

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

MINUTES OF THE GOVERNING BOARD

PUBLIC

April 24, 1978 - 7:00 p.m.
 Library-Classroom Complex - Room 105

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

Present:

PRESENT

Mr. Larry W. Taylor, President
 Mr. Robert L. Price, Vice-President
 Prof. Eugene C. McKnight, Clerk
 Mrs. Donna C. Berry, Member
 Mrs. Norrisa P. Brandt, 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
 Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent - Excused

ABSENT

Ms. Harriett S. Walther, Member (accident/injury)

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

AGENDA
ADOPTED

Additional Resolutions - Board Report Number 16
 Additional Awards - Board Report Number 34

ADDENDA

A motion was made by Trustee McKnight, seconded by Trustee Watts and unanimously carried, to approve the Minutes of the Regular Meeting of March 27, 1978, with the following correction:

MINUTES OF
03-27-78
APPROVED

Trustee Brandt stated that she had abstained from voting on the Resolution directed to the California Postsecondary Education Commission for the following reason:

Even though she agrees in theory that the local community colleges should be doing their own planning, she feels that the recommendations of the California Postsecondary Education Commission should be listened to, and that the community colleges of Orange County have not worked together enough yet in good planning.

A motion was made by Trustee Brandt, seconded by Trustee McKnight and unanimously carried, to approve the Minutes of the Special Meeting of April 3, 1978, as presented.

MINUTES OF
04-03-78
APPROVED

An Executive Session was held concerning District insurance. A consultation was held with Mr. Virgil R. Howell, President of Mund, McLaurin and Company, risk management consultants, and Mr. Frederick Cornell, Peat, Marwick, Mitchell and Company, consultants of group health insurance. No action was taken.

EXECUTIVE SESSION

Regular Session reconvened at 8:00 p.m.

REGULAR SESSION
RECONVENED

A special report was received from the Department of Community Services.

SPECIAL REPORT
COMMUNITY SERVICES

A photo montage showing the history and the plans for the future of Community Services, which is involved in a broad spectrum of information, recreation, education and culture, was presented.

Dr. Doyle G. McKinney, Associate Dean of Instruction/Academic Programs, and acting Director of Cultural Events, stated that this College was established to serve all community members. One year ago a proposal requesting five directors, a sports information/photographer person, a secretary and a computer operator for community services was outlined. Tonight the first anniversary of the first viable community services program at Saddleback College is being celebrated. He introduced the staff members of the Community Services office to give a progress report on the various programs and to respond to questions.

Mr. William Schreiber, Community Services Assistant/Information Director

Ms. Patti Yomantas, Community Information and Services Assistant

Mr. Dennis Farrell, Photographer/Sports Information Director

Ms. Barbara Belcher, Master Calendar Facilitator

Mr. Terry Yapp, Community Services Assistant/Recreation Director

Dr. Donald Rickner, Community Services Assistant/Education Director

Members of the staff who were present were also introduced:

Natalie Bright
Mary Lou Deleva
Jerre Gibbins
Carol Hernandez
Robin Leftwich

Carol Massa
Diane Ortiz
Bruce Perkins
Debbie Poettgen
John Scialli

Janet Simonetti
Sue Smith
Peggy Williams

Information concerning the financial status of community services will be provided to the Trustees.

COMMUNITY SERVICES

The Board of Trustees recessed at 9:00 p.m. and reconvened to regular session at 9:15 p.m.

RECESS
REGULAR SESSION

Trustees McKnight and Taylor, and Trustee Watts on behalf of Trustee Walther, reported on their attendance at the American Association of Community and Junior Colleges Annual Convention in Atlanta, Georgia. Material and creative ideas had been brought back by each to share with various departments at the College.

REPORTS AND COMMUNICATIONS

TRUSTEES

Trustee Taylor also reported on his extended trip, on his own, from Atlanta to St. Louis.

American Association of Community and Junior Colleges Annual Convention

Trustee Watts reported on his attendance at the Ernest G. Lake Annual Leadership Conference on April 14.

Ernest G. Lake Annual Leadership Conference

Trustee Price reported that the Board of Trustees was approached by California Community College Trustees to reiterate its position to oppose Assembly Bill 1606, Mandated Student Body Fees. This was done on behalf of the Board of Trustees.

Assembly Bill 1606

He reported on his attendance at the Legislative Committee Meeting of the Board of Governors recently.

Legislative Committee Meeting

Trustee McKnight thanked the Board President and the administration for expediting the arrangements in order to hold the first board meeting of the new officers in the new board room this evening.

New Board Room

Trustee Taylor announced that Trustee Walther is recovering at home from a recent accident.

Trustee Walther

Superintendent/President Lombardi reported that the Career Fair will be held at Saddleback College on Wednesday, May 26. Over one hundred businesses will be represented this year.

SUPERINTENDENT/
PRESIDENT
Career Day

He announced that Mary Long, Financial Aid Officer, is in the hospital undergoing tests; Bill Kelly, Associate Dean of Students, and Bill Mulligan, Head Basketball Coach, are both in the hospital for surgery. He wished them all well.

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 reported that the faculty, for the first time, has published a Negotiations Alert. Board Members will receive a copy in the near future. It reflects how they see negotiations and where they think it is going. He stated that it is hoped that a reasonable settlement will be reached that will please both sides.

FACULTY ASSOCIATION

Mr. Noriega, Associated Student Body Representative to the Board of Trustees, reported that a good turnout for the Associated Student Body elections is anticipated.

ASSOCIATED
STUDENT BODY

He stated that the Associated Student Body thinks that the Community Services Office is doing a good job.

He announced that the final draft of the Associated Student Body Constitution is being prepared. It will be submitted to the Board of Trustees for approval.

He requested a copy of the Field Trip Policy.

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

CONSENT CALENDAR

Trustee Berry requested that Board Report Number 35, Consultants, be removed from the Consent Calendar.

AMENDED

Trustee Price requested that Board Report Number 39, Payment to the Construction Manager, be removed from the Consent Calendar.

AMENDED

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

APPROVED

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

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

Trustees Wishing to Attend Student Lounge Opening
Saddleback College
April 3, 1978

Trustee Taylor Accreditation Review Visit
Saddleback College
Trustee Walther April 6, 1978

Trustee Taylor Meeting with Representatives of the
City of Irvine and the District
Irvine
April 20, 1978

Trustees Wishing to Attend The Scholarship Awards Banquet
Laguna Niguel
May 16, 1978

Trustees Wishing to Attend Southern California Oral Inter-
pretation Festival
Saddleback College
April 27, 28 and 29, 1978

Trustee Price Meeting with the Assistant Superintendent - Saddleback College April 19, 1978

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

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

-CONTINUED-

Trustee McKnight Experiential Learning Conference University of California, Irvine March 31, 1978

Trustee Brandt California Community College Community Services Association California Community and Junior College Association Program Planned Budget System Conference - Whittier April 28, 1978

Trustees Wishing to Attend Risk Management and the School District - Seminar Los Angeles May 9, 1978

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATE OF ACHIEVEMENT

Robin Chadwick	Business Management
Susan J. Crowl	Ornamental Horticulture
Carole Ann Eady	Clerical - Legal Office
Wilma Lou Moore	Library/Media Technology
Ronald F. Nadeau	Real Estate
Judith Ayne Nichols	Accounting
Debra Jean Poettgen	Recreation Assistant
Claudette Roscoe	Business Management
Carolyn J. Stevenson	Real Estate
Joseph Michael Zuromsky	Administration of Justice - Law Enforcement

The following curricular deletions were unanimously approved:

CURRICULAR DELETIONS

Library/Media/Technology 212	- Technical Services I - Acquisition
Library/Media/Technology 220	- Reference and Bibliography
Library/Media/Technology 225	- Public Services
Library/Media/Technology 230	- Children's Libraries
Library/Media/Technology 237	- Television Production
Library/Media/Technology 238	- Audio-Visual Production 2-Directed Study

Effective January 1, 1979.

Saddleback Community College District representatives Mr. William Jay, Dean of Instruction, and Mr. Everett Brewer, Associate Dean of Instruction - Occupational Programs, were reappointed as active members of the Regional Adult and Vocational Education (RAVE) Council Del Sur for the two-year period 1978-79 and 1979-80.

RAVE
REPRESENTATIVES

The following were appointed on an if-and-as-needed basis as both extended day and substitute instructors for the 1977-78 academic year at the hourly rate stipulated in the salary schedule at the class to which each is qualified:

EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

<u>Applicant</u>	<u>Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Hutchenson, Lawrence G.	Cred.	Administration of Justice	\$18.00/Hour
Mueller, Irwin F.	Cred.	Administration of Justice	\$18.00/Hour
Rehm, Alice	M.S.	Allied Health	\$18.00/Hour
Wemmer, Richard C.	M.S.	Administration of Justice	\$18.00/Hour

The following, previously employed librarian (50%) was appointed on an if-and-as-needed basis for the 1977 summer session at the hourly rate stipulated in the salary schedule at the class to which she is qualified.

Corum, Susan	M.S.	Librarian	\$18.00/Hour
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The part-time instructors currently employed by the District were unanimously approved to teach summer school assignments in 1978 on an if-and-as-needed basis.

SUMMER SCHOOL
INSTRUCTORS

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

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

1. Sandy Henby, Assistant Typing Learning Center Technician Substitute, Grade 5, Step 1, \$4.761 per hour, effective April 7, 1978, on an if-and-as-needed basis.
2. William T. Rice, Construction Inspector (Professional Expert), \$1,750.00 per month, effective April 10, 1978, through June 30, 1978. Mr. Rice will be assigned the construction inspector for the swimming pool and stadium lighting projects.
3. William Davies, M.D., Physician Student Health Center, \$30.00 per hour, effective April 7, 1978, on an if-and-as-needed basis.
4. Steven Karassik, M.D., Physician Student Health Center, \$30.00 per hour, effective April 13, 1978, on an if-and-as-needed basis.

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5. Kevin Kelly, Ph.d., Mental Health Team, Student Health Center, \$30.00 per hour, effective April 11, 1978, on an if-and-as-needed basis. CLASSIFIED PERSONNEL - REGULAR ACTIONS
6. Betsyrene Sher, Clerk Typist I, Vocational Education Grant (Study of Word Processing Competencies with Implications for the Training of Handicapped/Disadvantaged Students), Grade 1, Step 1 (50%), \$364.50 per month, effective April 17, 1978. This is a temporary position subject to the availability of funds. No cost to the District. -CONTINUED-

Employment

7. Lorraine A. Garcia, Account Clerk I, Business Office, Grade 7, Step 1, \$836.00 per month, effective May 1, 1978.
8. Alice Nancy Foshay, Clerk Typist II, CETA Printing Program, Grade 5, Step 2, \$836.00 per month, effective April 24, 1978.
9. Alexandro Guillen, CETA Youth Program Planner/Job Developer, \$1,029.00 per month, effective April 28, 1978. This is a temporary position subject to the availability of funds at no cost to the District.
10. Camile Durand, Instructional Aide, Community Services, Grade 7, Step 1, \$4.976 per hour, effective May 1, 1978, on an if-and-as-needed basis.
11. Susan Carol Smith, Instructional Aide, Community Services, Grade 7, Step 1, \$4.976 per hour, effective April 25, 1978, on an if-and-as-needed basis.
12. Arlene Mater, Clerical Substitute, Grade 1, Step 1, \$4.339 per hour, effective April 25, 1978, on an if-and-as-needed basis.

Employment - CETA, Title VI

13. Robert Dobro was employed under CETA, Title VI, to a one-year position as Landscape Assistant, at \$760.00 per month, effective April 3, 1978, subject to the availability of funds.

Employment - Student Employees

14. The following students were employed, as needed, at \$2.50 per hour:

Richard Alexander	Renny Corder	Carcia Lamb
Frank Avella	Colin Crawford	Martin Mann
Cary Bateman	Dawn Dove	Kevin Maylath
Janey Beal	Sharon Duke	Carey Moffett
Nicolas Biro	David Fontenot	Adrian Olesijuk
Janella Bullock	Deidra Hill	Donah Lynne Patterson
Tracey Ann Butler	David Knapp	Lori Rogers
		Mary Tsang

Employment - Clerks-Short Term, 1977-78

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

15. The following were employed as Clerks-Short Term, 1977-78, on an if-and-as-needed basis at the rate of \$3.25 per hour, effective March 28, 1978. The hours will be determined by the appropriate administrator and budget.

John Bolton
Mary Krill

Patricia Mullen
Diana Saling

Jody Thorpe
LaVon Thorpe

-CONTINUED-

Change of Position/Reclassification

16. Helen Baxter, change of position from Clerk Typist-Press Operator to Audio Visual Clerk, Library, Grade 7, Step 4, \$960.00 per month, effective April 10, 1978.
17. Barbara L. Radovich, change of position from Admissions and Records Clerk I to Assistant Data Control Clerk, Office of Admissions and Records, Grade 5, Step 4, \$918.00 per month, effective April 17, 1978.
18. Jeanette L. Hart, reclassification from Clerk Typist II to Account Clerk I, Business Office, Grade 7, Step 4, \$960.00 per month, effective May 1, 1978.

Leave of Absence Request

19. Caroline W. Howard, Senior Account Clerk, Business Office, was granted a six-month leave of absence for maternity leave effective August 1, 1978.
20. Harriett Crowell, Senior Library Clerk, Library, was granted a six-week leave of absence from June 1 through July 17, 1978.

Resignation/Termination

21. Elizabeth Hills, Clerk Typist II, CETA Printing Program, resignation effective April 18, 1978.
22. Orma A. Merriam, Switchboard Operator, Administration, resignation effective April 18, 1978.
23. Donald W. Crowell, Groundskeeper I, Maintenance and Operations, resignation effective April 25, 1978.
24. Suzanne Flint, CETA-Title VI Research Assistant, Gerontology, resignation effective April 14, 1978.
25. Robert B. Carrillo, Instructional Aide - Marine Science (hourly), resignation effective April 18, 1978.

12. Library Remodel, Phase II - Drywall, Partitions, Ceilings
 Progress Payment Request Number 3 - Elljay Acoustics, Inc.
 Amount due this request \$17,051.78
13. Library Remodel, Phase II - Painting and Wallcovering
 Progress Payment Request Number 1 - Korte and Coleby, Inc.
 Amount due this request \$10,629.00
14. Library Remodel, Phase II - Operable Walls
 Progress Payment Request Number 1 - Advanced Equipment Corp.
 Amount due this request \$ 1,809.00
15. Library Remodel, Phase II - Electrical Work
 Progress Payment Request Number 5 - A & B Electric
 Amount due this request \$ 6,782.76
16. Library Remodel, Phase II - Air Conditioning
 Progress Payment Request Number 3 - United Air Conditioning
 Amount due this request \$ 6,795.00
17. Library Remodel, Phase II - Electrical Work
 Progress Payment Request Number 2 - A & B Electric
 Amount due this request \$ 1,460.47
18. Library Remodel, Phase II - Demolition Work
 Progress Payment Request Number 1 -
 This work has been completed and payment is due contractor
 in the total amount of \$ 1,400.00
19. Library Remodel, Phase II - Electrical Projects A, B, C, E
 Progress Payment Request Number 3 - A & B Electric
 Amount due, 10% Retention \$ 2,141.70
- A Notice of Completion is to be filed for this project and
 payment of the retention in the amount of \$2,141.70 is to
 be released 35 days after filing of such notice.

PROGRESS
 PAYMENTS
 -CONTINUED-

NOTICE OF
 COMPLETION

20. Electrical Work, Science-Math Building - Project B-1
Progress Payment Request Number 1 - A & B Electric
This work has been completed and payment is due contractor
in the total amount of \$ 245.00

PROGRESS
PAYMENTS

-CONTINUED-

21. Library Remodel, Phase II - Fixtures
Progress Payment Request Number 1 - A & B Electric
This work has been completed and payment is due contractor
in the total amount of \$ 981.00

22. Campus Quad - Emergency Electrical Project
Progress Payment Request Number 2 - A & B Electric
Amount due this request \$ 768.08
Due to the emergency nature of this award a deduction of
ten percent retention was not required in the contract.

23. Information Center
Progress Payment Request Number 2 - Miles & Kelly Construction Co.
Amount due this request \$ 409.50
This billing is for one hundred percent of the contract amount,
less retention. A Notice of Completion is to be filed on this
project and the retention payment of \$1,316.50 is to be re-
leased 35 days following the filing of such notice.

NOTICE OF
COMPLETION

Ratification:

1. North Campus Exterior Building Shell - Reinforcing Steel
Progress Payment Request Number 1 - Soule' Steel Company
Amount due this request \$ 3,989.16
2. North Campus Exterior Building Shell - Rough Carpentry
Progress Payment Request Number 1 - Shirley Brothers, Inc.
Amount due this request \$ 4,950.00
3. North Campus Exterior Building Shell - Concrete Work
Progress Payment Request Number 1 - Means and Ulrich
Amount due this request \$22,365.00

4. North Campus Exterior Building Shell - Laminated Beams

PROGRESS
PAYMENTS

Progress Payment Request Number 2 - Laminated Forest Products

Amount due this request \$18,407.70

-CONTINUED-

5. North Campus Exterior Building Shell - Structural Steel

Progress Payment Request Number 1 - Johnson Steel Corporation

Amount due this request \$ 849.37

6. Information Center

Progress Payment Request Number 1 - Miles and Kelly Construction Co

Amount due this request \$11,439.00

7. Reworking Air Conditioning System - P. E. Complex Locker Room

Progress Payment Request Number 3 - ACR Mechanical Corporation

Amount due this request, 10% retention \$ 1,495.70

A Notice of Completion is to be filed and payment of the retention is to be released 35 days after filing of said notice.

NOTICE OF
COMPLETION

The following request for payment, submitted by William Blurock and Partners, was unanimously approved:

PAYMENT TO
THE ARCHITECT

General Classroom Building

Estimated Project Cost -	\$5,462,511.00	
Fee - 8% x \$1,000,000	80,000.00	
7% x 1,000.00	70,000.00	
6% x 3,462,511	207,751.00	
Total	\$ 357,751.00	(Contract dated 10-18-76)

15% due on account to date	\$53,662.65
Less previous payments	-0-
Amount due this request	\$53,662.65

Purchase Orders 34868 through 35000, totaling \$76,078.38, were unanimously approved and payment was authorized upon delivery and receipt of the items ordered.

PURCHASE
ORDERS

Also, a report of changes to purchase orders approved at previous board meetings (Page 8) was also unanimously approved.

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

District Warrants 41303 through 41877, totaling \$386,628.92, were unanimously approved and ratified for payment.

PAYMENT
OF BILLS

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

Payment of personnel services was ratified as follows:

PAYMENT OF
PERSONNEL SERVICES

Certificated Payroll	9A*	\$ 688,744.19
Classified Payroll	9B*	344,291.61
		<u>\$1,033,035.80</u>

*Constitutes the payroll identification of the certificated and classified employees paid in this period, names on the lists on file in the Business Office.

Resolutions commending the following were presented for adoption by the Board of Trustees:

RESOLUTIONS OF
COMMENDATION

The Saddleback College Basketball Team under the coaching of Bill Mulligan

The First Nighters of Saddleback College

Mr. Andrew Parks

Miss Bonnie Ebsen

Mr. and Mrs. Barry Hon

Mr. and Mrs. Melilli

Jean Vincenzi

Cinco de Mayo

ADDENDUM

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

A copy of each is attached to these Minutes.

Roll Call Vote:

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

Trustee Taylor stated that Trustee Walther fully supported these Resolutions and indicated that she will sign them when she returns.

ADOPTED

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>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
<u>Division of Fine Arts - Monte C. LaBonte, Division Director</u>			
Dedication Week - Music Section	Kay Andreas Brenda Crawford Steven Durnin	\$ 50.00 50.00 50.00	-CONTINUED-
An Evening with Dello Joio April 12, 1978	Cynthia Endriss Arlane Eseman Mitch Fennell Larry Granger Gary Harimoto Hazel La Bell Syd Renfro Michael Sweeney Stan Steele	50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 100.00 <u>650.00</u>	
April 10-14, 1978	Dr. Norman Dello Joio	\$ 157.31	
Dr. Dello Joio spent one day more than originally approved and this sum is to cover this additional expense.			
Saddleback College Art Gallery	Western Association of Art Museums	\$ 608.00	
July 17 - August 18, 1978	New Testament Narratives		
<u>Division of Social Sciences - William M. Williams, Division Director</u>			
Lecture May 1, 1978	Joanna Clark	\$ 25.00	
Lecture May 15, 1978	Donald Smith	\$ 25.00	
Lecture May 9, 1978	James Roosevelt	\$ 50.00	
<u>Community Services - Doyle G. McKinney, Dean of Academic Programs</u>			
Emergency Substitutes for the Forum Series, Spring 1978			
Forum Series #4 March 14, 1978	Frank Brinkman Substitute for Bernard Rollins	\$ 62.50	
Forum Series #4 March 14, 1978	Ward Thompson Substitute for Frank Brinkman	\$ 62.50	
Forum Series #37 March 21, 1978	Mary Jane Bloom Substitute for Robert Haas	\$ 75.00	

Additional coordinators and lecturers for the Forum Series, Spring PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

Forum Series #26B Scott Moore \$ 300.00
April 18, 25
May 6, 13, 20, 27

-CONTINUED-

Forum Series #65 Sabrina Braham \$ 40.00
May 6, 1978 Ann Stern 40.00

Forum Series #7 Lee Eckert \$ 900.00
May 13, 1978

Forum Series #9 Lee Eckert \$ 900.00
May 20, 1978

Forum Series #21E On March 13, 1978 the Board of Trustees
May 20, 1978 approved \$1,900.00 to be paid to
Alvin Brightbill, Contractor, for the
Soloists for Saddleback Concert Choir
Series. Following is a breakdown of
payment:

Franz Brightbill	\$ 100.00
John Matthews	100.00
Diane Pilcher	100.00
Gloria Grace Prosper	100.00
Mary Gerlitz	1,500.00

Ms. Gerlitz hires Saddleback Symphony
Orchestra and Soloists for this amount.

Mime Theatre Miriam Tait \$ 50.00

Performance in Vicki Silva \$ 50.00
Saddleback Theatre
May 15, 1978

Cinco de Mayo Bert Petty \$ 100.00
May 5, 1978

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

A motion was made by Trustee Berry and seconded by Trustee Price
to amend the motion by removing, for further consideration,
those items recommended by the Division of Social Sciences.

Trustees Brandt, McKnight, Price, Taylor and Watts were opposed.

The main motion to approve the public program and community service APPROVED
items as presented was carried.

Trustee Berry was opposed.

It was recommended that the Saddleback Summer Stock Company be approved.

SADDLEBACK
SUMMER STOCK
COMPANY

An informational package regarding the creation of this cultural program was previously submitted to the Trustees and is on file with these Minutes.

A motion was made by Trustee Berry, seconded by Trustee Brandt and unanimously carried, to approve the Saddleback Summer Stock Company as recommended.

APPROVED

It was requested that the Board of Trustees approve acceptance of a grant under Title VI-A of the Higher Education Act from the Office of the United States Commissioner of Education in the amount of \$20,000.00.

ACCEPTANCE
OF A GRANT

This money will be applied toward the cost of instructional equipment to extend the capability of the Word Processing program to the new satellite campus and will continue this program's leadership in the State. Saddleback College's portion of the equipment cost is \$36,400.00.

A motion was made by Trustee Brandt, seconded by Trustee Watts and unanimously carried to approve acceptance of the grant as requested.

APPROVED

It was recommended that staff and the architect be authorized to advertise and accept bids for the following building modification projects:

BUILDING
MODIFICATION
PROJECTS

1. Modification of "T" Building into Automotive Technology Laboratories, in the estimated amount of \$100,000.
2. Modification of "Q" Building into Welding Technology Laboratories, in the estimated amount of \$102,000.

(Note: \$75,000 is to be reimbursed by CETA)

It is understood that awards for these bids will not be recommended until after June 6, 1978.

The Automotive Technology Program was approved by the Chancellor's office on November 23, 1970. Since the initiation of this program all classes have been conducted in high school facilities off campus. The exterior of the "T" Building facility will be completed in August, and the additional funds will be required to complete the interior of the facility.

The Welding Technology Program was approved by the Chancellor's office on May 27, 1976. All classes have been conducted in high school shop facilities since that time. We have an opportunity to develop a CETA Work Program, in addition to the regular program with a CETA income of approximately \$75,000. The request for \$102,000 should provide enough funds to complete the welding shop on campus.

A motion was made by Trustee Watts, seconded by Trustee Brandt and carried, to approve the building modification projects as recommended.

BUILDING
MODIFICATION
PROJECTS

Trustee Berry was opposed. She stated that she is highly in favor of the program. However, she believes that alternate plans should be considered due to the high cost of modification. She also expressed concern regarding the aspects of sound and safety in relationship to the location of the child care center which is in the same general vicinity.

-CONTINUED-

APPROVED

It was recommended that the following certificated positions for the Main Campus, 1978-79, be approved and that authorization be granted to proceed with the recruitment and the interviewing of applicants:

CERTIFICATED
POSITIONS -
MAIN CAMPUS
1978-79

1 Specialist - Learning Disabilities

1 Coordinator, Handicapped Students - \$1,500 per academic year

These two positions were incorporated in Planning Task Number 26, "A Comprehensive Plan for Handicapped Students", that was approved on March 27, 1978. The District will receive financial reimbursement for developing the Program for Handicapped Students.

All announcement of vacancy notices will include the following statement:

Special Notice: Impending legislative activities and/or a proposed constitutional referendum may restrict the District's capability of funding announced positions. Applicants are advised that final Board approval of successful candidates may be withheld until fiscal concerns have been resolved.

Job specifications were presented and are on file with these Minutes.

A motion was made by Trustee McKnight, seconded by Trustee Price and unanimously carried, to approve the certificated positions - main campus, 1978-79, as recommended.

APPROVED

The following reports, dealing with the 1978-79 budget, together with a copy of the 1978-79 budget calendar, were presented to the Board of Trustees for information. A copy of each is on file with these Minutes.

PROGRESS
BUDGET
REPORT

Schedule A - Summary of Budget Requests

Schedule B - Main Campus Comparative Budget Summary by
Administrative Departments and Instructional
Divisions and North Campus

Schedule C - Comparative Income Report

PROGRESS
BUDGET
REPORT

Schedule D - Summary of 1978-79 Appropriation Requests
and projected Income, with estimate of
property tax rates

-CONTINUED-

Schedule E - Property Tax Income Estimate for 1978-79

Pursuant to the budget calendar, a balanced budget progress report shall be submitted to the Board of Trustees at the meeting of May 8, 1978.

INFORMATION

It was recommended that the following gifts be accepted:

GIFTS TO THE
DISTRICT

<u>Donor</u>	<u>Gift</u>
Mr. Richard Wyndhamsmith The Wyndham Company Real Estate Analysts and Appraisers Laguna Hills	A Lanier Dictating Machine (Model 358358) complete with a hand microphone, a foot pedal and earphones.

This equipment is to be used in the Typing Learning Center for instructional purposes.

Saddleback Agents' Association	A donation to the Student Fund in the amount of \$200.00.
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A motion was made by Trustee Price, seconded by Trustee Berry and unanimously carried, to accept the gifts as presented.

ACCEPTANCE
APPROVED

The donors will be notified by a letter of acceptance and a certificate of appreciation will be issued.

It was recommended that, because of the age of the vehicle, the following gift not be accepted:

<u>Donor</u>	<u>Gift</u>
Retired Seniors Volunteer Program	1969 8-passenger Dodge Van. This vehicle has been offered to the District for use of the ACTION Fixed Income Counseling Program.

A motion was made by Trustee Berry, seconded by Trustee Price and unanimously carried, to decline the gift as presented.

DENIAL
APPROVED

A letter will be forwarded to the Retired Seniors Volunteer Program Director thanking them for their offer of the vehicle.

A Compromise and Settlement Agreement, in the matter of Saddleback Community College District vs. Donald A. Ramberg, et al. (Superior Court Case Number 216001) was submitted to the Trustees for consideration and action.

SADDLEBACK
COMMUNITY
COLLEGE
DISTRICT VS.
DONALD A. RAMBERG
ET AL

It was recommended that the Board of Trustees approve the execution of this agreement by the Superintendent/President and the Assistant Superintendent/Business, in accordance with action taken at the meeting of June 13, 1977. At that meeting the Board of Trustees approved the recommendation of legal consultant Robert Waldron for the settlement.

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to approve the execution of the Compromise and Settlement Agreement in the matter of Saddleback Community College District vs. Donald A. Ramberg, et al. (Superior Court Case Number 216001) by the Superintendent/President and the Assistant Superintendent/Business, in accordance with action taken at the meeting of June 13, 1977.

EXECUTION OF
AGREEMENT
APPROVED

A copy of this Agreement is on file with these Minutes.

A claim for property damage in the amount of \$400.84 had been presented to the District by Mel Raney who alleges that this amount of damage to his motorcycle occurred as a result of the condition of the campus road. It has been determined that an excavation ditch was constructed by the contractor on the swimming pool project.

CLAIM AGAINST
THE DISTRICT

It was recommended that the District deny liability and that the matter be referred to Shirley Brothers, Inc., General Contractors, and to the District's insurance carrier for appropriate action.

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried, that the District deny liability and that the matter be referred to Shirley Brothers, Inc., General Contractors, and to the District's insurance carrier for appropriate action.

REFERRED TO
GENERAL CONTRACTOR
AND TO THE
DISTRICT'S
INSURANCE CARRIER

It was requested that authorization and direction be given to discuss the current interdistrict six-unit rule with Coast, Rancho Santiago and North Orange County Community College Districts.

INTERDISTRICT
ATTENDANCE

Due to the uncertainties created by Proposition Number 13, (Jarvis-Gann) and the unavailability of the North Campus facilities by the fall semester of the 1978-79 academic year, it was recommended that the Board of Trustees consider modifying the present six-unit rule to a "three unit" or "one class" rule.

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to table this item at this time.

TABLED

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>
Work Experience	\$ 200	To: Vocational/Technical - Conferences/ Meetings
	<u>300</u>	To: Work Experience - Conferences/ Meetings
	\$ 500	From: Work Experience Mileage
Library	\$3,000	To: Duplicating Equipment Repair From: Microfilm Supplies

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to approve the requests for transfer of budget appropriation funds as submitted.

APPROVED

It was recommended that Award Numbers 1 through 17 on the Awards List 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

Item Number 18 through 22 were submitted for approval of changes.

It was requested that Item Numbers 23 through 28 be ratified, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

All of the recommended awards are within approved budgetary appropriations.

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

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

ADDENDUM

R-1416-A - AC Line Correctors (3) - Math and Engineering

Deltec Corporation \$2,461.32

The following bid was submitted for ratification as the low bid meeting specifications, and for authorization of payment upon delivery and acceptance of the items ordered:

R-35304 - Additional roadwork needed to repair hazardous conditions resulting from heavy rainfall - Buildings and Grounds

Bee Line Company \$1,540.00
(Awarded 04-20-78)

These awards are within approved budgetary appropriations.

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

AWARDS
APPROVED

The following requests for consultant services were submitted for approval:

CONSULTANTS

Fine Arts Division

It was recommended that The New Theatre TNT, John Cauble, Proprietor, be retained to perform consulting services in connection with the appearance of professional actor Don Keefer in Inherit the Wind at a fee not to exceed \$3,273.00. Rehearsals for the production begin April 17, 1978, with the play scheduled for performances May 3 - May 14. Mr. Keefer's appearance was approved by the Board of Trustees at the meeting of March 27, 1978.

Health Sciences

It was recommended that Howard Adams, Nursing Instructor, be appointed to serve as a consultant in preparing and coordinating the National League of Nursing Accreditation Report, at a fee not to exceed \$2,580.00. It is estimated that 300 hours will be required to complete the report by September 30, 1978, at an hourly rate of \$8.60.

CETA Skill Training Improvement Program - Welding

It was recommended that Ron Dull, part-time instructor, be retained to perform consultant services in connection with the CETA STIP Welding Program at a cost not to exceed \$44.00.

Trustee Berry stated that she had requested that this item be removed from the Consent Calendar in order to ascertain that the payment requested for actor Don Keefer was not a duplicate of that previously approved.

Assistant Superintendent Barletta explained the actors retirement and benefit payment system and verified that this was not a duplicate request for payment.

A motion was made by Trustee Berry, seconded by Trustee McKnight and unanimously carried, to approve the requests for consultant services as submitted.

APPROVED

The following payment requests, submitted by Berry Construction Management, were recommended for approval:

PAYMENT TO THE
CONSTRUCTION
MANAGER

Contracts and Purchase Orders for Library Remodel Phase II completed through 04-07-78	\$264,022.48
Amount due this request	\$ 10,743.48

Contracts and Purchase Orders for Library and Miscellaneous
Projects completed through 04-07-78

\$16,427.10

PAYMENT TO THE
CONSTRUCTION
MANAGER

Amount due this request

\$ 1,627.71

-CONTINUED-

Trustee Price stated that he had requested that this item be removed from the Consent Calendar in order to point out that the report shows that the total project cost exceeds that which was planned, which indicates that project control is needed.

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to approve the payment requested submitted by Berry Construction Management.

APPROVED

The Members of the Board of Trustees were informed that Assembly Bill Number 2158, introduced by William Thomas, concerns community college capital outlay. The legislative digest was quoted as follows:

LEGISLATIVE
REPORT

Existing law prescribes a procedure pursuant to which community college capital outlay projects under the Community College Construction Act of 1967 are included in the State budget and the Budget Bill for consideration by the Legislature.

This Bill would prescribe an additional procedure for the allocation, on a pro rata basis, of ten percent of the total amount appropriated to community college districts for such capital outlay projects in order to fund partially projects which were not funded in the Budget Act in districts which had intended to use primarily local funds and which do not wish to wait for the appropriation of the entire state share of the project.

This legislation has been passed by the Committee on Education and will be heard by the Ways and Means Committee on April 26, 1978.

It was recommended that the Board of Trustees adopt a resolution to support this legislation in order to permit certain projects to be commenced at the earliest possible time and so permit such projects to be completed at lower cost.

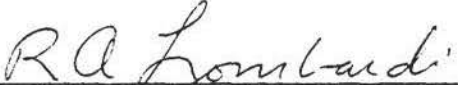
A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, that such a resolution be adopted.

RESOLUTION
TO BE ADOPTED

The District Negotiator found that an Executive Session to discuss
Certificated Personnel Negotiations was unnecessary at this time. EXECUTIVE SESSION
UNNECESSARY

There being no further business, the Meeting was adjourned at 10:45
p.m. ADJOURNMENT

The next Regular Meeting of the Board of Trustees is scheduled to be
held on Monday, May 8, 1978. SCHEDULE OF
MEETINGS


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