Community College Intercollegiate Athletic Council (Women's Athletics) for the 1975-76 school year. The cost is as follows:

INSTITUTIONAL
MEMBERSHIP

Membership	\$300.00
Sport Assessment (Swimming)	100.00
Eligibility Assessment (per sport)	10.00
	<u>\$410.00</u>

The following progress payments:

PROGRESS
PAYMENTS

Gymnasium/Physical Education Complex

PROGRESS
PAYMENTS

Berry Construction Company - Payment Request Number 4

CONTINUED

Contract Amount	\$2,481,699.00
Total due on earned to date	\$599,405.00
Less 10% retention	59,940.50
Net due on earned to date	\$539,464.50
Less previous payments	252,490.50
Net amount due this estimate	\$286,974.00

Campus Perimeter Road, Phase I

United Sprinkler Company - J. E. Slover -
Payment Request Number 1

Contract Amount	\$849,785.60
Total due on earned to date	\$277,038.00
Less 10% retention	27,703.80
Net due on earned to date	\$249,334.20
Less previous payments	-0-
Net amount due this estimate	\$249,334.20

The following payment request submitted by William Blurock and Partners:

PAYMENTS TO
ARCHITECTS

Music Arts Facility

Article IX, A, 3, a, of Contract dated 05-05-75

Fee: 5.9% of approximate building cost of
\$3,226,636.00 = \$190,371.52.

50% due on account to date	\$ 95,185.76
less previous payments	66,630.03
Amount due this request	\$ 28,555.73

Purchase Orders 20512 through 20708, totaling \$137,637.72, and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

District Warrants 25225 through 25400, totaling \$236,975.42.

PAYMENT OF BILLS

Personnel services ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Certificated Payroll 4A \$471,980.55

Mrs. Brandt reported that during the Orange County Community College Trustees Meeting a discussion ensued regarding the possibility of the Colleges working together on a Summer Program to stagger low-enrollment classes at the various Colleges. Each Board was asked to discuss this idea and decide if the College Deans of Instruction should begin planning this program. If all Colleges agree with this proposal, action will be forthcoming. The representatives of each College seemed agreeable.

ORANGE COUNTY
COMMUNITY COLLEGE
TRUSTEES -
SUMMER PROGRAM

Mrs. Brandt stated that she hoped that the District will do its part in this important public relations assignment.

ORANGE COUNTY
COMMUNITY COLLEGE
TRUSTEES -
SUMMER PROGRAM

Motion by Mrs. Brandt, seconded by Mr. Greinke and unanimously carried, to instruct the Dean of Instruction to proceed with plans for this program.

APPROVED

Superintendent/President Lombardi recommended that the Graduation and General Education Certification Requirements and Recommendations relative to Credit Transferred from Other Colleges, Credit for Military Service, and the English Equivalency Examination be approved by the Board of Trustees as presented.

GRADUATION AND
GENERAL EDUCATION
CERTIFICATION
REQUIREMENTS

Motion by Mrs. Berry, seconded by Dr. Marshall and unanimously carried, that this item be tabled, and it is understood that subsequent information will be forthcoming.

TABLED

Program outlines and course descriptions were provided for the following Vocational Programs in cooperation with the Capistrano-Laguna Regional Occupational Program:

PROGRAMS
(INFORMATION)

1. Air Conditioning and Refrigeration
2. Heavy Equipment Maintenance and Repair
3. Welding Technology

Also, information pertaining to a Joint Program Agreement between Saddleback College and the Capistrano-Laguna Regional Occupational Program and a copy of the proposed agreement was provided.

JOINT PROGRAM
AGREEMENT (ROP)

Superintendent/President Lombardi introduced Mr. Hector Navarrette, Superintendent of the Capistrano-Laguna Regional Occupational Program. He will be taking this concept to his Board for discussion and wished to know if the general concept of this proposed agreement is acceptable to Saddleback Community College District's Board of Trustees. Discussion ensued.

Motion by Mrs. Brandt to approve the Joint Program Agreement between Saddleback College and the Capistrano-Laguna Regional Occupational Program.

Mrs. Berry suggested that this motion be amended to read that only the concept of the agreement be approved at this time.

Mrs. Brandt agreed.

Motion by Mrs. Brandt, seconded by Dr. Marshall and unanimously carried, that the concept of a Joint Program Agreement between Saddleback College and the Capistrano-Laguna Regional Occupational Program be approved.

CONCEPT APPROVED

The Agreement will be reviewed and presented to the Board of Trustees for further discussion and approval at a later date.

The Vocational Programs will be presented at the next Regular Meeting and approval will be requested.

The Board of Trustees recessed at 10:00 p.m. and reconvened to Regular Session at 10:10 p.m.

RECESS

Curricular additions, presented at the meeting on October 27, 1975, as an informational item, were submitted to the Board of Trustees for approval.

CURRICULUM

Motion by Mrs. Berry and seconded by Mr. Greinke to table this item until the course outlines are reviewed by the Trustees.

Since Mrs. Brandt was not present momentarily, Mr. Taylor requested that this item be discussed upon her return.

When she returned, the matter was discussed and a roll call vote was requested:

Ayes: Bartholomew, Berry, Greinke
Noes: Brandt, Marshall, Taylor
Abstained: Backus

Motion defeated.

Motion by Mr. Taylor and seconded by Dr. Marshall to approve the curricular additions as presented.

Mr. Greinke requested that Allied Health 212- Loss and Grief - be excluded from this motion.

Mr. Taylor was not in agreement.

Mr. Backus suggested excluding those items in question. He then asked if Mr. Taylor would consider withdrawing his motion.

Dr. Marshall withdrew his second; Mr. Taylor withdrew his motion.

The question of whether or not a course outline should be provided in all cases was discussed.

Mr. Greinke again requested that Allied Health 212 - Loss and Grief - be removed from the recommendation.

Motion by Mr. Taylor, seconded by Mr. Backus and carried, to approve the curricular additions as presented, excluding Allied Health 212 - Loss and Grief - which will be presented at the next meeting, with a comprehensive course outline, for consideration and approval will be requested.

APPROVED
AS AMENDED

Mr. Bartholomew was opposed.

Superintendent/President Lombardi summarized the procedure decided upon to be used in the future concerning curricular additions:

New courses, including a comprehensive summary, will be presented to the Board of Trustees for information and for discussion. At that time, or at any time prior to the next meeting, any Trustee may request a copy of any or all course outlines. These will be provided as soon as possible so that they may be reviewed prior to the next meeting at which time the course will again be presented for further discussion and approval will be requested.

CURRICULAR
ADDITIONS

Information concerning the following proposed grant application was submitted for consideration:

MEDIA RELATED
GRANT
(INFORMATION)

HEW - Educational Broadcasting Facilities Program

Mr. Weisgerber, Director of Instructional Media, was present to reply to questions. He stated that at the next regular meeting this request will again be presented and approval will be requested. The amount involved will be provided at that time.

Information concerning the following proposed grant applications was submitted for consideration:

HUMANITIES
GRANTS
(INFORMATION)

An Interdisciplinary Colloquium Series in the Humanities

1776 - 1976 Recycling American Values: A Return to Community Based Decisions and Community Based Solutions - Forum Series of Panel Discussions, Both Live and Televised.

These will again be presented at the next meeting and approval will be requested.

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

GIFTS TO THE
COLLEGE

<u>Donor</u>	<u>Gift</u>
The Kansas Club Laguna Hills	A check in the amount of \$116.00 for the Chamber Singers' Scholarship Fund.
American Honda Motor Company	One set of 1975 Honda Posters, one set of wall charts, and two used motorcycle engines for the Motorcycle Repair Program.
Mr. and Mrs. K. Wallace Jensen San Juan Capistrano	Numerous assorted indoor and outdoor plants for use in Saddleback College's Horticulture Program.
Mr. and Mrs. J. Stephens Mission Viejo	Four Brazillian Pepper Trees and Four Arizona Ash Trees, each in a five gallon container, to be incorporated into Saddleback College's landscaping plans.

Mr. Greinke read the list to those present.

Motion by Mr. Greinke, seconded by Dr. Marshall and unanimously carried, to accept the gifts as presented.

GIFTS
ACCEPTED

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

A Cost Analysis Tabulation, concerning Landscape Trees, prepared by Robert Bartholomew, was submitted to the Board of Trustees for information and discussion.

COST ANALYSIS -
PERIMETER ROAD /
LANDSCAPE CONTRACT
(INFORMATION)

Mr. Bartholomew had not understood that the District is committed to the landscaping plan including the size of trees. In the future the Board wants to look at plans and investigate them carefully. He stated that half the cost could have been saved.

Mr. Barletta verified that we are committed to landscaping the entrance and perimeter roads under contract.

Mr. Taylor had prepared a comparative cost report which he distributed to the Trustees. This report, prepared with the assistance of an expert, showed that the Architects had provided the District with correct information and a fair contract.

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

1. Bid No. 206 - Radio Equipment - Fine Arts
KDH Electronics, Inc. \$ 4,052.38
2. Bid No. R-19108 - Student Health Center Furniture
The Welch Company \$ 1,091.80
3. Bid No. R-7611 - Biology Supplies - Science - Biology
College Biological Supply \$ 1,494.01
4. Bid No. R-3434 - Subscriptions - Library
EBSCO Subscription Services \$ 3,079.67
5. Bid No. R-7608 - Anatomy Equipment - Science - Biology
Macmillan Science Company, Inc. \$ 247.80
Sargent Welch Scientific Company \$ 990.02
Carolina Biological Supply Company \$ 1,488.55
\$ 2,726.37
6. Bid No. R-3500 - Maintenance Contract on Video Tape Recorders -
Library
Tek-Aid, Inc. Not to Exceed: \$ 2,500.00
7. Bid No. R-9067 - Tennis Court Wind Screens - P.E.
NJP Sports, Inc. \$ 3,276.37
8. Bid No. R-9060 - Bleachers - Athletics - Baseball
Safway Steel Products \$ 1,613.32

9. Bid No. 187 - Scanning Electron Microscope -
Science - Biology
International Scientific Instruments, Inc. \$19,843.20
10. Bid No. R-7576 - Heavy Duty Power Tools - Central Plant -
Science
Mayday Tool & Supply Company, Inc. \$ 1,910.28
11. Bid No. R-9347 - Rental of Copier - Admissions and Records
Xerox Corporation \$ 1,080.00
12. Bid No. R-7839 - One Digital Organ - Music
Gould Music Company \$ 8,056.00
13. Bid No. R-7917 - Underwater Meters - Marine Science
Martek Instruments, Inc. \$ 4,806.04
14. Bid No. 8141 - Postage - Extended Day Off-Campus Brochures
U. S. Postmaster \$ 1,600.00
15. Bid No. 8140 - Printing - Extended Day Off-Campus Brochures
Tustin News \$ 3,154.35

AWARDS
CONTINUED

Mr. Bartholomew stated that he had requested that this recommendation be removed from the consent calendar as he questions the following Bid:

9. Bid No. 187 - Scanning Electron Microscope -
Science - Biology
International Scientific Instruments, Inc. \$19,843.20

He stated that the amount of this Bid is three to four thousand dollars in excess of the amount estimated at the last meeting.

Mr. Duthoy, Director of Procurement and Stores, stated that this is the same price as was bid last year. He explained that this bid includes a sputter-coder, which allows for the additional amount. This item had not been discussed at the last meeting.

Motion by Mr. Taylor, seconded by Mrs. Brandt and 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

Mr. Bartholomew, Mrs. Berry, and Mr. Greinke were opposed.

The Board of Trustees convened to Executive Session at 11:07 p.m. and reconvened to Regular Session at 11:25 p.m.


EXECUTIVE SESSION

Superintendent/President Lombardi announced that a Special Board Meeting would be held Monday, December 1, at 2:00 p.m. for the purpose of investigating potential sites for a northern campus.

REGULAR SESSION

No action having transpired in Executive Session, and there being no further business, the Meeting was adjourned at 11:30 p.m.

ADJOURNMENT


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