

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

*Public*

March 13, 1978 - 5:30 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 Trustee Taylor. Trustee Brandt let the audience in the Pledge of Allegiance and Trustee Price gave the Invocation.

CALLED TO ORDER

Present:

PRESENT

- Mr. Larry W. Taylor, President
- Mrs. Donna C. Berry, Vice-President
- Prof. Eugene C. McKnight, Clerk
- Mrs. Norrisa P. Brandt, Member
- Mr. Robert L. Price, Member
- Ms. Harriett S. Walther, Member
- Mr. William Watts, Member

BOARD MEMBERS

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

STAFF MEMBERS

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried, to adopt the Agenda as presented with an addendum to:

AGENDA ADOPTED

Board Report Number 597, Certificated Personnel -  
Regular Actions

ADDENDUM

and revisions to the following:

REVISIONS

- Board Report Number 593, Field Trips
- Board Report Number 600, Classified Personnel -  
Regular Actions
- Board Report Number 610, Change Orders

These will be considered as each Board Report is considered.

A motion was made by Trustee Walther, seconded by Trustee Watts and unanimously carried, to approve the Minutes of the Regular Meeting of February 27, 1978, as presented.

MINUTES OF  
FEBRUARY 27  
APPROVED

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to approve the Minutes of March 6, 1978, as presented.

MINUTES OF  
MARCH 6  
APPROVED

Trustee Price commented that the Minutes indicate that the meeting had been adjourned to the next meeting, which was not the case. He requested that the adjournment be carefully worded in the future so as not to cause any confusion.

The Board of Trustees convened to Executive Session to consult with risk management experts.

EXECUTIVE  
SESSION

Two separate proposals had been furnished to the Trustees, copies of which are on file with these Minutes, one from Warren, McVeigh and Griffin whose representatives were present to be interviewed in Executive Session, and one from Mund, McLaurin and Company whose representative is out of town and who has requested an opportunity to meet the Board of Trustees at a later date.

PROPOSALS  
PRESENTED

A Special Session was convened at 6:30 p.m. and discussion ensued.

SPECIAL  
SESSION

A motion was made by Trustee Price, seconded by Trustee Walther and unanimously carried, to request that both proposals be expanded to show the interrelationship among all the types of insurance currently carried by the District and that a representative of Mund, McLaurin and Company be interviewed at a future meeting.

PROPOSALS TO  
BE EXPANDED

The Board of Trustees recessed at 7:00 p.m. and reconvened to Regular Session at 7:30 p.m.

RECESS  
REGULAR SESSION

Trustee Walther reported on her trip to Portland, Oregon, with Trustee Watts, College Administrators, and Mr. Blurock, William Blurock and Partners, Architects, who was the architect on that project. They visited the campus of Rock Creek as well as Portland Community College. She feels that it is a very inviting campus built for students to learn, to share and to participate. The purpose of the visit was to see if, perhaps, the Saddleback Community College District can utilize any of their ideas on its campuses.

REPORTS AND  
COMMUNICATIONS

TRUSTEES

Visitation of  
Campuses -  
Portland,  
Oregon

Trustee McKnight stated that he found the recent work/study sessions held by the Board of Trustees to be very helpful. As serious problems arise in the future, he hopes that these sessions will continue.

Work/Study  
Sessions

He reported that the City of Tustin faces CETA rule violations. He commented that our administration has taken every precaution to see that our District is in full compliance with the law.

CETA

Trustee Price stated that the meeting with the Trustees of Orange County Community College Districts and staff representatives of the California Postsecondary Education Commission was, in his estimation, a very helpful, informational session. He congratulated Trustee Taylor for bringing these people together.

REPORTS AND  
COMMUNICATIONS

TRUSTEES

-CONTINUED-

A report concerning the California Postsecondary Education Commission Meeting held this date will be received from Assistant Superintendent Hart later during the meeting, upon his arrival.

California  
Postsecondary  
Education  
Commission

Trustee Brandt told of the dedication of the Fine Arts Complex which was a memorable event. She stated that the facility, constructed for half of the original bid, is an exciting, beautiful community facility.

Dedication  
of the  
Fine Arts Complex

Trustee Berry stated that the public would appreciate the utilization of space and tax dollars if they would come to view the campus.

Nursing  
Pinning  
Ceremony

Trustee Taylor reported on the Nursing Pinning Ceremony which, for the first time, took place at Saddleback College in the Fine Arts Complex.

SUPERINTENDENT/  
PRESIDENT

Superintendent/President Lombardi reported that, during this week, approximately two thousand elementary school children will be participating in the Theatre for Living and Learning Program, an introduction to the theatre and to the College.

Theatre for  
Living and  
Learning  
Program

The State Basketball Tournament will begin on Wednesday, March 15, at 7:00 p.m., at the Long Beach Sports Arena, he announced.

State Basket-  
ball Tournament

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

FACULTY  
ASSOCIATION

Dr. Minch, President of the Academic Senate, reported that at its recent meeting the handicapped program had been discussed. The Academic Senate requests that the Planning Task concerning this subject be brought forward and executed as soon as possible, as Saddleback College lacks facilities for the handicapped.

ACADEMIC  
SENATE

Handicapped  
Program  
Planning Task

It was noted that this Planning Task had previously been presented to the Trustees for information and that approval will be requested in the near future.

Dr. Minch announced that a "Handicap Awareness Day" will be held at Saddleback College on April 4.

Handicap  
Awareness Day

Because of the impending Jarvis/Gann Initiative, the Academic Senate suggests that construction of the swimming pool be delayed at this time as these funds could be otherwise utilized.

REPORTS AND  
COMMUNICATIONS

ACADEMIC SENATE

In response to questions concerning the status of the swimming pool project at election time, Mr. Blurock, William Blurock and Partners, Architects, stated that, with favorable weather, it could be fifty percent completed.

-CONTINUED-

Monies for this project have been approved but not funded by the State. A sufficient amount had been allocated in this year's budget; however, with the alternates to be included, \$200,000.00 must be planned in next year's budget. The base bid, including the basic pool with decking and an enclosure, could be funded in any case.

Jarvis/Gann  
Initiative -  
Swimming Pool  
Project

Trustee Taylor stated that if the contract has been signed with the low bidder there could be some legal ramifications if the project were discontinued at this time. Assistant Superintendent Barletta acknowledged that it had been signed. It does include a termination clause to protect the District should the passage of Proposition 13 cause the project to be discontinued prior to completion.

Mr. Garcia, Chapter President of the California School Employees Association did not have a report to present to the Board of Trustees.

CALIFORNIA  
SCHOOL EMPLOYEES  
ASSOCIATION

Mr. Noriega, Associated Student Body representative to the Board of Trustees and Acting Vice-President of the Associated Student Body, reported that students would like to see a reinstatement of the College Hour on campus, as it would be a good time to meet and hold various activities. The advantages and disadvantages of a College Hour were briefly discussed. It was suggested that this matter first be discussed with the Dean and Associate Dean of Students prior to further consideration by the Board of Trustees.

ASSOCIATED  
STUDENT BODY

Assistant Superintendent Hart reported on the California Post-secondary Education Commission (CPEC) meeting he had attended this date in Sacramento.

California  
Postsecondary  
Education  
Commission  
Meeting

A four-part resolution had been presented for adoption:

1. Stating that no more than two new campuses for Orange County would be needed in the next 42 years,
2. Recommending approval of the Jeffrey Road site as one of those campuses,
3. Recommending disapproval of the Orange Canyon Site (Rancho Santiago), and
4. Recommending that Rancho Santiago and North Orange County Districts jointly search for a site which would serve both Districts.

The issues that became apparent during the four-hour discussion are:

REPORTS AND  
COMMUNICATIONS

1. Local versus State control,
2. The validity of the projections,  
(The local districts and the Chancellor's Office disagree with the California Postsecondary Education Commission's Staff)
3. The role of the commission in regulating intra-district affairs, and
4. The relationship of the Commission to the Board of Governors.

California  
Postsecondary  
Education  
Commission  
Meeting

-CONTINUED-

Assistant Superintendent Hart stated that his presentation was a reading of Trustee Taylor's letter, a copy of which is on file with these Minutes. He felt that it had good impact. In addition, he had expressed the concern of using questionable projections for making decisions with forty-two year implications.

There are twenty-three seats on the commission; seventeen members were present. Twelve votes total are required to take action.

The resolution failed by a vote of eleven to six. Item Number 4 was modified and the motion again failed by a vote of eleven to six.

Mrs. Zoglin, also a member of the Board of Governors, moved for the Saddleback Community College District portion and its site for the North Campus was reaffirmed by a vote of fifteen with two abstentions.

The Rancho Santiago issue was tabled.

Long-range planning for the entire County of Orange should be considered.

A written report of this meeting, including a list of California Postsecondary Education Commission Members and their affiliation, will be sent to each Trustee. When the minutes of the Commission meeting are received, they will be duplicated and forwarded to each Trustee.

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

Trustee Price requested that the following Board Reports be removed from the Consent Calendar:

CONSENT  
CALENDAR

- Number 588 - Requests to Attend Conferences, Meetings, etc.
- Number 594 - Grant Modification
- Number 595 - Grants Workshop
- Number 597 - Certificated Personnel - Regular Actions
- Number 613 - Memberships

AMENDED

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, to approve the Consent Calendar as follows:

APPROVED

The Travel Management Program was unanimously approved by the Board of Trustees.

TRAVEL MANAGE-  
MENT PROGRAM

The requirements for admission to the Nursing Program were unanimously approved by the Board of Trustees.

ADMISSION TO THE  
NURSING PROGRAM

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATES OF  
ACHIEVEMENT

Evelyn Belmonte	Library Media Technology
Daniel W. Coe	Business-Management
Sharon Faradjollah	Library Media Technology
Vanessa J. Gillespie	Early Childhood Studies
Rhonda G. McKinzie	Business-Management
Irene J. Vogado	Accounting

The following were appointed on an "if-and-as-needed" basis as both extended day and substitute instructors for the 1977-78 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>Degree</u>	<u>Assignment</u>	<u>Probable Salary/Hr.</u>
Burnett, Donald J.	B.A. (Voc)	Administration of Justice	\$18.00
Juergen, Fricke W.	M.S. (Voc)	Administration of Justice	\$18.00
Ryan, Gary P.	J.D. (Voc)	Administration of Justice	\$18.00
Staveley, Steven H.	A.A. (Voc)	Administration of Justice	\$18.00
Wright, George	M.S. (Voc)	Administration of Justice	\$18.00

Gene Gurule was hired as a part-time track coach for spring of 1978 at a salary of \$1,000.00.

The following classified personnel regular actions, for which monies have been allocated in the 1977-78 budget, were unanimously approved:

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

Ratification of Employment

1. Camilla Diane Lentos, Clerk Typist I, Fixed Income Counseling Grant Program, Grade 1, Step 1 (50%), \$364.50 per month, temporary employment subject to the availability of funds, effective March 8, 1978.
2. Joel Frakes, Instructional Aide (Theatre), Division of Fine Arts, Grade 7, Step 1, \$4.976 per hour, effective March 1, 1978, on an if-and-as-needed basis.

Employment

3. Karen B. Packer, Instructional Aide (Theatre), Division of Fine Arts, Grade 7, Step 1, \$836.00 per month, effective March 14, 1978.

Employment - CETA, Title VI

4. The following were employed under CETA, Title VI, to one-year positions subject to the availability of funds, at no cost to the District.

<u>Name</u>	<u>Position</u>	<u>Monthly Salary</u>	<u>Effective Date</u>
Jayne Apperson	Lab Assistant	\$693.00	February 27, 1978
Marlene Jellnick	Clerk Typist	\$693.00	February 28, 1978
Joyce Machynia	Library Aide	\$709.00	February 27, 1978
Paula Samuelsen	Lab Assistant	\$693.00	February 27, 1978

Employment - Student Employees

5. The following students were employed, on an if-and-as-needed basis, at \$2.50 per hour:

John Bachman	Roger Kneale
Linda Badten	Christina Leone
Cynthia Blake	J. Mark Lindsay
Suzanne C. Campbell	David McMahon
Colleen Clark	Juan Mejia
Richardo Cruz	Glenn Miles
Nancy A. Fleeman	Nanci Ormasa
Scott Hellman	Rudy Prosser
Kevin Horst	Chris Stevens
Zuan Loan T. Huynh	Florence Wilson
Jeffrey Johnston	

Employment - Clerks-Short Term - 1977-78

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

6. This item was removed by the administration.

Personal Leave Without Pay Request

-CONTINUED-

7. Susan Lemkin, Clerk Typist II, Division of Fine Arts, was granted three (3) days of personal leave without pay from March 20 to March 22, 1978.

Resignation/Termination

8. Jerry Flanagan, CETA, Title VI, Lab Assistant, Natural Sciences, resignation is effective February 24, 1977.

The total award amount for the construction of the interior development of the North Campus should be: \$1,870,826.00.

NORTH CAMPUS -  
INTERIOR  
DEVELOPMENT  
AWARD  
(CORRECTION)

<u>Bid Number</u>	<u>Bidder</u>	<u>Amount</u>
375-11	D and D Company	\$ 49,500.00
375-16	Venetian Tile Company, Inc.	<u>30,806.00</u>
		\$1,870,826.00

The Notice of Completion for the work done by Elljay Acoustics, Inc. in connection with the Library, Math/Science, Upper Campus, Lower Campus-Remodel and Addition Phase 1A and B was approved to be filed with payment to be made 35 days after filing of said notice.

NOTICE OF  
COMPLETION

Purchase Order 30653	Net Due: \$	68.00
Purchase Order 30770	Net Due: \$	1,610.10

The following progress payment requests, submitted for approval on awards which have been previously approved, which are within the budgetary allocations for the projects indicated, and for which the architect, the construction inspector, and the construction manager (where applicable) have certified that the work covered by these progress payments has been satisfactorily performed, were unanimously approved:

PROGRESS PAYMENTS

1. Kiosk Structure

Progress Payment Request Number 2 - Clifford L. Thompson Construction Company

Amount due this request \$ 2,731.80



	PROGRESS PAYMENTS
2. <u>Library Remodel, Phase II</u>	
Progress Payment Request Number 2 - United Air Conditioning Corporation	-CONTINUED-
Amount due this request	\$ 2,971.00
3. <u>Library Remodel, Phase II</u> - Hollow Metal Doors and Pressed Steel Frames	
Progress Payment Request Number 2 - Krieger Steel Products	
Amount due this request	\$ 1,167.30
4. <u>Library Remodel, Phase II</u> - Sheet Metal Work	
Progress Payment Request Number 1 - Reno Sheet Metal Company	
Amount due this request	\$ 900.00
5. <u>Library Remodel, Phase II</u> - Thermal Insulation	
Progress Payment Request Number 1 - Certified Insulation Company	
Amount due this request	\$ 5,169.60
6. <u>Library Remodel, Phase II</u>	
Progress Payment Request Number 2 - Berry Construction Management	
Amount due this request	\$ 5,984.00
7. <u>Sub-Project M1, Library Building</u>	
Progress Payment Request Number 1 - Penhall Company	
Amount due this request	\$ 3,580.00
8. <u>Sub-Project M2, Library Building</u>	
Progress Payment Request Number 1 - Penhall Company	
Amount due this request	\$ 1,680.00
9. <u>Library Remodel, Phase II</u>	
Progress Payment Request Number 3 - A & B Electric	
Amount due this request	\$ 3,843.00

10. Library Remodel, Phase II

PROGRESS PAYMENTS

Progress Payment Request Number 3 - A & B Electric

-CONTINUED-

Amount due this request \$ 8,448.21

11. Library Remodel, Phase II

Progress Payment Request Number 2 - Elljay Acoustics, Inc.

Amount due this request \$26,154.00

The following payments to the Architect, submitted by William Blurock and Partners, were approved:

PAYMENTS TO THE ARCHITECT

1. Swimming Pool

Amount due this request \$29,775.72

2. North Campus

Amount due this request \$65,771.80

3. Saddleback Stadium and Phase I Lighting

Amount due this request \$12,800.00

Purchase Orders 33277 through 33555, totaling \$2,502,047.29, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

The report of changes to purchase orders approved at previous Board Meetings was also approved.

A copy of the Purchase Order List, dated March 13, 1978, and the report of changes is on file with these Minutes.

District Warrants 40391 through 40773, totaling \$463,982.62, were unanimously approved and ratified for payment.

DISTRICT WARRANTS

A copy of the Warrants Order List, dated March 13, 1978, is on file with these Minutes.

Payment of personnel services was ratified as follows:

PAYMENT OF PERSONNEL SERVICES

Certificated Payroll                      08A\*                      \$636,465.20

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

It was recommended that attendance at the following meeting, with necessary expenses to be paid, be approved:

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

Trustees Wishing to Attend      Dinner Meeting with representatives  
of the Boards of Trustees of  
Orange County Community Colleges  
and of the California Postsecondary  
Education Commission  
William Schreiber                      San Juan Capistrano  
Community Services Ast./              March 9, 1978  
Information Director

It was recommended that attendance at the following conferences, meetings, etc., with minimal mileage only to be paid, be approved:

Trustee Price                              Conference with the Superintendent/  
President - Saddleback College  
February 7, 1978

Trustee McKnight                        Conference with the Assistant  
Superintendent/Saddleback College -  
North Campus  
Saddleback College  
March 3, 1978

Trustee McKnight                        Conference with the Architect and  
the Assistant Superintendent/  
Saddleback College - North Campus  
Saddleback College  
March 8, 1978

Trustees Wishing to Attend              Fine Arts Complex Dedication  
Saddleback College  
March 12, 1978

Trustee Price had requested that this item be removed from the consent calendar in order to correct the date of his conference with the Superintendent/President: it was held on February 2, not February 7, 1978.

A motion was made by Trustee Price, seconded by Trustee Berry and unanimously carried, to approve the requests to attend conferences, meetings, etc. as recommended with the above correction.

APPROVED

It was recommended that the following public program and community service items be approved:

PUBLIC PROGRAMS  
AND  
COMMUNITY SERVICES

Community Services - Doyle McKinney, Dean of Academic Programs

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Jazz Festival March 4, 1978	Toshiko-Tabackin Big Band	\$ 2,750.00

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Oral Interpretation Festival - April 26-29, 1978	Charlotte Lee	\$ 300.00	-CONTINUED-
<u>Interdisciplinary Studies</u> - Jody Hoy, Coordinator			
March 28, 1978	Ronnie Rogers	\$ 100.00	
<u>Community Services</u> - Recreation - Terry Yapp, Director			
January 26, February 2 and 16, 1978	Maurice Guyer	\$ 120.00	
January 26, February 2 and 16, 1978	Duane Cain	\$ 250.00	
March 11 and 12, 1978	Thomas Malone	\$ 100.00	
<u>Community Services</u> - Education - Don Rickner, Director			
Forum Series #21B March 12, 1978	Saddleback Symphony Orchestra and Concert Chorale - Soloists: John Walz Nakyong Chai Endre Balogh	\$ 250.00 250.00 400.00	
	Concert Chorale Soloists: Alvin Brightbill Larry Herring Tom Stephenson	100.00 100.00 100.00	
Forum Series #21C April 13, 1978	Westwood Wind Quintet	\$ 650.00	
Forum Series #21D May 17, 1978	Micah Leavy	\$ 200.00	
Forum Series #21E May 20, 1978	Saddleback Concert Choir	\$ 1,900.00	
Forum Series #32 March 16, 1978	Diane Pike Arleen Lorraine	\$ 50.00 50.00	
Forum Series #25 June 25, 1978	Dr. Frederick Fennell	\$ 1,200.00	
Forum Series #5 March 21 and 28, 1978	E. J. O'Brien Michael Voss	\$ 100.00 25.00	

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Handicapped Awareness Day - April 4, 1978	John Nelson Sheila Lenham	\$ 100.00 100.00
<u>Division of Fine Arts - Monte C. LaBonte, Division Director</u>		
Saddleback Concert Chorale June 11 and 18, 1978	Jester Hairston	\$ 500.00
Saddleback Symphony June 4, 11 and 18, 1978	Penny Foster	100.00
Music Survey Class April 26, 1978	Kate S. Puetz	50.00
Spring Semester 1978 String Classes	John Walz	300.00
Fine Arts Dedication Week April 14, 1978	June Wayne	400.00
Fine Arts Gallery Exhibit March 13, 1978	M. Hiroko Eejima	150.00
Fine Arts Gallery Exhibit April 24, 1978	Dick Oden Pete Mendez	100.00 100.00
Fine Arts Gallery Exhibit June 19, 1978	Sherry Brody	150.00

PUBLIC PROGRAMS  
AND  
COMMUNITY SERVICES

-CONTINUED-

Trustee Price asked if monies had been allocated in the 1977-78 budget for these items. It was acknowledged that they had been. He requested that this information be noted in the future.

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried, to approve the public program and community service items as presented.

APPROVED

It was recommended that the following field trips be approved:

FIELD TRIPS

<u>Event/Date</u>	<u>Destination</u>	<u>Fees</u>
Chamber Singers Tour March 31 - April 2, 1978	Bakersfield, Fresno, Pasadena and San Francisco	Not to exceed \$ 900.00
Orange Coast College Jazz Festival April 7, 1978	Costa Mesa	40.00
National Speech Finals April 12 - April 18, 1978	Sacramento	Not to exceed \$1,200.00

It was recommended that the following field trips be approved for inclusion in the Summer 1978 Schedule:

FIELD TRIPS  
-CONTINUED-

<u>Class/Date</u>	<u>Destination</u>	<u>Student Fees</u>
Anthropology 5A/B Southwestern Indian Culture June 1 - June 15, 1978	Arizona and New Mexico	\$ 60.00
Biology 31A Biology Field Studies June 23 - 25, 1978	Scammon's Lagoon, Baja	\$ 25.00
Geology 32 National History National Parks West June 1-15, 1978	National parks and monuments of the west	\$ 25.00
Accounting 232X Speculating and Investing in the International Stockmarket May 29 - June 19, 1978	Europe	\$1,585.00
Theatre 108A/D European Theatre June 25 - July 24, 1978	Europe	\$1,799.00
IDS 100D Travel Study	Removed by the Administration.	

A motion was made by Trustee Watts, seconded by Trustee Price and carried, to approve the field trips as recommended. APPROVED

Trustee Brandt was opposed.

She stated that she feels that transportation out-of-state should be paid by the student. She requested that this matter be brought to the Board of Trustees for discussion, including the cost of food and lodging on a field trip.

It was recommended that the Board of Trustees approve the modification of the previously approved Vocational Education application, Part A, Subpart 2, for 1977-78. The total grant allocation as modified March 1, 1978, is \$100,923.00.

GRANT  
MODIFICATION

Trustee Price had requested that this item be removed from the consent calendar in order to ascertain what the amount of the original grant had been. He was informed that it was approximately \$72,000.00.

A motion was made by Trustee Price, seconded by Trustee Walther and unanimously carried, to approve the Grant Modification as recommended.

GRANT MODIFICATION  
-CONTINUED-  
APPROVED

It was recommended that Dr. Patricia Walsh, President of the National Council of Resource Developers (an AACJC affiliate) be retained to lead a grants workshop on March 28, 1978, and that she receive an honorarium in the amount of \$350.00.

GRANTS WORKSHOP

Trustee Price had requested that this item be removed from the consent calendar to ask if a fee will be charged for attendance at the workshop. Because the workshop is for staff members, a fee will not be charged.

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to approve the retention of Dr. Patricia Walsh to lead a grants workshop on March 28, 1978, and an honorarium in the amount of \$350.00.

APPROVED

Planning Task Number 21 was formed for the purpose of developing standardized items for future stocking and use by the District. It is anticipated that by utilizing these standards a substantial amount of savings will accrue in the years to come. These standards have been circulated throughout the College and there is a general acceptance of them.

PLANNING TASK  
NUMBER 21 -  
STANDARDIZATIONS

It was recommended that Planning Task Number 21, Standardizations, be approved by the Board of Trustees.

A motion was made by Trustee Watts, seconded by Trustee McKnight and unanimously carried, to approve Planning Task Number 21, Standardizations, as presented.

APPROVED

It was recommended that Dale M. Larson be reassigned as Director of Instructional Services, North Campus, effective April 17, 1978, at the appropriate class and step on the Administrative Salary Schedule.

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS

It was further recommended that the Superintendent be authorized to begin the screening process for replacing Dale M. Larson as Director of the Humanities and Languages Division, with final appointment not to be recommended prior to June 6, 1978.

It was recommended that Eleanor H. Castonguay be employed as Director of Continuing Education and Community Affairs, North Campus, effective April 17, 1978, at the appropriate class and step on the Administrative Salary Schedule.

It was recommended that Joy Wentzel be employed as a Health Center Nurse Substitute, at \$19.23 per hour, on an if-and-as-needed basis, effective March 9, 1978.

(ADDENDUM)

Trustee Price had requested that this item be removed from the consent calendar, as he questions its placement there. He feels that this is an extremely important decision to be made.

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS

A motion was made by Trustee Price, seconded by Trustee Brandt and unanimously carried, to approve the certificated personnel actions as recommended.

APPROVED

It was recommended that the following eligible faculty members and one administrator be granted a sabbatical leave during the 1978-79 academic year.

SABBATICAL  
LEAVES

Faculty

Patricia Grignon	Spring Semester, 1978-79
Robert Olson	Academic Year, 1978-79
John Minch	Fall Semester, 1978-79
Jay Roelen	Spring Semester, 1978-79
Florence Staggs	Fall Semester, 1978-79

Administration

Delphine Eschbach	Two Months during 1978-79
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A motion was made by Trustee Brandt, seconded by Trustee Price and unanimously carried, to grant the sabbatical leaves as recommended.

APPROVED

It was recommended that the Superintendent/President be authorized to continue as the District's representative to the Orange County Marine Institute Board of Directors during 1978-79.

ORANGE COUNTY  
MARINE INSTITUTE  
REPRESENTATIVE

Trustee Taylor read a letter from the Orange County Marine Institute, dated March 9, 1978, requesting that this action be taken. A copy is on file with these Minutes.

A motion was made by Trustee Berry, seconded by Trustee Brandt and unanimously carried, that the Superintendent/President be authorized to continue as the District's representative to the Orange County Marine Institute Board of Directors during 1978-79.

APPROVED

Background information concerning the College Bookstore Operation was presented to the Trustees for information.

COLLEGE  
BOOKSTORE  
OPERATIONS

Assistant Superintendent Barletta reported that continued study, research and investigation of this subject reaffirms the material presented which contains the suggestion that the Board of Trustees consider a number of alternatives including the following:



1. Continuation of the present contract with Follett Corporation for another year.
2. District operation of the bookstore.
3. Associated Student Body operation of the bookstore.
4. Commitment of \$300,000.00 if the District or the Associated Student Body take over the bookstore operation.

COLLEGE  
BOOKSTORE  
OPERATION

-CONTINUED-

At the Board Meeting on December 12, 1977, another alternative was offered by Trustee Taylor:

To invite bids and receive proposals from independent contractors.

Based on the previous information and considering the impact upon budget requirements, an additional alternative is submitted as follows:

Extend the current agreement with Follett Corporation, with some procedural changes as may be deemed necessary, for a period not to exceed two years. Include in the 1978-79 budget an amount of up to \$150,000.00, reserved for the purpose of accumulating the required \$300,000.00 within the next following budget year. Prepare for the District to take over the operation of the bookstore in the fiscal year beginning July 1, 1980.

A further suggestion was introduced during investigations:

The time when the District takes over the operation should be extended to the time when the student center is constructed which, in the most current five-year plan, is fall of 1983.

Upon inquiry, the Administration stated that the current operation of the bookstore is a sound operation, that there are very few oppositions at this time. The District would like to own its own bookstore; however, it does not at the present time have the necessary funds.

The Bookstore Report to the Board of Trustees dated March 13, 1978, had been presented to the Trustees. A copy is on file with these Minutes.

Dean of Students Swartzbaugh introduced the members of the Bookstore Committee who were present to respond to questions:

Mike Merrifield, a member of the Faculty Association  
Gail Paveza, the Bookstore Manager  
Jean Smith, an instructor in the Division of Mathematics  
and Engineering

The Bookstore Report contains the following recommendation:

COLLEGE  
BOOKSTORE  
OPERATION

The Bookstore Committee feels that overall the store is operating smoothly and doing an excellent job of servicing the students. The Committee, at this time, recommends that the District pick up the optional year on the contract, July 1, 1978 to July 1, 1979.

-CONTINUED-

A motion was made by Trustee McKnight, seconded by Trustee Berry and carried, that the recommendation of the Bookstore Committee be approved.

RECOMMENDATION  
OF THE COMMITTEE  
APPROVED

A roll call vote was taken:

Ayes: Berry, McKnight, Price, Taylor, Walther  
Noes: Brandt, Watts

Trustee Brandt stated that she believes that a two-year contract is in order.

A proposed Health Care Student Program Agreement, which will be used in the RN, LVN and Nursing Assistant Programs, was presented for approval. It has been reviewed by County Counsel and its recommended changes have been incorporated.

PROPOSED  
AGREEMENT:  
HEALTH CARE  
STUDENT PROGRAM

It was requested that the Superintendent or Assistant Superintendent Business Services be authorized to execute the necessary documents as the need arises.

Trustee Taylor expressed his concern about the cost of insurance. He granted that the District's current insurance policy will cover this requirement; however, in the future this added exposure may cause the District's rates to increase.

A motion was made by Trustee Watts, seconded by Trustee McKnight and unanimously carried, that the proposed agreement be approved as presented, with the stipulation that a letter be sent to the District's insurance company notifying them of this action.

APPROVED

At the meeting on December 6, 1976, the Board of Trustees approved the filing of an application for an allocation of funds of the Extended Opportunity Programs and Services (EOPS) for 1977-78. The Chancellor's Office approved the District's application on September 25, 1977, for a funding allocation of \$26,114.00. A list of the students participating in the program is presented below. It was recommended that the Board of Trustees authorize payment of the grants.

EOPS PROGRAM

<u>Name of Student</u>	<u>Amount of Grant</u>
Devlin, Melody	\$150.00
Egbert, Lori	200.00
Henschell, Dennis	100.00

<u>Name of Student</u>	<u>Amount of Grant</u>	EOPS PROGRAM
Shoemaker, Renate	\$100.00	-CONTINUED-
Valenzuela, Adela	100.00	
Williams, Deborah	50.00	

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to authorize the payment of the grants as recommended. GRANTS AWARDED

A copy of the proposed lease between the District and the Viejo Management Company was presented to the Board of Trustees. The said lease provides a plot of land where the District will install, maintain and operate a radio transmitter and antenna for its new noncommercial radio station, KSBR. LEASE FOR THE RADIO STATION

It was recommended that the Superintendent or Assistant Superintendent/Business Services be authorized to execute the necessary contract with the Viejo Management Company.

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, to authorize the Superintendent or Assistant Superintendent/Business Services to execute the necessary contract with the Viejo Management Company for the lease for the radio station. APPROVED

It was recommended that the Smith-Emery Company be paid for the inspection services for the Library Remodal and Bridge - Phase II on Purchase Order Number 33902, of an amount not to exceed \$900.00. INSPECTION SERVICES

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried, to approve the payment of an amount not to exceed \$900.00 to the Smith-Emery Company for the inspection services for the Library Remodel and Bridge - Phase II, on Purchase Order Number 33902. APPROVED

In accordance with Section 81836 (c) of the Education Code, the Office of the Board of Governors of the California Community Colleges approved final plan on May 6, 1977, for the following facilities. The charge for the plan checking fee is one-twentieth of one percent of the estimated cost of construction: PLAN CHECKING FEE

Saddleback College North Campus	\$1,410.00
Math/Science Building Mechanical System Remodeling	48.00
Upper Campus Rough Grading Plan	67.00
Library Remodel - Interim Campus Relocation, Site Development	<u>388.00</u>
Total	\$1,913.00

It was recommended that the Superintendent or Assistant Superintendent/Business Services be authorized to execute the necessary documents.



The following change orders were recommended for approval:  
A copy of each change order in its entirety is on file with  
these Minutes.

CHANGE  
ORDERS

Change Order Number 2 - Library Remodel, Phase II,  
Saddleback College

Contractor: United Air Conditioning Corporation

Change Order Number 2 covers two items with a net increase of  
\$2,691.00. No time extension is required.

Revised contract amount: \$ 38,915.00

Change Order Number 3 - Site Development, Electrical,  
Saddleback College

Contractor: A & B Electrical

Change Order Number 3 covers five items with a net increase of  
\$4,389.00. No time extension is required.

Revised contract amount: \$113,314.00

Change Order Number 3 - Library Remodel, Phase II,  
Saddleback College

Contractor: Elljay Acoustics, Inc.

Change Order Number 3 covers three items with a net increase of  
\$750.00. No time extension is required.

Revised contract amount: (revised) \$108,431.00

Change Order Number 6 - Library Remodel, Phase II,  
Saddleback College/South Campus

Contractor: Kreiger Steel Products Company

Change Order Number 6 covers one item with a net decrease of  
\$331.00. No time extension is required.

Revised contract amount: \$ 3,224.00

Change Order Number 7 - Library Remodel, Phase II,  
Saddleback College

Contractor: Reno Sheet Metal

Change Order Number 7 covers one item with no increase or  
decrease in cost. No time extension is required.

Revised contract amount: \$ 2,960.00

Change Order Number 18 - Music and Arts Complex

CHANGE ORDERS

Contractor: W. J. Shirley, Inc.

-CONTINUED-

Change Order Number 18 covers two items with a net increase of \$696.00. The time extension required is to be determined.

Revised contract amount: \$3,094,025.00

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, to approve the change orders as recommended.

APPROVED

It was recommended that Award Numbers 1 through 5 on the Awards List dated March 13, 1978, 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

It was requested that Award Numbers 6 through 9 be ratified, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

All of the recommended awards are within the approved budgetary appropriations.

A copy of the Awards List is on file with these Minutes.

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to approve the Awards as recommended.

APPROVED

The following memberships were submitted for approval:

MEMBERSHIPS

Library

In-Plant Printing Management Association \$ 29.00

Admissions and Records

Pacific Association of Collegiate Registrars and Admissions Officers \$ 25.00

Trustee Price had requested that this item be removed from the consent calendar to question the necessity of the Board of Trustees approving a membership in the amount of only \$25.00. He stated that even though he does not agree, he does understand that it is required by the County of Orange.

A motion was made by Trustee Price, seconded by Trustee Walther and unanimously carried, to approve the memberships as submitted.

APPROVED

The Board of Trustees convened to Executive Session at 10:02 p.m. EXECUTIVE SESSION  
In addition to the Trustees, the following were in attendance:

Dr. Robert A. Lombardi, Superintendent/President  
Mr. Roy N. Barletta, Assistant Superintendent-Business Services  
Mr. Howard Serbin, Deputy - County Counsel

The Board of Trustees reconvened to Regular Session at 11:12 p.m. REGULAR SESSION

A motion was made by Trustee Watts, seconded by Trustee McKnight and unanimously carried, to invite Mr. Bollinger, an employee of the District, to an Executive Session of the Board of Trustees at 7:00 p.m. on March 27, 1978.

There being no further business, the Meeting was immediately adjourned. ADJOURNMENT

The next regular meeting of the Board of Trustees is scheduled to be held on Monday, March 27, 1978. NEXT MEETING SCHEDULED.



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