

SADDLEBACK COMMUNITY COLLEGE DISTRICT
 28000 Marguerite Parkway
 Mission Viejo, California 91311

PUBLIC / FILE

MINUTES OF THE GOVERNING BOARD

April 23, 1979 - 7:30 p.m.
 Library-Classroom Complex -- Room 105

The Regular Meeting of the Board of Trustees was called to order by Trustee Taylor. Trustee Connolly led the audience in the Pledge of Allegiance and Trustee McKnight 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

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

Absent:

ABSENT

Miss Nanci Ormasa, Student Member

BOARD MEMBER

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to adopt the Agenda with an addendum to Board Report Number 665, Public Programs and Community Services.

AGENDA ADOPTED
WITH AN
ADDENDUM

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

MINUTES ADOPTED
AS PRESENTED

A memorandum from Trustee Taylor to the Members of the Board of Trustees and the Superintendent/President, dated April 3, 1979, requesting acceptance of his resignation as Board President, effective April 23, 1979, was presented for the approval of the Board of Trustees. A copy of the memorandum is on file with these Minutes.

BOARD OF
TRUSTEES -
ORGANIZATIONAL
MEETING

A motion was made by Trustee McKnight, seconded by Trustee Price, and unanimously carried to regretfully accept Trustee Taylor's resignation as Board President, effective with the election of the new President of the Board of Trustees.

RESIGNATION OF
TRUSTEE TAYLOR
FROM THE OFFICE
OF PRESIDENT OF
THE BOARD OF
TRUSTEES
ACCEPTED

Trustee Taylor opened the nominations to fill the vacancy of the Office of the President of the Board of Trustees for the remainder of the 1978-79 term.

Trustee Walther nominated Trustee Price to be the President of the Board of Trustees for the remainder of the 1978-79 term.

Trustee Brandt moved, and it was unanimously carried that the nominations be closed and that a unanimous vote be cast to elect Trustee Price as President of the Board of Trustees for the remainder of the 1978-79 term.

TRUSTEE PRICE
ELECTED
PRESIDENT OF
THE BOARD OF
TRUSTEES

The Office of the Vice-President of the Board of Trustees thus being vacated, Trustee Brandt nominated Trustee Watts to be the Vice-President of the Board of Trustees for the remainder of the 1978-79 term.

Trustee Walther moved, and it was unanimously carried that the nominations be closed and that a unanimous vote be cast to elect Trustee Watts as Vice-President of the Board of Trustees for the remainder of the 1978-79 term.

TRUSTEE WATTS
ELECTED
VICE-PRESIDENT
OF THE BOARD
OF TRUSTEES

The Trustees commended Trustee Taylor for his service as President of the Board of Trustees.

Trustee Taylor thanked the administration and staff for the cooperation extended to him during his presidency.

A Resolution, as follows, commending Trustee Taylor, was presented for adoption by the Board of Trustees.

WHEREAS, Larry W. Taylor has served the Saddleback Community College District for two terms as President of the Board of Trustees; and

RESOLUTION
COMMENDING
TRUSTEE TAYLOR

WHEREAS, he has devoted countless hours of personal time to the leadership and support of this District and the concept of community college education as a whole; and

WHEREAS, he has been a fervent and informed speaker for the District at all levels of growth during an era of great challenge and change; and

WHEREAS, he has chosen to step down from the position of President of the Board of Trustees for the remainder of his term of office to fulfill other personal goals and pursuits;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees and Administration commend Larry W. Taylor for his years of leadership and expertise in local governance, and offer sincere thanks for his continuing services to students, staff, and the constituency at large.

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

ADOPTED

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: None

Trustee McKnight presented Trustee Taylor with a plaque commemorating his term of presidency and a copy of the Invocation he had given this evening in honor of Trustee Taylor:

End of an Era

Eternal Spirit of Truth and Love, bless now the highest aspirations of our youth, their teachers and friends.

Tonight really marks the end of a significant era -- a phenomenal two-year period of growth and accomplishment by all members of our college community. We are grateful for the harmony of a strong Board of Trustees and the leadership of our chairman.

May we continue to have the strength and wisdom to cope with the growth and problems of this dynamic college in trying times.

BOARD OF
TRUSTEES
ORGANIZATIONAL
MEETING

Help us to think freshly, to feel deeply, to dare greatly, to live worthily, and, in the closing words of Socrates, "Be of good cheer!"

-CONTINUED-

Mr. Robert Parsons, Division Director of Natural Sciences, had provided a Marine Science Information Sheet to each Trustee, a copy of which is on file with these Minutes. He introduced Ms. Robin Valencic and Mr. Jim Bollingmo, instructors in the Marine Science Program, and, after their presentations, responded to the questions of the Members of the Board of Trustees.

SPECIAL REPORT
MARINE SCIENCE
PROGRAM

Ms. Valencic narrated a slide presentation. She stated that the ocean is a place which will, in time, provide answers to a lot of problems the world is now facing. There will be jobs in the future involved with the sea. Every profession on land can be duplicated at sea. That is why it is the desire of the Marine Science Program to assist in the training of students in disciplines which can be applied to the sea: boat building, maintenance, navigation, aquaculture, and fishing techniques and equipment for example.

Mr. Bollingmo showed slides pertaining to boating classes and the exercises and experiments that take place in a class. Saddleback College offers both beginning and advanced classes in boating on its 40-foot ketch as well as on other boats.

The Trustees thanked the representatives of the Marine Science Program for their presentations.

Trustee Brandt requested that the Board of Trustees begin thinking about the District's budget with, perhaps, a discussion period in May or June concerning District priorities--planned additions to and subtractions from the District's policies and programs.

REPORTS AND
COMMUNICATIONS

MEMBERS OF
THE BOARD OF
TRUSTEES

Trustee Walther requested that the press alert the public now, before the budget is approved, so that District residents may contact the Trustees concerning this subject before rather than after planning has taken place.

District
Budget/
Priorities

Superintendent/President Lombardi stated that even though specific dollar amounts cannot be discussed at that time, it would present an opportunity to discuss priorities.

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Assistant Superintendent Barletta stated that, in keeping with the budget calendar, on May 14, 1979, a "balanced budget" is to be presented to the Board of Trustees. This will be possible only if it is known what the District's income will be.

REPORTS AND
COMMUNICATIONS

MEMBERS OF
THE BOARD
OF TRUSTEES

Trustee Taylor stated that the legislature is holding hearings and is attempting to make a determination by May 10, 1979.

-CONTINUED-

He presented a copy of a report entitled "Finance Proposal Comparison - 1979/80 Pending Legislation" to each of the Trustees, a copy of which will be placed on file with the Legislative Report.

Finance Proposal
Comparison-
1979/80
Pending
Legislation
Report

Trustee McKnight commented on the Summer Session 1979 Schedule of Classes. He complimented Schedule Editors Ms. Janet Simonetti, Ms. Alix Randall and Mr. William Schreiber for a job well done.

Summer Session
1979 Schedule
of Classes

He announced that the Capistrano Unified School District is not offering a summer school session and that he understands that they will contract with the Saddleback Community College District to enable their senior students to attend Saddleback College.

Capistrano
Unified School
District Seniors
To Attend
Saddleback

Trustee McKnight praised the federally-sponsored Fixed Income Consumer Counseling (FICC) Program headquartered at Saddleback College's Main Campus in the Emeritus Institute bungalow. According to the Project Director, John Clark, more than 2,900 people were counseled during March. He reports that this is one of the best resources in Orange County for those of any age who are trying to get along on a restricted income. There are now four such programs in the nation and the Saddleback-based agency was the second established by the Federal ACTION agency--a sort of domestic peace corps. Information concerning FICC may be obtained by calling 831-1261.

(FICC Program)
Fixed Income
Consumer
Counseling
Program

Trustee Price announced that on May 4, 1979, the Dr. James W. Marshall Scholarship Fund Committee is sponsoring a benefit/entertainment at Leisure World. He introduced Mr. Harry Wandling to give the details concerning this event.

Dr. James W.
Marshall
Scholarship
Fund Committee

Mr. Wandling explained that it is intended to establish an endowment memorial fund at Saddleback College for Dr. Marshall. Interest will be used each year for a scholarship for a worthy student. Mr. John Morley will be the speaker at the benefit and entertainment will be provided by Saddleback College singers under the direction of Mr. Alvin Brightbill.

Benefit/
Entertainment
at Leisure
World

Superintendent/President Lombardi congratulated Dean of Students Swartzbaugh for the recent High School Counseling Program at which every high school in the District was represented.

REPORTS AND
COMMUNICATIONS

SUPERINTENDENT/
PRESIDENT

Provost Hart reported that the carillon at the North Campus is being installed for a three-month trial. It is planned that the North Campus contractors will provide the necessary funds for the carillon through the District Foundation.

High School
Counseling
Program

He stated that at an earlier meeting the abundance of oranges on the trees at the North Campus and what to do about them had been mentioned. The best suggestion received was from the administrative cabinet: to allow the students to pick the oranges. North Campus Student Services suggested a Pick-A-Thon. It was an amazing success, raising \$565.65. Since this money, in essence, belongs to the Board of Trustees, permission will be requested at the next Board Meeting to allow the students to retain these funds, some of which may be donated by the students to the carillon fund.

North Campus
Carillon

North Campus
Orange
Pick-A-Thon

He thanked Trustee Watts for suggesting that instructions be given to the participants of the Pick-A-Thon so that the trees would not be damaged.

Superintendent/President Lombardi announced that it is hoped that KSBR Radio Station will be on the air by May 1, 1979. Final concurrence has been received from the federal government.

KSBR
Radio Station

He commented that he had received a note from The Music Teachers' Association of California. They had recently used the campus facilities for a performance and were very pleased. They will continue to contribute to scholarships for our students.

Music Teachers'
Association
of California

Mr. Lowe, President of the Academic Senate, introduced Ms. Vincenzi to report on her attendance at the statewide Academic Senate meeting to the Board of Trustees.

ACADEMIC
SENATE

She reported on four of the six major items of discussion which are: grading policy, credentialing, general education requirements, and finance and the special needs of the Saddleback Community College District. She stated that each topic has been assigned to a Chancellor's Study Group Task Force on which several faculty members are serving.

Mr. Lowe referred to a resolution, prepared by Instructor Carroll, concerning Planning Task Number 30, "An Academic Master Plan for the Saddleback District". It outlines the guidelines to be followed by the task force in making critical decisions pertaining to the programs at both the main campus and the north campus, and it does not include the Academic Senate. A copy of the resolution is on file with these Minutes.

REPORTS AND
COMMUNICATIONS

ACADEMIC SENATE

-CONTINUED-

Superintendent/President Lombardi stated that he had discussed this matter with Dean of Instruction Jay and that there would be no difficulty in fulfilling the request made to include the Academic Senate by modifying the committee.

Mrs. Driml reported that California School Employees Association President Garcia is home from the hospital and doing well.

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION

Ms. Spracklen, President of the Faculty Association, announced that she is engaged to be married in August.

FACULTY
ASSOCIATION

Ms. Robison, Acting Director of Grants and Resource Development, introduced Mr. Melilli, President of the Saddleback Community College District Foundation, and told of his many community services.

THE DISTRICT
FOUNDATION

PRESIDENT
MELILLI

Mr. Melilli stated that the foundation was formed to implement and support programs and activities of the District which could not otherwise exist. It is a non-profit organization to which all may contribute and receive tax benefits.

He reported that there are currently eleven members on the Board, representatives of the college and the business community. The first activity of the Foundation was to institute a Patron of the Arts Program by identifying leaders in the Orange County area who are active in the arts and drama. An effort is now underway to begin supporting efforts in the vocational-technical field. The main thrust is to identify leaders in this area and to obtain support from businesses and industry.

He requested that one program be consented to and supported by the Board of Trustees. It is planned to set forth the following categories: friends, donors, and patrons. It is requested that permission be given to display a list in the Fine Arts Theatre of those who contribute as donors and to place the name of each citizen who contributes as a patron on the back of a seat in the theatre.

Trustee Price stated that this subject will be discussed formally at the next Board Meeting.

THE DISTRICT
FOUNDATION

Trustee Taylor commented that an opinion from County Counsel indicates that there is concern about this subject and he suggested that research be conducted regarding its legality before a decision is made.

-CONTINUED-

The Board of Trustees recessed at 9:25 p.m. and reconvened to Regular Session at 9:30 p.m.

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 Watts, 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 to Attend Exchange Club Luncheon Meeting
Topic: Save Our Schools
Laguna Hills
April 5, 1979

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

Trustee McKnight In-Service Training Planning
Session and Conference with
the Assistant Superintendent,
Provost - North Campus
April 20, 1979

Trustees Wishing to Attend The Ninth Annual Business
Sciences Division Awards
Ceremony - Saddleback College
May 3, 1979

The following Certificates of Achievement were unanimously approved:

CERTIFICATES
OF ACHIEVEMENT

Steven T. Mauga Administration of Justice -
Corrections
Steven T. Mauga Administration of Justice -
Law Enforcement

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The following volunteers were unanimously authorized to receive reimbursement for mileage at 18 cents per mile.

GRANTS -
PERSONNEL

Helen Jacobs Patricia Kish Arthur Lahr

This expenditure is part of the FICC (Fixed Income Consumer Counseling) grant. Total mileage for all volunteers will not exceed \$5,325. Volunteer drivers will comply with rules and regulations set forth in Board Policy 4051, notwithstanding the fact that they are not employees of the District.

Michael Anthony Hall was unanimously appointed on an "if-and-as-needed" basis as both extended day and substitute instructor for the 1978-79 academic year at the hourly rate stipulated in the salary schedule at the class to which he is qualified. (Probable Salary: \$18.00 per hour.)

APPOINTMENT
OF AN EX-
TENDED DAY/
SUBSTITUTE
INSTRUCTOR

The following classified personnel regular actions were unanimously approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

1. Nola Doyle, Clerk Typist Substitute, hourly equivalent of Grade 1, Step 1, \$4.672 per hour, effective April 16, 1979, on an if-and-as-needed basis.

Employment

2. Sheila Clifton, Clerk Typist I, Community Services, Grade 1, Step 3, \$5.130 per hour, part-time hourly (25 hours per week) effective April 24, 1979.
3. Arleta Mann, Clerk Typist I, Community Services, Grade 1, Step 3, \$5.130 per hour, part-time hourly (25 hours per week) effective April 24, 1979.
4. Judy Kelly, Clerk Typist I, Community Services, Grade 1, Step 2, \$4.892 per hour, part-time hourly (25 hours per week) effective April 24, 1979.
5. Mabel Ann Kacerek, Clerk Typist I, Division of Business Sciences, Vocational Education Grant (Study of Word Processing Competencies with Implications for the Training of Handicapped/Disadvantaged Students), hourly equivalent of Grade 1, Step 1, \$4.672 per hour, part-time hourly (29 hours per week) effective April 24, 1979, at no cost to the District. This is a replacement position for Natalie Bergevin.

Employment - Student Employees

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

6. The following students were employed as student employees, on an as-needed basis, at \$2.90 per hour:

Marie Agrusa	Lewis Hill
Jeffrey Engles	Violeta Macias
Martin Gover	Jose Martinez
Kamyar Haghani	Perry Totten
Tara Hayne	Robert Vertrees

-CONTINUED-

Employment - Clerk-Short Term 1978-79

7. The following were employed as Clerk-Short Term at the rate of \$3.25 per hour, effective April 15, 1979. The hours will be determined by the appropriate administrator and budget.

Zoe E. Hayes	Jo Ann McWilliams
Fay C. Pellatiro	

Change of Status/Reclassification

8. Maria Beavens, Community Services Assistant, Community Services, CETA-Title VI, change of position to Clerk Typist Assistant, Community Services, CETA-Title VI, \$862 per month, effective April 16, 1979, at no cost to the District.

Personal Leave of Absence

9. Marilyn Mitchell, CETA Operations Facilitator, was granted a leave of absence without pay, effective May 4 through May 18, 1979.

Retirement

10. The retirement of Ms. Mary Long, Financial Aid Officer, Student Personnel Services, was approved, effective July 6, 1979.

Resignation/Termination

11. Douglas Wood, Radio Operator Assistant, Radio Station, CETA-Title VI, resigned effective April 16, 1979.
12. Barry Beauvais, Maintenance II-Electrician, Maintenance and Operations, resigned effective May 10, 1979.

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

PAYMENT TO
CONSULTANT

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

5.5 hours at \$85 per hour	\$467.50
Duplicating costs - Interrogatories	41.40
Total	<u>\$508.90</u>

The progress payment requests on the list dated April 23, 1979, submitted for ratification or approval, as indicated, on awards previously approved by the Board of Trustees were unanimously approved.

PROGRESS
PAYMENTS

The payments requested are within the budgetary allocations for the projects indicated; and the architect, the construction inspector, the construction manager (where applicable) and the Director of Facilities have certified that the work covered by these progress payments has been satisfactorily performed.

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

Purchase Orders 40823 through 41163, totaling \$105,002.79, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered. A report of changes to purchase orders approved at previous board meetings was also approved.

PURCHASE
ORDERS

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

District Warrants 50230 through 50668, totaling \$369,300.22, were unanimously approved and ratified for payment.

PAYMENT
OF BILLS

A copy of the Warrant Listing is on file with these Minutes.

Payment of personnel services was unanimously ratified as follows:

PAYMENT
OF PERSONNEL
SERVICES

Classified Payroll	9B*	\$411,117.75
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*Constitutes the payroll identification of classified personnel paid in this period, named on the list on file in the Business Office.

A Financial Status Report for the period ending March 31, 1979, was unanimously approved and authorization was granted to file a copy of the report with the Orange County Superintendent of Schools.

FINANCIAL
STATUS
REPORT

A copy of the Financial Status Report is on file with these Minutes.

Trustee Price suggested that, perhaps, now that he is President of the Board of Trustees, someone else should serve as Legislative Representative of the District.

BOARD OF
TRUSTEES

DISTRICT
LEGISLATIVE
REPRESENTATIVE

A motion was made by Trustee Brandt, seconded by Trustee McKnight, and unanimously carried that Trustee Taylor be the Legislative Representative of the District.

TRUSTEE
TAYLOR

Trustee Taylor accepted.

Curricular additions and deletions were presented for a first reading, for information. Approval will be requested at the next regular meeting of the Board of Trustees.

CURRICULAR
ADDITIONS AND
DELETIONS
-INFORMATION-

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

PUBLIC
PROGRAMS
AND
COMMUNITY
SERVICES

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Snapshot Photography March 1, 8, 15, 17, and 29, 1979	Bill and Shirley Schreiber	\$ 300.00
Stanislaus River Raft Trip October 5, 6, and 7, 1979	Robert Cooper Raft Rental Bus Transportation Insurance	\$ 500.00 3,496.00 950.00 114.00
Business Owner- ship for Women May 12, 1979	Brenda Brown Coordinator and Moderator	\$ 250.00 plus 12½% of gross over \$1,000
	Bun Chase	\$ 25.00
	Sandra Watt	25.00
	Anita Hancock	25.00
	Helen Rasner	25.00
	Kathleen Flanagan	25.00
	Judy Semler	25.00
	Sandy Ventura	25.00

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	
Lecture/ Demonstrations in Opera April 29, 1979	Lyric Opera Association	\$ 300.00	PUBLIC PROGRAMS AND COMMUNITY SERVICES
			(ADDENDUM)
<p>Several of the original artists previously approved by the Board of Trustees to perform at this event are no longer able to appear. Therefore, payment will be made to the Lyric Opera Association who will in turn make payment to all artists appearing. The total fee remains the same as the original amount approved.</p>			-CONTINUED-
<p>A motion was made by Trustee Connolly, seconded by Trustee Walther, and unanimously carried to approve the public program and community service items as presented.</p>			APPROVED
<p>It was recommended that the following CETA Youth Program Grant Extensions be approved by the Board of Trustees:</p>			CETA YOUTH PROGRAMS GRANT EXTENSIONS
<p>It was requested that the Board of Trustees accept an additional contract award of \$63,000 from the Orange County Manpower Commission which will be used to continue the YETP (Youth Employment Training Program) Non In-School Program from April 27 through September 30, 1979.</p>			
<p>It was requested that the Board of Trustees accept a contract extension in the amount of \$56,155 from the Orange County Manpower Commission which will be used to extend the YETP (Youth Employment Training Program) In-School Program. Since the funds are coming from a different title of the CETA legislation, the extension will be called YDP 1 (Youth Development Program). The contract period runs from April 1, 1979 through May 31, 1979.</p>			
<p>A motion was made by Trustee Watts, seconded by Trustee Connolly, and unanimously carried to approve the CETA Youth Program Grant Extensions as recommended.</p>			APPROVED
<p>The Members of the Board of Trustees were informed that on February 16, 1979, the Academic Senate passed a proposal to ask the Board of Trustees to consider establishing academic rank for the faculty of the Saddleback Community College District. A proposal for academic rank, drafted by Trustee McKnight and Academic Senate President Lowe, was submitted for consideration by the Board of Trustees. Approval will be requested at the next regular meeting of the Board of Trustees.</p>			ACADEMIC RANK -INFORMATION-

It was recommended that the Board of Trustees authorize the employment of a Natural Science Technician in Agriculture at Grade 15, and justification was given.

ADDITIONAL
FULL-TIME
CLASSIFIED
EMPLOYEE -
NATURAL
SCIENCE
TECHNICIAN

A motion was made by Trustee Walther, seconded by Trustee Brandt, and unanimously carried to authorize the employment of a Natural Science Technician in Agriculture at Grade 15.

APPROVED

The following full-time classified personnel item was recommended to the Board of Trustees for approval:

EMPLOYMENT
OF FULL-
TIME
CLASSIFIED
PERSONNEL

Employment - Saddleback College Main Campus

1. Raymond Roberge, Custodian II, Maintenance and Operations, Grade 7, Step 3, \$989 per month plus 4% shift differential, effective May 1, 1979. This is a replacement position for Asher Burlingame.

A motion was made by Trustee Brandt, seconded by Trustee Connolly, and unanimously carried to approve the classified personnel item as recommended.

APPROVED

It was recommended that the following gift be accepted:

GIFT TO
THE DISTRICT

Donor

Gift

Douglas Aircraft DC 10 Galley Mock-up and related items, to be used by the Business Sciences Division in the Airline Flight Attendant Program.

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

ACCEPTED

Donor will be notified and a certificate of appreciation will be issued.

At the meeting of April 9, 1979, the Board of Trustees acted to lay the Contract Default - North Campus on the table. Director of Facilities Trent stated that the contractor has been cooperative and that no action is required. This item will remain on the table.

CONTRACT
DEFAULT -
NORTH CAMPUS

TO REMAIN
ON THE TABLE

A letter from Phyllis Nadine Huff describing an incident involving her vehicle which occurred at the North Campus on March 13, 1979, and presenting a claim in the amount of \$50.88 for towing and repair charges as a result of the incident was presented to the Board of Trustees and a copy is on file with these Minutes.

CLAIM
AGAINST
THE DISTRICT

It was recommended that the Board of Trustees deny liability in this matter and that the claim be referred to the District's insurance carrier.

A motion was made by Trustee Watts, seconded by Trustee Taylor, and unanimously carried to deny liability in this matter and to refer the claim to the District's insurance carrier.

DENIED -
REFERRED
TO THE DISTRICT'S
INSURANCE CARRIER

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>
Continuing Education	\$ 1,800.00	From: Printing To: Office Equipment
Public Information	\$ 1,000.00	From: Equipment Rental To: Printing Technician, Duplicating Center
Fine Arts	\$ 1,741.28 736.22 <u>\$ 2,477.50</u>	From: Piano Tuner/Rec. Engr., Salary Music Instructor Aide, Salary To: Part-time Instructor Aide, Salary
Transportation	\$ 3,000.00 4,000.00 <u>3,500.00</u> \$10,500.00 \$ 4,000.00 \$ 2,500.00	To: Vehicle Supplies Gas and Oil Repair of Equipment, Supplies From: Non-instructional Supply Contingency To: Repair Vehicles, Contract Services From: Unassigned - Contract Services To: Auto Equipment From: Equipment Contingency Account

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>	<u>TRANSFER OF FUNDS</u>
Community Services	\$ 1,500.00	To: Community Services Coordinator	-CONTINUED-
	1,500.00	Clerk, Short Term/Community Services	
	<u>\$ 3,000.00</u>	From: Clerk, Short Term/Forum	
Community Services	\$ 6,500.00	From: Community Services, Guest Speakers	
	2,200.00	Forum Series, Guest Speakers	
	<u>\$ 8,700.00</u>	To: Summer Stock/Company Theatre, Supplies	
	\$ 4,800.00	From: Recreation Aides	
		To: Summer Stock, Royalty Fees	
	\$ 9,000.00	From: Community Services, Consultant	
		To: Summer Stock, Consultant	
Facilities	\$ 1,149.65	To: Stadium Lights, Testing Services	
	694.95	Automotive Yard, Architect's Fee	
	3,525.00	Maintenance of Buildings, Remodeling	
	<u>\$ 5,369.60</u>	From: Unassigned Building Construction	
	\$ 1,000.00	To: Radio Station Remodel, Architects Fees	
		From: Radio Station Remodel, Contract Services	

A motion was made by Trustee Watts, seconded by Trustee Connolly, 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 Listing 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 motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried to approve the items on the Awards Listing for the action specified and to authorize payment upon delivery and acceptance of the items ordered.

AWARDS

-CONTINUED-

APPROVED

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

The following Business Services reports for the month of March 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

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

INFORMATION

A report of pending legislation was presented for information. A response to any bill that may be of special interest to any member of the Board of Trustees or the Administration was invited.

LEGISLATIVE
REPORT

INFORMATION

The following progress report on the 1979-80 Budget was submitted in accordance with the Budget Calendar.

1979-80
BUDGET
PROGRESS
REPORT

The budget requests for all district activities are in the process of compilation, and a report will be made ready for review and study.

With regard to the 1979-80 estimate of income, the amount is still unknown, especially the portion from the State Apportionment and Supplemental Support together with the District's share of the local tax distribution. A number of finance bills are now before the Legislature and until there is final adoption, it will be difficult to present an acceptable estimate of income and expenditures.

The Budget Calendar requires a balanced budget progress report for presentation to the Board of Trustees by May 14, 1979, and it is hoped that there will be some definitive legislation by that time.

INFORMATION

The Meeting of the Board of Trustees was adjourned at 10:35 p.m.

ADJOURNMENT

The Board of Trustees convened to an Executive Session at 10:35 p.m. and adjourned at 11:17 p.m.

EXECUTIVE
SESSION

Any action taken during the Executive Session will be reported at the next Regular Meeting.

The next Regular Meeting of the Board of Trustees will be held on Monday, May 14, 1979.

SCHEDULE
OF MEETINGS

R. A. Lombardi

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