

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

January 10, 1977 -- 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. Backus led the audience in the Pledge of Allegiance and Mrs. Berry 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
Mrs. Donna C. Berry, 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:

ABSENT

Dr. James W. Marshall, Member

Motion by Mr. Taylor, seconded by Mr. Backus and unanimously carried, to adopt the Agenda with an addendum entitled "Guest Lecturer" to be considered as part of Board Report Number 266.

AGENDA ADOPTED

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, to approve the Minutes of the Regular Meeting of November 22, 1976, and the Minutes of the Special Meeting of December 6, 1976, as presented.

MINUTES APPROVED

Mr. Greinke stated that he is concerned about the treatment of the steel girders on the Music Arts Facility. He hopes that attention is paid to be sure that they will not be an eyesore.

REPORTS AND
COMMUNICATIONS

TRUSTEES

Mrs. Brandt stated that she hopes that there will be some color in that building, as the Board of Trustees certainly approved color. She realizes that the Architects are striving for a happy combination with the Gymnasium-Physical Education Complex and the Library Building.

Mr. Blurock, William Blurock and Partners, Architects, arrived at that time. He stated that there will be color. It will not be as dark as the Gymnasium-Physical Education Complex, it will be a tan brown or a burnt orange color which will blend well with both the Library Building and the Gymnasium-Physical Education Complex.

Mr. LaBonte, Director of the Division of Fine Arts, stated that he has the sketches and will be happy to bring them to the next meeting.

REPORTS AND
COMMUNICATIONS
(CONTINUED)

Mr. Taylor announced that Saddleback College hosted a California Community and Junior College (CCJCA) Region 8 dinner meeting at the Mission Viejo Country Club on January 5, 1977. In spite of the rain, 33 persons attended the meeting. He thanked Superintendent/President Lombardi and Mr. Gary Resnick for their participation in making this a successful event.

TRUSTEES
(CONTINUED)

Mr. Taylor explained that the CCJCA is an organization with four facets: faculty, administration, trustees, and students. It is the only organization in the entire State combining the four groups. One of the functions of the CCJCA is to regulate athletics; Superintendent/President Lombardi is the chairman of the Committee on Athletics. Mr. Taylor, in addition to being President of Region 8, is serving on the Committee on Legislation.

As a follow-up to the meeting, a philosophy of the CCJCA is being transmitted to all Region 8 members. A copy of the report will also be provided to those Trustees who are interested.

Mr. Greinke suggested that a member of the Board of Trustees be placed on the negotiating team concerning the northern site.

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, to appoint Mr. Greinke as a member of the group to negotiate with The Irvine Company on the purchase of the northern site.

MR. GREINKE
APPOINTED TO
ASSIST WITH
NEGOTIATIONS

Mr. Greinke accepted, but stated that he feels that Mrs. Brandt would be more qualified. She stated that she feels that someone outside of the immediate area should serve.

Superintendent/President Lombardi introduced Mr. Jay to present a report on the Saddleback College Gerontology Program and new Emeritus Institute.

SUPERINTENDENT/
PRESIDENT

Mr. Jay distributed a pamphlet, prepared by the Division of Health Sciences, outlining this program. He reported that Mrs. Brandt had represented the Board of Trustees at the initial meeting of the Emeritus Institute recently.

Superintendent/President Lombardi requested that Dr. Hart present an up-date on change orders.

CHANGE ORDERS

Dr. Hart reported that the following change orders will probably be presented for approval at the meeting on January 24, 1977:

1. A duct modification in the band and choral room which has been requested by the staff. No cost to the District is involved.

2. A structural change in the Theater building estimated at a cost of \$9,700. This has been required by the Office of State Architecture.
3. A change in the flooring of the drama laboratory which has been requested by the staff in order to provide more flexibility in the program. At the present time the plan is for a concrete surface border and a wood surface center. It will be recommended to expand the wood surface from wall to wall at an estimated additional cost of \$7,000 to \$8,000. Mr. LaBonte, Division Director of Fine Arts, further explained the advantages. Additional information will be provided when the change order is presented.
4. There will be several technical changes at no cost to the District. These are architectural clarifications.

REPORTS AND
COMMUNICATIONS
(CONTINUED)

CHANGE ORDERS
(CONTINUED)

Dr. Hart reported on the following potential changes which may surface in the future:

1. A transformer substitution to accommodate the new sound system. This is a technical requirement which will involve little or no cost to the District.
2. Further soundproofing of doors and the purchase of a floor safe. If the safe is purchased at this time it will be installed under the current builder's contract. The cost for these two items will be \$2,000 to \$3,000.
3. Faculty members, the architects, and the builders are working on a final design for the art yard which will increase the area and provide for lockers and more roof cover. They have not yet settled on the final design, but the cost will probably add \$10,000 to \$11,000 to the contract.
4. The car kiln that was taken out of the original contract will have to be rebid.
5. Due to excessive water pressure which has developed since the original design, the purchase of a pressure regulator, at the cost of approximately \$3,500, may be recommended to protect the plumbing. In the future, installation will be part of the design of all new facilities.

Superintendent/President Lombardi reported that all of the turf for the inside of the track, 85,000 square feet, has been delivered and installation has begun. Completion, including surfacing the track, is estimated within two weeks.

Superintendent/President Lombardi introduced Mr. Gordon Getchel, a representative of The Irvine Company's Planning Department.

THE IRVINE
COMPANY

Mr. Getchel stated that he wished to address the Board of Trustees in order to bring attention to some concerns of The Irvine Company. He presented a letter, dated January 7, 1977, a copy of which is attached, and read it to those present.

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Mrs. Brandt stated that she is disappointed that these facts had not been presented to the Board of Trustees at an earlier date.

Mr. Backus stated that at a public meeting held on September 27, 1976, comments were made by representatives of the public upon which decisions had been based. He asked what effect the new proposal would have on the time-line established at that meeting.

Superintendent/President Lombardi stated that he is concerned about getting the project underway in all possible haste. He stated that Mr. Blurock, Architect, has said that even now we are going to be very pressed to bring the entire operation to completion a year from this time.

Mrs. Brandt asked if another environmental impact report would be required. Superintendent/President Lombardi replied that it would and that it perhaps could be completed within 30 to 40 days.

Mrs. Brandt stated that she feels that the letter overstates certain conditions such as transportation, for example, which is not a problem that could not be solved.

She asked if the proposed site would be more expensive.

Mr. Getchel stated that yes, it may well be, but the question is not the cost of the site - the raw land - but rather the cost to complete the project including all improvements.

Mr. Getchel acknowledged that a number of sites had been considered. He stated that some information was available only recently which indicates that it is in the best interests of The Irvine Company and maybe the District to consider the alternate.

Mrs. Berry reminded Mr. Getchel that at the public meeting she strongly objected to some of the statements in the environmental impact report, yet no comments were made at that time by The Irvine Company. She asked why this information is being brought forth at the present time; she stated that she is suspicious of the reasons for this action. She feels that it is a disservice to the taxpayers.

Mr. Taylor stated that about one and one-half years ago representatives of The Irvine Company came before the Board of Trustees to make a presentation indicating where the District should plan a campus. He asked if it was not the same area being discussed.

Mr. Getchel stated that for a considerable length of time The Irvine Company planned the location as north of the Santa Ana Freeway approximately at Jeffrey and Trabuco. Less than six months ago the State prohibited the construction of schools at that location.

Mr. Getchel stated that there is no ulterior motive, only a genuine concern that the proposed site might be a better one.

Mr. Greinke stated that he is extremely discouraged about the dereliction of planning by The Irvine Company.

In response to Mr. Greinke's questions, Mr. Getchel stated that the proposed property is zoned for agriculture but is not in the agricultural preserve. Mr. Greinke asked that if the District eventually wanted to purchase more than 20 acres - possibly 100 acres - would this be possible? Mr. Getchel stated that this could be made a consideration.

Mr. Greinke stated that, due to accelerating land prices, if action is not taken immediately it will continue to cost the taxpayers additional money.

Mr. Taylor asked why a bona fide offer on this alternate site is not being presented this evening if The Irvine Company is so concerned.

Mr. Getchel replied that, unfortunately, an appraisal begins the purchasing process. He does not feel that The Irvine Company's appraisal alone would have been satisfactory to the District. He asked that the District also have an appraisal performed. Mr. Getchel offered to have an internal appraisal performed at this time with an outside appraisal arranged by the District at a later date, if the Board of Trustees wishes. The Irvine Company would be willing to pay for this.

Mr. Greinke stated that a college will increase the value of land, and that it is not in the best interest to build a campus on land which is part of the open market and which is already populated. Also, the property has appreciated a great deal recently, he stated; we want to listen, but the price of property is still going up.

Superintendent/President Lombardi stated that The Irvine Company may have some good points but that we must have a good understanding of the cost of the land - appraised and developed.

Mr. Getchel feels that the development cost of the proposed site is negligible in comparison to the previously selected Myford site, even though it has a higher raw land value. This could be in the best interest of the District financially.

Mrs. Berry suggested that a special meeting be held on Monday, January 17, 1977, in order for The Irvine Company to give a presentation to the Board of Trustees.

Mr. Getchel requested more time to prepare a presentation.

Superintendent/President Lombardi stated that he feels that an Executive Session would be in order to discuss costs and

other items which could become part of condemnation litigation. Then, perhaps, Mr. Greinke, Mr. Barletta, and he could enter negotiations with The Irvine Company.

THE IRVINE COMPANY
(CONTINUED)

Mr. Backus stated that he feels that an Executive Session may be unnecessary at this time.

Motion by Mr. Backus and seconded by Mr. Greinke that The Irvine Company prepare a presentation to be given at a Special Meeting to be held on Monday, January 17, 1977. This presentation should expressly state the offer that The Irvine Company wishes to make so that the Board of Trustees may compare it with its present course of action. He stated that he feels that the Board should then make a decision and move ahead.

SPECIAL MEETING

Mr. Getchel stated that he will attempt to meet the time-line established by the Board of Trustees. He suggested that a representative of the water district also be available so that comparisons may be made.

Mr. Gary Lee of Lowrey and Associates, a consulting firm representing the Irvine Ranch Water District, introduced himself. He estimated that their report will be completed within two weeks. He gave the following interim report.

The preliminary cost estimates concerning the Myford and Bryan site are as follows:

A minimal type of water system to extend water service will range from \$150,000 to \$250,000. This will not necessarily include fire protection.

Sewers will range from \$80,000 to \$260,000, depending upon the type of system: a master plan facility for other developments or a facility only to serve the college.

Irrigation water facilities could range from no cost to \$200,000, depending if a contract is made with the agricultural services in the area or if water pipeline is extended.

Mr. Lee stated that these estimates do not account for any capacity lines, reimbursement, etc. He also stated that it would be no problem to analyze the other site in conjunction with this report.

Superintendent/President Lombardi stated that these costs are already known and are in line with those determined by our own engineering experts.

Mr. Taylor requested that an addendum to Mr. Backus' motion be considered: that a Special Meeting be held on Friday, January 14, 1977, at 7:00 a.m., in order to conduct a study session dealing with campus projects for 1977-78 and matters relating to the northern site.

SPECIAL MEETING

The motion, including the addendum, was unanimously carried.

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Miss Spidell, Vice-President of the Academic Senate, stated that she was present to respond to questions concerning Board Report Number 268, a proposed board policy entitled "Challenge of Adopted Instructional Materials," which is being presented for information at the request of the Academic Senate.

ACADEMIC SENATE

A representative of the Associated Student Body was not present at this meeting.

ASSOCIATED
STUDENT BODY

Mrs. Randall, Chapter President of the California School Employees Association, was present. She did not have a report to present.

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION

A representative of the Faculty Association was not present at this meeting.

FACULTY
ASSOCIATION

Mrs. Brandt asked if any candidates for the trustee districts were in the audience and wished to introduce themselves. The following were in attendance:

PUBLIC

Mr. McKnight, a candidate for Trustee District Number 4;
Mr. Watts, a candidate for Trustee District Number 2.

Mrs. Brandt introduced incumbent Mr. Backus, Trustee District Number 4, and mentioned that incumbent Dr. Marshall, Trustee District Number 5, was absent this evening.

Mr. Greinke asked that the candidates receive a notice of future Board Meetings and that a copy of the Agenda be provided to them in advance.

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

APPROVED

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

BOARD OF
TRUSTEES -
REQUESTS TO
ATTEND
CONFERENCES,
MEETINGS, ETC.

Norrisa P. Brandt Emeritus Institute Meeting
Harvard Park Multipurpose Building
Irvine, California
December 16, 1976

Norrisa P. Brandt Conference with Superintendent/
President Lombardi
Saddleback College
January 5, 1977

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

ORDERS FOR THE
PAYMENT OF
MILEAGE

Patrick J. Backus	\$12.00
Robert C. Bartholomew	25.50
Norrisa P. Brandt	14.40
Frank H. Greinke	27.00
James W. Marshall	3.15
Lawrence W. Taylor	11.40

The following curricular additions, submitted for a second reading, were unanimously approved:

CURRICULAR
ADDITIONS

Health Sciences

AH221	Health and Human Values
AH223	CPR for Health Professional
AH218	Current Issues Related to Nursing Homes

Natural Sciences

Biology 61	Natural History of the Olympic Rain Forest
Marine Science 2	Applied Oceanographic Instrumentation

Business Sciences

Clothing and Textiles 137	Advanced Pattern and Design Techniques
Clothing and Textiles 138	Designing for the Fashion Industry
Clothing and Textiles 122	Contemporary Tailoring

Social Sciences

Social Science 100 A,B,C,D,	Travel Study
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Fine Arts

Art 137 A through D	Tour: Art History Appreciation
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Environmental Studies

E.S. 27 A through D	Selected Environmental Topics
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Occupational/Technical

Motorcycle 201 A	Advanced Rider I
Motorcycle 201 B	Advanced Rider II
Motorcycle 201 C	Advanced Rider III

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATE OF ACHIEVEMENT

Paul Allan Falk	Administration of Justice (AOJ) - Law Enforcement
Paul Allan Falk	AOJ - Corrections
Kenneth M. Faulk	AOJ
Janet S. McInroe	Early Childhood Education
Irene Parry	AOJ - Law Enforcement
Irene Parry	AOJ - Corrections
Garry D. Adams	AOJ - Advanced Officers Course
Gary F. Blake	AOJ - Advanced Officers Course
Edward M. Bodzek	AOJ - Advanced Officers Course
Kenneth M. Faulk	AOJ - Advanced Officers Course
Mark E. Gorsage	AOJ - Advanced Officers Course
Randal L. Hecht	AOJ - Advanced Officers Course
James D. Kaufmann	AOJ - Advanced Officers Course
David M. Latendresse	AOJ - Advanced Officers Course
Earl R. Lenz	AOJ - Advanced Officers Course
Jacqueline R. Mann	AOJ - Advanced Officers Course
Douglas Mc Nutt	AOJ - Advanced Officers Course
Daniel W. Nason	AOJ - Advanced Officers Course
Gregory J. Nichols	AOJ - Advanced Officers Course
Tomothy M. O'Brien	AOJ - Advanced Officers Course
David L. Powell	AOJ - Advanced Officers Course
Nancy Rizzo	AOJ - Advanced Officers Course
Michael A. Shanahan	AOJ - Advanced Officers Course
Martin L. Swainston	AOJ - Advanced Officers Course
Donald Dortch	AOJ - Advanced Officers Course
Gary D. Adams	AOJ - Arrest, Search and Seizure
Edgar G. Aikey	AOJ - Arrest, Search and Seizure
Gary F. Blake	AOJ - Arrest, Search and Seizure
Edward M. Bodzek	AOJ - Arrest, Search and Seizure
Robert W. Coomer	AOJ - Arrest, Search and Seizure
Randal L. Hecht	AOJ - Arrest, Search and Seizure
James D. Kaufmann	AOJ - Arrest, Search and Seizure
David M. Latendresse	AOJ - Arrest, Search and Seizure
Earl R. Lenz	AOJ - Arrest, Search and Seizure
Jacqueline R. Mann	AOJ - Arrest, Search and Seizure
Douglas McNutt	AOJ - Arrest, Search and Seizure
Joseph A. Miano	AOJ - Arrest, Search and Seizure
Daniel W. Nason	AOJ - Arrest, Search and Seizure
Gregory J. Nichols	AOJ - Arrest, Search and Seizure
Carol A. Poe	AOJ - Arrest, Search and Seizure
Nancy Rizzo	AOJ - Arrest, Search and Seizure
Michael A. Shanahan	AOJ - Arrest, Search and Seizure
Michael V. Vaughn	AOJ - Arrest, Search and Seizure
Donald Dortch	AOJ - Arrest, Search and Seizure

The following public programs and community service items were unanimously approved:

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

<u>Event</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES (CONTINUED)
<u>Community Services</u>			
Staff Development Workshop, "The Student Literacy Crisis and What Must be Done" to be held January 11 through 13, 1977	Professor Ed White W. Ross Winterows	\$100.00 \$100.00	
Community Services Series #15 - "Invitation to a Concert" to be held on the following dates: March 11, March 20, May 15	Peter Christ, Conductor Vina Williams Jane Wilson Alvin Brightbill Marc Clemens Bernice Brightbill Gloria Prosper Florine Hemmings Marden Pond	\$500.00 \$100.00 \$100.00 \$100.00 \$100.00 \$100.00 \$200.00 \$100.00 \$100.00	
<u>Fine Arts</u>			
Fine Arts Artist Lecture Series for Spring Semester	Lois Shishido Evelyn Starkey Marge Oldfield David Thorsen Ilse Bliss	\$ 75.00 \$ 60.00 \$ 75.00 \$150.00 \$400.00	
Spring Musical - "An All Girl Review" - February 3-5, 1977	Robin Frederick	\$400.00	
Exhibition of Women's Art February 6-26, 1977	Irmeli Desenberg	\$ 50.00	
Musical "Your Own Thing" presented from March 30 - April 3, 1977	Marden Pond	\$700.00	
Southern California Oral Interpretation Festival from May 5-7, 1977	Virginia M. Floyd Mary Maher Ralph Salgado Donald Salper Sherry Pattison	\$100.00 \$100.00 \$100.00 \$100.00 \$100.00	
<u>Women's Studies</u>			
Group Facilitator on Reassessing Priorities covering the period from January 25 to May 24, 1977	Marian Crane	\$400.00	
College Women's Group Facilitator covering the period from January 26 to May 25, 1977	Joan Karver	\$300.00	

<u>Event</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES (CONTINUED)
<u>Women's Studies - Continued</u>			
"Women in Mid-Life Crises" Workshop - February 24, 1977	Inez Giesler	\$ 20.00	
	Shiela Church	\$ 20.00	
	Roseann Stone	\$ 20.00	
	Nancy Bunn	\$ 20.00	
"How to Diet Programs" Review Workshop - March 11, 1977	Sally Beaman	\$ 20.00	
	Pat Plumleigh	\$ 20.00	
	Pat Bliss	\$ 20.00	
	SanDee Skaggs	\$ 20.00	
Women's House and Auto Repair Workshop - April 22, 1977	Marvin Inskeep	\$ 20.00	
	Irwin Schlak	\$ 20.00	
	James Rice	\$ 20.00	
Specialized Career Fields Information Workshop - May 10, 1977	Danny Kennedy	\$ 20.00	
	Jean McDermott	\$ 20.00	
	Marion J. Robke	\$ 20.00	
	Rita Casteel	\$ 20.00	
	Eileen Boerger	\$ 20.00	
	Kathy Stedman	\$ 20.00	
Kitty Strathern	\$ 20.00		

Social Sciences

Presentation on California Indian Wild Plants -	Mrs. Velma Walker	\$ 25.00	
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Note: At the Board Meeting on December 6, 1976, Ms. Dorothy Poole had been approved to be paid an honorarium in the amount of \$25.00 for this presentation which Mrs. Velma Walker gave.

Health Sciences

Electrophysiology of the Heart and EKG - January 12, 1977	Sherrie Stevens, R.N.	\$ 40.00	
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Student Personnel Services

Presentation in conjunction with the In-Service Training Program - topic: Stress Reduction - on January 12, 1977	Catherine Bond	\$100.00	ADDENDUM
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The following certificated personnel regular actions were unanimously approved:

CERTIFICATED
PERSONNEL

Employment

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS
(CONTINUED)

That Dave Campbell be employed as a physics instructor, effective January 10, 1977, to replace Mr. Parsons, Division Director for Natural Sciences. Class V, Step 4.

That Dennis McClung be employed as a biology instructor, effective January 10, 1977, on a one-semester contract, to replace Dr. Phil Littell who is on sabbatical leave for the 1977 Spring Semester. Class III, Step 13.

That Robin Valencic be employed as a marine science instructor for the 1977 Spring Semester as a replacement for James Bollingmo who is on temporary leave of absence, effective January 10, 1977. Class IV, Step 5.

Employment/Ratification

That Cheryl Alt be reassigned as an Assistant Instructor, effective January 3, 1977, on a 2/3 contract for the Winter and Spring Quarters to replace Christine Nep who resigned suddenly. Class I, Step 3.

That Donna L. Pearson be reemployed as a part-time Assistant Instructor and substitute in the LVN/RN Ladder Nursing Program for the 1977 Winter Quarter, effective January 3, 1977. Mrs. Pearson will be working 22 hours a week. Class I, Step 3.

Leave of Absence Revision - No cost to the District.

Mr. James Bollingmo's request for an extension of his personal leave through the 1977 Spring Semester. Mr. Bollingmo plans to return to Saddleback College in the fall of 1977 to teach full time.

That the following persons be 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>
Allan, Kathryn F.	B.A.	Piano, Voice	\$13.00
Anderson, Jerome T.	Cred.	Medical Electronics	13.00
Andrews, James E.	M.A.	Psychology	15.25
Atwood, Greg	B.A.	Stained Glass	13.00
Bowers, Kenneth	B.S.	Aviation Weather	13.00
Bruttomesso, Kiberlee	B.S.	Stained Glass	13.00
Burchfield, Jerry	M.A.	Color Photography	13.50
Cowdrey, Michael	J.D.	Medical Program	15.25
Fawrup, Joan	M.S.	Folk Dance	13.50
Gordon, Charles	Ph.D.	Chemistry	15.25

<u>Applicant</u>	<u>Highest Degree-</u>	<u>Assignment</u>	<u>Probable Salary/Hr.</u>	<u>APPOINTMENT OF EXTENDED DAY/ SUBSTITUTE INSTRUCTORS (CONTINUED)</u>
Hano, Arnold	B.A.	Creative Writing	\$13.00	
Hawk, Barbara	Cred. (Voc)	Horticulture	13.00	
Helm, Linda	Cred.	Early Childhood	13.00	
Herron, J. R.	B.S.	Health	13.00	
Kyle, George	M.A.	Life Drawing	13.50	
Linn, Howard A.	M.A.	English	13.50	
Magee, Lawrence T.	Ed.D.	Psychology/Education	15.25	
Meyer, Paul S.	J.D.	Administration of Justice	15.25	
Noling, Kathleen	B.A.	Creative Writing	13.00	
Osborne, Kenneth Moe	Ph.D.	Mathematics	15.25	
Paster, Vincent J.	M.S.	Mathematics	13.50	
Porch, Harriett E.	M.A.	English	13.50	
Sangster, Robert	Ph.D.	Real Estate	15.25	
Schreiber, Max	M.Ed.	Engineering	14.25	
Wilson, Lucinda	B.S.	Yoga	13.00	
Winterer, Joan I.	M.S.	Physical Geology	15.25	
Yeo, Ronald W.	B.A.	Environmental Science	13.00	

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

Employment

1. Kay F. Loomis, Departmental Secretary, Business Science, Grade 27, Step 3, \$892.00 per month, effective January 17, 1977.
2. Murray F. Peeler, Instructional Aide (temporary position), Natural Sciences Division (Marine Science Program), Grade 20, Step 1, approximately 15 hours per week, \$4.125 per hour, effective January 11, 1977.
3. Helen L. Baxter, Clerk Typist Substitute, \$3.946 per hour, effective January 11, 1977, on an if-and-as-needed basis.

Ratification of Employment

4. Carrie Lynn Conger, Clerk Typist I, Grade 18, Step 1, \$663.00 plus \$15.00 shift differential for a total of \$678.00 per month, effective December 13, 1976. Ms. Conger is the niece of Frank Sciarrotta, Associate Dean of Instruction/Continuing Education.
5. Dinah Fischbach, Clerk Typist I, Office of Procurement and Store, Grade 18, Step 2, \$693.00 per month, effective December 13, 1976.
6. Janet D. Neary, Clerk Typist II, Office of Instruction/Academic Programs, Grade 20, Step 3, \$760.00 per month, effective December 13, 1976.

Ratification of Employment - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
(CONTINUED)

7. Barbara Louise Radovich, Clerk Typist I, Admissions and Records, Grade 18, Step 3, \$725.00 plus \$15.00 shift differential for a total of \$740.00 per month, effective December 13, 1976.
8. James S. Ramsay, Data Control Technician, Grade 33, Step 3, \$512.00 per month, (50%), effective December 13, 1976. Mr. Ramsay is the husband of Audrey Ramsay, secretary in the Office of Admissions and Records.

Change of Status/Reclassification

9. Brian Donoghue, Theatre Manager, Grade 36, Step III, \$1,097.00 per month, effective January 11, 1977. Mr. Donoghue has been employed as Stage Technician.
10. Linda Lusardi, Clerk Typist II, Grade 20, Step 3, \$760.00 per month, effective December 13, 1976. Mrs. Lusardi is assigned to the Office of Procurement and Stores.
11. Anne C. Nosbusch, Clerk Typist II, Grade 20, Step 3, \$760.00 per month, effective December 13, 1976. Ms. Nosbusch is assigned to the Office of Admissions and Records.
12. Claude Rehkop, Clerk Typist II, Grade 20, Step 4, \$794.00 per month, 11 months, effective January 11, 1977. Mrs. Rehkop is assigned to the Office of Health Sciences.

Employment of Clerks - Short Term, 1976-77

13. The following individuals were employed as Clerks - Short Term on an as-needed basis at the rate of \$3.25 per hour, effective December 1, 1976.

Dove Barton	**Tara Lee Radovich
*Margaret K. Benskin	Jean Raymond
Debbie Boyd	Kim A. Ritorto
Susan Bro	Alexander Sack
Charlotte J. Carter	Joan Lou Samelson
Douglas Carter	Marilyn Spainhower
Nancy Collins	Nancy M. Vara
Nancy May	Bonnie Wamsley
Lillyan F. Norman	Patricia Willingham

*Margaret K. Benskin is the wife of George Benskin, Extended Day Instructor.

**Tara Lee Radovich is the daughter of Barbara Radovich, Office of Admissions and Records.

Employment - Student Employees

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
(CONTINUED)

14. Student Employees as needed \$2.50 per hour:

Turgut Alagoz	Willie J. Ross
*Barbara Burchfield	Nancy Ruffalo
Noryne Hall	Steve Simpson
Laurie Hamilton	Thu Dieu Tran
Ellen Haven	Greg Widen
Jeanne Ann Mamary	Tom Zetlmaier
Mark K. Preston	

*Barbara Burchfield is the wife of Jerry Burchfield,
Extended Day Instructor.

Resignation/Termination

- 15. Debbie Prather, Technician, Typing-Learning Center, effective December 15, 1976. Mrs. Prather is relocating in Mammoth.
- 16. David Rouet, Instructional Aide (hourly employee), Fine Arts Division, effective November 23, 1976. Mr. Rouet is unable to work out hours that were satisfactory to him and the Fine Arts Division.
- 17. David J. Tappan, Custodian II, terminated for cause, effective January 7, 1977.

The following consultants were unanimously approved:

CONSULTANTS

- 1. That Mr. Gene Gurule be retained as assistant coach for the Track team at a fee of \$500.00.
- 2. That Joseph Valencic, marine engineer and part-time marine science instructor, be retained as a consultant on the boats and the navigational and marine equipment that the district now owns. Mr. Valencic will be paid at the rate of \$15.25 per hour on an as-needed basis, not to exceed a total fee of \$1,800.00 through June 30, 1977.

Mr. Valencic is the husband of Robin Valencic employed by the District as a marine science instructor.

The following progress payment was unanimously ratified:

PROGRESS
PAYMENTS

Track and Field Project - Payment Request Number 1

Tavaglione Construction Consultants Company

Revised Contract Amount - \$259,846.00

Total due on earned to date	\$60,185.00
Less previous payments	-0-
Net due on earned to date	<u>\$60,185.00</u>

The following progress payment requests were unanimously approved:

PROGRESS
PAYMENTS
(CONTINUED)

1. Track and Field Project - Payment Request Number 2

Tavaglione Construction Consultants Company

Revised contract amount - \$259,846.00

Total due on earned to date	\$180,754.00
Less 10% retention	18,075.40
Net due on earned to date	<u>\$162,678.60</u>
Less previous payments	60,185.00
Amount due this request	<u>\$102,493.60</u>

2. Music Arts Facility - Payment Request Number 8

W. J. Shirley, Inc.

Revised contract amount - \$2,934,413.00

Total due on earned to date	\$1,098,436.00
Less 10% retention	109,843.60
Net due on earned to date	<u>\$ 988,592.40</u>
Less previous payments	825,755.40
Amount due this request	<u>\$ 162,837.00</u>

Payment of the 10% retention on the Gymnasium/Physical Education Complex has been requested by the contractor and approved by the architects. The following payment to Berry Construction, Inc. was unanimously approved:

Contract Amount - \$2,474,740.35

10% retention due this request \$247,474.04

Purchase Orders 26086 through 26540, totaling \$431,185.62, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

District Warrants 31710 through 32272, totaling \$2,047,749.45, were unanimously approved and ratified for payment.

PAYMENT
OF BILLS

Payment of personal services was unanimously ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Classified Payroll	5B*	\$186,878.52
Certificated Payroll	6A*	500,946.90
		<u>\$687,825.42</u>

*Constitutes the payroll identification of the classified and 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 law presently allows a school certificated employee to each year elect to use up to six days of the employee's sick leave entitlement "in cases of personal necessity." A recent change in this law would authorize school districts to adopt rules permitting certificated employees to use any of such six-days entitlement for absence in case of compelling personal importance. A copy of Assembly Bill Number 2774 was provided for information.

CHANGE IN
BOARD POLICY
4080 - PERSONAL
NECESSITY LEAVE

It was recommended that the following change be added as Item Number 5 to Board Policy 4080:

An employee may use his accumulated sick leave in cases of personal necessity, not to exceed 6 days in any single year. Among reasons which shall be considered as personal necessity are the following:

ADD: 5. Compelling personal importance. (Ed. Code Section 13468.4)
(Certificated Personnel only)

Motion by Mr. Backus, seconded by Mr. Taylor and carried, that the above change be added as Item Number 5 to Board Policy 4080.

APPROVED

Mr. Greinke was opposed.

The Members of the Board of Trustees were informed that the Faculty, Senate, and the Administration have reviewed a proposed policy entitled "Challenge of Adopted Instructional Materials" and suggest that this be made a part of the District's Policy Manual to assist in dealing with difficult questions concerning materials and curriculum.

PROPOSED
BOARD POLICY:
CHALLENGE OF
ADOPTED
INSTRUCTIONAL
MATERIALS

Mr. Greinke suggested that it be revised to clearly show that the Board of Trustees has, at its discretion, the right to act in such matters. He requested that this then be again brought to the Board for information.

-INFORMATION-

Mrs. Vincenzi requested that a copy of this revision also be provided for the Academic Senate to review.

It was recommended that the job specification for the position of Radio and Television Production Assistant be approved as presented.

CLASSIFIED
PERSONNEL -
JOB SPECIFICATION

Motion by Mr. Greinke to approve this job specification as presented. The motion was not seconded.

Mr. Backus questioned the necessity of the qualifications including an AA Degree.

Mr. Barletta suggested that it be revised to read as follows:

Appropriate training in radio and television production and/or two years experience in instructional radio and television media production.

Motion by Mr. Backus, seconded by Mr. Greinke and unanimously carried, to approve the job specification for the position of Radio and Television Production Assistant as revised.

JOB SPECIFICATION
APPROVED
AS REVISED

It was recommended that the Board of Trustees conduct a public hearing on the adequacy and accuracy of the Draft Environmental Impact Report, after which the following Resolution will be adopted:

PUBLIC HEARING
AND ADOPTION OF
ADEQUACY AND
ACCURACY OF THE
ENVIRONMENTAL
IMPACT REPORT -
NORTHERN SITE

THE RESOLUTION TO THE BOARD OF TRUSTEES OF THE SADDLEBACK COMMUNITY COLLEGE DISTRICT CERTIFYING, APPROVING, AND ADOPTING THE ENVIRONMENTAL IMPACT REPORT ON THE NORTHERN AREA OPERATIONS SITE SELECTION PROGRAM.

WHEREAS, the California Environmental Quality Act of 1970 (CEQA) in Section 21151 of the Public Resources Code provides that all local agencies shall prepare, or cause to be prepared by contract, and certify the completion of an Environmental Impact Report prepared in the manner therein provided on any project intended to be carried out or approved, or which may have a significant effect on the environment; and

WHEREAS, the Board of Trustees of the Saddleback Community College District has caused such a document to be prepared and solicited the comments of other responsible agencies, interested agencies and groups, and the general public; and

WHEREAS, the procedures prescribed for implementation of the California Environmental Quality Act by the Secretary for Resources have been adhered to; and

WHEREAS, the Board of Trustees has reviewed and considered the information contained in the Draft Environmental Impact Report, together with all relative testimony and other information communicated to the Board of Trustees during the preparation and evaluation of such documents, relative to the northern area operations site selection program,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Saddleback Community College District as follows:

That the Board of Trustees finds the Draft EIR to be in order, and does hereby certify that the Draft EIR has been completed in compliance with CEQA guidelines; and

BE IT FURTHER RESOLVED, that the documents comprising the Draft EIR are on file in the Office of the Superintendent of the Saddleback Community College District and the Saddleback College Library at Mission Viejo, California, and by this reference are herein incorporated in the Draft EIR and determined to constitute in its entirety the final Environmental Impact Report of the northern area operations site selection program; and

BE IT FURTHER RESOLVED, that by adopting and approving the Environmental Impact Report, the Board of Trustees makes the following findings:

PUBLIC HEARING
AND ADOPTION OF
ADEQUACY AND
ACCURACY OF THE
ENVIRONMENTAL
IMPACT REPORT -
NORTHERN SITE
(CONTINUED)

1. Approval will have the direct and indirect effect on the EIR.
2. There are certain significant adverse impacts which cannot be avoided as the project is implemented and noted in the EIR. These are related primarily to the construction of the physical facilities themselves, and the effects of students commuting to and from the facility.
3. All reasonable and feasible alternatives capable of reducing adverse environmental impacts of the project have been considered by the Board of Trustees as they considered the EIR.
4. It is the intention of the Board of Trustees to include in their future actions relative to the project, mitigation measures that are included in the Draft EIR.
5. The Board of Trustees intends that the Certified Environmental Impact Report will be supplemented from time to time to reflect more detailed understanding of the environmental impact, or to reflect changes in the project as required by the Guidelines of the Resources Agency.
6. The Board of Trustees declares its intention to regulate the northern area operations program so as to reduce the wasteful, inefficient, and unnecessary consumption of energy.
7. The northern area operations program will not have any known accumulative or long term effects on the environment, other than those described in the Draft EIR. The program is justified so that adequate educational facilities will be available to serve the Cities of Tustin and Irvine and the northern area of the District in general.
8. That by adopting and approving the Environmental Impact Report herein above described, inclusive of the responses to comments, the Board of Trustees hereby declares its intention and memorializes its commitment to implement mitigation measures described in the EIR where applicable.

ADOPTED, SIGNED AND APPROVED by the Board of Trustees of the Saddleback Community College District on this 10th day of January, 1977.

Mrs. Brandt requested that Mr. Taylor read the following instructions to the Board of Trustees:

PUBLIC HEARING
AND ADOPTION OF
ADEQUACY AND
ACCURACY OF THE
ENVIRONMENTAL
IMPACT REPORT -
NORTHERN SITE
(CONTINUED)

An Environmental Impact Report is a document which is used to inform the Trustees and the general public of the environmental effect of the northern area operations. The Environmental Impact Report is intended to enable the Board to evaluate the program to determine whether it may have a significant effect on the environment, to examine and institute methods of reducing adverse impacts, and to consider alternatives to the project as proposed. These things must be done prior to the approval or disapproval of the program.

The Environmental Impact Report may not be used as an instrument to rationalize approval of the program, nor do indications of adverse impact require that the program be disapproved. The California Environmental Quality Act requires that major considerations be given to preventing environmental damage. However, it is recognized that the District has obligations to balance other public objectives, including economic, social, and educational factors, in determining whether and how its program should be implemented.

It should be stressed that the purpose of the public hearing is to permit public parties to make comments on the accuracy and the adequacy of the draft report. The hearing does not deal with questions of the Board of Trustees' decisions.

Mrs. Brandt declared the hearing open and asked Superintendent/President Lombardi if there have been any written responses to the distribution of the Draft EIR.

Superintendent/President Lombardi responded that, in all, the Draft of the EIR was distributed to 44 Federal, State and local agencies. There have been seven responses:

1. California State University, Fullerton, responded with no comment on the report.
2. The County of Orange Environmental Management Agency made comments and suggestions on those portions of the report concerning flood control improvements, traffic circulation, control of noise intrusions and the possible use of solar energy.
3. The City of San Juan Capistrano responded with no comments on the report.
4. The Mission Viejo Municipal Advisory Council responded with no comments on the adequacy and accuracy of the report, but raised questions about the choice of Site Number 1. A request was made for further information by way of a presentation to the Council.

5. The Orange County Transit District responded with comments on the public transportation portions of the report and indicated a willingness to adjust bus routes to accommodate student attendance.
6. The Southern California Edison Company responded with no comments on the report.
7. The Southern California Air Pollution Control Board responded with a check sheet indicating that all portions of the report for which that agency has concern are adequate.

In addition to the above responses two other pertinent contacts. First, the City of Irvine Planning Staff has delivered to the District a copy of its proposed Amendment Number 4 in which changes are proposed which will:

Zone the selected site for Community College operations,

realign roads to afford better circulation to the site, and

zone the surrounding areas to provide a compatible environment for the satellite.

Secondly, the Chancellor's Office has advised us that the selected site has been approved by the Division of Aeronautics.

Mrs. Brandt asked that these responses be entered into the record.

She asked the audience for any additional comments on the adequacy and the accuracy of the Draft EIR. There were none.

Mrs. Brandt declared the hearing closed.

She asked the Members of the Board of Trustees for any comments concerning the adequacy and accuracy of the Draft EIR. There were none.

Mrs. Brandt asked Mr. Greinke to read the proposed resolution.

Mrs. Berry questioned Item Number 5.

Dr. Hart introduced Ms. Sybil Silverman of Mr. Seeman's staff, who assisted in the preparation of the report, to respond.

Ms. Silverman explained that if there is a change in the project, a change in the site as discussed earlier this evening, then a supplemental EIR, an addendum to this EIR, would be sufficient. Anything already completed would not have to be repeated.

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, to adopt the resolution as presented.

RESOLUTION
ADOPTED

Ayes: Backus, Berry, Brandt, Greinke, Taylor
Absent: Marshall

The Members of the Board of Trustees were informed that the District is required to present to the Chancellor's Office by January 31, 1977, its annual Five-Year Plan. The Plan is a detailed document requiring a complex series of computations which relate square footage of instruction spaces to projected enrollments in the form of "capacity-load ratios". In order to prepare this document, it is necessary that the Board adopt its priorities at this time.

CAPITAL OUTLAY
PRIORITIES
FOR THE
FIVE-YEAR PLAN

A report entitled "Saddleback Community College District - Capital Outlay Priorities for Five Year Plan", showing the "minor", "intermediate", and "major" projects recommended by the administration and the Architect was presented. A copy is attached to these Minutes.

It was stated that preliminary indications are that these can be financed by the District without an increase in the existing tax rate. An effort will be made to obtain State assistance in the construction of the classroom building during 1978-79.

The Board of Trustees was asked to discuss, modify as desired, and approve these priorities.

Mr. Greinke requested that, in all cases, the items be referred to as tentative projects.

Mrs. Berry asked why this is being done prior to the special meeting to be held on Friday, January 14, in order to conduct a study session on this subject. She feels that the report presented to Sacramento would not be accurate.

Motion by Mr. Taylor, seconded by Mr. Greinke and carried, to approve as tentative priorities those outlined in the report entitled "Saddleback Community College District - Capital Outlay Priorities for Five Year Plan", as presented.

APPROVED

Mrs. Berry was opposed.

The Members of the Board of Trustees were informed that, in order to proceed with the planning necessary for District operations and projects in 1977-78, the Board is being asked to approve a tentative budget plan and to direct the administration to proceed with the preliminary steps required to implement it.

TENTATIVE
BUDGET PLAN
FOR 1977-78

A "Tentative Budget Plan for 1977-78" was presented and a copy is attached to these Minutes.

It is based upon use of the existing tax rate and the projected increases in enrollments, costs of operations, and assessed valuation. Although the figures are estimates, they are sufficiently accurate at this time for planning purposes.

The proposed "Tentative Budget Plan for 1977-78" incorporates the priorities for the Five-Year Plan.

Motion by Mr. Taylor, seconded by Mr. Backus and unanimously carried to approve the "Tentative Budget Plan for 1977-78" as presented

APPROVED

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

GIFTS TO THE COLLEGE

<u>Donor</u>	<u>Gift</u>
Mission Viejo Orthopedic Medical Group, Inc. Laguna Hills	Lanier Dictation-Transcription Equipment Following is a list of the major pieces: 1 Continuous Loop Tank 1 Lanier Tel-Edisette 1 Lanier Edisette 1977 Transcriber 1 Transcribe Station 2 Foot Pedals 2 Earphones 5 In-House Dictating Phones 20 Tape Cassettes (60 Minutes)
Mr. Robert Blanc Costa Mesa	The following magazines: The Geology Society of America (1940-1975) The American Association of Petroleum Geologists (1950-1975)
Mr. H. Lowell Smith Mission Viejo	17 bound books on various subjects 7 pamphlets on NASA 13 NASA publications 18 issues of IBM Systems Journal 41 issues of Consumer Reports

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

ACCEPTED

Mr. Taylor read the list to those present.

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

The Members of the Board of Trustees were informed that at the meeting of November 1, 1976, Mrs. Claire Coburn's claim in the amount of \$59.57 for damages to her vehicle, alleged to have been caused by the campus speed bumps, was presented to the Board with a recommendation that this claim be denied.

CLAIM AGAINST THE DISTRICT

Mrs. Coburn has resubmitted her request for damages, establishing that she has referred her claim to the contractor for the speed bumps, who agreed to pay a portion of her claim as indicated below:

Muffler repair invoice	\$59.57
Payment by contractor	<u>24.80</u>
Balance requested from the District	\$34.77

After carefully reviewing the facts submitted, it appears that the damage was caused because the speed bumps were constructed to a height of 4" rather than 3" (speed bumps were corrected to 3" within a week of construction).

CLAIM AGAINST
THE DISTRICT
(CONTINUED)

It was therefore recommended that Mrs. Coburn's revised claim in the amount of \$34.77 be authorized for payment, with a full release to be obtained from claimant prior to release of such payment.

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to deny Mrs. Coburn's revised claim and to refer this matter to the District's insurance agent.

DENIED

An amendment to the agreement with North Orange County Community College District for computer services, dated January 26, 1976, was submitted for approval.

AMENDMENT TO
DATA PROCESSING
AGREEMENT -
NORTH ORANGE
COUNTY

The proposed amendment provides for the additional computer services requested and approved at the meeting of December 6, 1976.

It was recommended that the Superintendent or Business Manager be authorized to execute this amendment.

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, that the Superintendent or Business Manager be authorized to execute the amendment to the agreement with North Orange County Community College District for computer services dated January 26, 1976, as presented. A copy is on file in the Business Office.

APPROVED

The Members of the Board of Trustees were informed that the matter of the air conditioning for the Science-Mathematics Building Greenhouse is in the hands of the architects, William Blurock and Partners, who are looking into the feasibility of using less expensive equipment for this project.

AIR CONDITIONING
FOR THE SCIENCE-
MATHEMATICS
GREENHOUSE
-INFORMATION-

Instructor Zane Johnson, representing the Division of Natural Sciences, explained the problem and the need.

Mr. Blurock assured him that solutions to the problem are being considered.

A request that the Business Manager be authorized to seek the services of an independent consultant in the field of telecommunications to assist the District in conducting a feasibility study with regard to the matter of telephone communications was withdrawn by the administration.

TELEPHONE
STUDY

WITHDRAWN

The Members of the Board of Trustees were informed that the following billings for attendance of Saddleback Community College District resident students at other community college district institutions have been received:

INTERDISTRICT
TUITION PAYMENTS

Coast Community College District	\$ 616,049.03	INTERDISTRICT TUITION PAYMENTS (CONTINUED)
Rancho Santiago Community College District	373,442.58	
North Orange County Community College District	41,241.12	
Oceanside-Carlsbad Community College District	2,287.73	
Long Beach Community College District	<u>2,765.74</u>	
	\$1,035,786.20	INFORMATION

In accordance with Education Code Section 25505.8 the Board of Trustees is required to adopt a computed per unit nonresident tuition fee for the succeeding fiscal year. The computed fee for 1977-78 is \$41.00 per unit per semester and \$27.00 per unit per quarter. The quarter unit fee is retained to apply to those Allied Health Division classes remaining on the quarter system.

NONRESIDENT
TUITION FEE

The law further requires that the Board of Trustees adopt a resolution with respect to the nonresident fee, Part 2 of CCAF-103, a copy of which was provided and which indicates the computed fee. In accordance with current district policy, the proposed resolution provides that all nonresident students will pay the nonresident tuition fee.

Motion by Mr. Taylor, seconded by Mr. Backus and unanimously carried, to adopt the computed per unit nonresident tuition fee for 1977-78 of \$41.00 per unit per semester and \$27.00 per unit per quarter, indicated on CCAF-103, and to adopt a resolution with respect to the nonresident fee, Part 2 of CCAF-103, a copy which was provided and which is on file in the Business Office.

ADOPTED

An agreement for use of facilities of the Santa Ana Psychiatric Center by the Allied Health Division was submitted for approval, together with the following addendum which will be added to the contract:

AGREEMENT FOR
USE OF FACILITIES
OF SANTA ANA
PSYCHIATRIC
CENTER

College faculty members are covered under a general public liability insurance policy while said faculty members are pursuing their assigned duties and responsibilities. Further, the College agrees to indemnify and hold harmless the Agency for any loss or claim arising out of such use of Agency facilities by College personnel or students.

The Santa Ana Psychiatric Center has submitted the proposed contract and requested the addition of the statement regarding liability insurance and indemnification, and approval was recommended.

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, to approve the agreement for use of facilities of the Santa Ana Psychiatric Center by the Allied Health Division as submitted together with the addendum which will be added to the contract.

APPROVED

W. J. Shirley, Inc., has submitted a request for assignment of the contract for construction of the Music Arts Facility to the firm of Shirley Bros., Inc. A copy of the request, dated 21 December 1976, was presented for information and is on file in the Business Office. It was recommended that the Board of Trustees consent to this request.

ASSIGNMENT
OF CONTRACT -
W. J. SHIRLEY, INC.

Motion by Mrs. Berry, seconded by Mr. Greinke and unanimously carried, that the Board of Trustees consent to the assignment of the contract for construction of the Music Arts Facility by W. J. Shirley, Inc. to Shirley Bros., Inc.

APPROVED

Approval was requested for the transfer of \$100.00 from the mileage account of the Business Manager to the conference/meeting account. This transfer was requested to provide funds for the Business Manager to attend the conference of Chief Business Officials of California Community Colleges - Southern Section, scheduled for January 26 to January 28, 1977.

TRANSFER OF FUNDS

Motion by Mr. Greinke, seconded by Mr. Backus and unanimously carried, that the transfer of \$100.00 from the mileage account of the Business Manager to the conference/meeting account be approved.

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-11936 - Textile Tester - Business Science -
Home Economics

United States Testing Company, Inc.	\$ 2,994.50+
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2. Bid Number R-4368 - Marine Science Equipment - Science

Newport Marine Engineering	\$ 1,916.90
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3. Bid Number 260 - Psychology Equipment - Social Science

Aquarius Electronics	\$ 918.22
Neuronics, Inc.	1,044.10
Narco Bio-Systems, Inc.	1,547.01
Davis Scientific Instruments	3,371.86
Autogenic Systems, Inc.	8,384.68
	\$15,265.87

4. Bid Number R-17304 - Hydraulic Braking Hammer -
Buildings and Grounds - Maintenance

Ditch Witch of L.A.-Orange	\$ 1,590.00
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5. Bid Number R-03634 - Chemistry Equipment - Science

Scientific Products	\$ 636.12
Van Waters and Rogers Scientific	2,706.39
	\$ 3,342.51

- | | | |
|----|---|-----------------------|
| 6. | Bid Number R-08569 - Mini-Computer Systems - Mathematics
and Engineering | AWARDS
(CONTINUED) |
| | Computer Power and Light, Inc. | \$ 4,478.45 |
| 7. | Bid Number R-05560 - Subscription Renewals - Library | |
| | EBSCO Subscription Services | \$ 4,808.91 |
| 8. | Bid Number R-04627 - Sewing Machines - Business Science -
Home Economics | |
| | Wheeler Sewing Machine Company | \$ 1,314.40 |

The following were submitted for ratification:

- | | | |
|----|--|-------------|
| 1. | Bid Number R-17427 - Lighting in Parking Areas - Buildings
and Grounds | |
| | Ed's Electric | \$ 1,950.00 |
| 2. | Bid Number R-17416 - Fencing for Transportation - Building
and Grounds | |
| | Crown Fence | \$ 1,704.00 |
| 3. | Bid Number R-17486 - Tractor Repair - Buildings and Grounds
Grounds Upkeep | |
| | Milo Equipment Corporation | \$ 1,771.83 |
| 4. | Bid Number R-06671 - Launching, Rig & Repair 40' Ketch -
Science - Marine Science | |
| | D. C. Marine | \$ 3,192.46 |
| | This expense funded by Tatman Foundation gift to District. | |
| 5. | Bid Number R-17498 - Block Wall from Lot Number 10 to S/M
Building - Building and Grounds | |
| | Masonry Enterprises | \$ 4,310.50 |
| 6. | Bid Number R-11730 - Computer Services - Data Processing | |
| | Rancho Santiago Community College District | \$ 1,203.52 |
| 7. | Bid Number R-08149 - Bulk-Rate Mailing - Community Services | |
| | The Postmaster | \$ 2,400.00 |
| 8. | Bid Number R-08156 - Brochures for Forum Series - Community
Services - Printing | |
| | Smith Printers | \$ 5,247.00 |

Motion by Mr. Taylor, seconded by Mr. Backus and carried to approve the awards as presented, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

AWARDS
(CONTINUED)

APPROVED

Mr. Greinke abstained from voting on Bid Number R-17486 - Tractor Repair - Milo Equipment Corporation - \$1,771.83.

Len Miller & Associates has submitted a billing for renewal of the District's blanket property insurance, applicable to campus buildings and contents, as follows:

DISTRICT FIRE
AND COMPREHENSIVE
INSURANCE

Policy FC 757-3302, Industrial Indemnity Company
Annual Premium - \$28,472.00

The above policy now provides coverage to a limit of \$14,800,000.00 against perils of fire, lightning, extended coverage, vandalism and malicious mischief, sprinkler leaking and earthquake sprinkler leakage, as indicated in a letter from Mr. Miller dated December 15, 1976, a copy of which is on file in the Business Office.

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to approve the billing for renewal of the District's blanket property insurance as presented.

APPROVED

Mr. Taylor requested that the Business Manager investigate to see if the "average clause" might apply to the District and if it would effect a savings and, at the same time, provide better coverage.

Approval was recommended for payment of an athletic team coach or assistant coach on a monthly basis for services performed, if such payment is requested by the employee.

PAYMENT FOR
COACHING
SERVICES

Current procedure is to make a single payment for coaching services at the end of a season. The exception to this practice would be made only for those employees who would request monthly payment for services performed during an athletic season extending over three or four months.

Motion by Mrs. Berry, seconded by Mr. Greinke and unanimously carried, to approve payment of an athletic team coach or assistant coach on a monthly basis for services performed, if such payment is requested by the employee.

APPROVED

The 1976-77 assessment for District membership in the Los Angeles County Community College TV Consortium is \$6,242.00. This assessment, based on 1974-75 attendance data, is computed as follows:

MEMBERSHIP -
TV CONSORTIUM

Fixed cost (based on total ada)	\$3,000.00
TV class enrollment: 1,621 x \$2.00	3,242.00
	<u>\$6,242.00</u>

It was recommended that payment of the above assessment be approved.

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01-10-77

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, that the 1976-77 assessment for District membership in the Los Angeles County Community College TV Consortium, in the amount of \$6,242.00, be approved.

MEMBERSHIP -
TV CONSORTIUM
APPROVED

The following checks were not cashed within the required six months' period and have been voided by the Orange County Treasurer's Office. It was requested that the District be authorized to issue new warrants in payment of these obligations.

OUTDATED
DISTRICT
WARRANTS

Jim Ferguson, Athletic Consultant:

Warrant 96-25149, dated 11-06-75	\$25.00
Warrant 96-25274, dated 11-07-75	75.00
Warrant 96-24944, dated 10-07-75	25.00
	<u>\$125.00</u>

Feminist Alliance Against Rape:

Subscription for Women's Studies	
Warrant 96-027237, dated 03-16-76	\$10.00

Motion by Mr. Backus, seconded by Mrs. Berry and unanimously carried, that the District be authorized to issue new warrants in payment of its obligations to replace the above checks which were not cashed within the required six months' period and have been voided by the Orange County Treasurer's Office.

APPROVED

The Board of Trustees convened to Executive Session at 10:20 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 Friday, January 14, 1977, at 7:00 a.m.

ADJOURNMENT



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