

The Clerk of the Board of Trustees reported that the following action had been taken by the Board of Trustees during Executive Session on May 29, 1979:

EXECUTIVE
SESSION
MAY 29, 1979

A motion was made by Trustee Connolly, seconded by Trustee Taylor, and carried that the claim of part-time employee John Scialli in the amount of \$371.00 be referred to the District's insurance carrier.

ACTION TAKEN

Claim Referred
to District
Insurance Carrier

Trustee Watts abstained.

The proposal of the California School Employees Association, Chapter 586, to reopen its contract, was received by the Board of Trustees.

California
School Employees
Association
Proposal Received

A motion was made by Trustee McKnight, seconded by Trustee Brandt, and unanimously carried to adopt the Minutes of the regular meeting of May 29, 1979, with the following correction:

MINUTES ADOPTED

AS CORRECTED

Page 3, Paragraph 3

She (Trustee Walther) reported on her attendance at the California Community College Trustees (CCCT) Annual Conference in San Diego. She stated that she was pleased to have heard the speech given by the chairperson of the California Postsecondary Education Commission.

Trustee Walther requested that the following information be added:

...chairperson of the California Postsecondary Education Commission, Agnes Robinson. Mrs. Robinson stated that CPEC had not recommended line-item legislative review of community college budgets, but only that the legislature look at the total community college budget as a comparison with the UC and CSUC budgets.

Trustee Brandt commented on Recognition Night, a reception and program to honor the members of the district's advisory committees, which was well received by all and which accomplished communication with the members of the community through the members of the advisory committees.

REPORTS AND
COMMUNICATIONS

MEMBERS OF
THE BOARD
OF TRUSTEES

Trustee Walther reminded the Trustees to complete and return the questionnaire they had received from the Office of Mr. Koch, Deputy Superintendent, Orange County Department of Education, on behalf of the Orange County School Boards Association.

REPORTS AND
COMMUNICATIONS

MEMBERS OF
THE BOARD
OF TRUSTEES

She reported that the next meeting of the Orange County School Boards Association will be held on June 20, at which time a new president of the Association will be named, as the current president is no longer eligible to be an officer of the Association.

-CONTINUED-

OCSBA
Questionnaire

Trustee Walther announced that a copy of a survey concerning community college issues for the 1980's, which she had received as the Board of Trustees' Delegate to the California Community and Junior College Association, had this evening been distributed to each Trustee. She asked that the Trustees review the survey and contact her with their input concerning it within the next few days, after which time she will complete it and return it to the Association.

CCJCA
Survey

Trustee McKnight reported on his attendance at the California Community College Trustees annual conference in San Diego. He shared the thoughts of one speaker, Dr. Dean, School of Applied Arts and Sciences, California State, Long Beach, who believes that the role of the trustee to represent the community and the college is a very difficult one, and that the "name of the game" is judgment. In making decisions, he believes, the Trustees should try to obtain a number of alternatives and select the best of several alternatives for the best possible education for the funds available.

CCCT
Annual
Conference

Trustee Price reported that the meetings of the Board of Trustees are covered on Channel 6 in Leisure World the day following the meeting. He urged the Trustees to contact the Public Information Office for the opportunity to participate in these presentations.

Channel 6
Leisure World

He reminded the Trustees that the current California Community and Junior College Association magazine contains the key speech from the Chicago conference by the Kellogg Foundation lecturer, entitled "The World of Educated People." He stated that he found it to be an excellent and challenging lecture.

CCJCA
Magazine

Superintendent/President Lombardi announced that District enrollment for the summer session, as of this date, is over 7,000 students and that the north campus is still accepting students.

REPORTS AND
COMMUNICATIONS

He introduced Dr. Hoy and Mr. Lindblad. Dr. Hoy introduced Dr. Carroll and Ms. Rubenstein. These Interdisciplinary Studies faculty members were present to respond to questions pertaining to a packet which had been presented to the Trustees at an earlier date concerning the Interdisciplinary Studies Program, and to thank the Board of Trustees for its continued support. The Trustees complimented the faculty members for preparing an excellent report.

SUPERINTENDENT/
PRESIDENT

Enrollment

Interdisciplinary
Studies

In response to questions, Dr. Hoy explained that Multi-Disciplinary is a Division of which Interdisciplinary Studies is a part. Every means possible has been and is being used to inform the public of this program.

She presented each Trustee with a copy of "The Crow's Nest," a quarterly literary magazine published by Saddleback College through the Division of Humanities and Languages under the guidance of Instructor Runyan.

"The Crow's Nest"

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

ACADEMIC
SENATE

Mrs. Driml, representing the California School Employees Association, was present. She did not have a report to present to the Board of Trustees.

CALIFORNIA
SCHOOL
EMPLOYEES
ASSOCIATION

Mr. Merrifield, President of the Faculty Association, was present. He did not have a report to present to the Board of Trustees.

FACULTY
ASSOCIATION

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

Superintendent/President Lombardi requested that Board Report Number 757, Classified Personnel - Regular Actions - be revised as follows: that

REVISED

the statement "appropriate grade" be shown in all cases rather than the grade indicated in the report.

CONSENT
CALENDAR

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

APPROVED

Attendance at the following, with actual and necessary expenses to be paid, was unanimously approved, including any advance monies requested to cover the actual and necessary expenses:

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

Trustees Wishing Retirement Dinner for John E.
to Attend Johnson, Rancho Santiago
Community College District
Superintendent - Santa Ana
June 1, 1979

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

Trustee Price Meeting with the Public Information Director - Saddleback College Main Campus
May 30, 1979

Trustee Price Conference with the Superintendent/President - Saddleback College Main Campus
June 6, 1979

The following Certificates of Achievement were unanimously approved:

CERTIFICATES
OF ACHIEVEMENT

Alan R. Andreasen Business Management
Stephen Ondrako Business Management
Marion F. Willett Gerontology - Option II

The following courses were unanimously approved to be offered in the fall of 1979 television consortium:

TELEVISION
CONSORTIUM

As Man Behaves - Psychology 275
Designing Home Interiors - Interior Design 275
Family Portrait: A Study of Contemporary Lifestyles - Sociology 275
Search: The Quest for Personal Meaning - Psychology 75
The Long Search - Philosophy 10

Permission was unanimously granted to ratify and employ the following staff for Project Special, which was approved by the Board of Trustees on May 14, 1979. These positions are subject to the availability of funds, and are effective June 1, 1979, through August 17, 1979.

GRANTS -
PERSONNEL

Roberta Berns, Project Director - 30 hours at
\$18.00 per hour

Dennis Hudson, Instructor - 30 hours at
\$18.00 per hour

The employment of an Account Clerk I for 20 hours a week, subject to the availability of funds, was unanimously approved. This position is part of the CETA Summer Youth Employment Program. Employment will terminate on September 30, 1979, when the project ends. There will be no cost to the district.

The following classified personnel regular actions were unanimously approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

Wanda Van Horne, Admissions and Records Clerk I Substitute, Student Services, hourly equivalent of the appropriate grade, effective June 1, 1979, on an if-and-as-needed basis.

Jean Thompson, Admissions and Records Clerk I Substitute, Student Services, hourly equivalent of the appropriate grade, effective June 1, 1979, on an if-and-as-needed basis.

Mark Zamborski, Radio Operator/Announcer Substitute, Occupational Programs, \$3.50 per hour, on an if-and-as-needed basis, effective June 1, 1979.

Colin Gordon Crawford, Instructional Aide, Public Information Office, at the appropriate grade, part-time hourly (19 hours per week), effective June 4, 1979. Monies have been budgeted for this position.

Ann Elizabeth Harjo, Clerk Typist Substitute, hourly equivalent of the appropriate grade, effective July 1, 1979, on an if-and-as-needed basis.

Darlene Kanz, Instructional Aide, Community Services, at the appropriate grade, part-time hourly (19 hours per week), effective June 4, 1979. Monies have been budgeted for this position.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Susan Killion-Jarvis, Instructional Aide, Community Services, at the appropriate grade, part-time hourly (19 hours per week), effective June 4, 1979. Monies have been budgeted for this position.

Phyllis Jean Korzilius, Instructional Aide, Community Services, at the appropriate grade, part-time hourly (25 hours per week), effective June 5, 1979. Monies have been budgeted for this position.

Employment of Student Employees

The following were employed as student employees, as-needed, at \$2.90 per hour:

Robert L. Allen
Israel Lopez
Luis Mauri
Dac Nguyen

Wilma Seltzer
Janice A. Simmons
Mary Truebe

Personal Leaves of Absence

Merrell Lang, Clerk Typist II (50%), Division of Mathematics and Engineering, was granted a personal leave of absence without pay from June 27 through August 17, 1979.

Peggy Williams, Secretary, Division of Humanities and Languages, was granted a personal leave of absence without pay from August 15 through August 17, 1979.

Valerie Lynn Carrigan, Tutorial Guidance Assistant, CETA-Title VI, Library, was granted a personal leave of absence without pay from July 16 through August 10, 1979.

Barbara Belcher, Master Calendar Facilitator Community Services, was granted a maternity leave of absence effective approximately July 1 through September 28, 1979.

Resignation/Termination

Yona Schley, Instructional Aide, Occupational Programs (Photography) resigned effective May 25, 1979.

Resignation/Termination - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Charles E. Erven, Senior Designer/Technical Director, Division of Fine Arts, resigned effective August 10, 1979.

-CONTINUED-

Nancy May, Clerk Typist II (50%), CETA - Electronics STIP, resigned effective June 13, 1979.

Ferly M. Marr, Laboratory Technician Assistant, Home Economics, CETA-Title VI, resigned effective May 29, 1979.

Violet VanDorn, CETA Clerk Typist II, Division of Multi-Disciplinary Studies, resigned effective June 20, 1979.

Dean Sherrill, Custodian II, Maintenance and Operations, resigned effective June 22, 1979.

Payroll Authorization - CETA 1979 Summer Youth Employment Program (SYEP)

The Saddleback Community College District will be in charge of payroll for the youth enrolled in this year's CETA Summer Youth Program. Salaries for all participants will be covered by CETA funding at no cost to the District.

The following were approved for the Summer Youth Employment Program (SYEP) effective June 18 through September 7, 1979, at \$2.90 per hour.

Aguilar, Ernesto
Anderson, Joe
Arnold, Randy
Avila, Lourdes
Avila, Maria
Beas, Luis
Buick, Tracy
Burrows, Jim
Cao, Chau
Cleghorn, Zach
Cleghorn, Zoe
Cool, Scot
Dang, Dung
Dang, Ngoc
Donaldson, Luann
Donnelly, Robert
Duong, Hien
Duong, Hung
Egan, Kevin
Ego, Barbara Ann

Fahey, Kathy
Fickling, Jeff
Finney, Jeff
Fisch, Jeff
Frank, Nikkie
Garcia, George
Golschmann, Dan
Gonzales, Sipriana
Goodman, Jolene
Green, Paula
Greyeyes, Jean
Griffin, Louise
Ha, Cong
Ha, Dung
Hughes, Alice
Hughes, Jim
Kay, Steven
Keller, Tony
Kelly, John W.
Kroeger, Kevin

The following were approved for the Summer Youth Employment Program (SYEP) effective June 18 through September 7, 1979, at \$2.90 per hour:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Le, Thy Yen
Liposec, Michael
Luu, Ann
Luu, Xuan
Lyons, Frank
Maher, Kathleen M.
Martin, Rosella
Martinez, Aaron
Medel, Lance
Mejia, Beatriz
Nguyen, Ha
Nguyen, Hoat
Nguyen, Tung
Nguyen, Viet
Nunez, Tino
Nyhuis, Gregory J.
Oater, Gina
Park, Hyung
Park, Yoomi
Pero, Mark
Pham, Bich
Pickrell, Linda
Ponce de Leon, Jerry
Post, Robert W.
Quam, Danny
Quam, Michael
Quezada, Marcelino

Ramos, Francisca
Reid, Helen M.
Rein, Sylvia
Rodarte, Armando
Ruble, Charlotte
Ruth, Amy
Salas, Angie
Salas, Emily
Sanchez, Virginia
Sesma, Julia
Sesma, Susie
Siprelle, Mark
Siprelle, Terri
Smith, Lisa
Spears, Larry
Temple, William James
Teran, Lourdes
Tran, Phong
Tran, Van
Truong, Dien
Turner, Lisa
Turner, Lynne
Vega, Pete
Velasco, Luz
Wells, Scott
Wright, Debbie

-CONTINUED-

The renewal of the contract with the Educational Media Center of the Orange County Department of Education for the 1979/80 fiscal year was unanimously approved. The agreement provides for the rental of 400 films at the 1978/79 rate of \$6.00 per film, for a total cost of \$2,400.

AUDIO VISUAL
SERVICE CONTRACT -
ORANGE COUNTY
DEPARTMENT OF
EDUCATION

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

PAYMENT TO
CONSULTANT

Science-Math Fume Disposal Matter

Legal Services, May 1979
4.8 hour at \$85.00 per hour \$408.00

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

PAYMENT TO
ARCHITECT

Swimming Pool - Phase I contract

PAYMENT TO ARCHITECT

Cost = \$1,044,700
Fee at 7% = \$73,129

-CONTINUED-

95% due on account to date	\$69,472.55
Less previous payments	65,816.10
Amount due, this request	<u>\$ 3,656.45</u>

Landscaping - Pool Area

Cost = \$50,000
Fee at 7% = \$3,500

75% due on account to date	\$ 2,625.00
Less previous payments	-0-
Amount due, this request	<u>\$ 2,625.00</u>

Purchase Orders 41517 through 41725, totaling \$189,908.34, 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.

District Warrants 51575 through 52016, totaling \$692,649.00, were unanimously ratified and approved for payment.

PAYMENT OF BILLS

Payment of personnel services was unanimously ratified as follows:

PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	11A*	\$854,706.93
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*Constitutes the payroll identification of certificated personnel paid in this period, named on the list on file in the Business Office.

Nominations for the 1979 California Community College Trustees (CCCT) Board of Directors were requested to be forwarded to the Association prior to July 15, 1979.

CCCT BOARD OF DIRECTORS - 1979 ELECTION

As ample time remains to consider this matter, no action was taken at this time.

The Members of the Board of Trustees were informed that the California Community and Junior College Association Delegate Assembly consists of four representatives from each college: the chief administrative officer, one faculty member, one trustee, and one student. Each segment selects its own representative. The delegates should be selected at this time for the 1979-80 year.

CCJCA DELEGATE ASSEMBLY FOR 1979-80

A motion was made by Trustee McKnight, seconded by Trustee Brandt, and unanimously carried to appoint Trustee Walther as its representative to the California Community and Junior College Association Delegate Assembly for 1979-80.

TRUSTEE WALTHER
CCJCA
DELEGATE ASSEMBLY
REPRESENTATIVE
FOR 1979-80

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>
Saddleback Symphony Orchestra - May 31, 1979 (Including a rehearsal on May 29, 1979)	John Walz	\$ 100.00
Adventures in Dining March 26, April 30, May 7, 14, and 21, 1979	Garry Johnston	\$ 260.00
Personality and Career Testing July 28, 1979	Kathie Hodge	\$ 200.00
	An assistant (to be named at a later date)	\$ 200.00
Business Ownership for Women May 12, 1979	Sue Nicholson (replacing Sandy Ventura)	\$ 25.00
Saddleback College in Concert May 31, 1979	Tony Plog	\$ 200.00
	Calvin Smith	300.00 *
	Eiki Paik	-0- *

*Previously approved for \$500 on November 27, 1978.

Cultural Series 1979/80

November 17, 1979	Betty Garrett and other songs	\$2,500.00
September 15 or November 29, 1979	Sid Caesar	\$3,500.00
September 15 or November 29, 1979	Vincent Price	\$4,000.00
September 28, 1979	Fabulous Forties	\$5,000.00
September 28, 1979	Rental of the Irvine Bowl	Not to exceed \$3,000.00

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

APPROVED

It was recommended that the Delineation of Function Agreement for the 1979-80 academic year among the Saddleback Community College District and the secondary districts within the district boundaries be approved.

RAVEC -
DELINEATION
OF FUNCTION
AGREEMENT

It was further recommended that the following be approved to serve on RAVEC (Regional Adult and Vocational Education Council) del Sur for the 1979-80 academic year:

Everett Brewer
Bob Jacobsen
Bill Jay
Frank Sciarrotta

A motion was made by Trustee Brandt, seconded by Trustee Watts, and unanimously carried to approve the Delineation of Function Agreement for the 1979-80 academic year among the Saddleback Community College District and the secondary districts within the district boundaries, and those listed to serve the Regional Adult and Vocational Education Council del Sur for the 1979-80 academic year.

APPROVED

It was recommended that the following proposals be approved for submittal.

GRANTS -
APPLICATIONS

It was recommended that a proposal to the Chancellor's EOPS Special Projects Division for a model program entitled Multi-Ethnic Basic Skills Core Curriculum be approved for submittal. The grant, if awarded, will be approximately \$65,000. No matching funds are required.

It was recommended that a proposal to the Chancellor's office for a continuation/extension of VEA Subpart 3 Grant, Study of Word Processing Competencies with Implications for Training of Handicapped/Disadvantaged Students be approved for submittal.

A motion was made by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve the recommended proposals for submittal.

APPROVED

The following contract modifications were presented for approval:

GRANTS -
AWARDS

The SYEP (Summer Youth Employment Program), approved by the Board of Trustees on May 29, 1979, has been reduced from \$389,739 to \$354,399. The change will reduce the number of participants served by 32, for a total of 276, and will eliminate 1 youth advisor staff position. Otherwise, the award will remain the same.

The Members of the Board of Trustees were informed that the Fullerton Unified High School District has agreed to loan to CETA SYEP, at no cost, their set of non-consumable materials which are a part of a vocational assessment system called COATS. Approval of the arrangement, to be formalized in a memorandum of understanding, was requested.

GRANTS -
AWARDS

A motion was made by Trustee Walther, seconded by Trustee Watts, and unanimously carried to approve the contract modifications as presented.

APPROVED

The following scholarship donations, in the amount of \$23,750.00, were presented for approval.

SCHOLARSHIP
DONATIONS

Aliso Club of Laguna Hills
Allergan Pharmaceuticals
Alpha Beta
American Association of University Women (San Clemente) Capistrano Bay Branch
American Business Women's Association - San Juan Chapter
Art Guild of Laguna Hills
Assistance League of Laguna Beach
Associated Student Body of Saddleback College
Gertrude C. Baker - Annual Award
Bank of America
Bechtel Power Corporation
Dolores Bennett Memorial Fund
Blue Cross Scholarship
William Blurock and Partners, Architects
George R. Burke Memorial
California Home Economics Association of Orange District
California Retired Teachers - Orange County Coast Division
Capistrano National Bank
Daily Pilot - Orange Coast
Delta Kappa Gamma Society - Theta Theta Chapter Chi State
Eastern Star Past Matrons Club of Leisure World
El Toro Women's Club
Endevco
Festival of Arts of Laguna Beach
First Nighters
Greenleaf Educational Fund
H'Ard Memorial Fund
Milton T. and Ann G. Hunt Scholarship Fund
Irvine Company
Kaman Bearing and Supply Corporation
Laguna Beach Garden Club
Latin American Club - Leisure World
Leisure World Chorale

Masonic Auxiliary - Laguna Hills
 Mathematics Department - Saddleback College
 Mercury Savings and Loan Association - Lake Forest
 Mission Community Hospital Auxiliary
 Mission Viejo Company
 Gordon G. Montgomery Construction, Inc.
 Musical Theatre Guild of Newport Beach
 National Association of Women in Construction -
 Orange County Chapter #91
 National Secretaries Association (International)
 Bahia Chapter
 Retired Teachers Club of Leisure World
 Rotary Club of Laguna Hills
 Saddleback Agents Association
 Saddleback College Art Club
 Saddleback College Faculty Association
 Saddleback Valley Board of Realtors
 San Clemente General Hospital Auxiliary
 San Clemente Sun Post Leadership Award
 San Diego Gas and Electric Company
 Society of California Accountants
 Soroptomist International of Saddleback Valley
 Southwest Bank
 Martin Herbert Swanson Memorial
 Jeffrey Townsend Memorial Scholarship
 Woman's Club of San Juan Capistrano

SCHOLARSHIP
 DONATIONS

-CONTINUED-

A motion was made by Trustee Connolly, seconded by Trustee Watts, and unanimously carried to approve the scholarship donations, in the amount of \$23,750.00.

APPROVED

A revision to Board Policy 5104, Foreign Students, was again presented to the Board of Trustees for information and discussion.

BOARD POLICY
 5104 - FOREIGN
 STUDENTS -
 INFORMATION

Mrs. Marie Williamson, a resident of Dana Point, was present with Miss Mozghan Momayez who wishes to become a student at Saddleback College but who finds she is unable to take the Test of English as a Foreign Language (TOEFL) prior to the start of the fall semester in order to qualify for admission. Mr. Bosanko, Associate Dean of Admissions and Records, was directed to investigate and assist in this matter.

The following additional classified personnel positions for the main campus were presented for approval:

ADDITIONAL
 FULL-TIME
 CLASSIFIED
 EMPLOYEES

Radio Producer I	Grade 7
Radio Producer II - Operations	Grade 11
Radio Station Chief Engineer	Classified Management Salary Schedule Class IV

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to approve the request for the above additional classified personnel positions for the main campus.

POSITIONS
APPROVED

The following classified personnel job specifications were presented for a first reading, for information:

CLASSIFIED
PERSONNEL -
JOB
SPECIFICATIONS

Radio Producer I	Grade 7
Radio Producer II - Operations	Grade 11
Radion Station Chief Engineer	Classified Management Salary Schedule Class IV

FIRST READING
INFORMATION

The following change orders were submitted for approval.

CHANGE ORDERS

Change Order Number 39 - North Campus, Interior Development
Contractor - Quality Frame and Door

Change Order Number 39 adds the cost of rough carpentry and douglas fir trim at Building Number 4. This work was determined to be in Reinhard's Cabinets, Inc., contract by the Architect but not recognized by Reinhard Cabinets, Inc. A deduct change order has been issued to Reinhard for the amount of this change order. This change order will add \$1,723.00 to Quality Frame and Door's contract. There is no change of contract time.

Change Order Number 41 - North Campus, Interior Development
Contractor - Reinhard's Cabinets, Inc.

Change Order Number 41 modifies cabinet work and trim in Reinhard's contract to accommodate other trades or at the district's request. Deduct change orders will be issued to other contractors to cover their responsibilities in these modifications. District requests in Items 4, 5, 6, and 7 will be additional costs for improved quality of installation. The total increase cost of this change order is \$1,456.27, with no change of contract time.

Change Order Number 42 - North Campus, Interior Development
Contractor - Cal-Air Conditioning Company

Change Order Number 42 deducts from the Cal-Air contract the cost of extra work to Reinhard's

cabinet work (see Change Order Number 41 above) which resulted from corrections to the mechanical system. This change order will reduce the Cal-Air Conditioning Company contract cost by \$427.32 with no change of contract time.

CHANGE ORDERS

-CONTINUED-

Change Order Number 43 - North Campus, Interior Development
Contractor - A.E.C. Orange

Change Order Number 43 deducts from the A.E.C. Orange contract the cost of extra work to Reinhard's contract (see Change Order Number 41 above) for installation of clock face letters. This work was the responsibility of A.E.C. Orange. This change order will reduce the A.E.C. Orange contract cost by \$178.05 with no change of contract time.

Change Order Number 44a - North Campus, Interior Development
Contractor - D and D Company

Change Order Number 44a provides aluminum frames and panels for a kiosk. This kiosk, or bulletin board, was requested by Dr. Hart and will be located at the entry to the courtyard. This change order will add \$3,179.45 to the contract with no change of contract time.

Change Order Number 44b - North Campus, Exterior Building Shell
Contractor-Bischoff Sheet Metal

Change Order Number 44b provides bronze anodized aluminum roofing and fascia material for kiosk located at the entry to the courtyard. This change order will add \$581.71 to the contract with no change of contract time.

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

APPROVED

It was recommended that the following gift be accepted:

GIFT TO
THE DISTRICT

Donor

Gift

Kaiser Aluminum and
Chemical Corporation

Ten copies of the technical publications Welding, first edition, for use by the Vocational Technology - Welding Department for references purposes.

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

GIFT TO
THE DISTRICT

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

ACCEPTED

It was noted that it appears that a 1979-80 salary schedule for classified employees will not be approved by June 30, 1979.

RESOLUTION -
INTERIM
SALARY
SCHEDULE,
CLASSIFIED
EMPLOYEES

It was, therefore, recommended that the following resolution providing for an interim salary schedule for classified employees for 1979-80, which shall be the same as the 1978-79 salary schedule, be adopted.

WHEREAS, this Board cannot comply with the provisions of Education Code Section 88162 (a) because it is engaged in a study which was commenced prior to July 1, 1979, to determine whether to increase the salaries and wages of persons employed in positions not requiring certification qualifications,

NOW, THEREFORE, BE IT RESOLVED that this Board adopt an interim salary schedule pursuant to Education Code Section 88163 for the 1979-80 school year, which shall be the same as the salary schedule for the 1978-79 school year and that salaries and wages fixed as a result of the salary study shall be effective on the date ordered by this governing board.

A motion was made by Trustee Connolly, seconded by Trustee Walther, and unanimously carried to adopt the resolution providing for an interim salary schedule for classified employees for 1979-80, which shall be the same as the 1978-79 salary schedule, as presented.

ADOPTED

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: Trustee Taylor

The 1978-79 estimate of income for the Health Fund has been exceeded by the amount of \$25,000. The additional income is required for payment of salary expenditures for certificated employees of the Student Health Center: the doctors and nurses.

RESOLUTION -
AUGMENTATION
OF HEALTH
FUND BUDGET

It was recommended that the Board of Trustees adopt the following resolution requesting that the Orange County Superintendent of Schools approve the additional appropriation of \$25,000 to object code 1000, "Certificated Salaries."

RESOLUTION -
AUGMENTATION
OF HEALTH
FUND BUDGET

-CONTINUED-

WHEREAS, the estimate of income for the Health Fund Budget for 1978/79 has so far been exceeded by \$25,000; and

WHEREAS, the salary expenditures of certificated employees will require an additional appropriation of \$25,000;

IT IS, THEREFORE, RESOLVED that the governing body of the Saddleback Community College District does hereby, under the provisions of Education Code Section 85202, request that the County Superintendent of Schools approve an additional appropriation of \$25,000 to object code 1000, "Certificated Salaries." for a revised total of \$97,191 in this account classification.

A motion was made by Trustee Watts, seconded by Trustee Brandt, and unanimously carried to adopt the resolution requesting that the Orange County Superintendent of Schools approve the additional appropriation of \$25,000 to object code 1000, "Certificated Salaries."

ADOPTED

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: Trustee Taylor

Public Law 94-482 mandates a national vocational education data reporting and accounting system, with the initial report to cover the 1978-79 school year.

RESOLUTION -
NATIONAL
VOCATIONAL
EDUCATION
DATA REPORTING
SYSTEM

It is felt that the new reporting requirement would impose a severe hardship upon community colleges in terms of both staff time and administrative costs. The Associate Dean of Occupational Programs estimates that the cost to this district for the initial report could be from \$55,000 to \$75,000.

It was recommended that the Board of Trustees adopt the following resolution to request reconsideration of the provision of Public Law 94-482 with regard to the Vocational Education Data System.

WHEREAS, Public Law 94-482 mandates a national vocational education data reporting and accounting system; and

RESOLUTION -
NATIONAL
VOCATIONAL
EDUCATION
DATA REPORTING
SYSTEM

WHEREAS, Saddleback Community College District will be required to comply and the implementation of this requirement would have a substantial cost impact upon the district; and

WHEREAS, a number of independent studies made by other community colleges throughout the country, and the concern expressed by the California Community and Junior College Association, indicates that the imposition of this system would create a severe hardship on the community colleges of California in terms of both staff and administrative costs; and

WHEREAS, a recent review and estimate of cost to Saddleback Community College District made by Associate Dean of Occupational Programs Everett Brewer demonstrates that the cost may be between \$55,000 and \$75,000 for the initial report;

NOW, THEREFORE, BE IT RESOLVED that the governing body of Saddleback Community College District urge its legislative representatives, the Office of the Assistant Secretary for Education, and the post-secondary education community to reconsider that provision of Public Law 94-482 and seek its timely repeal.

A motion was made by Trustee Brandt, seconded by Trustee Connolly, and unanimously carried to adopt the resolution to request reconsideration of the provision of Public Law 94-482 with regard to the Vocational Education Data System as presented.

ADOPTED

Roll Call Vote

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

Noes: None

Abstain: None

Absent: Trustee Taylor

The Members of the Board of Trustees were informed that the district is required to have an independent audit performed for the fiscal year ending June 30, 1977 and 1978 on the following federal programs:

SPECIAL AUDIT -
FEDERAL STUDENT
AID PROGRAMS

- National Direct Student Loan Program
- College Work Study Program
- Supplemental Educational Opportunity Grants Program

Hurdman and Cranstoun, Certified Public Accountants, who will again be performing the annual audit of the district's records, has submitted a proposal to perform the required special audit at a fee that will not exceed \$875 for each of the two years to be audited, for a total cost of \$1,750.

SPECIAL AUDIT -
FEDERAL STUDENT
AID PROGRAMS

-CONTINUED-

It was recommended that the proposal submitted by Hurdman and Cranstoun be accepted, and that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute the agreement for this special audit on behalf of the district.

A motion was made by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to accept the proposal submitted by Hurdman and Cranstoun to perform the required special audit outlined above at a fee that will not exceed \$875 for each of the two years to be audited, for a total cost of \$1,750; and to authorize the Superintendent/President or the Assistant Superintendent/Business to execute the agreement for this special audit on behalf of the district.

APPROVED

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>
Community Services	\$ 4,000.00	From: Overtime To: Part/time Instructional Aide
	\$ 7,000.00	From: Guest Speakers To: Summer Stock - Contract Services
North Campus	\$ 1,500.00	From: Part-time Librarian To: Courier / Mail Clerk
Unassigned	\$20,000.00	From: Utility Contingency Account
	<u>27,000.00</u>	From: Interest Payments
	\$47,000.00	To: Electrical Service
Special Services	\$ 1,300.00	To: Supplies
(Handi-capped)	200.00	To: VEA Instructional Aide
	200.00	To: Operating Equipment
	<u>\$ 1,700.00</u>	From: Instructional Aide

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>	TRANSFER OF FUNDS
Assistant Super- intendent/ Business	\$ 4,413.85	To: Data Processing Ser- vices, Unassigned From: Computer Contract	-CONTINUED-
Facilities	\$ 8,200.00	To: Air Conditioning/ Remodel, Contract Services	
	900.00	"M" Building Remodel, Contract Services	
	4,500.00	Maintenance, Build- ings - Supplies	
	<u>\$13,600.00</u>	From: Unassigned Building Contingency	
	\$ 7,950.00	To: Maintenance, Site - Contract Services	
	950.00	Maintenance, Site - Supplies	
	<u>\$ 8,900.00</u>	From: Unassigned Building Contingency	
	\$ 3,000.00	To: Site Improvement, Contract Services	
	<u>4,000.00</u>	Site Improvement, Supplies	
	\$ 7,000.00	From: Unassigned Building Contingency	
	\$ 5,000.00	To: Site Improvement, Contract Services	
		From: Unassigned Building Contingency	
	\$ 4,217.00	To: Maintenance Equipment - Vehicle	
		From: Maintenance Overtime - Salary	
Athletics	\$ 1,500.00	From: Athletics, Equipment Repair	
	999.00	Athletics, Football Instr. Supplies	
	200.00	Athletics, Track Film Rental	
	7,781.00	Athletics, Upkeep of Grounds	
	<u>\$10,480.00</u>	To: Facilities, Site Improvement	

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>		TRANSFER OF FUNDS
Library - Radio Station	\$98,738.00	To:	Radio Station - Equipment	-CONTINUED-
		From:	Unassigned Equip- ment Contingency	
	\$ 8,625.00	To:	Radio Station - Part-time Tech- nicians	
		From:	Unassigned Classified Salary Contingency	

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

The items on the Awards Listing dated June 11, 1979, were presented and approval for the action specified, and that payment be authorized upon delivery and acceptance of the items ordered was recommended. AWARDS

A motion was made by Trustee Connolly, seconded by Trustee McKnight, and unanimously carried that the items on the Awards Listing dated June 11, 1979, be approved for the action specified and that payment be authorized upon delivery and acceptance of the items ordered. APPROVED

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

Authorization was requested to issue purchase orders against the 1979/80 budget in order to have necessary supplies and equipment on hand for the fall semester classes beginning August 27, 1979. AUTHORIZATION TO ISSUE PURCHASE ORDERS FOR FALL SEMESTER REQUIREMENTS

A motion was made by Trustee Connolly, seconded by Trustee Watts, and unanimously carried to grant authorization to issue purchase orders against the 1979/80 budget in order to have necessary supplies and equipment on hand for the fall semester classes beginning August 27, 1979. APPROVED

Two summary comparative budget reports for fiscal 1978-79 and 1979-80 were presented to the Trustees for their consideration. TENTATIVE ANNUAL BUDGET AND FINANCIAL REPORT

1. Estimate of Income for 1979-80, compared to the budget for 1978-79.
2. A comparative summary by object classification indicating 1977-78 expenditures, 1978-79 budget, 1979-80 budget requests, and the 1979-80 budget in balance.

A copy of each of these reports is on file with these Minutes.

TENTATIVE
ANNUAL BUDGET
AND FINANCIAL
REPORT

The Members of the Board of Trustees were informed that the estimate of state and local income is predicated largely upon an increase of 6% to the state supplemental support for 1978-79, added to the 1977-78 regular apportionment as modified, and a 10% increase to 1978-79 income from local tax apportionments.

-CONTINUED-

The bottom line of the proposed General Fund expenditures for 1979-80 is \$132,902 less than the 1978-79 budgeted expenditures. The total budget of \$26,179,419 is subject to change depending upon actual year-end balances and the effect of new legislation. Adjustments as needed will be made and will be submitted to the Board of Trustees for approval.

INFORMATION

In accordance with the district staff requests for use of Building Number 3, North Campus, for the summer session, it was recommended that beneficial occupancy be approved by the Board of Trustees. Such action will allow the district use of the facility and limit the contractor's liability on completed portions of the building.

BENEFICIAL
OCCUPANCY -
NORTH CAMPUS -
BUILDING
NUMBER 3

(ADDENDUM)

The final acceptance of the total North Campus Project will not be recommended until all contracts are completed.

A motion was made by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve beneficial occupancy of Building Number 3, North Campus.

APPROVED

The meeting of the Board of Trustees adjourned at 10:10 p.m.

ADJOURNMENT

The Board of Trustees convened to Executive Session at 10:35 p.m. and adjourned at 11:30 p.m.

EXECUTIVE
SESSION

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

The next regular meeting of the Board of Trustees will be held on Monday, June 25, 1979.

SCHEDULE OF
REGULAR MEETINGS

During reports and communications, at the suggestion of Trustee Brandt, it was discussed and is the consensus of the Board of Trustees that the regular meeting of the Board of Trustees on July 9, 1979, will be held at the north campus.

R. A. Lombardi

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

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