

SADDLEBACK COMMUNITY COLLEGE DISTRICT
 28000 Marguerite Parkway
 Mission Viejo, California 92692

MINUTES OF THE GOVERNING BOARD

May 22, 1978 -- 7:30 p.m.
 Library-Classroom Complex - Room 105

PUBLIC

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

CALLED TO ORD'

Present:

PRESENT

Mr. Larry W. Taylor, President
 Prof. Eugene C. McKnight, Clerk
 Mrs. Norrisa P. Brandt, 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
 Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent:

ABSENT

Mr. Robert L. Price, Vice-President
 Mrs. Donna C. Berry, Member

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to approve the Agenda with the following addenda:

AGENDA ADOPTED

Board Report Number 91 - Classified Personnel - Regular Actions
 Board Report Number 96 - Awards

A motion was made by Trustee Brandt, seconded by Trustee Watts and unanimously carried, to approve the Minutes of May 8, 1978, with the following addition and the Minutes of May 15, 1978, as presented.

MINUTES APPROVED

Trustee Brandt asked for more specific information concerning the profit and loss to both the Rancho Santiago and Saddleback Community College Districts when our students are sent to their schools to be educated.

Trustee Walther reported on her attendance at a performance at the Santa Ana College Theatre. At that event she had picked up handouts concerning Proposition 8 versus 13 to share with the other Trustees. She stated that she thought that this Board might take a position in order to spread the word.

REPORTS AND
COMMUNICATIONS

TRUSTEES

Trustee Taylor stated that this item is not on the agenda this evening; however, it could be placed on the agenda by a unanimous vote.

Propositions
8 and 13

Trustee Brandt stated that this Board has expressed itself. Individuals may participate if they wish, but she does not think that the college should any further.

Trustee Watts agreed.

Trustee Walther stated that she was perhaps remiss in not bringing this matter to the attention of the Board at an earlier time, that she is looking for a legal means of disseminating information against Proposition 13. She stated that she is not requesting action, but consideration.

Superintendent/President Lombardi stated that the administration did prepare a document relating to Proposition 13 which was distributed to all staff members. It is the opinion of the Attorney General of the State of California that Proposition 8 will have no effect on the budget of this College.

Trustee McKnight reported that he had happened to be on campus during a "dim out" emergency. He was pleased with the alertness of the members of the staff who were on duty - they were well prepared. One minor need, evening officers having a hand-held radio to communicate with security people, has since been filled.

Campus "Dim
Out" Emergency

Trustee Taylor reported that he had had the pleasure of representing the Board of Trustees at the Degree Recognition Program at the Marine Corps Air Station in El Toro honoring students who will be graduating from Saddleback College.

Degree
Recognition
Program -
MCAS

Yesterday he and Trustee McKnight had been in attendance at the Nursing Pinning Ceremony. It was a very touching event honoring the dedicated students of the Nursing Division as they received their degrees.

Nursing
Pinning
Ceremony

He reminded the Trustees that commencement exercises will be held tomorrow evening at 6:00 p.m.

Commencement

He reported that this date he had spoken to the Laguna Beach Council on Aging concerning Propositions 8 and 13. He felt they were very receptive.

Laguna Beach
Council on
Aging

Superintendent/President Lombardi asked Associate Dean of Students Kelly to introduce the Saddleback College student who was the first-place winner in the Social Science/Humanities Category in the Bank of America's Southern California Community College Awards Program: Vivian Villanueva. She shared her adventure with those present.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

SUPERINTENDENT/
PRESIDENT

Director of Media Services Weisgerber introduced members of his staff to give a presentation on the media production area. A Media Progress Report, dated May 22, 1978, was presented to each Trustee and is on file with these Minutes.

Vivian Villanueva

Media Progress
Report

Martha Parisian, Radio-TV-Film Instructor, showed a collage on the Forum Series and reported on the involvement of the students in this project.

Nancy Shake, Media Technology Instructor, who assists instructors and students in producing media programs, showed a sample of the programs and areas involved in producing them.

Warren Deacon, Media Services Assistant/Radio Operations, told of the radio station expansion and of student participation in and exposure to a professional situation.

Trustee Brandt stated that these exceptional courses should be advertised throughout the entire District.

Board Report Number 92, Saddleback Community College District Foundation, which was presented for information, was considered at this time.

SADDLEBACK
COMMUNITY
COLLEGE DISTRICT
FOUNDATION

A Proposal for the Saddleback Community College District Foundation, including a Strategy Paper, Articles of Incorporation and proposed Foundation Bylaws, had been given to the Trustees at an earlier date. This evening revised Articles of Incorporation for the Foundation and Bylaws of the Foundation were presented for information and discussion. All of these documents will be placed on file with the Agenda. The final documents will be filed with the Minutes of the meeting at which they are approved.

Trustee McKnight requested that the following suggestions be considered prior to presentation of these documents for approval.

Page 2, Item (B) - Remove the word exclusively

Page 3, Item (E) - Replace this entire statement with the following statement:

To promote the welfare of the College; to assist it in fulfilling its objectives; to supplement the total program and activities of the college in appropriate ways; to assist in the promotion of educational services; and to otherwise aid and assist the college in fulfilling its objectives; to supplement the total program and activities of the college

in appropriate ways; to assist in the promotion of educational services; and to otherwise aid and assist the college in fulfilling its role in serving the citizens of the community in which it is located.

SADDLEBACK
COMMUNITY
COLLEGE DISTRICT
FOUNDATION

He suggested that the paragraph indicating that the Board could vote itself a salary be deleted. One or two sentences could replace this statement indicating that the Board of Directors shall serve without salary or remuneration, receiving justified expenses as deemed necessary.

-CONTINUED-

Superintendent/President Lombardi requested that the word faculty be changed to staff in all cases throughout the document.

Documents relative to the Saddleback Community College District Foundation are scheduled to be presented for approval at the next Regular Board Meeting.

INFORMATION

Superintendent/President Lombardi introduced Mr. Donald Trent, Director of Facilities, who will be joining the staff in June.

REPORTS AND
COMMUNICATIONS

Ms. Nanci Ormasa, Associated Student Body President, was present. She stated that she will invite the other newly-elected Associated Student Body officers to attend the next Regular Board Meeting. They were unable to attend this meeting because of finals. Mr. John Noriega and Mr. Daryl Walezak were present.

-CONTINUED-

DONALD TRENT

NANCI ORMASA
ASB PRESIDENT

Mr. John R. Lowe, the newly-elected President of the Academic Senate, was introduced. He announced that Mr. Philip Fuchs is now the Academic Senate Vice-President and Martha Maruca is the Secretary-Treasurer.

JOHN LOWE
ACADEMIC SENATE
PRESIDENT

Mr. Loyd Garcia, Chapter President of the California School Employees Association, was present. Trustee Taylor mentioned the fact that the California School Employees Association had presented a scholarship award to a Saddleback College student. Mr. Garcia stated that hopefully this year's picnic, the source of scholarship funds, will be an even bigger success than last year's event.

LOYD GARCIA
CSEA PRESIDENT

Mr. David O. Ferrier, a member of the public, had written a letter to the Board of Trustees dated May 12, 1978. A copy of this letter is on file with these Minutes. He was present at the meeting to explain and discuss the matter outlined in his letter. It states that he has been denied entrance to a course for three consecutive semesters. He has discovered that the College is not aware of how many persons are encountering this problem, as no records are maintained, and he feels that restructuring of registration procedures are in order.

PUBLIC

Trustee Brandt asked that a policy be written and presented to the Trustees for consideration stating that no pre-registration by college personnel will be allowed, that all registration will take place in a routine manner.

PUBLIC

-CONTINUED-

Superintendent/President Lombardi stated that the Board will be informed of the registration procedure to review and to give direction.

Mr. Ferrier will be contacted and informed of the results.

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 McKnight 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:

REQUESTS TO
ATTEND
CONFERENCES,
MEETINGS, ETC.

Trustee Taylor

General Faculty Meeting
Saddleback College
May 5, 1978

Trustee Price

Conference with the Superintendent/
President - Saddleback College
May 5, 1978

Trustee Price

Conference with the Dean of
Instruction - Saddleback College
May 11, 1978

Trustee Taylor

Academic Senate Meeting
Saddleback College
May 12, 1978

Trustees Wishing to Attend

Saddleback School of Nursing
Pinning Ceremony - Saddleback College
May 21, 1978

Trustees Wishing to Attend

Track Banquet / Picnic
Dana Point
May 24, 1978

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

Trustees Wishing to Attend

Saddleback Valley Liaison Committee
for Saddleback College - Breakfast
Meeting - Mission Viejo
May 17, 1978

The Computer and Information Science Program was unanimously approved.

COMPUTER AND
INFORMATION
SCIENCE PROGRAM

The following courses were unanimously approved to be offered for the Fall of 1978:

TELEVISION
CONSORTIUM

Designing Home Interiors
The Lone Search
Contemporary Health Issues
Project: Universe
As Man Behaves
Family Portrait: A Study of Contemporary Lifestyles
Designing Home Interiors

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATE OF
ACHIEVEMENT

Janice Britten	Cosmetology
Rebecca Brust	Cosmetology
Diane Duke	Cosmetology
Rita Fisher	Cosmetology
Richard M. Gravitt	Cosmetology
Gunilla Martinez	Cosmetology

The following were unanimously 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:

APPOINTMENT OF
EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

<u>Applicant</u>	<u>Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Appleman, Arnold B.	B.S.	A0J	\$18.00 per hour
Butts, Robert H.	B.A.	A0J	\$18.00 per hour

The following were unanimously appointed on an if-and-as-needed basis as both extended day and substitute instructors for the 1978 summer session at the hourly rate stipulated in the salary schedule at the class to which each is qualified:

Brady, Nancy J.	R.N.	Community Health	\$18.00 per hour
Mays, Ruthelle	Cred.	Nursing Assistant	\$18.00 per hour
Morris, Cindy L.	B.S.	Nutrition (E1)	\$18.00 per hour
Westhafer, Francis	J.D.	Allied Health	\$18.00 per hour

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

Caponigri, Winifred	M.S.	Geology	\$18.00 per hour
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The contract for Herb Johns, Off-Campus Coordinator, was unanimously extended for 20 days, 5 days on the 1977-78 salary schedule and 15 days on the 1978-79 salary schedule, to coordinate the 1977-78 summer school off-campus program.

OFF-CAMPUS
COORDINATOR

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

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Employment

1. Kent Aiken, Groundskeeper I, Maintenance and Operations, Grade 6, Step 1, \$819.00 per month, effective June 1, 1978.
2. Melinda Ohlman, Clerical Substitute, Grade 1, Step 1, \$4.339 per hour, effective May 23, 1978, on an if-and-as-needed basis.
3. Sherri Holt, Clerical Substitute, Grade 1, Step 1, \$4.339 per hour, effective May 23, 1978, on an if-and-as-needed basis.
4. Margaret (Peggy) Reder-Mytinger, Switchboard Operator, Business Services, Grade 2, Step 1, \$746.00 per month, effective June 1, 1978.
5. Shirley Ann Morgan, Admissions and Records Clerk I, Office of Admissions and Records, Grade 3, Step 1, \$763.00 per month plus 4 percent shift differential, effective May 23, 1978.
6. Jana Johnson, CETA Youth Recruitment Specialist/Program Monitor, Title III Out-of-School Youth Program, temporary employment subject to the availability of funds, \$1,000.00 per month, effective May 22, 1978. No cost to the District.

Employment - Professional Model

7. Cathy R. White, Professional Model, if-and-as-needed basis, \$4.50 per hour, effective September 1, 1978.

Employment of Clerk - Short Term 1977-78

8. L. Sue Burkhart was employed as Clerk - Short Term on an if-and-as-needed basis at the rate of \$3.25 per hour, effective May 11, 1978. The hours will be determined by the appropriate administrator and budget.

Employment - Student Employees

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

9. The following were employed as student employees on an if-and-as-needed basis, at \$2.50 per hour:

Michael Beeman	Reina Keller
Allyson Davenport	Joni Natoli
Carmela Don Vito	Katherine Vickers

-CONTINUED-

Employment - Recreations Leaders

10. The following were employed as Recreation Leaders on an if-and-as-needed basis at the rate of \$3.75 per hour, effective May 15, 1978. The hours will be determined by the appropriate administrator and budget.

Cathi Conners
John Harper
Dan Soller

Carry Over of Accumulated Vacation Leave

11. At his request, Eric Garant, Audio Visual Technician, Library, will be permitted to carry over three days of accumulated vacation leave to the 1978-79 academic year.

Personal Leave of Absence

12. Nancy Richardson, Secretary, Division of Health, Physical Education, Recreation and Athletics, was granted a six months' leave of absence without pay, effective June 30, 1978 through December 29, 1978. In order to complete emergency needs for the Division, Mrs. Richardson will return to work on the following days: August 24, 25, 28, 29, 30, and 31 and September 11, 12, 13, 14, 15, 18, 19, 20, 21 and 22.

Resignation/Termination

13. Betsyrene Tudi Sher, Clerk Typist I, Vocational Education Grant (Study of Word Processing Competencies with Implications for the Training of Handicapped Disadvantaged Students) resigned effective May 17, 1978.
14. Scott Spain, Senior Instrumental/Keyboard-Recording Engineer, Fine Arts Division, resigned effective on or before August 18, 1978, depending upon the appointment of a replacement.

Employment

ADDENDUM

1. Joan Townsend, Secretary, Division of Fine Arts, Grade 11, Step 3, \$1,006 per month, effective June 1, 1978.

The following request for payment by C. V. Holder, Inc., Construction Manager for the North Campus, was unanimously approved:

PAYMENTS TO THE CONSTRUCTION MANAGER

Contract Fee - \$162,500.00	
Payment Request Number 1 dated 03-29-78	\$16,250.00
Payment Request Number 2 dated 04-28-78	<u>\$16,250.00</u>
Amount due	\$32,500.00

Purchase Orders 35226 through 35475, totaling \$331,809.35, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

A report of changes to purchase orders approved at previous board meetings was also unanimously approved.

A copy of the Purchase Order List dated May 22, 1978, is on file with these Minutes.

District Warrants 42259 through 42703, totaling \$814,536.62, were unanimously approved and ratified for payment.

PAYMENT OF BILLS

A copy of the Warrants Order List dated May 22, 1978, is on file with these Minutes.

Payment of personnel services was unanimously ratified as follows:

PAYMENT OF PERSONNEL SERVICES

Classified Payroll	10B*	\$355,493.53
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*Constitutes the payroll identification of classified employees paid in this period, named on the list on file in the Business Office.

The Human Development - Educational Assistant Program was submitted for information. It has been considered and approved by the Curriculum Committee. Approval will be requested at the next regular Board Meeting.

HUMAN DEVELOPMENT EDUCATIONAL ASSISTANT PROGRAM

This Program is a reorganization of the present Program of Teacher Aide and Early Childhood Studies and involves no new courses.

INFORMATION

The following curricular additions, which have been considered and approved by the Curriculum Committee, were presented for information. Approval will be requested at the next regular Board Meeting.

CURRICULAR ADDITIONS

Business Sciences

ACC 204 Computerized Accounting Procedures

Occupational Programs

CURRICULAR
ADDITIONS

GA 109 Graphic Arts Composition

-CONTINUED-

Social Sciences

Human Services/
Soc. 170 Drugs and Alcohol in our Society

Human Services/
Soc. 171 Problems of Alcohol and Drug Addiction

Human Services/
Soc. 172 Family Counseling - Approaches to
Alcohol Problems/Drug Abuse

Human Services/
Soc. 173 Field Work and Seminar in Alcohol/
Drug Abuse

Physical Education

PE 1A 15A-15B Varsity Soccer - Men

INFORMATION

It was requested that submission of proposals and the acceptance
of grants for the following CETA Programs be approved:

CETA PROGRAM
PROPOSALS

STIP (Skill Training Improvement Program) in Electronics
Grant Period June 15, 1978 through July 23, 1979

Multi-Office Skills
Grant Period October 1, 1978, through September 30, 1979

Printing Tecynology
Grant Period October 1, 1978, through September 3, 1979

A motion was made by Trustee Watts, seconded by Trustee Brandt
and unanimously carried, to grant permission as requested.

APPROVED

It was recommended that the nine faculty and staff development
projects as presented and the honorariums listed below be
approved:

FACULTY AND
STAFF DEVELOP-
MENT PROJECTS

J. D. McMullen	\$300.00
Grace Lange	\$300.00
Nancy E. Desmond	\$300.00
Dixie Sandahl	\$300.00
Yong Kim	\$300.00
Robin Valencic	\$300.00
Carol Bander	\$150.00
Madelyn Benson	\$150.00
Maria Sheehan	\$300.00
Lola Attinger	\$300.00

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Cabaret	Richard Doyle		

Rehearsals: July 5 - August 1
 Performances: August 3 - 6 and
 August 10 - 13

-CONTINUED-

Additionally, the foregoing performers will conduct workshops and seminars for the Summer Stock Company.

The Summer Stock Company is designed to be self-supporting and funds for the foregoing have been provided for in the current budget.

Reception Announcing the Formation of the Summer Stock Company June 7, 1978	Dan Sullivan	Not to Exceed \$ 100.00
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It was recommended that the following persons be retained to perform various services for the Summer Stock Company commencing June 1, 1978. All are to be paid in two installments: one installment on June 28 and the remainder at the conclusion of their participation.

Steve Sivcovich	\$ 600.00	Richard Tomlinson	\$ 500.00
Tani Teverbaugh	120.00	Stephine Tatum	80.00
Richard Arthur	200.00	Steve Rose	80.00
Steve Thatcher	40.00	David Mears	40.00
Elaine Jammerson	40.00	Jan King	40.00
Janet Lazarus	650.00	David Martin	40.00
Christopher Catt	1,000.00	Mark Kosinsky	40.00
Kirk Jackson	650.00	Valle Campbell	40.00
Olivia Sanchez	150.00	Charles Castagno	500.00
Brian Donoghue	1,500.00	Wynn Pearce	1,000.00
Sherrri Sense	40.00	Mike Blum	550.00
Cathy Gash	500.00	Richard Archer	950.00
Marcia Banks	40.00	Jeff Patterson	3,500.00
Heidi Fendler	40.00	Neil Taylor	200.00
Robb Rigg	600.00		

Community Services - Doyle McKinney, Associate Dean of Instruction,
Academic Programs

Health Sciences and Gerontology - Lee McGrew, Assistant Division
Director

Emeritus Council Awards Tea	Margaret E. Kuhn	\$ 500.00
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<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
<u>Community Services</u> - Doyle McKinney, Associate Dean of Instruction Academic Programs			
	Donald Rickner, Director of Education		-CONTINUED-
During the Summer of 1978	Sammy Davis	\$ 600.00	
	Terry Yapp, Director of Recreation		
Summer Surf Contest June 10-11	Richard Enschede	\$ 200.00	
	Dorian Paskowitz	50.00	
	Jeff Smith	50.00	
	Mary Lou Drummy	50.00	
	Kathy O'Conner Moore	75.00	
	Diane Teele	50.00	

Division of Fine Arts - Monte C. LaBonte, Division Director

Saddleback College Jazz Ensemble - May 18	Jim Linahon (Replacing Tom Ranier)	\$ 150.00	
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A motion was made by Trustee Watts, seconded by Trustee McKnight and unanimously carried, to approve the public program and community service items as presented. APPROVED

It was recommended that the following board policy revision be approved. The term "LHE" (lecture hour equivalent) was inadvertently used instead of the word "hour" when this board policy was revised on July 11, 1977. BOARD POLICY REVISION

CERTIFICATED SUMMER SCHOOL SALARY SCHEDULE

1/1000 of the annual amount determined for each instructor (full-time or part-time) based upon experience and education, but not less than \$18.00 per hour and not to exceed \$26.00 per hour. Said rate of compensation shall be effective for only the summer session of 1978 and 1979.

A motion was made by Trustee Walther, seconded by Trustee Watts and unanimously carried, to approve the Board Policy revision as presented. APPROVED

The Members of the Board of Trustees were informed that: CLAIMS AGAINST THE DISTRICT

1. A Small Claims action has been instituted against the District and Shirley Brothers, Inc., by Mr. Mel Raney, who seeks to recover the amount of \$400.84 in property damages, alleged to have occurred to his motorcycle as a result of the condition of a campus road.

Mr. Raney's claim was submitted to the Board of Trustees at the meeting of April 24, 1978, at which time the Board acted to deny liability and directed that the matter be referred to Shirley Brothers, Inc., and to the District's insurance carrier.

CLAIMS AGAINST
THE DISTRICT

-CONTINUED-

It was requested that the Assistant Superintendent/Business be appointed to represent the District in this matter at the Small Claims hearing, which is scheduled for May 24, 1978.

2. A claim against the District in the amount of \$50,000 for alleged personal injuries sustained on college property has been submitted by Student Nitza L. Howard. A copy of the claim document, together with a report submitted by the Campus Safety Department, was presented to the Trustees for information.

It was recommended that the Board of Trustees deny any 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 Walther and unanimously carried, to take action concerning these claims against the District as recommended.

RECOMMENDED
ACTION
APPROVED

It was requested that the following transfer of budget appropriation funds be approved:

TRANSFER OF
FUNDS

From:	00-1-25-000-6020-5610-077 (F) Vocational Technology Printing	\$2,700.00
To:	00-1-25-000-6020-5600-088 Vocational Technology Contract Services	\$2,700.00
From:	31-1-23-119-6300-5610-077 (B) Counseling and Guidance - Printing	\$ 200.00
To:	31-1-23-119-6300-5200-070 (F) Counseling and Guidance - Conferences	\$ 200.00
From:	Various Accounts (Lists on file with Minutes) Academic Programs Community Information	\$12,300.00
To:	96-00-1-34-000-6800-5100-153 (G) Community Services - Consultants	\$12,300.00
From:	Various Accounts (Lists on file with Minutes) Academic Programs - including Women's Studies, Interdisciplinary Studies Environmental Studies	\$14,400.00

To: 96-00-1-34-000-4999-4510-075 (E) \$14,400.00 TRANSFER OF
Community Services - General Supplies FUNDS

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

Change Order Number 2 - Automotive Yard - was submitted for approval. The Contractor is Allied Asphalt Paving. CHANGE ORDER

Change Order Number 2 covers one item with a net increase in cost of \$765.00. No time extension is required.

The Revised Contract Amount is \$9,391.00.

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to approve the Change Order as submitted. APPROVED

It was recommended that Item Numbers 1 through 6 on the Awards List dated May 22, 1978, be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered. AWARDS

It was requested that Item Numbers 7 through 9 be ratified, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

Item Numbers 10 and 11 were submitted for approval of change orders.

All of the recommended awards are within the approved budgetary appropriations.

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

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. All of the recommended awards are within the approved budgetary appropriations. ADDENDUM

1. Bid 383 - Interior Development, North Campus

A complete tabulation of the bids received was presented for information. Following is a list of the low bidders in each of the three categories:

383-1 Finish Carpentry and Millwork; Installation only of Hollow Metal Framing, Wood and Hollow Metal Doors, Finish Hardware; Furnish Plastic-faced Wood Doors.

Quality Frame and Doors, Inc. \$ 99,749.00
Cerritos

- | | |
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| 1. <u>Bid 383</u> - Continued | AWARDS |
| 383-2 Casework and Millwork; Countertops and Splashes;
Fume Hoods. | ADDENDUM |
| Reinhard's Cabinet, Inc.
Fresno | \$139,000.00 |
| 383-3 Building Insulation. | |
| Schmid Insulation Contractors, Inc.
Tustin | \$ 39,593.00 |
| The above specified awards are made subject to the District's option to immediately terminate these agreements in the event Proposition Number 13 is adopted at the primary election to be held on June 6, 1978. | |
| 2. <u>Bid 385</u> - Printing and Typesetting of 1978-79 Class Schedules
(fall, 1978; spring, 1979; summer, 1979)
Community Services | |
| Andrews Printing Company, Inc.
Lakewood | \$ 37,601.51 |
| 3. <u>R-12319</u> - Cassettes and Booklets - Health Sciences | |
| Medical Electronic Educational Services
Tucson, Arizona | \$ 1,950.40 |
| 4. <u>R-1906</u> - Teakwood 3-D Showcase - Fine Arts Division | |
| Creative Wood Products
Fullerton | \$ 2,070.52 |
| 5. <u>R-10148</u> - Electrical Work for Computer Hookup in Building "H"
Business Sciences Division | |
| A & B Electric
Orange | \$ 2,961.00 |
| 6. <u>R-11161</u> - Moving Student Services from Building "A" to new
upper campus location, Library, First Floor - Assistant
Superintendent/General Development | |
| Fisher and Brother
Laguna Niguel | \$ 1,386.00 |

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

A Summary Report of the District's financial status as of March 31, 1978, was submitted for acceptance and for authorization to file a copy of the report with the Orange County Superintendent of Schools.

QUARTERLY
FINANCIAL
REPORT

A motion was made by Trustee McKnight, seconded by Trustee Watts and unanimously carried, to accept the summary report of the District's financial status as of March 31, 1978, as submitted and to authorize that a copy of the report be filed with the Orange County Superintendent of Schools.

ACCEPTED

The Associated Student Body Budget Report for the month of April, 1978, was submitted for information and is on file with these Minutes.

BUSINESS SERVICES
REPORT
INFORMATION

The Members of the Board of Trustees were informed that, in pursuance of the District's budgetary planning and programming, the District's insurance carriers have been requested to submit information which might assist the District in ascertaining its premium requirements for fiscal year 1978-79.

DISTRICT
INSURANCE -
1978-79
BUDGET
REQUIREMENTS

A communication dated May 4, 1978, from the office of Len Miller and Associates, regarding projected premium costs for 1978-79 was presented for information and is being used in the budget planning. A copy of this communication is on file with these Minutes.

INFORMATION

There being no further business, the Meeting was adjourned at 9:50 p.m.

ADJOURNMENT

The next Regular Meeting of the Board of Trustees is scheduled to be held on Monday, June 12, 1978.

SCHEDULE OF
MEETINGS



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