

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

March 28, 1977 - 7:30 p.m.  
Library-Classroom Complex - Room 212  
28000 Marguerite Parkway

The Regular Meeting of the Governing Board of the Saddleback Community College District was called to order by Mrs. Brandt. Mrs. Berry led the audience in the Pledge of Allegiance and Mr. Taylor gave the Invocation.

REGULAR MEETING

Present:

PRESENT

Mrs. Norrisa P. Brandt, President  
Mr. Frank H. Greinke, Vice President  
Mr. Lawrence W. Taylor, Clerk  
Mrs. Donna C. Berry, Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President  
Mr. Roy N. Barletta, Business Manager  
Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent:

ABSENT

Mr. Patrick J. Backus, Member

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, to adopt the Agenda with the following addendum:

AGENDA ADOPTED

Child Care Center

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, that the Minutes of the Regular Meeting of March 14, 1977, be approved as presented.

MINUTES APPROVED

Mrs. Berry requested that, since new members have been elected to the boards of education within the District, a meeting of all of the boards in the district be called at this time. She suggested that items for discussion be those of concern to the entire district. She mentioned that this had been started before and that the first meeting had been very successful.

REPORTS AND  
COMMUNICATIONS

TRUSTEES

Mrs. Brandt agreed that it was a good idea and suggested that the meeting perhaps should be called during May.

Mr. Taylor suggested that perhaps it would be best to have the meeting in the fall, just before school begins; or, perhaps at both times.

Discussion ensued and it was agreed that perhaps it would be a good idea to hold a meeting of all of the members of the boards of education in the District during May and again in the fall.

REPORTS AND  
COMMUNICATIONS  
-CONTINUED-

Superintendent/President Lombardi will issue an invitation to all concerned and, upon receiving responses, he will suggest a date convenient to all.

Superintendent/President Lombardi reported on a conference he had attended, sponsored by the California Community and Junior College Association, for the purpose of bringing together the veterans' administration representative from San Francisco, the main office in California, and Washington D.C.; representatives from every college in the State of California; and representatives of the Congress and Senate, in order to try to find out how a problem can be resolved. He explained that a number of colleges have been charged with overpayment to veterans because some had not completed programs and the colleges had not promptly reported this fact. Therefore, the Federal Government feels that funds should be repaid. He reported that Saddleback College has been charged \$7,000. This is a large sum of money, however, it is a small sum by comparison to other charges made throughout the State. He stated that he feels that Mr. Swartzbaugh, Dean of Students, and his staff have done an outstanding job. The meeting was useful in that the District will know the necessary steps to be taken to approach the second hearing. He feels certain the District can prove that it was not negligent.

SUPERINTENDENT/  
PRESIDENT

Mr. Jay announced a Marine Sciences Open House to be held on Wednesday, March 30, 1977, from 11:00 a.m. until 2:00 p.m. He distributed a map to the Trustees and to members of the audience showing the exact location of the program which is to be held at Dana Point Harbor.

Mr. Jay announced that the District has received word of approval in the amount of \$217,000 for its grant proposal for the Summer CETA Youth Program.

He mentioned that the pictures appearing in an article in the "Big Bike" magazine, a copy of which had been sent to the Trustees, had been taken at Saddleback College. Mr. Greinke offered constructive criticism, stating that it would have been a good idea to advertise Saddleback College along with Honda and Suzuki. The District's appreciation for Honda and Suzuki's generosity in contributing to the College's Motorcycle Safety Program was acknowledged.

Superintendent/President Lombardi mentioned, for the record, that Saddleback College and the Saddleback College Faculty Association have failed to finalize negotiations and have entered formally into fact-finding. The District is waiting for the Educational Employment Relations Board to provide names of potential representatives so that both parties may select a representative for fact-finding.

Mr. Greinke requested that he be notified as soon as this information is received. He wishes to receive complete background information so that the Board of Trustees will have the opportunity to choose a neutral representative.

REPORTS AND  
COMMUNICATIONS

-CONTINUED-

Superintendent/President Lombardi explained that there will be three persons involved: one selected by the faculty, one selected by the College District, and one jointly selected.

Mrs. Berry asked if the Board of Trustees' proposal has been publicized. Superintendent/President Lombardi stated that it had been in all of the local newspapers.

Mr. Taylor reported on a certified letter he had received, as the Clerk of the Board of Trustees, calling attention to a meeting of the Orange County Committee on School District Organization. Mrs. Brandt explained that Mr. Platt, Dean of Administrative Services, had written a letter concerning redistricting some time ago. She requested that this topic be placed on the agenda for discussion in the future.

Dr. Minch, President of the Academic Senate, was present. He did not have a report to present to the Board of Trustees.

ACADEMIC SENATE

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

ASSOCIATED  
STUDENT BODY

Mrs. Randall, Chapter President of the California School Employees Association, was present. She presented its Contract Proposal for 1977-78 to the Board of Trustees. Mrs. Brandt acknowledged receipt of the proposal. A copy is on file in the Business Office and is available for public persual.

Mr. Brennan, President of the Faculty Association, was present. He asked if a member of the Board of Trustees has been designated as a member of the negotiating team. He was informed that it was felt that it would be best to wait until the new board members have been seated, unless a meeting were called during the interim.

FACULTY  
ASSOCIATION

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

PUBLIC

Mrs. Brandt introduced Trustees-elect Eugene C. McKnight and William Watts; Trustee-elect Price arrived later during the meeting.

TRUSTEES-ELECT

Trustee-elect McKnight, on behalf of the trustees-elect, thanked those involved for making a copy of the Agenda and the Minutes available to them.

He reported that he had attended "College Day" and that it had been a very successful event.

All items listed under the Consent Calendar are considered to be routine and action is taken by the Board of Trustees in one motion. There is no discussion of these items prior to the vote unless it is requested that specific items be discussed or removed from the Consent Calendar.

CONSENT  
CALENDAR

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

APPROVED

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

CONFERENCES,  
MEETINGS,  
ETC.

Norrisa P. Brandt                      Leisure World Liaison Committee Meeting  
Mission Viejo, California  
Larry W. Taylor                        March 16, 1977

Norrisa P. Brandt                      CCCCSA Annual Conference  
Monterey, California  
March 24 and 25, 1977

Trustees Wishing                      California Community College Trustees  
to Attend                                1977 Annual Conference  
Newport Beach, California  
May 27, 28, and 29, 1977

New Trustees                          California School Boards Association  
Wishing to Attend                      New Board Member Workshop  
Fullerton Holiday Inn  
April 30, 1977

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATE  
OF ACHIEVEMENT

|                         |   |
|-------------------------|---|
| Arthur J. De Luca       | Administration of Justice-Law Enforcement             |
| Arthur J. De Luca       | Administration of Justice-Corrections                 |
| Arthur J. De Luca       | Administration of Justice-Supervisory                 |
| Marjory Hall Mansur     | Administration of Justice-Law Enforcement             |
| Marjory Hall Mansur     | Administration of Justice-Corrections                 |
| Ronald C. Pfeifer       | Administration of Justice-Law Enforcement             |
| Ronald C. Pfeifer       | Administration of Justice-Corrections                 |
| Bobby Lee Powell        | Administration of Justice-Corrections                 |
| Carmen C. Pollastro     | Administration of Justice-Law Enforcement-Supervisory |
| Jay Scott Whitney       | Administration of Justice-Law Enforcement             |
| David R. Hartley        | Accounting  |
| Denise Sargeant Lindley | Early Childhood Education                             |
| Maria Teresa Pierce     | Early Childhood Education                             |
| Nancy L. Spencer        | Early Childhood Education                             |
| Patricia Ann Strong     | Early Childhood Education                             |
| John Maynard Crook      | Real Estate   |
| Donald B. Fugitt        | Real Estate   |
| Robert Drake Gollhofer  | Real Estate   |
| Mary Lynn Williams      | Real Estate   |

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

CURRICULAR  
ADDITIONS

Health Sciences

|                 |   |
|-----------------|---|
| Gerontology 130 | Gerontology Services Administration               |
| Gerontology 270 | Helping the Young Understand Aging                |
| AH 228          | The Health Record in the Skilled Nursing Facility |
| AH 230          | Emergency Room Nursing Theory                     |
| AH 231          | Emergency Room Nursing Practice                   |

Natural Sciences

|        |                    |
|--------|--------------------|
| MS 267 | Basic Scuba Diving |
|--------|--------------------|

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

PUBLIC PROGRAMS  
AND  
COMMUNITY SERVICES

| <u>Event</u> | <u>Guest</u> | <u>Honorarium</u> |
|--------------|--------------|-------------------|
|--------------|--------------|-------------------|

Community Services - The Forum Series

"Answers from your Neighborhood Doctor"

|                |   |          |
|----------------|---|----------|
| April 27, 1977 | Dr. William A. Beck<br>(Replaces Dr. Russell Baksic,<br>Dr. James Mullen) | \$100.00 |
| May 4, 1977    | Dr. Marvin Gordon<br>(Replaces Dr. Joseph Broderick)                      | 100.00   |
| May 4, 1977    | Ms. Margaret Graham<br>(Replaces Sue Miyamoto)                            | 100.00   |

"Workshops in Mental Health"

|                |   |          |
|----------------|---|----------|
| April 12, 1977 | Dr. Robert Jensen, Ph.D.  | \$100.00 |
| April 14, 1977 | Dr. Margret Peterson, M.D.  | 110.00   |
| April 19, 1977 | Dr. Evelyn Hooker, Ph.D.  | 125.00   |
| April 21, 1977 | Suzan Saar-Skeen & Associates<br>A panel of two private<br>psychologists and one or two<br>counselors from the Orange<br>County Probation Department. | 150.00   |

The following certificated personnel regular action was unanimously approved:

CERTIFICATED  
PERSONNEL -

Barbara Hoffman was employed as a full-time instructor for the Division of Health Sciences and Gerontology beginning April 4, 1977. Class II, Step 4.

The following persons were appointed on an "if-and-as-needed" basis as both extended day and substitute instructors for the 1976-1977 academic year at the hourly rate stipulated in the salary schedule, at the class to which each is qualified:

EXTENDED DAY/  
SUBSTITUTE  
INSTRUCTORS

| <u>Applicant</u>    | <u>Highest Degree:</u>     | <u>Assignment</u>            | <u>Probable Salary</u> |
|---------------------|----------------------------|------------------------------|------------------------|
| Ashbaugh, Sally K.  | B.A.                       | Mathematics                  | \$13.00/Hr.            |
| Beckman, Richard D. | Credential<br>(Vocational) | Administration of<br>Justice | 13.00/Hr.              |
| Talbot, Byron A.    | Credential                 | Ballroom Dancing             | 13.00/Hr.              |
| Wilson, James B.    | Ph.D.                      | Philosophy                   | 15.25/Hr.              |
| Yank, Esther E.     | B.S.                       | Typing Learning<br>Center    | 13.00/Hr.              |

The following person was appointed on an "if-and-as-needed" basis as both extended day and substitute instructor for the 1977 Summer Session at the hourly rate stipulated in the salary schedule, at the class to which he is qualified:

|                   |      |         |             |
|-------------------|------|---------|-------------|
| Dunham, George R. | M.A. | History | \$13.50/Hr. |
|-------------------|------|---------|-------------|

The following, previously employed extended day instructor was appointed on an "if-and-as-needed" basis for the 1976-1977 academic year at the hourly rate stipulated in the salary schedule, at the class to which she is qualified:

|              |        |     |             |
|--------------|--------|-----|-------------|
| German, Ruth | M.F.A. | Art | \$14.25/Hr. |
|--------------|--------|-----|-------------|

The following classified personnel regular actions were unanimously approved:

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

Employment

1. Sandra L. Charles, Clerk Typist I, Admissions and Records, Grade 18, Step 1, at an hourly rate of \$3.946, effective April 1, 1977. This position is not to exceed ten months within a twelve-month fiscal year.
2. Joan M. Rios, Clerk Typist I, Admissions and Records, Grade 18, Step 3, at an hourly rate of \$4.315, effective April 1, 1977. This position is not to exceed ten months within a twelve-month fiscal year.

Ratification of Employment

3. Linda Willis, Clerk Typist II, Office of Instruction/Occupational Programs, Grade 20, Step 3 (50%), \$380.00 per month, effective March 21, 1977.
4. Elizabeth M. Sater, Clerk Typist Substitute, \$3.946 per hour, effective March 15, 1977, on an if-and-as-needed basis.

Ratification of Employment - Continued

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
-CONTINUED-

- 5. Elizabeth C. Taylor, Clerk Typist Substitute, \$3.946 per hour, effective March 11, 1977, on an if-and-as-needed basis.
- 6. Cathy J. Tucker, Clerk Typist Substitute, \$3.946 per hour, effective March 21, 1977, on an if-and-as-needed basis.
- 7. Kelly Hughes, Instructional Aide Substitute, Division of Mathematics and Engineering, \$4.125 per hour, effective March 16, 1977, on an if-and-as-needed basis.
- 8. Charmaine Todd, Instructional Aide Substitute, Division of Mathematics and Engineering, \$4.125 per hour, effective March 16, 1977, on an if-and-as-needed basis.
- 9. John Densmore, Printing Technician Substitute, Duplicating Center, \$5.148 per hour, effective March 21, 1977, on an if-and-as-needed basis.

Student Employees

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

|                      |                    |
|----------------------|--------------------|
| Lorraine S. Duncan   | Carolyn S. Lowry   |
| Lisa Dunlap          | Steven C. Matheny  |
| Ellen Eyerick        | Sue Ann Murray     |
| Ira Goldstein        | Peter S. Samuelson |
| Charles Hicks        | Leslie Willis      |
| Patrick A. Hunstiger | Theodore V. Wynn   |

Purchase Orders 27581 through 27836, totaling \$38,856.35, were approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

District Warrants 33393 through 33701, totaling \$312,825.39, were approved and ratified for payment.

DISTRICT  
WARRANTS

Payment of personnel services were ratified as follows:

PAYMENT OF  
PERSONNEL  
SERVICES

|                    |     |              |
|--------------------|-----|--------------|
| Classified Payroll | 8B* | \$215,272.23 |
|--------------------|-----|--------------|

\*Constitutes the payroll identification of the classified employees paid in this period, named on the list on file in the business office.

It was recommended that the following Resolution be adopted by the Board of Trustees:

RESOLUTION  
PATRICK J. BACKUS

WHEREAS, Patrick J. Backus was first elected to the Board of Trustees of the Saddleback Community College District on February 14, 1967, and served continuously as a trustee for over ten years; and

WHEREAS, Mr. Backus was elected to three terms on the Board of Trustees and twice served as President of the Board; and

RESOLUTION:  
PATRICK J. BACKUS

WHEREAS, as a founding trustee and during his subsequent terms he provided outstanding leadership as the College grew to an institution of over 14,000 students; and

WHEREAS, Mr. Backus has provided more than a decade of tireless service to all the people of the Saddleback Community College District;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Saddleback Community College District, acting on behalf of all of the students and staff of the College and all of the residents of the District, extends its deepest appreciation to Mr. Backus; and

FURTHER, BE IT RESOLVED that the College and the District will always be indebted to Mr. Backus and will always consider him one of its greatest friends.

Motion by Mr. Greinke, seconded by Mr. Taylor and unanimously carried, to approve the foregoing Resolution as presented.

ADOPTED

Ayes: Berry, Brandt, Greinke, Taylor  
Noes: None  
Abstain: None  
Absent: Backus

Mr. Greinke added that he appreciated working with Trustee Backus as he was a steadying influence, with depth, character, and a good sense of humor.

Mrs. Berry stated that he has done an outstanding job for the College.

She requested that Mr. Backus be given a Saddleback College Blanket as a memento of his interest in sports activities.

Mrs. Brandt read the wording on a plaque which had been prepared to be presented to Mr. Backus:

PATRICK J. BACKUS  
Charter Member and Officer

Board of Trustees  
Saddleback Community College District  
1967-1977

In Recognition to our Founding Trustee  
for Faithful Service and Community Support



In compliance with Education Code Section 964, which reads in part as follows:

ESTABLISHMENT  
OF THE DATE  
OF THE ANNUAL  
ORGANIZATIONAL  
MEETING

"The governing board of each school district shall hold an annual organizational meeting on a date 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 Schools 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 11, 1977, in conjunction with its Regular Board Meeting.

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

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, that the Board of Trustees of the Saddleback Community College District hold its annual organizational meeting on Monday, April 11, 1977, in conjunction with its Regular Board Meeting.

APRIL 11, 1977

It was recommended that the Board of Trustees approve a Fashion Design and Custom Dressmaking Certificate Program at Saddleback College. It has been approved as a college level course by the area deans.

FASHION DESIGN  
AND CUSTOM  
DRESSMAKING  
CERTIFICATE  
PROGRAM

Information was presented for a first reading; approval will be requested at the next regular Board Meeting.

INFORMATION

It was recommended that the following courses, presented through the Television Consortium, be approved:

TELEVISION  
CONSORTIUM

| <u>Course</u>  | <u>Beginning Date</u> |
|--|-----------------------|
| Man Builds, Man Destroys<br>Sociology 75 - 2 semester units<br>Georgia Mabbutt | June 20, 1977         |
| Making it Count<br>Management 275 - 1 semester unit<br>Karen Dodson            | August 2, 1977        |
| History of Art<br>Art 75 - 3 semester units<br>Wayne Horvath                   | June 20, 1977         |
| Real Estate and You<br>Real Estate 75 - 3 semester units<br>Herb Johns         | June 20, 1977         |

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, to approve the courses presented through the Television Consortium as recommended.

TELEVISION  
CONSORTIUM  
APPROVED

The following curricular additions were submitted for a first reading:

CURRICULAR  
ADDITIONS  
-INFORMATION-

Natural Sciences

|              |   |
|--------------|---|
| MS 5         | Marine Science Research Techniques                  |
| MS 260       | Exploring the World Ocean                           |
| MS 270       | Underwater Scientific Photography and Video Systems |
| MS 276       | Techniques of Auxiliary Sail                        |
| Biology 213  | Human Anatomy and Physiology                        |
| Biology 123  | Microtechniques                                     |
| Biology 216  | Fundamentals of Microbiology                        |
| Biology 122A | Parasites of Man                                    |
| Biology 122B | Parasites of Man (Laboratory)                       |
| Geology 3    | Geology of California                               |

Business Sciences

|                           |  |
|---------------------------|--|
| Real Estate 192           | Escrow III                                 |
| Real Estate 250           | Real Estate Salesman's License Preparation |
| Clothing and Textiles 228 | Contemporary Tailoring                     |
| Clothing and Textiles 234 | Advanced Pattern and Design Techniques     |
| Clothing and Textiles 235 | Designing for the Fashion Industry         |

Vocational/Technology

|           |                                 |
|-----------|---------------------------------|
| MoPed 220 | Motorized Bicycle Safety Course |
|-----------|---------------------------------|

Approval of these curricular additions will be requested at the next Regular Meeting.

It was recommended that the following field trips be approved:

FIELD TRIPS

1. Mexican Civilization Field Trip - A two-week summer session course offered by the Division of Social Sciences.
2. Channel Island Field Study - A five-day spring semester course in Marine Science Field Studies offered by the Division of Natural Sciences.
3. Olympic Rain Forest Field Study - A two-week summer session course on the natural history of a temperate rain forest offered by the Natural Sciences Division.

A copy of each course outline was presented for information.

Mr. Taylor asked if sufficient insurance coverage is planned, especially involving the trip to Mexico.

FIELD TRIPS  
-CONTINUED-

Mr. Barletta stated that the District's liability insurance would provide the necessary coverage for the District. He feels perhaps that arrangements should be made so that it would be possible to purchase Mexican insurance as travelling in a foreign country is a risk at any time; however, consul representatives are available.

Dr. Minch stated that problems in Mexico are grossly overrated. He has been to Baja and experienced no problems. In addition, these field trips will be to populated areas.

Mr. Taylor stated that he feels that the College must be certain in any case. He does not wish to curtail this trip; however, in the future everything should be done to protect the College. He suggested that a checklist be initiated to be sure that everything necessary has been done.

The idea of a waiver to be signed by each student was suggested and discussed. It was decided that it would be well to have one signed as it could be significant. Mr. Jay stated that this is done on all field trips.

Mr. Greinke suggested that a more creative title be selected for the Mexican Civilization Field Trip. Mr. Jay suggested "Survey of Mexican Civilization".

Motion by Mrs. Berry, seconded by Mr. Greinke and unanimously carried, that the field trips be approved as recommended.

APPROVED

The following information was presented for consideration. Approval to submit an application for the following grants will be requested at the next regular meeting.

GRANTS  
-INFORMATION-

HEW Facilities Grant - Part A - Radio Facilities Expansion

The grant would provide economic assistance to a maximum level of 75% of the purchase cost of the equipment needed to expand the current 10 watt radio station to 3,000 watts. The grant would be in the amount of approximately \$75,000.

HEW Facilities Grant - Part B - Broadcast Experimentation

Funding is requested to locate a proposed three-year project at Saddleback College to develop a national standard for the use of Slo-Scan television transmission. The grant would fund the costs of both staff and equipment to adapt the current space technology of picture and sound transmission to a proposed application within the public health community. The grant would be in the amount of approximately \$400,000.

It was recommended that the following Resolution be adopted by the Board of Trustees:

Cooperative Assessment and Processing Project  
Orange County Manpower Commission  
Saddleback Community College District  
Coast Community College District

RESOLUTION:  
COOPERATIVE  
ASSESSMENT AND  
PROCESSING  
PROJECT -  
ORANGE COUNTY  
MANPOWER  
COMMISSION

WHEREAS, the Orange County Manpower Commission will be releasing RFP's (Requests for Proposals) to utilize the 4% Governor's CETA funds to initiate an inter-agency cooperative demonstration project to assess and process CETA-eligible persons, and

WHEREAS, the allocation of funding will depend upon cooperative endeavors and agency linkages;

THEREFORE, it is recommended that the Board of Trustees of the Saddleback Community College District and of the Coast Community College District authorize their respective staff to prepare and submit a joint proposal to seek full CETA funding for a cooperative assessment and processing project. It is anticipated that funding will become available on or about April 1, 1977.

Motion by Mr. Greinke, seconded by Mrs. Berry and unanimously carried, that the Resolution be adopted as presented.

ADOPTED

Ayes: Berry, Brandt, Greinke, Taylor  
Noes: None  
Abstain: None  
Absent: Backus

The following Board Policy revisions were presented for a second reading and approval was recommended:

BOARD POLICY  
REVISIONS

1. That the following section be added to Board Policy 1311, "Use of School Property for Public Purposes."

1311.15 Animals and/or pets on campus

No animals and/or pets of any kind or description are allowed within the boundaries of the campus. This restriction also applies to animals and/or pets confined in any vehicle parked within campus boundaries. In connection with special class assignments, the Dean of Students may give approval to a student to bring an animal and/or pet on campus. When such approval is given, the student shall control and supervise the animal and/or pet at all times while on campus.

2. The campus Traffic and Parking Regulations have been completely revised and were submitted for final approval.

It was recommended that Traffic and Parking Regulations as presently included in the Student section of the Board Policy Manual as Board Policy 5403 be rescinded, effective June 30, 1977.

BOARD POLICY  
REVISIONS

It was further recommended that the revised Traffic and Parking Regulations be included in the Business Section of the Board Policy Manual as Board Policy 3450, effective July 1, 1977.

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to approve the Board Policy revisions as presented.

APPROVED

It was recommended that the following additional certificated positions for the 1977-78 academic year be approved:

ADDITIONAL  
CERTIFICATED  
POSITIONS FOR  
THE 1977-78  
ACADEMIC YEAR

- 2 Art Instructors
- 1 Astronomy/Physics Instructor
- 3 Business Instructors (2 Secretarial and 1 Marketing/  
Management)
- 1 Chemistry Instructor
- 1 Engineering/Drafting Instructor
- 2 English Instructors
- 1 English/Physical Education Instructor
- 1 German/ESL Instructor
- 2 Home Economics Instructors
- 1 Math/Computer Instructor
- 2 Music Instructors
- 1 Marine Science/Geology Instructor
- 1 Philosophy/Humanities Instructor
- 3 Social Science Instructors (Psychology, Sociology,  
Political Science)
- 1 Speech Instructor
- 1 Women's Physical Education and Coaching Instructor
- 1/2 Women's Coaching Instructor
- 5 Vocational/Technical Instructors (Auto, Construction,  
Photo, Graphics, Radio TV)

Mr. Greinke asked how this would affect the economics of the budget. Superintendent/President Lombardi stated that this had been anticipated in the tentative budget previously presented; It would not necessitate a tax increase.

Mrs. Berry stated that she wishes to see the ratio between full and part-time instructors reduced. Superintendent/President Lombardi stated that this request, if approved, will replace approximately 90 part-time instructors.

Motion by Mr. Taylor, seconded by Mrs. Berry and carried, to approve the additional certificated positions for the 1977-78 academic year as recommended.

APPROVED

Mr. Greinke was opposed.

It was recommended that the classified personnel job specification for a Buyer be approved as presented.

CLASSIFIED  
JOB  
SPECIFICATION

Motion by Mrs. Berry, seconded by Mr. Greinke and unanimously carried, to approve the job specification as presented.

APPROVED

A copy is on file in the office of the Dean of Administrative Services.

The Agreement for Sale and Purchase of land identified as Site Number 1, which includes escrow instructions, was presented to the Board of Trustees for approval and for direction to the Superintendent or Business Manager to execute the agreement.

NORTHERN SITE

Superintendent/President Lombardi stated that it would be subject to approval of County Counsel as to form.

Motion by Mr. Greinke and seconded by Mrs. Berry that the Agreement for Sale and Purchase of land identified as Site Number 1, which includes escrow instructions be approved, subject to the approval of County Counsel as to form, and that direction be given to the Superintendent or Business Manager to execute the agreement.

Mr. Greinke stated that he does take exception to Appendix "D".

Mrs. Berry requested that the motion be amended to include the statement "subject to suitability for its intended use". Mr. Greinke agreed.

Ayes: Berry, Greinke  
Noes: Brandt, Taylor  
Abstain: None  
Absent: Backus

NO ACTION

Mrs. Greinke requested that this item be placed on the Agenda of the next Regular Meeting.

Mrs. Brandt stated that she is not satisfied with the preliminary soils report and would prefer that a geological study also be made to evaluate this type of soil.

Mrs. Berry stated that she had not received a copy of this report and requested that a copy be provided for her to review.

Mrs. Berry stated that she is disappointed, as the previous Board of Trustees had made a decision to take action by a majority vote. Also, she stated, the people who reside at Jeffrey do not wish to have a school in their neighborhood.

Mr. Taylor stated that a decision should be based on what is best for the College.

Mr. Taylor, quoting from previous Minutes, stated that it had been said that if conditions were different the Resolution adopted to take action would not be consummated and, he stated, they have changed: the price has gone from \$21,000 to \$30,000 per acre; Trustees Backus, Bartholomew and Marshall are no longer on the Board of Trustees. As he has stated before, the Board of Trustees should have waited in the beginning to make any decision until a full Board was present to vote. He feels that this is very important. Also, the new members of the Board of Trustees will be responsible for serving the people for the next four years and they should share in the decision.

NORTHERN SITE  
-DISCUSSION -

Mr. Greinke stated that the longer the District waits to make a decision the longer the District is going to deny the students of the northern area a campus. This is his main concern. He requested that the Board of Trustees again go to the people if the decision is reconsidered, then he will support the final decision.

Mrs. Brandt stated that at a recent meeting the trustees-elect had been requested to state their choice and that the second site had been selected.

Mrs. Berry requested that a legal opinion be obtained from County Counsel as to whether or not this matter may be reconsidered. Mr. Barletta will request an opinion.

It was recommended that the Board of Trustees approve the following Negative Declaration:

NEGATIVE  
DECLARATION -  
GENERAL CLASS-  
ROOM BUILDING

Description of Project

General Classroom Building

Name of Applicant

Saddleback Community College District, 28000 Marguerite Parkway,  
Mission Viejo, California 92675

Declaration

The Saddleback College General Classroom Building project has been evaluated in accordance with the current adopted guidelines of the State of California, implementing the California Environmental Quality Act to determine its potential impact on the environment. It has been found that this project will not have a significant effect on the environment based on an Initial Study prepared by Larry Seeman, Environmental Science Consultant, and available for review at the Library, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, California 92675.

March 28, 1977

## Appeal

Any person may file an appeal to a Negative Declaration. Such an appeal must be filed with Dr. Edward A. Hart, Assistant to the Superintendent, phone: (714) 831-9700, by April 4, 1977. The filing of an appeal stays proceedings in this matter until the determination of the merit of the appeal by the Superintendent. If he finds that the appeal is based on significant environmental factors not previously considered, or which in his opinion should be reconsidered, and which may have a significant effect on the environment, an Environmental Impact Report shall be prepared.

It was also recommended that the Superintendent be directed to file a Notice of Determination of this Declaration with the Clerk of Orange County and the State of California Secretary for Resources on or after April 4, 1977.

Mr. Greinke asked why such a short period of time is being given for any person to file an appeal. Dr. Hart explained that it was advertised two weeks ago and is tonight being presented in order to be documented. This is the opportunity for public responses. The legal requirements have been fulfilled. Mr. Greinke suggested that in the future this type of information be given to homeowners' associations, chambers of commerce, and local business groups in order to receive their support or denial.

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, that the Negative Declaration be approved and that the Superintendent be directed to file a Notice of Determination of this Declaration with the Clerk of Orange County and the State of California Secretary for Resources on or after April 4, 1977.

Mr. Blurock, Architect, displayed charts showing a proposed 12,000-student master plan and an interim 6,000-student master plan to compare what is planned to be done between now and June and now and September. Two grading contracts will be awarded, and a separate contract will be awarded to furnish 800 additional parking spaces, complete the loop road, paths, a bridge, and landscaping, while keeping student safety and the handicapped student in mind. It is planned that the grading will be done in April and May, followed by work on the parking lots in June. This will be followed by fine grading, paving, and installation of lighting. The estimated completion date is July, 1977.

Mrs. Berry requested that the Board of Trustees support having the new upper Science-Mathematics Building parking lot paved at that time rather than temporarily finished. Mr. Blurock stated that it would cost an additional \$40,000. Mr. Taylor requested that the road be part of the paving program.

Mr. Blurock displayed the plans for the reorganization of the space and space allocation to student personnel services of the library ground floor. This area will become the "hub" of campus activity.

Concerning the library third floor modifications, as outlined in the following Board Reports, Mr. Blurock responded to questions.

NEGATIVE  
DECLARATION  
GENERAL CLASS-  
ROOM BUILDING

-CONTINUED-

APPROVED

ARCHITECT'S  
REPORT



On January 24, 1977, the Board of Trustees directed the staff and Architect to, among other things, proceed with drawings and to accept bids for the modification of the third floor of the library building to create classrooms and additional administrative offices. The classrooms are to replace those being closed on the first floor in order to install student services offices.

LIBRARY  
THIRD FLOOR  
MODIFICATION  
AMENDMENT  
IN PLAN

In the course of preparing detailed drawings, a number of unforeseen difficulties have been encountered. These include a number of demands by the Fire Marshall relative to ceiling construction and the proposed interior corridor, and more complex mechanical modifications for heating and ventilating than were originally expected. Also, the flow of students, as quite correctly pointed out by the Academic Senate, requires the construction of a stairway and probably an elevator.

For these reasons the staff is recommending that the classroom spaces being removed on the first floor be replaced with temporary relocatable classrooms on the pad being cleared behind the library rather than with the third floor space. These temporary classrooms are to be leased (not lease-purchased) and removed as soon as the general classroom building is completed in September 1979.

The rationale for this amendment to the plan is as follows:

1. It appears that it will save money for the District, as outlined in the following cost analysis:

Savings

|   |               |
|---|---------------|
| Estimated savings in construction, mechanical modifications and response to Fire Marshall demands | \$40,000      |
| Savings in not constructing stairway and elevator   | 30,000        |
| Estimated savings in cost of reconverting back to library space                                   | <u>25,000</u> |
| Total estimated savings:  | \$95,000      |

Additional Costs

|  |                 |
|--|-----------------|
| Estimated cost of leasing sufficient classroom space for two years (includes installation and removal) | <u>\$75,000</u> |
| Net estimated savings:   | \$20,000        |

2. Because it is planned to bring the classroom building up in two years, rather than in five years as originally planned, it makes conversion of third floor space for classrooms less cost effective.
3. It eliminates the need to build an additional stairway and elevator to handle student traffic. At the time that the classroom space would be returned to the library the stairway and elevator would remain as unneeded permanent structures.

4. The major expenses imposed by the Fire Marshall and for the mechanical modifications can be averted.

LIBRARY  
THIRD FLOOR  
MODIFICATION

5. Questions of opinion relative to library aesthetics and function are largely resolved.

AMENDMENT  
IN PLAN

The third floor plan for administrative space and other plans related to the library or the facilities master plan are not affected by this amendment. Approval at this time will permit the implementation of plans for September to proceed on schedule.

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, to approve the amendment to the plan for the library third floor modification as outlined above.

APPROVED

The Board of Trustees was informed that Tuesday, March 22, 1977, was the deadline date for receiving bids on the library building third (second) floor remodeling. However, since it was determined to reconsider some of the proposed alterations, it was recommended that any and all bids be rejected and that the entire project be rebid as outlined above.

LIBRARY  
THIRD FLOOR  
REMODELING

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, that any and all bids received concerning the remodeling of the library building third (second) floor be rejected and that the entire project be rebid as outlined above.

BIDS REJECTED  
PROJECT TO BE  
REBID

Dr. Minch, President of the Academic Senate, stated that the faculty feels at this time that it can support the conversion of space. He stated that Mrs. Moore, Director of Library Services, is satisfied with the plan.

Mr. John Faltermeier, a student and a resident of Irvine, claimed that he had started a petition against the originally proposed alterations to the library third floor, but he seemed satisfied with the current plan.

Mrs. Berry stated that all students, all members of the public, have been and will always be welcome to attend all planning sessions.

Mrs. Brandt told of Mr. Faltermeier's original idea concerning transportation from Irvine to Saddleback College. He cannot drive and, instead of complaining, he tried to find a solution to this problem. Mr. Swartzbaugh, Dean of Students, told of Mr. Faltermeier's execution of the plan by using a pegboard in the cafeteria, color-coded by area, with cards available to note information to enable students to share rides.

It was recommended that the following requests for transfer of budget appropriations be approved by the Board of Trustees:

TRANSFER  
OF FUNDS

| <u>Department/Division</u> | <u>Accounts</u>        |            | <u>Amount</u> |
|----------------------------|------------------------|------------|---------------|
|                            | <u>From</u>            | <u>To</u>  |               |
| Continuing Education       | Mileage                | Conference | \$200.00      |
| Community Information      | Printing               | Conference | 100.00        |
| Audio-Visual               | Rental of<br>Equipment | Conference | 750.00        |
| Buildings and Grounds      | Mileage                | Conference | 50.00         |
| Financial Aids             | Mileage                | Conference | 72.00         |
| Physical Education         | Supplies               | Conference | 100.00        |

Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, that the requests for transfer of budget appropriations be approved as recommended.

APPROVED

The Board of Trustees was informed that Gilbert A. McKinzie, who performs construction inspection services for the District on a contract basis, has notified the District that he wishes to terminate the contract as of March 31, 1977. Authorization was requested to retain an acceptable construction inspector as soon as possible.

CONSULTANT

Motion by Mr. Taylor, seconded by Mrs. Berry and carried, that authorization be given to retain an acceptable construction inspector as soon as possible, due to the notification of intent by Gilbert A. McKinzie, who performs construction inspection services for the District on a contract basis, to terminate the contract as of March 31, 1977.

APPROVED

Mr. Greinke abstained as he is a customer.

It was recommended that the following awards be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

AWARDS

1. Bid Number 269 - Typesetting of College Catalogs - Community Services  
Graphcomm  
Approximately \$ 2,780.00
2. Bid Number 270 - Printing of College Catalogs - Community Services  
Peartree Press  
Approximately \$19,286.70

- AWARDS  
-CONTINUED-
3. Bid Number R-4438 - Conversion Kit for Autoclave - Science -  
Biology  
Castle Company \$ 2,596.05
  4. Bid Number R-11746 - Fireproof Files - Admissions and Records  
McMahon Desk, Inc. \$ 2,125.55
  5. Bid Number R-05243 - Book Detection Strips - Library  
3M Company \$ 1,219.00
  6. Bid Number R-18282 - Fine Arts Office Furniture - CCMF  
Mc Mahan Desk \$ 536.38  
Allied Commercial Interiors 1,564.30  
\$ 2,100.68
  7. Bid Number R-05479 - TV Cassette Tapes - Library -  
Television Studio  
Metrovonics, Inc. \$ 4,234.70
  8. Bid Number R-05931 - Printing Terminal - Business Manager -  
Computer Center  
David Jamison Carlyle Corporation \$ 2,883.20
  9. Bid Number 253 - Student Record Microfilm System - Admissions  
and Records  
Change order on Bid Number 253 for the amount of \$1,707.27 to  
Eastman Kodak Company for Recordak Microstar Reader, Model  
PR-1, which is needed to complete the microfilm system.
  10. Bid Number 229 - Class Schedules - Community Services  
Change order on Bid Number 229 for the amount of \$6,397.04  
because of an increase in the number of pages from 56 to 80  
pages and an increase of 13,000 schedules. Change order to  
Lienett Company.
  11. Bid Number R-06041 - Sound Disc Equipment - Student Personnel -  
Career Center  
3M Company \$ 1,183.01
  12. Bid Number R-16407 - Ice Machine - Cafeteria  
Hussman (Replacement) \$ 1,984.59

Awards presented for ratification:

AWARDS  
-CONTINUED-

1. Bid Number R-05335 - Repair of Press - Vocational Technology - CETA Program

A. B. Dick Company \$ 1,365.48

2. Bid Number R-02704 - Portable Buildings - Science

Add-More, Inc. (Mandated by Fire Marshall for separate storage of chemicals) \$ 4,218.80

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

APPROVED

The Board of Trustees was informed that the bids for the Child Care Center Project which were received on March 23, 1977, ranged from a low base bid of \$24,480 to a high base bid of \$40,800. The four alternates increased the total low bid to \$28,094 and the total high bid to \$45,100.

CHILD CARE  
CENTER

It was recommended that all bids be rejected and that the specifications be reviewed and reconsidered with the objective to have some of the work performed by District personnel. It was further requested that the Business Manager be authorized to invite bids on the revised specifications.

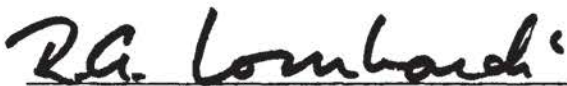
Motion by Mr. Taylor, seconded by Mr. Greinke and unanimously carried, that all bids received for the Child Care Center Project be rejected and that the specifications be reviewed and reconsidered with the objective to have some of the work performed by District personnel. Further, that the Business Manager be authorized to invite bids on the revised specifications.

BIDS REJECTED

PROJECT TO BE  
REBID

There being no further business, the Meeting was adjourned at 10:10 p.m. until April 11, 1977.

ADJOURNMENT



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