

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92675

PUBLIC

MINUTES OF THE GOVERNING BOARD

March 27, 1978 - 7:00 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 Trustee Taylor. Trustee McKnight led the audience in the Pledge of Allegiance and Trustee Walther gave the Invocation.

CALLED TO ORDER

Present:

PRESENT

Mr. Larry W. Taylor, 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

Absent:

ABSENT

Mrs. Donna C. Berry, Vice-President

A motion was made by Trustee Walther, seconded by Trustee Price and unanimously carried, to approve the Agenda with the removal of Resolutions of Commendation, Board Report Number 22, and the addition of a Resolution to the California Postsecondary Education Commission.

AGENDA ADOPTED

A motion was made by Trustee Watts, seconded by Trustee McKnight and unanimously carried, to approve the Minutes of the Regular Meeting of March 13, 1978, as presented.

MINUTES APPROVED

An Executive Session was held to discuss a personnel matter. No action was taken.

EXECUTIVE SESSION

A Special Session, open to the public, to receive a report from the Planning Group of Planning Task Number 26, "A Comprehensive Plan for Handicapped Students", was convened at 7:25 p.m.

SPECIAL SESSION

Mr. Carroll Richardson, Instructor in the Division of Counseling and Guidance, provided some background information on the program at Saddleback College for handicapped students.

SADDLEBACK
COLLEGE
PROGRAM FOR
HANDICAPPED
STUDENTS

He had been appointed its coordinator shortly after its inception in 1975. He depicted the growth of the program by quoting the yearly state funds which have been received for its operation. He stated that the purpose of the program is to provide equality of opportunity of access to the facilities and programs for all of the handicapped students of Saddleback College.

He introduced those students who were present and Ms. Maria Sheehan- a part-time counselor in the program. She had been added to the College staff last September, her background and experience being extremely valuable as a researcher and planner to meet future needs.

Those present who had served on the committee to propose a comprehensive plan for handicapped students were mentioned: Messrs. Jacobsen, Larson, Merrifield and Sciarrotta.

Ms. Sheehan told where the program is today and where it needs to be headed in order to meet the needs of the handicapped students at Saddleback College and the requirements of Assembly Bill 77 of the State of California, legislation which provides the funding base and regulates what can and should be done. The College must provide programs to the handicapped student equal to those offered to other students, utilizing the necessary aids needed in order to make the campus accessible to them. She told of the students being served and the current staff available to serve them, comparing these figures to those of Santa Ana College in order to show the needs at Saddleback College. Federal, state and district assistance was outlined. The duties of the handicapped students' staff were noted as follows: a coordinator, a secretary, an instructional aide (hourly), a counselor and a part-time instructor.

If Planning Task Number 26, "A Comprehensive Plan for Handicapped Students", which is on the agenda this evening is implemented, far more in the area of job development could be done. Needs in the areas of facilities, equipment and additional personnel would be fulfilled.

A copy of a report entitled "Program Update 1977-78" was distributed to each Trustee and a copy is on file with these Minutes.

Trustee Price requested that an overall financing picture of the handicapped program be provided. This will be prepared and submitted by the Business Manager.

Trustee McKnight commented on the excellent in-service program which had been presented concerning the Program for Handicapped Students.

The Regular Session was reconvened at 7:40 p.m.	REGULAR SESSION
Trustee Price announced that he and the other Trustees had been invited to join a panel on the television program "You and Your Health" on April 10, 1978.	REPORTS AND COMMUNICATIONS
He reported that he intends to attend the meeting of the Legislative Committee of the Board of Governors of the California Community Colleges in Inglewood on March 31, 1978.	TRUSTEES Legislative Committee Meeting
Trustee Taylor mentioned a letter from Mr. William Pickens, Research Assistant, California Postsecondary Education Commission, a copy of which was given to each Trustee. On behalf of the CPEC staff, Mr. Pickens extended appreciation for the enjoyable and informative dinner meeting held with the Trustees of Orange County Community Colleges on March 9, 1978.	Correspondence from California Postsecondary Education Commission
Trustee Taylor extended best wishes to Ms. Laurie Casper, Daily Pilot reporter, who will be moving out of the area.	Daily Pilot Reporter
Superintendent/President Lombardi reported on a copy of a communication received from the Saddleback Valley Unified School District, transmitting a resolution to the State of California requesting that their district be compensated for any and all income that may be lost as a result of the success of Proposition 13, the Jarvis-Gann Initiative.	SUPERINTENDENT/PRESIDENT Saddleback Unified School District Communication
A copy of a report entitled "Business, Industry and Community Contacts" was presented to each Trustee by Dean of Instruction Jay for their information.	"Business, Industry and Community Contacts"
Superintendent/President Lombardi displayed a copy of the Saddleback College In-Service Program for Spring Semester 1977-78, which will be provided to each Trustee.	In-Service Program
Dr. Minch, President of the Academic Senate, was present. He did not have a report to present to the Board of Trustees.	ACADEMIC SENATE
Mr. Leslie, President of the Faculty Association, was present. He did not have a report to present to the Board of Trustees.	FACULTY ASSOCIATION
Mr. Noriega, Associated Student Body Representative, reported that earlier today, at an ASB Meeting, field courses and trips had been discussed. Some students feel that the District should pay transportation costs, while others feel that students should pay. The possibility of shared expenses was also briefly discussed.	ASSOCIATED STUDENT BODY
Assistant Superintendent Barletta stated that the District can and should pay for transportation for field trips required as an extension of a course. However, if a student cannot afford to attend a field course, the District may only participate in soliciting funds, it may not provide them.	Field Trips/ Field Courses

Assistant Superintendent Hart introduced Mr. Dale Larson, Director of Instructional Services, North Campus, and Ms. Eleanor Castonguay, Director of Continuing Education and Community Affairs, North Campus.

North Campus
Administrators

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 Walther, seconded by Trustee Price and unanimously carried, to approve the Consent Calendar as follows:

APPROVED

Attendance at the following, with actual and necessary expenses to be paid was unanimously approved:

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

Trustee Brandt The CCCCSA Spotlight on Community
 Services - San Diego
 March 15 - CCJCA Community Services
 Commission Meeting
 March 16 and 17 - Conference

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

Trustees Wishing to Attend Nursing Pinning Ceremony
 Saddleback College
 March 12, 1978

Trustee Price Conference with the Superintendent/
 President - Saddleback College
 March 15, 1978

Trustee Price Saddleback College Liaison Committee
 Breakfast Meeting
 Laguna Hills
 March 15, 1978

The Certificate of Achievement in Early Childhood Studies was awarded to Wanda Rosas.

CERTIFICATE OF
ACHIEVEMENT

Acceptance of a grant in the amount of \$21,631.00 from the California Chancellor's Office for a Vocational Education Subpart 3 Research Grant entitled "Word Processing Competencies with Implications for Training of Handicapped/Disadvantaged Students", was unanimously approved.

ACCEPTANCE OF
A GRANT

The Regional Adult and Vocational Education Councils (RAVEC) Delineation of Function Agreement was unanimously approved as presented.

RAVEC
DELINEATION OF
FUNCTION AGREEMENT

Don E. Hallstorm was unanimously appointed on an if-and-as-needed basis, as both extended day and substitute instructor for the 1977-78 academic year, in the field of Administration of Justice, at the hourly rate stipulated in the salary schedule at the class to which he is qualified: probable salary is \$18.00 per hour.

EXTENDED DAY/
SUBSTITUTE
INSTRUCTOR

The following classified personnel regular actions were unanimously approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

1. Peter Ballinger, Custodian II, Grade 7, Step 1, \$836.00 per month plus 4% shift differential, effective March 14, 1978.
2. Alan F. Cassidy, Custodian II Substitute, Grade 7, Step 1, \$4.976 per hour, plus 4% shift differential, effective March 16, 1978, on an if-and-as-needed basis.
3. Charlene Newborn, Custodian II Substitute, Grade 7, Step 1, \$4.976 per hour, plus 4% shift differential, effective March 23, 1978, on an if-and-as-needed basis.
4. Darlene J. Rohrer, Piano Accompanist II, Grade 10, Step 3, \$5.845 per hour, effective February 27, 1978, on an if-and-as-needed basis.

Employment

5. Sylvia Woodward, Safety Officer - Weekends and Holidays, Grade 7, Step 1, \$4.976 per hour, plus 4% shift differential, effective March 28, 1978. Her hours will be 4:00 p.m. to 12:00 midnight.
6. Peggy Williams, Instructional Aide, Community Services, Grade 7, Step 1, \$4.976 per hour, effective March 28, 1978, on an if-and-as-needed basis.

Change of Position/Reclassification

7. Judy A. St. Clair, change of position from Audio Visual Clerk to Instructional Aide (50%), Division of Fine Arts (Art and Photography), Grade 7, Step 3, \$459.00 per month, effective upon the appointment of a replacement.
8. Amendment of the Reclassification Schedule - Classified Employees 1977-78 to reflect the following employees and their reclassification job titles, effective April 1, 1978:

<u>Name of Employee</u>	<u>Job Title</u>	<u>New Salary Reclassification</u>
Terrance L. Hall	Warehouse Person	Grade 14, Step 3

8. Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

<u>Name of Employee</u>	<u>Job Title</u>	<u>New Salary Reclassification</u>
Donald Kennedy	Technician, Audio Visual I	Grade 11, Step 5
Dorothy Overton	CETA Technician	Grade 9, Step 5

-CONTINUED-

Employment - Professional Model

9. Karen Rhone, Professional Model, if-and-as-needed, \$4.50 per hour, effective April 10, 1978.
10. David Sheeran, Professional Model, if-and-as-needed, \$4.50 per hour, effective March 7, 1978.

Employment - Student Employees

11. Student Employees, as-needed, \$2.50 per hour:

Lawrence Boyd	Jennifer Kirkpatrick
Teresa Carnevale	E. Jolene Koby
Kurt Conone	Gilbert Lujano
Cristan Eckstein	Kathy Nicola
Janis G. Eckstein	Ronald C. Nordfelt
Carol Flood	Daniel L. O'Connor
Cindy Hancock	Deborah Picard
Tamara Hufhines	Greg M. Pierce
	Phyllis J. Robertson

Leave of Absence

12. A leave of absence was granted to Daniel Waltz, Safety Officer, Weekends and Holidays, until April 7, 1978.

Resignation/Termination

13. Donald J. Bilson, Custodian II, Maintenance and Operations, resignation effective March 14, 1978.
14. Nuel D. Belnap, CETA Title VI, Landscape Assistant, resignation effective March 31, 1978.
15. Jo Ann Kepke, Instructional Aide, Community Services (if-and-as-needed basis), resignation effective March 17, 1978.
16. Jimmy L. Howard, CETA Youth Advisor, Title I In-School Youth Program, resignation effective March 23, 1978.
17. Denis M. Burns, Safety Officer - Weekends and Holidays, resignation effective March 22, 1978.

The following requests for consultant services were unanimously approved:

CONSULTANTS

1. The Alart Investment Company will be compensated for their Executive-on-Loan, Arthur E. Kraus, as a consultant to the Fixed Income Counseling Project. Mr. Kraus will serve not more than 120 days during the life of the grant. Funds to compensate his employer, at the rate of \$50.00 per day, will come from the ACTION Agency at a total cost not to exceed \$6,000.
2. Robert Nelson, Ph.D., of Monterey Peninsula College, was appointed as consultant to the Interdisciplinary Studies in Letters and Sciences Program as required and funded by the National Endowment for the Humanities Grant Number 40, with payment for his services as follows:

Honorarium	\$150.00
Transportation	<u>100.00</u>
Total	\$250.00

3. Dr. James Miner was appointed as consultant to the CETA Skill Training Improvement Program (STIP) for 1-1/2 hours per week at the rate of \$32.00 per hour, not to exceed \$720.00 for the fiscal year ending June 30, 1978. This expense is reimbursable through CETA funding.
4. The following individuals were appointed as program consultants for the In-School Youth Program for the period January 1, 1978, through August 11, 1978, at a fee not to exceed the amounts indicated and by a method of payment to be determined by the District:

Genevieve Koerner, Tustin USD	\$859.00
Ralph Welsh, Tustin USD	859.00
Ronald Smith, Saddleback Valley USD	640.00
Cristine Stroh, Saddleback Valley USD	640.00

The following requests for payment and approval, submitted by Robert F. Waldron, legal consultant retained by the District, were unanimously approved:

PAYMENTS TO
CONSULTANT

Ramberg and Lowrey Matter, Case Number 21-60-01

January 1978 - 10.6 hours at \$85.00	\$901.00
February 1978 - 7.7 hours at \$85.00	654.50

Fume Disposal Matter

January 1978 - 1.2 hours at \$85.00	<u>102.00</u>
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Total \$1,657.50

The following progress payment requests, submitted for approval on awards which have been previously approved by the Board of Trustees; which are within the budgetary allocations for the projects indicated; and for which the architect, the construction inspector, and the construction manager have certified that the work covered by these progress payment requests have been satisfactorily performed, were unanimously approved:

PROGRESS
PAYMENTS

1. Electrical Service and Lighting - Upper Campus, Loop Road
 - a. Progress Payment Request Number 6
A & B Electric \$ 14,587.65
 - b. Progress Payment Request Number 7
A & B Electric \$ 5,091.36

A Notice of Completion will be filed for this project. Payment of the retention of \$14,411.38 will be made 35 days after the date of filing said notice.

NOTICE OF
COMPLETION

2. North Campus - Electrical Work

Progress Payment Request Number 1 \$ 7,560.00
Allen Electric Company

3. North Campus - Laminated Beams

Progress Payment Request Number 1 \$ 33,690.60
Laminated Forest Products

4. Campus Signing Program

Progress Payment Request Number 1 \$ 29,392.20
Ampersand Contract Signing Group

A Notice of Completion will be filed on the above project. Payment of the retention of \$3,265.80 will be made 35 days after the date of filing said notice.

NOTICE OF
COMPLETION

The following requests for payment, submitted by William Blurock and Partners, Architects, were unanimously approved:

PAYMENTS TO
THE ARCHITECT

1. Reimbursement for Plans and Specifications in excess of the ten sets provided in the contract for the Owner and the Architect:
 - North Campus Exterior Building Shell \$ 1,190.03
 - Swimming Facility and Softball Field \$ 628.75

2. Library Remodel, Berry Construction Projects
Amount due this request \$ 11,746.57
3. Information Center
Amount due this request \$ 160.00
4. Science-Math Building, Fume Exhaust System - Phase I
Amount due this request \$ 4,319.95
5. Science-Math Building, 2nd Floor Remodel/Chemistry Storage Bldg.
Amount due this request \$ 664.40

PAYMENTS TO
THE ARCHITECT
-CONTINUED-

Purchase Orders 33556 through 34750, totaling \$3,841,873.49, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

Also, a report of changes to purchase orders approved at previous board meetings was unanimously approved.

District Warrants 40774 through 41100, totaling \$255,420.45, were unanimously approved and ratified for payment.

PAYMENT OF BILLS

A copy of the Purchase Order List and 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*	\$356,491.72
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*Constitutes the payroll identification of classified employees paid in this period, named on the list on file in the Business Office.

In compliance with Education Code Section 35143, which reads in part as follows:

ESTABLISHMENT OF
THE DATE OF THE
ANNUAL ORGANI-
ZATIONAL MEETING

"The governing board of each school district shall hold an annual organizational meeting on a day within the period of April 1 to April 15, inclusive. . . . the day and time of the annual meeting shall be selected by the Board at its regular meeting held immediately prior to April 1, and the Board shall notify the County Superintendent of the day and time selected. . . ."

it was recommended that the Board of Trustees of the Saddleback Community College District hold its annual organizational meeting on Monday, April 3, 1978.

The County Superintendent of Schools will be notified of the day and time of this meeting.

A motion was made by Trustee Walther, seconded by Trustee McKnight and unanimously carried, that the Board of Trustees of the Saddleback Community College District hold its annual organizational meeting on Monday, April 3, 1978, at 4:00 p.m.

ORGANIZATIONAL
MEETING TO BE HELD
APRIL 3, 1978,
4:00 P.M.

Resolutions of Commendation had been removed from the Agenda.

The following Resolution was presented to the Board of Trustees:

RESOLUTION

WHEREAS, the staff of the California Postsecondary Education Commission recently has completed its second Orange County Report; and

CALIFORNIA
POSTSECONDARY
EDUCATION
COMMISSION

WHEREAS, the assumptions which underlie the population and enrollment projections for Orange County districts through the year 2020 have serious limitations; and

WHEREAS, the use of these projections in long-range planning may seriously impair the future ability of Orange County Community College Trustees in meeting the needs of their respective residents; and

WHEREAS, the Trustees of the Saddleback Community College District do not believe it is appropriate for the California Postsecondary Education Commission to preempt the planning processes of districts or to become involved in the evaluation of specific sites within college districts; and

WHEREAS, the Board of Governors of California Community Colleges already provides assistance to local college districts in matters of site selection through the Chancellor's Office; and

WHEREAS, the staff of the California Postsecondary Education Commission is recommending that the Commission make a long range prediction of future needs, and that it become involved directly with the evaluation of specific sites within college districts of Orange County;

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Saddleback Community College District petitions the California Postsecondary Education Commission to refrain from a premature judgment of long-range facility needs of this district or other Orange County districts and from evaluating specific site locations as have been selected in the best judgment of local Trustees; and

BE IT FURTHER RESOLVED that the staff of the Saddleback Community College District be directed to continue its internal facility planning processes, including the coordination with neighboring Orange County Districts and with the guidance and assistance of the Chancellor's Office of California Community Colleges.

A motion was made by Trustee McKnight, seconded by Trustee Price and carried, to adopt the resolution as presented.

RESOLUTION
ADOPTED

Roll call vote:

Ayes: Trustees McKnight, Price, Taylor, Walther, Watts

Noes: None

Abstain: Brandt

Absent: Berry

Trustee Brandt stated that, even though she agrees in theory that local community colleges should be doing their own planning, she believes that ~~planning should be done by an organization such as The California Postsecondary Education Commission, as the~~ community colleges in Orange County have not yet worked together enough in good planning.

some of the recommendations of
should be listened to, and that the

It was recommended that the following public program and community service items, for which funds have been allocated in the 1977-78 budget, be approved:

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
<u>Community Services</u> - Doyle McKinney, Dean of Academic Programs		
During the Spring Semester 1977-78	Sandra Mathews-Deacon Taylor MacNeil	\$ 700.00 \$ 700.00
Presentation of "Inherit the Wind" May 4-7 and 10-14	Donald Keefer	\$3,300.00
Saddleback Chamber Singer Festival April 7, 1978	Dr. Joseph Huszti	\$ 150.00
<u>Community Services - Recreation</u> - Terry Yapp, Director		
April 7-16	Dave Wells	Not to Exceed \$ 500.00
April 7-16	Sue Wendell	\$ 150.00
<u>Division of Social Sciences</u> - William M. Williams, Division Director		
Demonstration and Lecture to be given on Early California Indians - April 10, 1978	Alice Neubauer	\$ 25.00

Ms. Neubauer was approved by the Board of Trustees on February 27, 1978. However, she will be giving her lecture on April 10 rather than March 13. The honorarium remains the same.

Community Services - Doyle McKinney, Dean of Academic Programs

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

Forum Series #41 Patricia Cook \$ 50.00
Microwave Oven Workshops
May 8, 1978

-CONTINUED-

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 Board adopt the following Board Policy statement:

FIELD TRIP -
BOARD POLICY
ADDITION

Students participating in Field Courses* will be charged for gasoline mileage (where district vehicles are used), meals and lodging. If commercial transportation, such as air fare, train, bus, etc., is necessary, participating students will pay the full transportation cost.

This statement is consistent with existing State Education Code and will be added to our field trip manual.

*Field Courses are field activities in the form of a course. They do not include athletic trips, band tours, forensics, debate or speech competitions or field trips in connection with regular courses of instruction.

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

ADOPTED

It was recommended that the following field course be approved for inclusion in the Summer 1978 schedule:

FIELD TRIP /
COURSE

<u>Subject</u>	<u>Date</u>	<u>Destination</u>	<u>Instructor</u>
Biology 61	07-24-78/	Washington	Lee Rhodes
Natural History of Olympic Rain Forest	08-07-78		

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

APPROVED

It was recommended that the sum of \$1.00 be paid to Crager Industries in Compton for the purchase of an NCR Century Series 200 Computer. The central office of NCR in Dayton, Ohio, will donate another \$150,000 worth of equipment to make the computer operational. The only stipulation being, however, that the college will agree to use this computer only for educational purposes.

NCR CENTURY
200 COMPUTER

It was further recommended that the attendance of Mr. Robert Bliss at a five-day training course from April 3 to April 7, 1978, costing \$375.00, be approved.

During discussion it was stated that there is no connection between this computer and the computer award, Board Report Number 638.

NCR CENTURY
200 COMPUTER

-CONTINUED-

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, that the sum of \$1.00 be paid to Crager Industries in Compton for the purchase of an NCR Century Series 200 Computer, the central office of NCR in Dayton, Ohio, to donate another \$150,000 worth of equipment to make the computer operational, with the understanding that the college will agree to use this computer only for educational purposes; further, that the sum of \$375.00 be expended in order that Mr. Robert Bliss may attend a five-day training course for the NCR Century 200 Computer from April 3 to April 7, 1978.

APPROVED

Planning Task Number 26, A Comprehensive Plan for Handicapped Students, was presented for adoption.

PLANNING TASK
NUMBER 26 - A
COMPREHENSIVE
PLAN FOR
HANDICAPPED
STUDENTS

A motion was made by Trustee McKnight, seconded by Trustee Walther and carried, that Planning Task Number 26 be adopted as presented.

Trustee Watts abstained.

A copy of this Planning Task is on file with these Minutes.

APPROVED

A copy of a letter from the Orange County Counsel, dated March 15, 1978, summarizing the proposed amendments to the Orange County Marine Institute Agreement, together with a copy of the amended agreement was presented to the Board of Trustees and is on file with these Minutes.

PROPOSED
AMENDMENTS -
ORANGE COUNTY
MARINE INSTITUTE
AGREEMENT

It was recommended that the Board of Trustees approve the proposed amended agreement of the Orange County Marine Institute.

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, that the proposed amended agreement of the Orange County Marine Institute be approved as presented.

APPROVED

Trustee McKnight asked: if the Jarvis Initiative should pass, and after the District completes payment, after providing 180 days notice could Saddleback College then back out?

Superintendent/President Lombardi responded that in this instance tideline funds are not affected by the Jarvis Initiative.

Requests for time extensions of 57 and 31 days, respectively, for a total of 88 additional days, were submitted by the Sully-Miller Contracting Company for the contract on the North Campus Site Preparation and Parking Lot Construction. The architect and the inspector concur that the time extension is justified.

TIME EXTENSION -
NORTH CAMPUS SITE

It was recommended that the Board of Trustees approve the request of the Sully-Miller Contracting Company for a time extension of 88 days. With this extension, the expected date of completion will be April 12, 1979.

TIME EXTENSION -
NORTH CAMPUS SITE

-CONTINUED-

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to grant the request of the Sully-Miller Contracting Company for a time extension of 88 days for the contract on the North Campus Site Preparation and Parking Lot Construction.

APPROVED

Advance Institutional Furnishings, which was awarded Purchase Order Number 31259 for the furnishing and installation of accordion folding partitions for the Library Remodel-Phase II, has requested that the District make payment for these partitions directly to the manufacturer, Plicoflex, Inc.

ASSIGNMENT OF
VENDOR PAYMENT

It was recommended that the Board of Trustees authorize the District to recognize the assignment requested by Advance Institutional Furnishings, and upon completion and acceptance of the work specified on Purchase Order Number 31259, make payment to the assignee, Plicoflex, Inc.

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to approve the assignment of vendor payment as requested.

APPROVED

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

TRANSFER
OF FUNDS

Mathematics and Engineering

\$8,200.00 From: 96-00-1-21-069-0701-5600-088 (I)
 Contract Services/Computer Operation
 To: 96-00-1-21-069-0701-6400-116 (C)
 Capital Outlay/Computer Operation

Unassigned

\$4,100.00 From: 96-00-1-00-000-7900-6400-998 (A)
 Unassigned - Equipment Construction
 To: 96-00-1-00-000-6730-6400-129 (A)
 Logistics - District Vehicles

CETA

\$1,000.00 From: 96-41-1-25-000-7000-5600-088
 Contract Services
 To: 96-41-1-25-000-7000-5800-130
 Advertising

Fine Arts

\$1,489.00

From: 96-03-1-00-091-7100-6200-086 (J)
Capital Outlay
To: 96-00-1-20-000-1000-5620-086 (J)
Rental/Leasing

TRANSFER
OF FUNDS

-CONTINUED-

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

A change order on the Saddleback College Kiosk Structures was submitted for approval. Change Order Number 1 covers one item with an increase in cost of \$492.00; the revised contract amount is \$10,292.00. The vendor is Clifford Thompson Construction Company.

CHANGE ORDER

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

APPROVED

A report from the Data Processing Committee, which contains a recommendation that the District purchase a National Cash Register Computer, Model Number 8250, for the Business Office, was presented. A copy of the report is on file with these Minutes. It was reported that a review and analysis of the proposals support this recommendation. The bid proposal of \$86,262.00 submitted by National Cash Register is the low bid meeting all hardware and software specifications.

COMPUTER AWARD -
ASSISTANT
SUPERINTENDENT/
BUSINESS

It was therefore recommended that the Board of Trustees authorize the District to purchase the National Cash Register Computer, Model Number 8250, at a total cost of \$86,262.00 plus all applicable tax and freight charges.

Further, it was recommended that a warrant in the amount of \$1,000.00 be authorized for issuance to Mr. Robert W. Bliss for his outstanding services to the District and the Data Processing Committee.

Mr. Sandaval, National Cash Register Computer Manager, was present. He presented a report to the Trustees indicating the costs involved in a purchase, a five-year rental and a five-year lease of this equipment. A copy of his report is on file with these Minutes.

Mr. Bliss, the District's consultant, was present to respond to questions.

A motion was made by Trustee Watts, seconded by Trustee Brandt and carried, that the District be authorized to purchase the National Cash Register Computer, Model 8250, at a total cost of \$86,262.00 plus all applicable tax and freight charges; further, that a warrant in the amount of \$1,000.00 be issued to Mr. Robert W. Bliss for his outstanding services to the District and the Data Processing Committee.

APPROVED

Trustee Taylor was opposed. He stated that he believes that the equipment should be leased rather than purchased.

It was recommended that Award Numbers 1 through 8 on the Awards List dated March 27, 1978, a copy of which is on file with these Minutes, 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 9 through 12 be ratified, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

Award Numbers 13 through 16 were submitted for change orders.

A motion was made by Trustee Walther, seconded by Trustee McKnight and unanimously carried, to approve the Awards as presented.

APPROVED

The reports listed below were submitted for the information of the Board of Trustees:

BUSINESS SERVICES REPORTS

1. Associated Student Body Budget Report as of February 28, 1978.
2. HEW Trust Account Reports for the months of January and February, 1978.

INFORMATION

A response from the Orange County Counsel, dated March 16, 1978, to our inquiry dealing with Senate Bill Number 1 and Proposition 8, was presented to the Board of Trustees for information. A copy is on file with these Minutes.

LEGISLATION

INFORMATION

The Members of the Board of Trustees were informed that the revised Conflict of Interest Code, approved by the Board of Trustees at the meeting of February 14, 1978, has been reviewed by the Orange County Counsel's Office and forwarded to the Orange County Board of Supervisors with a recommendation for approval. The Board of Supervisors is expected to act on the District's proposed code, together with a number of others, at their meeting of March 28, 1978. It becomes effective upon approval by the Board of Supervisors, and designated persons are required to file their first statement within 30 days after the effective date.

CONFLICT OF INTEREST CODE

INFORMATION

The Board of Trustees convened to Executive Session at 9:40 p.m. and reconvened to Regular Session at 9:55 p.m.

EXECUTIVE SESSION
REGULAR SESSION

A discussion ensued concerning a potential lawsuit against the District. No action was taken.

A personnel matter was discussed with the following action taken in open session:

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to authorize the Superintendent to establish conditions for the evaluation of Mr. Robert Bollinger, District Electrician, with the process to be during the time period of March 28, 1978, to September 30, 1978.

PERSONNEL
EVALUATION

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

ADJOURNMENT

A Special Meeting of the Board of Trustees will be held on Monday, April 3, 1978, at 4:00 p.m.

RA Lombardi

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