

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
28000 Marguerite Parkway  
Mission Viejo, California 92

PUBLIC / FILE

MINUTES OF THE GOVERNING BOA

March 26, 1979 - 7:00 p.m.  
Library-Classroom Complex -- Room 105

The Regular Meeting of the Board of Trustees was called to order by Trustee Price. Trustee Watts led the audience in the Pledge of Allegiance and Trustee Price gave the Invocation.

CALL TO ORDER

Present:

PRESENT

Mr. Larry W. Taylor, President  
Mr. Robert L. Price, Vice-President  
Prof. Eugene C. McKnight, Clerk  
Mrs. Norrisa Brandt, Member  
Mr. John C. Connolly, Member  
Ms. Harriett S. Walther, Member  
Mr. William L. Watts, Member  
Miss Nanci Ormasa, Student Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President  
Mr. Roy N. Barletta, Assistant Superintendent -  
Business Services  
Dr. Edward A. Hart, Assistant Superintendent -  
Provost, North Campus  
Mr. William O. Jay, Dean of Instruction  
Mr. Jack A. Swartzbaugh, Dean of Students  
Mr. Donald L. Trent, Director of Facilities

STAFF MEMBERS

A motion was made by Trustee Connolly, seconded by Trustee McKnight, and unanimously carried to adopt the Agenda with the following:

AGENDA ADOPTED

An addendum to Report Number 627 - Awards

ADDENDA

An addendum to the Agenda - Report Number 636:  
North Campus Project - Phase I, Additional  
Construction Items

A motion was made by Trustee McKnight, seconded by Trustee Connolly, and unanimously carried to adopt the Minutes of the Regular Meeting of March 12, 1979, as presented.

MINUTES ADOPTED

Upon his arrival, Trustee Taylor reported the additional action taken by the Board of Trustees during Executive Session on March 12, 1979.

ACTION TAKEN  
DURING THE  
EXECUTIVE  
SESSION -  
MARCH 12, 1979

A motion had been made by Trustee Price, seconded by Trustee McKnight, and unanimously carried to reassign Mrs. Arlene Moore to the position of Librarian for the year 1979-80.

A motion had been made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to not enter into a contract for a second academic year with Ms. Petrina Noor or with Dr. Harry Sherer.

This motion had followed information presented to the Trustees which indicated

- a. that each employee had been evaluated
- b. that the governing board had received statements of the most recent evaluations
- c. that the governing board had received recommendations of the Superintendent and other appropriate personnel, and
- d. that the governing board considered the recommendations and evaluations in a lawful meeting.

The Secretary of the Board of Trustees had been directed to serve notices to the employees as required by law.

A motion was made by Trustee McKnight, seconded by Trustee Connolly, and unanimously carried to approve this addition to the Minutes of the Regular Meeting of March 12, 1979.

APPROVED

Superintendent/President Lombardi introduced Mr. John Lowe, Work Experience Coordinator, to discuss the Cooperative Work Experience Program at Saddleback College.

SPECIAL REPORT  
COOPERATIVE  
WORK  
EXPERIENCE  
PROGRAM AT  
SADDLEBACK  
COLLEGE

Mr. Lowe introduced those present who work with him in this program.

Mr. Everett Brewer, Associate Dean of Instruction/  
Occupational Programs

Ms. Janice Ward and Ms. Mercedes Manis, members  
of his staff

Mr. Frank Pangborn, Mr. Don Cawthon, Mrs. Teresa  
Ensch, and Mr. Richard Ensich, Instructors.

Mr. Lowe spoke of the history of the program in general, which dates back to 1906, and of its evolution, which is attributed to the dramatic growth in California community colleges, the 1968 legislation approving the issuance of college credit for work experience, federal legislation approving funding, and the fact that work experience provides relevancy to education.

SPECIAL REPORT  
COOPERATIVE  
WORK  
EXPERIENCE  
PROGRAM AT  
SADDLEBACK  
COLLEGE

He outlined the steps of learning which are: perception, concept, and application. He stated that the goal of cooperative education is to provide relevancy for the educational process, to help students to self-actualize, to enhance the opportunity for self-evaluation, and to enhance interpersonal relations and application. In actuality, it is a community partnership between the employer, the student, and the college. He told of the benefits it provides to each partner.

-CONTINUED-

A booklet containing a copy of "A Cooperative Work Experience Student Kit" was distributed to the Trustees for their information. The booklet also contained a copy of an employer survey and the certificate of appreciation issued to acknowledge employer participation in the program. A letter from a student, telling of her involvement in the program, was highlighted.

In conclusion, Mr. Lowe displayed a slide presentation which explains the program to students, informing them about how they may participate: the parallel program (full-time student/part-time employee), the evening program, or, in the future, the alternate semester program.

He then responded to the questions of the Trustees. They thanked him for his informative presentation.

Trustee Taylor and Trustee Walther arrived at this time.

Trustee Taylor called the public hearing concerning the radio satellite - ground station - negative declaration to order.

PUBLIC HEARING  
RADIO SATELLITE -  
GROUND STATION

The Members of the Board of Trustees were informed that at the meeting of March 12, 1979, the Board of Trustees authorized the giving of notice relative to a Negative Declaration as it concerned the district project entitled "Radio Satellite Ground Station."

NEGATIVE  
DECLARATION

The project description is as follows:

Install a 4.5 meter parabolic receiving antenna at ground level in the side parking lot of the campus central plant facility.

Antenna will be at the base of a slope, hidden from view by the two-story central plant facility.

There have been no objections nor have any letters been filed with the Secretary of the Board of Trustees. It was, therefore, recommended that the Superintendent/President be authorized to execute the Negative Declaration, a copy of which is on file with these Minutes.

A motion was made by Trustee Price, seconded by Trustee Connolly, and unanimously carried to authorize the Superintendent/President to execute the Negative Declaration.

Trustee McKnight told of his visit to a welding shop in Capistrano Beach recently at which Saddleback College students are employed by Mr. Campbell, the proprietor, under the Cooperative Work Experience Program. While having lunch with Mr. Brewer, Associate Dean of Instruction/Occupational Programs, at the Capistrano Beach Chamber of Commerce, they discovered that Mr. Campbell is the President of the Chamber of Commerce. This program not only assists students, but also provides liaison with these types of organizations.

Trustee Walther reported on her attendance, with Trustee Brandt, at the Meeting of the Orange County Trustees, held in Santa Ana on March 15, 1979. Meetings will be held on a regular basis on the fifth Monday of each month containing five Mondays. The chair will be rotated among the various districts. Rancho Santiago will chair the next meeting which will be held on July 30, 1979. The Director of the California Postsecondary Education Committee will be invited to address the concerns of our area and to enter into discussion.

Trustee Walther informed the Trustees that she had received an invitation to the EOPS (Extended Opportunity Programs and Services) Region 8 Drive-In Mini-Conference -- Does EOPS Work? which is to be held on April 20, 1979, from 9:30 a.m. until 12:00 noon at Cerritos College. She stated that she will be unable to attend and that she hoped that one of the other Trustees might be able to attend.

PUBLIC HEARING

RADIO SATELLITE -  
GROUND STATION

NEGATIVE  
DECLARATION

-CONTINUED-

APPROVED

REPORTS AND  
COMMUNICATIONS

MEMBERS OF  
THE BOARD  
OF TRUSTEES

Cooperative  
Work Ex-  
perience  
In Action

Meeting of  
the Orange  
County  
Trustees

EOPS Region 8  
Drive-In  
Mini-  
Conference

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On that date, Trustee Walther plans to attend a California Community and Junior College Delegate Assembly Meeting in San Mateo.

Ms. Ormasa, President of the Associated Student Body, reported on the success of the Cut-A-Thon, proceeds in the amount of \$480 from which were donated to the Child Care Center to purchase playground equipment.

She announced that a Film Festival will be held on Wednesday, March 28, 1979.

Mr. Everett Brewer, Associate Dean of Instruction/ introduced Mr. Spencer Saito of American Honda.

Mr. Saito reported that during a recent ten-year period there was a 280 percent increase in motorcycle permits issued and, at that same time, a 50 percent decrease in motorcycle accidents. This is attributed largely to the efforts of the community colleges and the highway patrol.

He introduced those present who have made the Motorcycle Safety Program at Saddleback College a success: Captain Chuck Chase, Area Commander, California Highway Patrol - Capistrano Area; Sargent Ron Berry and Officer Richard Van Cott, motorcycle safety instructors.

On behalf of the Motorcycle Safety Foundation - Motorcycle Rider Education - he presented a plaque - a National award of merit - to Trustee Taylor for the Saddleback Community College District for its achievement in providing continuous, quality motorcycle rider education for the community and in recognition of an outstanding education program aimed at providing the knowledge and skills essential for safe street operation of a motorcycle during 1977.

A motion was made by Trustee Price, seconded by Trustee Watts, and unanimously carried to adopt a resolution supporting Senate Bill 468, Dills, pertaining to adult schools - motorcycle and motorized bicycle rider training.

Roll Call Vote:

Ayes: Trustees Brandt, Connolly, McKnight, Price, Taylor, Walther and Watts

Noes: None

Abstain: None

Absent: None

REPORTS AND COMMUNICATIONS

MEMBERS OF THE BOARD OF TRUSTEES

-CONTINUED-

CCJCA

Delegate Assembly

ASB Events

SUPERINTENDENT/PRESIDENT

Motorcycle Safety Foundation

National Award of Merit

RESOLUTION SUPPORTING SENATE BILL 468 - DILLS

ADOPTED

The Resolution will be prepared by the Assistant/Superintendent/Business and will be distributed to those concerned by Trustee Price.

REPORTS AND  
COMMUNICATIONS

Mr. Frank Sciarrotta, Chief Negotiator, presented a copy of the Faculty Association Proposed Salary Schedule for 1979-82 to the Members of the Board of Trustees. He stated that this document will complete the proposal which had been presented by the Faculty Association to the Board of Trustees four weeks ago.

SUPERINTENDENT/  
PRESIDENT

-CONTINUED-

A motion was made by Trustee Watts, seconded by Trustee McKnight, and unanimously carried to acknowledge receipt of the addendum to the proposal.

Faculty  
Association  
Proposed  
Salary Schedule  
1979-82

Received

Trustee Taylor stated that the Board of Trustees has accepted the addendum to the proposal for negotiations. The Board Members will carefully review the material and make the Board's wishes known to its negotiator, so that its views may be made known at the appropriate time.

Superintendent/President Lombardi reported to the Trustees concerning the recommended payment to the consultant on the consent calendar for the Science-Math fume disposal matter. He stated that, at this point, testimony has been taken and it is expected that the case will go to court sometime next fall. The attorney reports the progress is reasonable, due to the number of defendants and the cross charges. Thus far, expenditures total approximately \$5,000.

Payment to  
Consultant -

Science-Math  
Fume Disposal  
Matter

Following his report concerning cancelled classes presented to the Board of Trustees at the meeting on March 12, 1979, Dean of Instruction Jay distributed a report containing samples of assignments when full-time staff have classes cancelled. These reports were prepared in response to a request by Trustee McKnight.

Report:  
Assignments  
of Full-Time  
Staff -  
Cancelled  
Classes

Superintendent/President Lombardi stated that tomorrow he will be attending the Symposium on Access to Higher Education: Planning Cooperative Strategies for the 1980's, held at the University of California, Irvine. Dr. Wilson Riles, California Superintendent of Public Instruction and Director of Education; Dr. William G. Craig, Chancellor, California Community Colleges; and Dr. Patrick Callan, Director, California Postsecondary Education Commission, will be among those speaking at this event.

Symposium on  
Access to  
Higher  
Education

Mr. John Lowe, President of the Academic Senate, reported that the State Senate Conference will be held next week. He hopes that Ms. Jean Vincenzi and Ms. Jo Bennett, who will be representing the Academic Senate at the conference, will, thereafter, report to the Board of Trustees concerning the actions taken.

REPORTS AND  
COMMUNICATIONS  
-CONTINUED-  
ACADEMIC SENATE

Academic Senate elections will be held during April. Eight at-large positions, three from part-time faculty and five from full-time faculty, will be filled and the election of officers will take place.

Ms. Mary Boswell, acting president of the California School Employees Association attended the Board Meeting in place of Ms. Driml, who was absent because of personal business.

CALIFORNIA  
SCHOOL EMPLOYEES  
ASSOCIATION

Ms. Boswell reported that CSEA President Loyd Garcia who had suffered a heart attack recently is doing well. The Trustees wished him a speedy recovery.

Ms. Spracklen, President of the Faculty Association, on a personal note, commended the Motorcycle Safety Program which, she believes, saved her from injury recently by making her aware of how to handle potential accident situations.

FACULTY  
ASSOCIATION

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

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

APPROVED

Attendance at the following, with actual and necessary expenses to be paid, including any advance monies requested to cover the actual and necessary expenses, was unanimously approved:

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

Trustees Wishing Meeting - Orange County Boards of  
to Attend Trustees - Santa Ana  
March 15, 1979

Trustees Wishing Phi Delta Kappa/South Orange  
to Attend County - Dinner Meeting  
Laguna Hills  
April 5, 1979

Trustees Wishing to Attend California Community College Trustees Legislative Network Seminar - Los Angeles April 6, 1979

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

Trustees Wishing to Attend California Community College Trustees Annual Conference San Diego May 24, 25, 26, and 27, 1979

-CONTINUED-

Attendance at the following, with minimal mileage only to be paid, was unanimously approved:

Trustee Price Conference with the Superintendent/ President - Saddleback College March 16, 1979

Trustee McKnight Conference with Work Experience Coordinator John Lowe, President of the Academic Senate Saddleback College March 19, 1979

Trustee Taylor Speaker at the Optimist Club Breakfast - Mission Viejo March 20, 1979

Trustee McKnight Conference with the Dean of Instruction - Saddleback College March 21, 1979

Trustees Wishing to Attend Saddleback College School of Nursing Pinning Ceremony Mission Viejo March 25, 1979

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATE OF ACHIEVEMENT

Angelina C. Villani General Office - Clerical

Karl Edward Wuest Real Estate

The following, previously employed extended day instructor was unanimously appointed on an if-and-as-needed basis for the 1978-79 academic year at the hourly rate stipulated in the salary schedule, at the class to which she is qualified:

APPOINTMENT OF EXTENDED DAY/ SUBSTITUTE INSTRUCTORS

<u>Applicant</u>	<u>Probable Assignment</u>	<u>Probable Salary</u>
Helm, Linda	Work Experience	\$18.00/Hr.



The following, new extended day instructors were unanimously appointed on an if-and-as-needed basis for the 1978-79 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

-CONTINUED-

<u>Applicant</u>	<u>Probable Assignment</u>	<u>Probable Salary</u>
Chanover, Silvia	Spanish	\$18.00/Hr.
Hoffman, Arlene	Foods and Nutrition	\$18.00/Hr.

The following persons were unanimously appointed on an if-and-as-needed basis for the 1978-79 Forum Series at the price stipulated below:

<u>Applicant</u>	<u>Probable Assignment</u>	<u>Probable Salary</u>
Carrasco, Raymond	Golf with a Pro	\$20.00/Hr. for 8 sessions \$22.00/Hr. for 2 sessions
Cook, M. Patricia	Microwave Cooking	\$400.00 per session for 2 sessions
Lange, Arthur J.	Assertive Behavior	\$500.00 plus 50% of gross over \$1,000
	Personal Effectiveness	\$500.00 plus 50% of gross over \$1,000
Lawton, Allen	Antiques/Collectibles	\$300.00 for 6 sessions

The following certificated personnel regular actions were unanimously approved:

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS

Leave of Absence

Terri Petrila, Instructor in the Division of Health Sciences and Gerontology, a leave of absence to begin September 17 and continue through October 19, 1979. at no cost to the District.

Ratification of Employment

Edward Alan Stadler, M.D., Physician, Student Health Center, Student Services, \$32.00 per hour, effective March 7, 1979. Monies have been budgeted for this new position.

The following classified personnel regular actions were unanimously approved:

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

Ratification of Employment

1. Daryl Walezak, Van Driver, Student Services (Special Services), \$4.00 per hour, effective January 25, 1979 (approximately 8 hours per week).
2. Ernesto E. Castelo, Instructional Aide, Learning Assistant Program, Library, Grade 7, Step 1, \$5.363 per hour, part-time hourly (6 hours per week) effective March 26, 1979.

Employment - Professional Model

3. James Blanton, Professional Model, if-and-as-needed basis, \$4.50 per hour, effective March 20, 1979.

Employment - Student Employees

4. Student Employees, as-needed, \$2.90 per hour:

Lauren Almond	Diana L. Price
Jose Bazo	Fernando Salazar
Katherine Francillon	Robert L. Shaw, III
Elizabeth A. Giroux	Cathie Thompson
Ann Grossman	Colleen Webster
Nichele Heckscher	Malcolm J. Wehrle
Merry Morgan	

Change of Status/Reclassification

5. In accordance with the Facilities Organizational Structure approved at the Board Meeting on January 8, 1979, the following reclassification change was approved, effective February 1, 1979.

Kent Aiken, Groundskeeper II, New Salary Reclassification: Grade 8, Step 2

This reclassification was inadvertently omitted on the addendum presented to the Board of Trustees on February 13, 1979. A transfer of funds has been submitted in the amount of \$155 for this reclassification.

6. Ferly Marr, Clerical Typist Assistant, Community Services, CETA-Title VI, change of position to Lab Technician Assistant, Home Economics, CETA-Title VI, \$819 per month, effective April 2, 1979.

Resignation/Termination

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

7. Erika Mills, Instructional Aide (ESL-hourly), Division of Humanities and Languages, resignation effective March 13, 1979.
8. Artis R. Simms, Custodian II, Maintenance and Operations, resignation effective March 16, 1979.
9. Patricia McCarthy, Laboratory Technician Assistant, Home Economics, CETA-Title VI, termination effective March 13, 1979.
10. Linda Lusardi, Secretary, Procurement and Stores, termination effective March 15, 1979.
11. Scott Harvey, Press Operator, CETA-Title VI, resignation effective March 12, 1979.
12. Rona Shane, Tutorial Guidance Assistant, CETA-Title VI, resignation effective March 16, 1979.

-CONTINUED-

The following request for payment, submitted by Robert F. Waldron, Inc., legal consultant, was unanimously approved:

PAYMENT TO  
CONSULTANT

Science-Math Fume Disposal Matter -  
Legal Services, February 1979:

8.3 hours at \$85 per hour	\$705.50
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The progress payment requests on the list dated March 26, 1979, were unanimously approved.

PROGRESS  
PAYMENTS

A copy of the Progress Payment Requests List is on file with these Minutes.

The following requests for payment to construction managers were unanimously approved:

PAYMENT TO  
CONSTRUCTION  
MANAGERS

C. V. Holder, Inc.

North Campus	\$34,793.83
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Berry Construction Management

Library Remodel, Phase II - Project "M" Request Number 6	\$ 1,307.68
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Library Remodel, Phase II Project "M" Request Number 7	\$ 250.27
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Berry Construction Management - Continued

PAYMENT TO  
CONSTRUCTION  
MANAGERS

Project "O" -  
Automotive Yard - and -  
Project "S" -  
Science-Math Sewer Line Addition \$ 284.20

-CONTINUED-

Purchase Orders 40262 through 40563, totaling \$128,790.04, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered. Also, a report of changes to purchase orders approved at previous Board Meetings was unanimously approved.

PURCHASE  
ORDERS

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

District Warrants 49541 through 49975, totaling \$807,299.21, were unanimously approved and ratified for payment.

PAYMENT  
OF BILLS

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

Payment of personnel services was unanimously ratified as follows:

PAYMENT OF  
PERSONNEL  
SERVICES

Classified Payroll 8B\* \$402,627.59

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

The following Resolution, commending the Saddleback College Basketball Team, was presented to the Board of Trustees and adoption was recommended:

RESOLUTION OF  
COMMENDATION

WHEREAS, the Saddleback College Gaucho Basketball Team, under the guidance and inspiration of Coach Bill Mulligan and his assistants Bob O'Neil, Bill Brummel, and Fred Van Leuven won its conference championships outright with a 23-8 record; and

WHEREAS, the Gauchos advanced to the PONY California Community College Basketball Championship Tournament on March 10 and 15-17, 1979; and

WHEREAS, the Gauchos won an impressive victory over three fine opponents, reaching the championship game at Cal State Fullerton on March 17, 1979; and

WHEREAS, the Gauchos put on a tenacious showing in the final game against Orange Coast College, bowing only after an overtime period of play; and

WHEREAS, Gaucho players Kevin Magee, Randy Whieldon, Bruce La Vallee, and Ed Patrick were cited as outstanding conference and tournament players;

RESOLUTION OF  
COMMENDATION

-CONTINUED-

NOW, THEREFORE, BE IT RESOLVED that the 1979 Gaucho Basketball Team and its fine coaching staff be commended for their impressive season and for the great honor and recognition brought to the Saddleback Community College District.

A motion was made by Trustee McKnight, seconded by Trustee Connolly, and unanimously carried to adopt the Resolution as presented.

ADOPTED

Roll Call Vote:

Ayes: Trustees Brandt, Connolly, McKnight, Price, Taylor, Walther, and Watts

Noes: None

Abstain: None

Absent: None

The following public program and community service items were presented for approval:

PUBLIC PROGRAMS  
AND COMMUNITY  
SERVICES

<u>Date/Event</u>	<u>Guest</u>	<u>Honorarium</u>
February 26, 1979 IDS I - North Campus	Charlotte Rubinstein	\$ 36.00

The Board of Trustees approved an honorarium in the amount of \$36.00 for Ms. Rubinstein on February 13, 1979; however, the program on this date was extended an additional two hours.

March 22, 1979 IDS V - Main Campus	Gabor Kalman	\$ 100.00
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One guest speaker previously approved was unable to appear, necessitating some rescheduling including this appearance by Mr. Kalman.

March 27, 1979 IDS V - Main Campus	Patricia Herzog	\$ 50.00
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April 30, 1979 IDS I - Main Campus	Dr. Spence Olin	\$ 75.00
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The above speakers are to be paid from the IDS Guest Lecture account.

<u>Date/Event</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Cultural Series			
October 4, 1979	Chinese Acrobats	\$6,000.00	-CONTINUED-
October 4, 1979	Rental of the Irvine Bowl	Not to exceed \$1,200.00	
October 13, 1979	Carlos Montoya	\$3,500.00	
April 25, 1980	Les Grands Ballets Canadiens	\$6,250.00	
Mini-Series for North Campus Happenings: Art Affairs for the Family	This program was previously approved by the Board on March 12, 1979 Additional Artist:		
April 29, 1979	Robert Kay	\$ 100.00	
Pro-Volleyball Clinic	Byron Shewman (substitute for Dodge Parker)	\$ 250.00	
Classic Car Collecting	Don Williams Tommy Farrell	\$ 50.00 \$ 50.00	
Continuing Education in Real Estate			
April 9 and 10, 1979	N. Brooke Gabrielson	\$ 600.00 per day	
April 16 and 17, 1979	Ron Mayes	\$ 50.00 per day	
April 23 and 24, 1979	Joe Lovullo	\$ 60.00 per day	
April 30 and May 1, 1979	Jack Lincoln	\$ 450.00 per day	
May 7 and 8, 1979	Don Winkleman	\$ 300.00 per day	
May 21 and 22, 1979	Chuck Nash	\$ 120.00 per day	
May 29 and 30, 1979	Dale Holm	\$ 54.00 per day	

<u>Date/Event</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Continuing Education in Real Estate - Continued			
June 4, 1979	Fred Weber	\$ 66.00	-CONTINUED-
June 11, 1979	Fred Weber	\$ 66.00	
June 5, 1979	Milt Hansen	\$ 300.00	
June 12, 1979	Bob Donohue	\$ 225.00	
June 18, 1979	Jim Shepard	\$ 54.00	
June 19, 1979	Tony Brown	\$ 225.00	
June 25, 1979	Dave Celestin	\$ 50.00	
June 26, 1979	Peter Kroosz	\$ 100.00	
July 9, 1979	Pat Radice	\$ 100.00	
July 10, 1979	Robert Sundstrum	\$ 300.00	
	Chuck Kenney, Real Estate Coordinator	10% of gross	

A copy of a letter which will serve as a letter of agreement between various Boards of Realtors and the College as reimbursement for registering participants in this program was also presented. In return for registering participants and aiding in promotion, the board will receive \$25 for each complete series sold or 10% of any other seminars sold to members of the individual board.

A motion was made by Trustee Walther, 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

Subject: Geology 31L, 31M - Field Geology:  
Coast Ranges and Point Reyes in  
Northern California  
Dates: April 7, 1979 through April 12, 1979  
Destination: Coast Ranges and Point Reyes,  
Northern California  
Instructor: Richard Hilton

These are two, three-day Geology Field Study courses of approximately three days each duration (total six days). All travel, food, and lodging expenses are paid by students and all insurance is paid by the carrier. Students will study the geologic processes, geologic history, and natural history of various sites in these areas. There will be approximately 18 students taking this trip; cost per student will be approximately \$25.

Subject: Biology 31G, 31H Field Studies FIELD TRIPS  
Geology 31G, 31H  
Date: April 7, 1979 through April 12, 1979 -CONTINUED-  
Destination: Grand Canyon National Park  
Instructors: Tom Leslie and John Minch

These are combined Biology/Geology field studies - two, three-day courses in each discipline (total six days). All travel, food, and lodging expenses are paid by students and all insurance is paid by the carrier. Students will study geology and biology of the Havasupai area of the Grand Canyon. This area is unique in its representation of life zones and the geologic history of Western North America. There will be approximately 40-50 students taking this trip; cost per student will be approximately \$30.

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

It was requested that the Board of Trustees accept an additional grant award of \$2,900 from the ACTION Agency which will be used to extend the FICC (Fixed Income Consumer Counseling) Project through May 31, 1979. This brings the grant's funding cycle more in line with the dates of Federal fiscal quarters. With this addition, the total grant award will be \$39,900. No additional college monies are required. GRANT AWARD

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to approve the grant award as requested. APPROVED

A discussion concerning parking was held. PARKING

The Members of the Board of Trustees were informed that Education Code 72247 states, in part, that the governing board of a community college district may require students and employees of the district to pay a toll for parking services in an amount not to exceed twenty dollars per semester or forty dollars per regular school year.

Presently, three Orange County community colleges charge a toll for student and employee parking, the Coast Community College District does not. One of the long-range recommendations of the Student Services committee is that if a charge for parking is initiated, staff and student fees should be the same, such as \$5.00 per term, per person. Officer-In-Charge Hess of



Campus Safety and Director of Facilities Don Trent are currently working on a plan to control parking if and when fees are charged. A chart indicating potential parking revenue was presented to the Trustees. Superintendent/President Lombardi stated that a report from Assistant Superintendent Hart recently received indicates that there will probably not be funds received from the state for parking lot construction, as the District can use fee revenues for this purpose.

PARKING

-CONTINUED-

A recommendation concerning District policy regarding the payment of a toll for parking will be considered by the Board of Trustees at the next meeting.

Additional information, including a written report from Director of Facilities Trent concerning the costs involved, will be presented at a future Board Meeting.

DISCUSSION

The Members of the Board of Trustees were informed that the Bookstore Committee, a standing committee that meets once a month in an advisory capacity, has reviewed the bookstore contract in detail, since it is in its option year and terminates June 30, 1979.

BOOKSTORE

Although the committee is satisfied with the services that Follett Corporation has provided over the past eleven years, if the initial capital were available it would be more profitable for the District to operate its own store. If the money for the initial investment is not available, the committee recommends that requests for bids, including the committee-recommended changes in the contract specifications, be issued. The committee further recommends the addition of at least 900 square feet of warehouse space on the main campus, which would serve both campus stores.

A motion was made by Trustee McKnight, seconded by Trustee Price, and unanimously carried to authorize the administration to renew the bookstore contract with Follett Corporation for one additional year.

AUTHORIZATION  
TO RENEW THE  
BOOKSTORE  
CONTRACT WITH  
FOLLETT  
CORPORATION  
FOR ONE  
ADDITIONAL  
YEAR

Roll Call Vote:

Ayes: Trustees Brandt, Connolly, McKnight, Price,  
Taylor, Walther, and Watts

Noes: None

Abstain: None

Absent: None

It is understood that other alternatives will be investigated during that time.

It was recommended that the employment of the following full-time classified personnel be approved:

EMPLOYMENT  
OF FULL-TIME  
CLASSIFIED  
PERSONNEL

Ratification of Employment - Saddleback College -  
Main Campus

1. Ann Elizabeth Harjo, Clerk Typist II, Counseling, Grade 5, Step 3, \$876 per month, effective March 12, 1979, through June 30, 1979. The salary for this temporary position is funded by VEA Subpart 3 of Part A-Program Improvement and Supportive Services Grant approved by the Board of Trustees on November 27, 1978.

Recommendation of Employment - Saddleback College -  
Main Campus

2. Fannie Emmer, Secretary, Procurement and Stores, Grade 11, Step 3, \$1,084 per month, effective April 2, 1979. This is a replacement position for Linda Lusardi.

A motion was made by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve the recommended employment of full-time classified personnel as noted above.

APPROVED

The Members of the Board of Trustees were informed that it will be necessary to make salary adjustments of the 7.8 percent cost-of-living increase comparable to that granted to regular classified personnel to all of the employees of the current projects under CETA Title VI PSE which has been continued beyond March 31, 1979. This is mandated by the Code of Federal Regulations. There are adequate funds to meet and defray amounts necessary up to an annual salary of \$10,000. In those instances where an employee's salary exceeds \$10,000, it is required that Saddleback Community College District supplement up to 10 percent above that amount. A gross salary beyond the 10 percent supplementation is not permitted in any instance.

SALARY ADJUST-  
MENT - CETA  
TITLE VI  
EMPLOYEES

The Assistant Superintendent-Business has discussed this matter with County Counsel and has been advised that the authority which supports the adjustments is contained in 29 Code of Federal Regulations, Section 96.34 subsection (c) (2).

It was recommended that the Assistant Superintendent-Business be authorized to make the appropriate salary adjustment for the Title VI CETA employees, effective as of July 1, 1978, or from date of initial employment.

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In response to a question by Trustee McKnight, Assistant Superintendent Barletta stated that 60 of 87 employees will be affected at an estimated cost of \$8,000.

SALARY ADJUST-  
MENT - CETA  
TITLE VI  
EMPLOYEES

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to authorize the Assistant Superintendent-Business to make the appropriate salary adjustment for the Title VI CETA employees, effective as of July 1, 1978, or from the date of initial employment.

-CONTINUED-

It was recommended that the following gift be accepted:

APPROVED

GIFT TO THE  
DISTRICT

<u>Donor</u>	<u>Gift</u>
Ford Motor Company Parts and Service Division Pico Rivera	A 1977 Thunderbird rolling chassis, less body and most accessories (Serial Number 8J87H160821) to the Automotive Department, Vocational Technology Division, to be used for training purposes.

A motion was made by Trustee Watts, seconded by Trustee Connolly, and unanimously carried to accept the gift as recommended.

ACCEPTED

The donor will be notified and a certificate of appreciation will be issued.

The Members of the Board of Trustees were informed that, following the Board's action at the meeting on March 12, 1979, the "free flow" of students proposal has been presented to the other three Orange County community college districts. The Coast Community College District is not in favor of such an arrangement, either by agreement or operation of law.

INTERDISTRICT  
ATTENDANCE

An excerpt from the Education Code citing applicable sections was presented to the Trustees for further review and a copy is on file with these Minutes.

A motion was made by Trustee Price, seconded by Trustee Watts, and unanimously carried to authorize the administration to continue the direction given on March 13, 1979:

to begin negotiations with other districts in Orange County to agree to an open exchange of students at no cost to either district except the respective exchange of state apportionment.

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If the administration fails to enter into agreement for the free-flow of students, there will be no agreement. The Board of Trustees does not authorize the filing of a notice of restriction.

INTERDISTRICT  
ATTENDANCE

-CONTINUED-

Roll Call Vote:

Ayes: Trustees Brandt, Connolly, McKnight, Price, Taylor, Walther, and Watts

Noes: None

Abstain: None

Absent: None

FREE-FLOW OF  
STUDENTS  
APPROVED

The following requests for transfer of budget appropriation funds were submitted for approval:

TRANSFER  
OF FUNDS

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>
Data Processing	\$ 2,750.00	From: Data Processing, General Supplies To: Data Processing, Equipment
North Campus	\$ 6,500.00	From: Part-time Librarian, Salary To: Library/AV Technician, Salary
Unassigned	\$ 500.00	To: Word Processing, Telephone From: Contingency, Utilities
	5,200.00	To: Word Processing, Equip- ment Rental From: Contingency, Contract Services
	7,728.00	To: Word Processing, Equip- ment Purchase From: Contingency, Equipment
	18,900.00	To: Word Processing, Equip- ment Lease/Purchase From: Contingency, Equipment Lease
	<u>\$32,328.00</u>	
Athletics	\$ 515.00	From: Football, Operating Equipment
	2,976.29	Football, Facility Rental
	800.00	Membership Dues
	<u>\$ 4,291.29</u>	To: Football, Equipment Rental
Library	\$ 5,500.00	To: Radio Grant, Operating Equipment (25% matching funds for HEW grant)

Library            \$ 5,500.00 4,000.00 <u>3,500.00</u> \$13,000.00	To:            Radio Grant, Operating Equipment (25% matching funds for HEW grant) Radio, AV Supplies Radio, Telephone From:        Radio - Transmitter Building	TRANSFER OF FUNDS  -CONTINUED-
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A motion was made by Trustee Walther, seconded by Trustee Price, and unanimously carried to approve the requests for transfer of budget appropriation funds as submitted. APPROVED

It was recommended that the items on the Awards List be approved for the action specified, and that payment be authorized upon delivery and acceptance of the items ordered. AWARDS

Each bidder recommended for an award has submitted the low bid meeting specifications, and all awards are within the approved budgetary allocations.

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

Bids were received on March 20, 1979, for Bid 411, Landscaping for the Swimming Pool-Softball Facility. Inasmuch as the low bid exceeded the project budget by more than 30%, it was recommended that all bids be rejected and that this project be rebid. ADDENDUM

Bids will be opened on Wednesday, March 28, 1979, for Bid 11, Classroom Furniture for Building 400 - North Campus. It was recommended that authorization be given to award Bid 11 on March 28, with a report to be submitted to the Board for ratification of the award at the meeting of April 9, 1979.

Bid R-14921, for Sign-Making Equipment for the North Campus, was opened on Friday, March 23, 1979. It was recommended that the award be made to the low bidder, Broadhead-Garrett, in the amount of \$2,487 plus tax, for a total award of \$2,636.22.

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried to approve the award recommendations including the addenda. APPROVED

The following Business Services reports for the month of February 1979 were submitted for information of the Board of Trustees. BUSINESS SERVICES REPORTS

1. Associated Student Body Budget Report
2. Scholarship Fund
3. Loan Fund
4. HEW Trust Account

BUSINESS  
SERVICES  
REPORTS

-CONTINUED-

The Health, Education, and Welfare Trust Account report covers the following programs:

- BEOG - Basic Educational Opportunity Grant
- CWS - College Work Study
- Nursing Capitation Grant
- Nursing Scholarship Grant
- SEOG - Supplemental Educational Opportunity Grant
- VCIP - Veterans Cost-of-Instruction Program

A summary report of the National Direct Student Loan account for the period July 1, 1978, through December 31, 1978, was also presented for information.

INFORMATION

A report of pending legislation was presented to the Trustees for information.

LEGISLATIVE  
REPORT

A response to any bill that may be of special interest to any member of the Board of Trustees or the Administration was invited by the Assistant Superintendent-Business.

INFORMATION

A copy of each of the reports is on file with these Minutes.

The following resolution was presented by Trustee Price for adoption by the Board of Trustees:

RESOLUTION

SENATE BILL 234

WHEREAS, a communication was directed to Trustee Price, the District's Legislative Representative, by California Community College Trustees, urging active support to Senate Bill 234 (Dills) amended March 19, 1979; and

WHEREAS, Senate Bill 234 would enact the Community College Emergency Finance Act of 1979 to replace existing law; and

WHEREAS, this bill would provide for apportionments to Community College Districts; and

WHEREAS, the report of California Community College Trustees indicates that the level of increased support to the 1978-1979 revenue is intended to serve the interest of the California Community Colleges;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Saddleback Community College District supports Senate Bill 234 and requests the members of the California Senate Education Committee and all the members of the Senate and the Assembly to favorably support its passage; and

RESOLUTION  
SENATE BILL 234  
-CONTINUED-

BE IT FURTHER RESOLVED, that Saddleback Community College District Legislative Representative Robert L. Price be directed to serve copies of this resolution to members of the California Legislature and to all other parties interested.

A motion was made by Trustee Price and seconded by Trustee Watts to adopt the Resolution as presented.

Roll Call Vote:

Ayes: Trustees Brandt, Price, and Watts  
Noes: Trustee Taylor  
Abstain: Trustees Connolly, McKnight, and Walther  
Absent: None

Additional information concerning this subject will be presented to the Trustees by Trustee Price.

The Members of the Board of Trustees were informed that a variety of additional items of construction remain to be performed before the North Campus Project-Phase I is complete. The Construction Manager has reported to Provost Hart that it would be possible to obtain more expeditious performance at a lower cost to the district if the additional work required were to be negotiated directly with the contractors on the job for the cost of material and labor, plus an overhead profit percentage not to exceed 15%.

NORTH CAMPUS  
PROJECT -  
PHASE I -  
ADDITIONAL  
CONSTRUCTION  
ITEMS

In order to achieve this, it will be necessary to waive the following portion of Board Policy 3200, "Purchasing Procedures."

Procedures:

8. b. Purchase shall be by formal written bid and Board award for amounts of \$1,000 to \$8,000 for work to be done, or \$1,000 to \$12,000 for materials or supplies to be furnished, with a minimum of three signed bids secured.

It was recommended that the Board of Trustees waive the required procedure quoted above for such additional work, provided that the aggregate total does not exceed \$32,000 and that the awards are presented to the Board of Trustees for ratification at the next subsequent Board Meeting.

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A motion was made by Trustee Walther, seconded by Trustee Watts, and unanimously carried to waive the required procedure previously quoted for such additional items of construction which remain to be performed before the North Campus Project-Phase I is complete, provided that the aggregate total does not exceed \$32,000 and that the awards are presented to the Board of Trustees for ratification at the next subsequent Board Meeting.

NORTH CAMPUS  
PROJECT -  
PHASE I -  
ADDITIONAL  
CONSTRUCTION  
ITEMS

-CONTINUED-  
APPROVED

The Meeting was adjourned at 10:20 p.m.

ADJOURNMENT

The Board of Trustees convened to Executive Session at 10:22 p.m. to discuss a personnel matter. No action was taken.

EXECUTIVE  
SESSION

The next Regular Meeting of the Board of Trustees is scheduled to be held on Monday, April 9, 1979.

SCHEDULE  
OF MEETING

*R.A. Lombardi*

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