

SADDLEBACK COMMUNITY COLLEGE DISTRICT
 28000 Marguerite Parkway
 Mission Viejo, California 9

PUBLIC / FILE

MINUTES OF THE GOVERNING BOARD

June 25, 1979 - 7:30 p.m.
 Library-Classroom Complex -- Room 105

The Regular Meeting of the Board of Trustees was called to order by Trustee Price. Academic Senate President Carroll led the audience in the pledge of allegiance and Trustee Brandt gave the Invocation.

CALL TO ORDER

Present:

PRESENT

Mr. Robert L. Price, President
 Mr. William L. Watts, Vice-President
 Prof. Eugene C. McKnight, Clerk
 Mrs. Norrissa Brandt, Member
 Mr. John C. Connolly, Member
 Ms. Harriett S. Walther, Member
 Miss Nanci Ormasa, Student Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President
 Mr. Roy N. Barletta, Assistant Superintendent -
 Business Services
 Dr. Edward A. Hart, Assistant Superintendent -
 Provost, North Campus

STAFF MEMBERS

Absent:

ABSENT

Mr. Larry W. Taylor, Member
 Mr. William O. Jay, Dean of Instruction
 Mr. Jack A. Swartzbaugh, Dean of Students
 Mr. Donald L. Trent, Director of Facilities

Superintendent/President Lombardi requested that Board Report Number 788, Parking Policy, be removed from the Agenda.

AGENDA
 ADOPTED
 AS REVISED

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to adopt the Agenda with the removal of Board Report Number 788, Parking Policy; the addition of Board Report Number 784-A, Grants Application; and an addendum to each of the following Board Reports:

WITH ADDENDA

779 - Requests to Attend Conferences, Meetings, etc.	ADDENDA
786 - Grants - Personnel	
793 - Employment of Full-Time Certificated Personnel	-CONTINUED-
796 - Classified Personnel - Regular Actions	
798 - Employment of Full-Time Personnel	
806 - Awards (Numbers 1 and 2)	

A motion was made by Trustee Walther, seconded by Trustee Brandt, and unanimously carried to adopt the Minutes of the Regular Meeting of June 11, 1979, as well as the Minutes of the Special Meeting of June 18, 1979, as presented.	MINUTES ADOPTED
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Trustee McKnight announced that there will be a meeting of the Fixed Income Consumer Counseling Advisory Board on Friday, June 29, 1979, at 3:00 p.m., in the Board Room at the main campus. As a member of the Advisory Board, he plans to be in attendance.	REPORTS AND COMMUNICATIONS
	MEMBERS OF THE BOARD OF TRUSTEE

He informed those interested that the office of Fixed Income Consumer Counseling is being renovated. In the interim, the office is temporarily moving from Building "M" into the main office at 730 North Garfield, Santa Ana. The telephone number there is 972-9658.	Fixed Income Consumer Counseling (FICC)
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Trustee Walther announced that she had attended the meeting of the Board of Directors of the Orange County School Boards Association on June 20, 1979. The new president is Mrs. Sheila Meyers; the vice-president in charge of programs is Mrs. Elizabeth Sicoli; and the vice-president in charge of committees is Mrs. Jean Pappas. Trustee Walther will be serving on two committees: one which will review the Association's by-laws and one which will plan a workshop for new trustees.	Orange County School Boards Association
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Trustee Walther alerted the Trustees to the fact that the Orange County Department ^{Board} of Education will be holding interdistrict attendance appeal hearings in Santa Ana on Thursday, June 28, 1979. She plans to attend these hearings and hopes that the other trustees will also be in attendance. She asked that approval be granted at this time by adding this item to the addendum to Board Report Number 779, Requests to Attend Conferences, Meetings, etc.	Interdistrict Attendance Appeal Hearings
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Trustee Price reported on his attendance at the meeting of the expanded Board of the District Foundation on June 21, 1979. Twelve new members have been added to the board, making a total of twenty-one board members.	District Foundation
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Trustee Price clarified that it is not necessary that all gifts to the District be presented through the District Foundation. Gifts may be given directly to the District with the approval of the Board of Trustees.

REPORTS AND
COMMUNICATIONS

MEMBERS OF THE
BOARD OF TRUSTEES

He reported on a new program planned by the District Foundation to raise funds in support of the District's vocational and occupational program.

-CONTINUED-

He announced that he had been asked and has accepted to serve on the California Community and Junior College Association's Commission on Vocational Education.

Trustee Price
to service on the
CCJCA Commission
on Vocational
Education

Trustee Connolly arrived at the Board Meeting at this time.

Student Trustee Ormasa announced that this would be the last Board Meeting she will be attending in the official capacity of the Associated Student Body Representative. Mr. Grant Richards will be seated at the next meeting as the new Student Member of the Board of Trustees. She thanked the Board of Trustees for its assistance during the year, and stated that she hopes that she has conveyed the students' views. Trustee Price, on behalf of the Board of Trustees, thanked her for her significant contribution.

STUDENT MEMBER

Ms. Ormasa

Mr. Richards

Superintendent/President Lombardi announced that Dean of Administrative Services Platt had been taken to St. Joseph's Hospital last weekend and is undergoing tests in order for a diagnosis to be determined. The Trustees wished him well.

SUPERINTENDENT/
PRESIDENT

Dean of
Administrative
Services Platt

Superintendent/President Lombardi introduced Dr. Steinke, Director of Student Services, North Campus, to discuss a program that had been discussed about one month ago at which time approval was given to submit a grant proposal for a Human Resource Development Project. This proposed project is to provide career development services for non-enrolled adults on a self-supporting basis. It is designed not to compete with or replace any service currently being offered by the District, but to extend the expertise of the college to a clientele which is not being served.

Director of
Student Services
Steinke

Dr. Steinke told of his background in this field and how the idea had evolved. He then introduced Ms. Diane Davenport, a social ecology program major at the University of California at Irvine.

A copy of the proposal for the Human Resource Development Project, prepared by Ms. Davenport while serving as an intern, without pay, at the north campus, in cooperation with Dr. Steinke, was presented to the Trustees as an informational item. A copy of this report will be placed on file with these Minutes.

REPORTS AND
COMMUNICATIONS

SUPERINTENDENT/
PRESIDENT

-CONTINUED-

Dr. Steinke reported that Ms. Davenport has contacted a group of agencies whose representatives have looked at the project and feel that it is a viable and needed program. He gave examples of the clientele they would send to the District for these services. Every agency contacted has sent a letter in affirmation. A copy of each one is on file with these Minutes.

PROPOSAL FOR
HUMAN RESOURCE
DEVELOPMENT
PROJECT

Dr. Steinke explained that at the end of the three-year grant period it is planned to be a totally self-supporting program. The District will provide space and utilities which are already in operation, no add-on costs, and part-time employees would be utilized in the evenings and on weekends.

These types of services generally cost from \$250 to \$800. The package the District would offer would cost the participant a total cost of only \$60.00. Two thirty-minute individual sessions working with course development specialists, two thirty-minute group sessions, four one-hour lab sessions, and feedback after completion of the program would be offered. Some of the participants may become students and others may be directed to other agencies for further assistance.

In summary, this would be a service to the community at a very low cost while self-supporting to the District.

Dr. Steinke offered to respond to questions at the meeting and by phone prior to his departure on vacation on July 4. He stated that Ms. Davenport will be at the Board Meeting on July 9, at which time approval of the project will be requested.

Ms. Castonguay, Director of Continuing Education and Community Affairs, North Campus, and Mr. Larson, Director of Instructional Services, North Campus, were present to tell of the success of the North Campus spring semester and summer session. Mr. Larson also told of the accomplishments achieved by the instructional/administrative combined word processing program which had saved the equivalent of \$17,000 in typing costs this spring.

NORTH CAMPUS

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Superintendent/President Lombardi introduced Mr. William Blurock, William Blurock and Partners, AIA Architects, to respond to questions concerning the Auto Shop - "T" Building Remodel, an item on the agenda this evening. He announced that the project has been approved by the state and is currently being advertised. The bid opening is to be held on July 10. He believes that this remodel of the relocatable building will produce a first-class facility in relation to equipment, facilities, and space. The project is planned for completion by January 15, 1980.

REPORTS AND
COMMUNICATIONS

SUPERINTENDENT/
PRESIDENT

-CONTINUED-

William Blurock
and Partners

Auto Shop -
"T" Building
Remodel

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

ACADEMIC SENATE

Ms. 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. Kero was present, in place of Mr. Merrifield who was on vacation, representing the Faculty Association.

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

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

APPROVED

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

BOARD OF
TRUSTEES
REQUESTS TO
ATTEND CON-
FERENCES,
MEETINGS, ETC.

Trustee Taylor Legislative Meeting
 Sacramento
 June 14, 1979

Trustees Wishing Saddleback College Liaison
to Attend Committee Breakfast Meeting
 Mission Viejo
 June 20, 1979

Trustees Wishing Association of Community
to Attend College Trustees Tenth
 Annual Convention
 Detroit, Michigan
 October 3-6, 1979

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

BOARD OF TRUSTEES REQUESTS TO ATTEND CONFERENCES, MEETINGS, ETC

Trustee Brandt Conference with the Superintendent/President - Saddleback College Main Campus June 14, 1979

-CONTINUED

Trustee McKnight Conference with the Superintendent/President Saddleback College Main Campus June 15, 1979

Trustee McKnight Conference with the Associate Dean of Instruction/ Occupational Programs Saddleback College Main Campus June 20, 1979

Trustee Walther Orange County School Boards Association Meeting of the Board of Directors Santa Ana June 20, 1979

(ADDENDUM)

Trustees Wishing to Attend Orange County Department of Education - Interdistrict Attendance Appeal Hearings Santa Ana June 28, 1979

The following reimbursement claims for use of personal automobile for the months of January through June, 1979, were unanimously approved:

REIMBURSEMENT CLAIMS FOR USE OF PERSONAL AUTOMOBILE

Not to Exceed:

Norrisa Brandt	\$ 85.68
John C. Connolly	23.40
Eugene C. McKnight	35.28
Robert L. Price	25.74
Lawrence W. Taylor	67.86
Harriett S. Walther	110.88
William L. Watts	100.80

The following staff members who are funded through grant funds will be terminated as of June 30, 1979, due to completion of the grants:

GRANTS - PERSONNEL

<u>Name of Grant</u>	<u>Employee</u>	<u>Job Title</u>
V E A Subpart 3	Ann Harjo	Clerk Typist II (50%)

The following staff members who are funded through grant funds will be terminated as of June 30, 1979, due to completion of the grants:

GRANTS -
PERSONNEL

-CONTINUED-

<u>Name of Grant</u>	<u>Employee</u>	<u>Job Title</u>
E S L - Chancellor's Fund	Misako Nakagawa	Instructional Aide
	Litsa Binder	Instructional Aide
	Erika Mills	Instructional Aide
	Oki Yoshida	Instructional Aide
	Julie Curtis	Instructional Aide
Substance Abuse - Chancellor's Fund	Deborah Harrison	Clerk Typist
	Thomas	II (50%)

The following youth were unanimously approved for the CETA 1979 Summer Youth Employment Program (SYEP). (These are in addition to those names approved by the Board of Trustees on June 11, 1979.) The effective date of employment is June 18 through September 7, 1979. Students will be paid \$2.90 per hour and salaries are covered by CETA funding at no cost to the District.

Acosta, Carmen	Diaz, Margarita
Aguilar, Alma	Diaz, Miguel
Aguilar, Martha	Diaz De Leon, Gloria
Avila, Albina	Du, Gia
Avila, Carlos	Duong, Thoa
Ballard, Julie	Duong, Vy
Barragan, Jose	Evans, Ray
Beas, Estela	Falklam, Charles
Betancourt, Alfonso	Figueroa, Bill
Boessler, Leticia	Finney, Mike
Brunner, Renita	Fletcher, Bill
Campbell, Denise	Ford, Duane
Carrillo, Evelia	Frank, Steve
Carrillo, Lola	Galvan, Natividad
Casillas, Yolanda	Garcia, Danny
Castro, Maria	Garcia, George
Charchol, Jackie	Germon, Robert
Cordice, Roger	Glasgow, Marilyn
Culberson, Paul	Gomez, Sandra
Dang, Toan	Habib, William
Dang, Tuyet	Hie, Mike
Daton-on, Dindo	Hilderbrandt, Deborah
Diaz, Carmen	Kim, Jame
Diaz, Luz	Kim, Kang

Kim, Sang
Le, Lung
Lee, Yong
Llamas, Hector
Lugo, Rosalia
Luna, Ester
Luna, Sara
Luu, Lam
Manriquez, Ray
Martinez, Angela
Martinez, Laura
Marinez, Leticia
Martinez, Luz
Marumoto, Mitsuhiro
May, Bridgetta
Mejia, Jose
Mendoza, Filemon
Moreno, Esteban
Monroe, Daryl
Montes, Jennifer
Namkoong, Kinanghee
Namkoong, Mary
Nguyen, Chanh
Nguyen, Dung
Nguyen, Hang
Nguyen, Guong
Nguyen, Lan
Nguyen, Linh
Nguyen, Quynh Tien
Nguyen, Suang
Nguyen, Trinh
Nghusis, Gregory
Nunez, Christina
Nunez, Martin
Nuno, Eduardo
Ortiz, Ruben
Pak, Unhui
Park, Yoomi
Phayong Phan, Kim
Ponce, Greg
Quezada, Jesse
Quezada, John
Qunitero, Fransicso
Ramierz, Nina
Ramierz, Rubin
Raya, Guillermina
Raya, Maria

Razo, Mafty
Razo, Manuel
Rios, Martha
Rivera, Armondo
Rodriquez, Leticia
Ruggles, Tami
Ruggles, Tina
Salazar, Sherry
Sanchez, Martin
Sabandith, Lakeo
Sanchez, Teresa
Sanchez, Tony
Sandoval, Gloria
Sepulveda, Cindy
Sesma, Fred
Sherman, Erainia
Shuman, Debra
Shuman, Michael
Singman, Suzanna
Soza, Annette
Sylican, Adriana
Temple, William
Theard, Glendon
Theard, Nicolette
Theard, Patricia
Tocher, Charimaine
Tocher, Maria
Torres, Jose
Tran, May
Twait, Kelly
Vargas, Eva
Vargas, Richardo
Villalobos, Efrain
Villalobos, Martha
Vincent, Karen
Vu, Cuong
Wacker, Jeff
White, Kimberly
Williams, Craig
Williams, Darren
Woo, Charles
Woo, Howard
Zertuche, Jo Angela
Garcia, Martin
Krebs, Joseph
Nguyen, Chi
Ramirez, Hector

GRANTS -
PERSONNEL

-CONTINUED-

Permission was granted to establish the position of trainee in all entry level classified positions. This classification is designed for persons with minimal skills who will learn either on-the-job or through a combination of on-the-job/classroom training.

(ADDENDUM)

The classroom training will not exceed 49% of the employee's total working time. The annual salary for the trainee position would not exceed \$7,286 plus benefits with no possibility of step increments.

GRANTS -
PERSONNEL
(ADDENDUM)
-CONTINUED-

Administrative personnel were reappointed for the 1979-80 academic year. A listing of all administrative personnel is on file with these Minutes.

REAPPOINTMENT
OF ADMINISTRATIVE
PERSONNEL

Certificated personnel were reappointed for the 1979-80 academic year. A listing of all certificated personnel is on file with these Minutes.

REAPPOINTMENT
OF CERTIFICATED
PERSONNEL

David Campbell, full-time instructor, was approved to substitute in the 1979 summer session on an if-and-as-needed basis at the hourly rate stipulated in the salary schedule, at the class to which he is qualified.

APPOINTMENT OF
SUMMER SCHOOL
INSTRUCTORS

The following, previously employed, part-time instructors were approved to teach in the 1979 summer session on an if-and-as-needed basis at the hourly rate stipulated in the salary schedule, at the class to which each is qualified.

<u>Applicant</u>	<u>Probable Assignment</u>
Aja, Ronald	Theatre
Barnaby, Deanna	Office Administration
Benson, Eugene	Real Estate
Castagno, Charles	Theatre
Cotton, Earnest	Mathematics
Erven, Charles	Theatre
Desmond, Nancy	Reading
Donoghue, Brian	Theatre
Geary, Patricia	English
Gillespie, Harry	Motorcycle
Lawrence, Clayton M.	Motorcycle
Packer, Karen	Theatre
Rice, Alan J.	Motorcycle
Shaver, Dan	Motorcycle
Thorpe, Marilyn	Physical Education
Van Leuven, Fred	Physical Education

The following were appointed on an if-and-as-needed basis as both extended day and substitute instructors for the 1979 summer session at the hourly rate stipulated in the salary schedule, at the class to which each is qualified.

<u>Applicant</u>	<u>Probable Assignment</u>
Clover, Susan A.	Art
Friess, Kenneth E.	Guidance
Howe, Richard L.	Accounting

<u>Applicant</u>	<u>Probable Assignment</u>	APPOINTMENT OF SUMMER SCHOOL INSTRUCTORS
Kurtz, Larry L.	Administration of Justice	
Mitchell, Margaret J.	Office Administration	-CONTINUED-
Richardson, Martin	Office Administration	
Rodgers, Carolanne	Office Administration	
Schwenneker, William	Golf with a Pro - Forum Series	

The following were employed during the 1979 summer session at their per diem rate:

Altomare, Bernadetta	Student Health Center Main Campus
Dellota, Lois	Student Health Center Main Campus
Muench, Carol	Student Health Center North Campus

Classified personnel were reappointed for the 1979-80 academic year. A listing of all classified personnel is on file with these Minutes.

REAPPOINTMENT
OF CLASSIFIED
PERSONNEL

The following classified personnel regular actions were unanimously approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

Rosa Ontiveras, Clerk Typist Substitute, hourly equivalent of Grade 1, Step 1, \$4.672 per hour, effective June 11, 1979, on an if-and-as-needed basis.

Nancy May, Clerk Typist Substitute, hourly equivalent of Grade 1, Step 1, \$4.672 per hour, effective June 18, 1979, on an if-and-as-needed basis.

Employment

Janice Simmons, Typing Learning Center Technician Assistant Substitute, Division of Business Sciences, hourly equivalent of Grade 5, Step 1, \$5.130 per hour, effective July 1, 1979, if-and-as-needed.

The following were employed as Clerk-Short Term at the rate of \$3.25 per hour, effective July 1, 1979. The hours will be determined by the appropriate administrator and budget.

Joan Burke
Deborah Davison

Arlene Frank
Ann E. Harjo

Employment - Continued

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

Jenny D. Branham
May Cheng
Suzanne Holtz

Kris L. Mocalis
Fern Louise Shepard
Pat Stevens

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Personal Leave of Absence

Gayla Katsulis, Clerk Typist II, Division of Counseling and Guidance, was granted a change of status from twelve to eleven months employment, effective July 1, 1979.

Joann Hines, Secretary, Division of Natural Sciences was granted a personal leave of absence without pay from July 9 through July 13, 1979, and August 6 through August 17, 1979.

Dorothy Overton Boyer, Secretary, Division of Multi-Disciplinary Studies, was granted a personal leave of absence without pay from August 6 through September 14, 1979.

Change of Status/CETA-Title IV Youth Programs

In compliance with the Saddleback Community College District classified employees organizational structure, the CETA Youth Programs was granted its request to integrate its staff within the system which includes accepting the recent 7.8% raise as of June 1, 1979.

The following classifications were implemented for the personnel in the CETA-Title IV Youth Program, effective June 1, 1979, at no cost to the district:

<u>Name</u>	<u>Position Title</u>	<u>Salary Classification</u>
Judy Bartholomew	CETA Youth Programs Coordinator	Classified Management - Class IV, Step 1
Alex Guillen	CETA Youth Programs Assistant Coordinator	Classified Supervisory - Class I, Step 2

<u>Name</u>	<u>Position Title</u>	<u>Salary Classification</u>
Roseann Hamlin	Clerk Typist II	Grade 5, Step 2
Lee Liddle	Clerk Typist II	Grade 5, Step 1
Ron Baker	Career Guidance Specialist	Grade 12, Step 1
Deborah Borgersen	Career Guidance Specialist	Grade 12, Step 1
Diane Carter	Career Guidance Specialist	Grade 12, Step 1
James Chanoski	Career Guidance Specialist	Grade 12, Step 1
Thalia Greeley	Career Guidance Specialist	Grade 12, Step 1
Carol Richardson	Career Guidance Specialist	Grade 12, Step 1
Rebecca Rios	Career Guidance Specialist	Grade 12, Step 1
Sharon Middleton	Job Developer	Grade 17, Step 1
Don Stauffer	Job Developer	Grade 17, Step 2

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
-CONTINUED-

Resignation/Termination

Julie Kleinsteuber, CETA-Title VI Clerk Typist II, Office of Grants and Resource Development, resigned effective June 21, 1979.

Shirley Morgan, Admissions and Records Clerk II, Office of Admissions and Records, resigned effective August 3, 1979.

Employment of Lifeguards

The following were employed as lifeguards on an as-needed basis, effective June 26, 1979. The hours will be determined by the appropriate administrator and budget.

<u>Name</u>	<u>Position Title</u>	<u>Hourly Rate</u>
Sondra Savage	Senior Lifeguard	\$4.50
Fred Crawford	Senior Lifeguard	4.50
Greg Grey	Senior Lifeguard	4.50
Marilyn Thorpe	Senior Lifeguard	4.50
Pam Burt	Lifeguard	3.75
Nancy Paine	Lifeguard	3.75

Change of Employment Status/Change of Position

John Bandaruk, Instructional Aide (50%), Office of Continuing Education, was granted a change of employment status from twelve to ten months employment, effective June 1, 1979.

Change of Employment Status/Change of Position

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Robert Fenton, Custodian II, Maintenance and Operations, was granted a change of position to Utility Person-Maintenance, Grade 11, Step 4, \$1,136 per month, effective July 1, 1979. Monies have been budgeted for this new position which was approved on May 29, 1979, by the Board of Trustees.

-CONTINUED-
(ADDENDUM)

Resignation/Termination

(ADDENDUM)

Linda Paszek, Library Assistant, CETA-Title VI, Library, resigned effective June 29, 1979.

The following classified job specifications were unanimously approved:

CLASSIFIED
PERSONNEL -
JOB
SPECIFICATIONS

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

A copy of each of these job specifications is on file with these Minutes.

The progress payment requests on the Progress Payment List dated June 25, 1979, were unanimously approved for ratification or approval, as indicated on the list, on awards previously approved by the Board of Trustees.

PROGRESS
PAYMENTS

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

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

PAYMENT
TO THE
CONSTRUCTION
MANAGER

Amount of Fee:

Original Contract Amount	\$162,500.00
Approved Change	69,587.65
Revised Contract Amount	<u>\$232,087.65</u>
Total completed to date	\$221,649.50
Less previous payments	<u>197,298.83</u>
Amount due	\$24,350.67

Purchase Orders 41727 through 41933, totaling \$237,856.73, 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 approved.

PURCHASE
ORDERS

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

-CONTINUED-

District Warrants 52017 through 52709, totaling \$452,896.37, were unanimously approved and ratified for payment.

PAYMENT
OF BILLS

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

Payment of personnel services was unanimously ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Classified Payroll 11B* \$433,096.43

*Constitutes the payroll identification of classified personnel paid in this period, named on the list on file in the Business Office.

Payment of the following grants to students participating in the Extended Opportunity Programs and Services for 1978-79, was unanimously authorized:

EOPS -
DISBURSEMENT
OF FUNDS

<u>Student</u>	<u>Grant</u>
Christine Martinez	\$198
Margaret Pennington	200
Gail Wade	200

Trustee Price stated that he feels that it is vitally important that close communication be maintained with the Superintendent/President on the development and progress of the two projects introduced at the last board meeting; namely, the bookstore project and the Marguerite Parkway project, in order to assist the Board of Trustees. This will also be of great assistance to the President of the Board of Trustees who, by the nature of his position, must be in close liaison with the Superintendent on all matters coming to the attention of the Board of Trustees. He stated that he has discussed this matter with the Superintendent/President and that he welcomes the opportunity to work closely with members of the Board of Trustees.

PROJECT
LIAISON
REPRESENTATIVES

Trustee Price stated that both projects will have many policy and technical ramifications which will be shared with the full Board of Trustees and which will be refined and improved by the Superintendent being able to work directly with a Trustee duly designated by the Board of Trustees.

Accordingly, Trustee Price recommended that the following be appointed by the Board of Trustees:

PROJECT
LIAISON
REPRESENTATIVES

Trustee Watts - Project Liaison Representative,
Bookstore Project

-CONTINUED-

Trustee Connolly - Project Liaison Representative,
Marguerite Parkway Project.

Trustee Watts declined the position. He stated that he believes that these two projects require the attention of all of the Trustees. He stated further that he intends to actively pursue the project, but urged the others to do so also.

A motion was made by Trustee Brandt, seconded by Trustee Walther, and carried that Trustee Connolly be appointed Project Liaison Representative for the Marguerite Parkway Project.

TRUSTEE CONNOLLY
APPOINTED PROJEC
LIAISON REPRESEN
TATIVE FOR THE
MARGUERITE PARK-
WAY PROJECT

Roll Call Vote:

Ayes: Trustees Brandt, Connolly, Price, and
Walther

Noes: Trustees McKnight and Watts

Abstain: None

Absent: Trustee Taylor

It was recommended that the regular Board Meeting scheduled to be held on Monday, July 23, 1979, be rescheduled to Monday, July 30, 1979.

SCHEDULE OF
BOARD MEETINGS

Trustee Walther reported that she had been informed that the meeting of the Orange County Trustees is scheduled to be held on Monday, July 23, 1979. The speaker will be Dr. O'Brien, representing the California Postsecondary Education Commission.

A motion was made by Trustee Connolly, seconded by Trustee McKnight, and unanimously carried that the regular Board Meeting scheduled to be held on Monday, July 23, 1979, be rescheduled to Monday, July 30, 1979.

MONDAY,
JULY 23

A motion was made by Trustee McKnight, seconded by Trustee Connolly, and unanimously carried that a special meeting be held on Monday, August 6, 1979, to hold a public hearing for the official adoption of the annual budget and financial report.

MONDAY,
AUGUST 6

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

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	<u>PUBLIC PROGRAMS AND COMMUNITY SERVICES</u>
Combined Staff Development/Continuing Education Workshop - June 29, 1979	Sandra Watts	Not to exceed \$ 100.00 to cover expenses, including airfare	
Sierra Backpack - July 16 and 30, August 2-5, 1979	Frank Ellis Mike Smith	\$ 160.00 160.00	
Stanislaus River Raft Trip - October 12, 13, and 14, 1979	Robert Cooper Raft Rental Bus Transportation Insurance	\$ 500.00 2,800.00 950.00 114.00	
Rollerskating Disco Style August 6, 13, 20, and 27 September 10 and 17, 1979	Mission Viejo Skateway - Facility Rental	\$ 300.00	
Summer Surf Contest - June 9 and 10, 1979	Raul Duarte (replacing Terry Senate as judge)	\$ 50.00	

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

Permission was requested to apply to the Orange County Manpower Commission for Title II-D and Title VI, Public Service Employment (PSE) funding. This application will be for the period July 1 through September 30, 1979. Funding requested is approximately \$500,000, with no cost to the district.

GRANT - APPLICATION

(ADDENDUM)

A motion was made by Trustee Watts, seconded by Trustee Connolly, and unanimously carried to approve the request for grant application as presented.

APPROVED

Permission was requested to accept the following awards from the Chancellor's Fund for Instructional Improvement. Applications were approved by the Board of Trustees on January 22, 1979.

GRANT - AWARDS

\$5,200 to establish a tissue culture laboratory.

GRANT -
AWARDS

\$5,300 to continue the innovative ESL program to perfect its curriculum and to disseminate the model to other campuses throughout the state.

-CONTINUED-

\$10,400 to Assessment of Prior Learning:
Establishing a Community College CAEL Network.

A motion was made by Trustee Brandt, seconded by Trustee McKnight, and unanimously carried to accept the awards from the Chancellor's Fund for Instructional Improvement as requested.

APPROVED

Permission was requested to employ the following consultants who will develop a model EOPS multi-ethnic basic skills curriculum which will be implemented this fall. Employment will be on an as-needed basis from July 1 through August 31, inclusive. Total costs will not exceed \$7,500 which is entirely funded through the EOPS allocation approved by the Board of Trustees on June 12, 1978.

GRANT -
CONSULTANTS

Janice Smith
Mike Markowitz
Jean Abdela
Eleanor Smith
Pablo Jackus

Jerry Gauch
Manuel Hernandez Trujillo
Mydia Hernandez Figueroa
Ernie Castello
Dottie McHenry

A motion was made by Trustee Brandt, seconded by Trustee Walther, and unanimously carried to employ the consultants named above who will develop a model EOPS multi-ethnic basic skills curriculum which will be implemented this fall.

APPROVED

Board Policy 5104, Foreign Students, was presented for approval.

BOARD POLICY
5104 -
FOREIGN STUDENTS

Trustee McKnight suggested that Item Number 9 be reworded into a positive and supportive statement, inasmuch as foreign students in the United States often return to their country to become leaders in government, education, science, or commerce.

Superintendent/President Lombardi offered the following revision to Item Number 9:

The foreign visa student shall be enrolled in an organized curriculum and shall be encouraged to complete the requirements for graduation with the associate in arts degree and to continue, if appropriate, to the baccalaureate level. The student shall also

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be encouraged to return to his/her country of origin at the conclusion of his/her educational objective and to apply those skills gained through his/her educational experience.

BOARD POLICY
5104 -
FOREIGN STUDENTS

-CONTINUED-

A motion was made by Trustee Watts and seconded by Trustee Walther to approve Board Policy 5104, Foreign Students, with the above revision to Item Number 9.

Item Number 13 of Board Policy 5104, which reads as follows, was then discussed.

Up to 1% of the total enrollment of students in credit classes will be granted to foreign visa students with a maximum of 10% from any one country.

A motion was made by Trustee Brandt and seconded by Trustee McKnight to amend the main motion by revising Item Number 13 to reflect a maximum of 15%, rather than 10%, from any one country.

Roll Call Vote on the Amendment to the Main Motion

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

As four votes are required to take any action; no action was taken.

The main motion was then voted upon, approval of Board Policy 5104, Foreign Students, including the foregoing revision to Item Number 9.

APPROVED
AS REVISED

Roll Call Vote on the Main Motion

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

Trustee Connolly did not indicate his opposition to the revision to Item Number 9; however, he had indicated his objection to placing a numerical limitation on enrollment in Item Number 13.

Board Report 788, Parking Policy, had been removed by the Administration during the adoption of the Agenda.

PARKING POLICY
REMOVED FROM
THE AGENDA

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An interim evaluation instrument to be used in the evaluation of certificated and classified management was presented as an informational item by the administration. Approval will be requested at the next Board meeting.

CERTIFICATED/
CLASSIFIED
MANAGEMENT
INTERIM
EVALUATION

The Management Evaluation Committee will continue to assess and examine the procedure used in management with the idea that a more comprehensive evaluation instrument will be developed in the future and resubmitted for Board approval.

INFORMATION

It was recommended that Cynthia Gilbert be employed as CETA Welding Instructor, subject to the availability of funds, effective July 1, 1979, through September 30, 1980, in the Division of Vocational Technology. Approximate Salary: Class I, Step 5.

EMPLOYMENT
OF FULL-TIME
CERTIFICATED
PERSONNEL
(ADDENDUM)

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to approve the employment of full-time certificated personnel as recommended.

APPROVED

Leave of Absence Request Clarification

On March 26, 1979, the Board of Trustees approved a leave of absence for Terri Petrila, Instructor in the Division of Health Sciences and Gerontology, to begin September 17 and continue through October 19, 1979, at no cost to the District. It was requested that Ms. Petrila be granted the leave of absence with no loss of pay because she will complete her contractual load for the 1979-80 academic year.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

Non-Instructional Assignment/Project Payroll Authorization

It was recommended that Joyce Arntson be remunerated for a non-instructional project to revise and/or develop appropriate student guides for Office Administration courses taught in the Business Center at North Campus. It was requested that Ms. Arntson be remunerated for 132 hours of actual work at \$26.00 per hour according to the following formula: 48 hours x \$26.00 per hour = \$1,248. (Reference: Appendix C, Page 67 of the Certificated Employee Master Agreement 1978-79 - Faculty will be paid no less than the equivalent of one (1) contract hour for three (3) hours of non-instructional work.) Monies have been budgeted for this project.

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to approve the certificated personnel regular actions as recommended.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS
APPROVED

Employment of the following full-time classified personnel was requested:

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL

Ratification of Employment - Saddleback College -
Main Campus

William C. Robbins, Custodian II, Maintenance and Operations, Grade 7, Step 3, \$989 per month plus 4% shift differential, effective June 11, 1979. This is a replacement position for Francis Donnelly.

George Koutroulis, Custodian II, Maintenance and Operations, Grade 7, Step 3, \$989 per month plus 4% shift differential, effective June 11, 1979. This is a replacement position for Joseph Artell who is currently on extended sick leave and industrial accident disability.

Donald Duncan, Custodian II, Maintenance and Operations, Grade 7, Step 3, \$989 per month plus 4% shift differential, effective June 18, 1979. This is a replacement position for Dean Sherrill.

Employment - Saddleback College - Main Campus

William Herold, Utility Pool, Maintenance and Operations, Grade 13, Step 3, \$1,136 per month, effective July 1, 1979. Monies have been budgeted for this new position which was approved May 29, 1979.

Lea Ann Knebel, Natural Science Technician/Agriculture, Division of Natural Sciences, Grade 15, Step 3, \$1,189 per month, effective June 25, 1979. Monies have been budgeted for this new position which was approved April 23, 1979.

(CORRECTED BY
ADDENDUM TO
BOARD REPORT
NUMBER 796,
CLASSIFIED
REGULAR ACTIONS)

Vern Hodge, Career Placement Supervisor, Occupational Programs, change of position to Financial Aid Officer, Classified Management Salary Schedule, Class IV, Step 6, \$19,174 per year, effective July 1, 1979. This is a replacement position for Mary Long.

(ADDENDUM)

Vicky Soria, CETA/Account Clerk, Division of Multi-Disciplinary Studies, Grade 7, Step 3, \$989 per month, effective June 25, 1979. This is a replacement position for Violet Van Dorn.

Benita Rienick, Custodian II, Maintenance and Operations, Grade 7, Step 1, \$901 per month plus 4% per month shift differential, effective July 2, 1979. This is a replacement position for Robert Fenton.

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL
-CONTINUED-

A motion was made by Trustee Brandt, seconded by Trustee Watts, and unanimously carried to approve the employment of full-time classified personnel as recommended.

APPROVED

The following resolution was presented for adoption in order to protect the district's interest and financial integrity in the event the Gann Initiative is enacted.

RESOLUTION -
TRANSFER OF
UNENCUMBERED
FUNDS TO
DISTRICT
CONTINGENCY
FUNDS

WHEREAS, the proposed Article XIII B., Constitution Government Spending Limitation, known as the Gann Initiative, has established the fiscal year of 1978-79 as the appropriation limit base year for spending limitation; and

WHEREAS, Section 5 of the Gann Initiative states that each entity of government may establish such contingency, emergency, unemployment reserve, retirement, sinking fund, trust or similar funds as it shall deem reasonable and proper; contributions to any such funds, to the extent that such contributions are derived from the proceeds of taxes, shall for purposes of this Article constitute appropriations subject to limitation in year of contributions. Neither withdrawals from any such fund, nor expenditures of (or authorization to expend) such withdrawals, nor transfers between or among such funds, shall for purposes of this Article constitute appropriations subject to limitation; and

WHEREAS, the District could accumulate unencumbered reserves prior to the end of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED that any unencumbered funds received during the 1978-79 fiscal year as income in excess of the amounts required to finance the total proposed 1978-79 expenditures shall be assigned to the 1978-79 General Fund Budget Contingency in assuring establishment of a proper base year in relation to the Gann Initiative and/or other related legislation that may be enacted after passage of the initiative.

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

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: Trustee Taylor

RESOLUTION -
TRANSFER OF
UNENCUMBERED
FUNDS TO
DISTRICT
CONTINGENCY
FUNDS

ADOPTED

Pursuant to Education Code Section 85202, the following resolution was presented for adoption.

Upon review of the district's financial needs arising after the adoption of the 1978-79 budget, it was determined that the additional income, mainly from Federal sources (CETA), be appropriated for expenditures required. This resolution contains the detail of the income adjustment and the adjustments to expenditure appropriations.

RESOLUTION -
TRANSFER OF
EXCESS INCOME
TO MAJOR
CLASSIFICATIONS

WHEREAS, under the provisions of Education Code Section 85202, any income in excess of that estimated in the adopted budget for 1978-79 may be used for expenditures for the current year by resolution of the governing board and approval of the County Superintendent of Schools; and

WHEREAS, it is hereby determined that the following adjustments to the estimated income for 1978-79 be approved:

<u>Income Account</u>	<u>Income Source</u>	<u>Amount</u>
8120	Veterans Education Act	\$ 13,588
8180	Higher Education Act	(9,368)
8220	Comprehensive Employment Training Act	867,755
8240	Vocational Education Act	48,697
8310	Forest Reserve Funds	294
8490	Other Federal Grants	18,079
8840	Sales	5,870
8850	Leases and Rentals	2,607
8860	Interest	444,555
8871	Continuing Education Fees	(12,808)
8872	Nonresident Students	153,037
8878	Other Student Charges	(113,133)
8899	Other Income	10,790
	Total	<u>\$1,429,963</u>

and;

WHEREAS, it is hereby determined that the following adjustments to the expenditures for 1978-79 be approved:

<u>Appropriation Account</u>	<u>Description</u>	<u>Amount</u>
2000	Classified Salaries	\$1,000,000
7200	Tuition Transfers	429,963
	Total	\$1,429,963

RESOLUTION -
TRANSFER OF
EXCESS INCOME
TO MAJOR
CLASSIFICATIONS

-CONTINUED-

NOW, THEREFORE, BE IT RESOLVED that the governing board of the Saddleback Community College District does hereby authorize that the above adjustments be made as presented, subject to the approval of the County Superintendent of Schools.

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

ADOPTED

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: Trustee Taylor

The Irvine Chamber of Commerce is preparing to establish offices at the intersection of Barranca Road and Culver Drive, approximately one mile from the North Campus. It is anticipated that the Chamber will not be able to move into their new facility for about three to four months. In the meantime they are seeking space at a nearby location in order to commence operations. It has been suggested that the North Campus might be able to accommodate their needs.

RESOLUTION -
LEASE OF
NORTH CAMPUS
SPACE

The needs of the Chamber would be space for two clerical personnel and one part time executive director. Because a portion of faculty offices, Room 404, is available at the North Campus it is possible to serve the needs of the Chamber on a short term basis. Room 404 presently is being used by the construction manager and the district inspector and, therefore, would provide no additional costs concerning use of lights or custodial services. Inasmuch as scores of business people would be coming to the campus on Chamber business over the next several months, it is likely that there would be a major public relations benefit for the district.

The law requires that before an arrangement of this type can be made it is presented to the public for bids. Therefore, it was recommended that the following resolution be adopted:

RESOLUTION -
LEASE OF
NORTH CAMPUS
SPACE

WHEREAS, the Saddleback Community College District, North Campus, has available approximately 160 square feet of office space that is not presently required for institutional use; and

-CONTINUED-

WHEREAS, it is known that said space may be required by the Irvine Chamber of Commerce; and

WHEREAS, pursuant to the provisions of the California Education Code 81369, if the governing board unanimously determines that, in its opinion, the monthly rental value does not exceed \$50;

RESOLVED, that the Saddleback Community College District governing board shall entertain sealed proposals for the lease of approximately 160 square feet of office space in room 404, Saddleback College North Campus, 5500 Irvine Center Drive, Irvine, California; and

BE IT FURTHER RESOLVED, that notice is hereby given that sealed proposals will be received not later than 11:00 o'clock A.M. on Tuesday, July 3, 1979, at Saddleback College, 28000 Marguerite Parkway, Mission Viejo, California, in the office of the Director of Procurement and Stores.

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to adopt the resolution as presented.

ADOPTED

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: Trustee Taylor

The Board of Trustees was informed that the Irvine Center Drive improvements will require street lighting installation, energy charges, and annexation to the Street Lighting District. Total costs for construction and energy charges will be \$3,012.50.

ANNEXATION
TO STREET
LIGHTING
DISTRICT/
NORTH CAMPUS

It was recommended that construction and energy charges in the amount of \$3,012.50 be approved and authorization for annexation to the Street Lighting District be granted.

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A motion was made by Trustee Walther, seconded by Trustee Connolly, and unanimously carried to approve \$3,012.50 for construction and energy charges and to authorize annexation to the Street Lighting District.

ANNEXATION TO
STREET LIGHTING
DISTRICT - N/C
APPROVED

The following change orders were submitted for approval:

CHANGE ORDERS

Change Order Number 1 - North Campus, Irvine Center Drive Improvements - Contract: R. J. Nobel

Change Order Number adds the cost to remove 59 additional orange trees located east of the Irvine Center Drive entry and south of the on-site bus turnaround. The trees are removed to prepare the area for landscaping. This change order will add \$1,120 to R. J. Nobel's contract with no change of contract time.

Change Order Number 27 - North Campus, Interior Development - Contract: Montgomery Hardware Co.

Change Order Number 27 adds hinges and flush bolt to door 13 to accommodate change of slab door to dutch door. District staff requested the dutch door to facilitate control of testing material. This change order will add \$27 to Montgomery Hardware Company's contract with no change of contract time.

Change Order Number 45 - North Campus, Interior Development - Contractor: Elljay Acoustics

Change Order Number 45 adds the cost of replacing ceiling tile damaged by Reinhard Cabinets, Inc. A deduct change order will be issued to Reinhard for the amount of this change order. This change order will add \$228 to Elljay Acoustics' contract with no change of contract time.

Change Order Number 46 - North Campus, Interior Development - Contractor: Elljay Acoustics

Change Order Number 46 changes door 13 from slab to dutch door. District staff requested this change to facilitate control of testing material. This change order will add \$286 to Elljay Acoustics' contract with no change of contract time.

Change Order Number 47 - North Campus, Interior Development - Contractor: A. E. C. Orange

CHANGE ORDERS

-CONTINUED-

Change Order Number 47 provides additional conduit, wire, switch, and control for drapery motor, house lights, and projector screen. Site lighting was also revised at district request. This change order will add \$9,650.33 to the A. E. C. Orange contract with no change of contract time.

Change Order Number 48 - North Campus, Interior Development - Contractor - C. O. Minor

Change Order Number 48 substitutes 6" base at corners in the Science Labs and provides carpeting and base on casework in Buildings 1, 2, and 3. This change order will add \$1,895 to the C. O. Minor 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 presented.

APPROVED

The architect had been present during reports and communications to speak to this item. He stated that working drawings and specifications have been completed for the Auto Shop / "T" Building Remodel, a copy is available in the office of Facilities Planning.

AUTO SHOP/
"T" BUILDING
REMODEL

It was recommended that the working drawings and specifications be approved and that the staff be authorized to obtain bids for the construction of this facility.

A motion was made by Trustee Watts, seconded by Trustee Connolly, and unanimously carried to approve the working drawings and specifications for the Auto Shop / "T" Building Remodel and to authorize the staff to obtain bids for the construction of this facility.

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>
Unassigned	\$1,500.00	From: Building Contingency To: Radio Station Grant - Site Improvement

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>	TRANSFER OF FUNDS
Unassigned	\$3,500.00	From: Building Contingency To: Softball Facility - Architect Fees	-CONTINUED-
Athletics	\$1,848.00	From: Classified Sub- stitute Salary	
	200.00	Golf Supplies	
	100.00	Football Scouting	
	1,500.00	Women's Tennis - Coach	
	180.00	Track - Instruc- tional - Supplies	
	500.00	Repair of Equipment Supplies	
Physical Education	200.00	Repair of Equipment Supplies	
	92.00	Instructional Equipment	
	100.00	Instructional Supplies	
	<u>\$4,720.00</u>	To: Swimming Pool - Equipment	
Athletics	\$ 650.00	From: Baseball - Towel Service	
	633.00	Football - Repair of Equipment	
	713.33	Cross County - Instructional Supplies	
	300.00	Student Help	
	1,000.00	Swimming - Coach	
	<u>\$3,296.33</u>	To: Transportation - Contract Services	
	\$ 750.00	From: Baseball - In- structional Equipment	
	317.00	Track - Instruc- tional Equipment	
	<u>\$1,067.00</u>	To: Swimming - In- structional Supplies	
	\$1,500.00	From: Women's Swim Coach Salary	
		To: Women's Swim Coach Hourly	
	\$1,000.00	From: Track Coach - Salary To: Track Coach - Hourly	

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>	TRANSFER OF FUNDS
Athletics	\$1,111.00	From: Baseball Instructional Supplies	-CONTINUED-
		To: Basketball - Classified Overtime	
	\$1,350.00	From: Student Help	
		To: Athletic Coordinator	
	\$1,000.00	From: Track - Operating Equipment	
		To: Football - Operating Equipment	
	\$4,524.96	From: Classified Overtime - Athletics	
	1,176.00	Classified Overtime - Physical Education	
	<u>\$5,700.96</u>	To: Classified Overtime - Football	
Community Services	\$4,500.00	To: Forum - Part-time Instructional Aide	
	1,500.00	Forum - Clerk, Short-term	
	<u>\$6,000.00</u>	From: Recreation - Recreation Leaders	
Business Science	\$ 500.00	To: Conferences/Meetings	
		From: Student Help	
Dean of Instruction	\$2,000.00	From: Consultants	
	3,000.00	Printing	
	<u>1,000.00</u>	Repair of Equipment - Faculty Office	
	\$6,000.00	To: Science-Math Building Remodeling/Repair	
Vocational Tech.	\$1,530.00	From: Construction Tech. - Contract Services	
	730.78	Career Placement - Printing	
	125.00	Photography - Repair of Equipment	
	380.00	Woodworking - Repair of Equipment	
	823.62	Graphics - Repair of Equipment	
	<u>1,093.00</u>	Graphic Arts - Repair of Equipment	
	\$4,682.40	To: Library/TV - Repair of Equipment	

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>	TRANSFER OF FUNDS
Community Services	\$ 1,000.00	From: Recreation Leaders To: Lifeguards	-CONTINUED-
Assistant Superintendent Business	\$ 3,365.00 <u>135.00</u> \$ 3,500.00	From: Data Processing, Contract Services Fiscal Supplies To: Purchasing - Operating Equipment	
CETA Youth Programs	\$ 5,519.00 1,893.00 15,404.00 430.00 <u>35,728.00</u> \$58,974.00	To: Job Developer/Monitor - Salary Clerk Typist - Salary Youth Advisor - Salary Payroll Clerk - Salary Participants, Summer Program - Wages From: Unassigned Classified Salary Contingency	
	\$ 2,565.00	To: Response Books/Testing - Contract Services From: Unassigned Contract Services Contingency	
	\$ 132.00 <u>132.00</u>	To: Summer Program - Office Supplies Summer Program - Duplicating	
	\$ 264.00	From: Unassigned Supply Contingency	
	\$ 300.00 700.00 1,719.00 670.00 57.00 <u>50.00</u> \$ 3,496.00	To: Summer Program - Telephone Expense Summer Program - Bus Coupons Summer Program - Office Equipment Summer Program - Office Furniture Summer Program - Fingerprinting Summer Program - Postage From: Unassigned Operating Expense Contingency	
CETA Youth Program	\$ 1,725.00	To: Summer Program - Mileage From: Unassigned Mileage Contingency	

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>		<u>TRANSFER OF FUNDS</u>
North Campus	\$ 2,175.00	To:	Telephone Expense	-CONTINUED-
		From:	Trash Removal	
	\$ 7,500.00	To:	Instructional Supplies	
		From:	Duplicating Expense	
	\$ 1,200.00	To:	Instructor - Salary	
		From:	Consultants	

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

The items on the Awards Listing, including Addendum Number 1, were presented for approval for the action specified and authorization for payment upon delivery and acceptance of the items ordered was recommended. AWARDS
ADDENDUM NUMBER 1

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

Assistant Superintendent Barletta requested that Page 9, Item 8, Bid Number 15 be reduced to \$24,168 by rejecting Item Number 15 of the bid for stereo microscopes.

It was also recommended that the Saddleback Community College District enter into a contract with Data General Corporation in the amount of \$85,702.50. ADDENDUM NUMBER 2

This contract is to include all costs pertaining to the purchase of an Eclipse C150 computer system, as specified in Data General's amended response to the District's "Requests for Proposals," all software as specified in Data General Corporation's response, and all delivery and installation charges. Funds for this aware are available form state funds which are restricted for construction and equipment at the North Campus.

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried to approve the Awards as presented, including Addendum Number 1 and Addendum Number 2. APPROVED

The following requests for contract services were submitted for approval: CONTRACT SERVICES

It was recommended that Frederick Brown Associates be retained to provide electrical engineering services to design a dimming and public address system for the North Campus Forum at a cost not to exceed \$3,500.00.

CONTRACT
SERVICES

-CONTINUED-

It was recommended that John Daniel Martin be approved as a replacement for Lyle Brooks to perform services for the Company Theatre. Mr. Martin will be working on set construction, and will receive a fee of \$600, payable in two installments.

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

APPROVED

The following Business Services reports for the month of May 1979 were submitted for information:

BUSINESS
SERVICES
REPORTS

Associated Student Body Budget Report
Scholarship Fund
Loan Fund
HEW Trust Account

The Health, Education and Welfare Trust Account report covers the following programs:

BEOG - Basic Educational Opportunity Grant
CWS - College Work Study
Nursing Capitation Grant
Nursing Scholarship Grant
SEOG - Supplemental Educational Opportunity Grant
VCIP - Veterans Cost-of-Instruction Program

INFORMATION

The Board of Trustees was informed that negotiations have been concluded with Coast Community College District, and an appropriate contract document will be executed along the lines as directed by the Board, at the meeting of June 11, 1979. The essential provisions are:

INTERDISTRICT
TUITION
AGREEMENT

Each district shall accept residents of the other district who have obtained a permit from the district of residence.

The amount paid to the district of attendance shall be the apportionments based on the attendance of students from the district of residence.

The agreement shall supersede any other agreement or Notice of Restriction heretofore filed and in particular, Coast Community College District does hereby withdraw and render null and void the Notice of Restriction dated February 16, 1968, issued to Saddleback Community College District.

It was recommended that the Superintendent or the Assistant Superintendent/Business be authorized to execute an agreement in accordance with the foregoing provisions.

INTERDISTRICT
TUITION
AGREEMENT

-CONTINUED-

A motion was made by Trustee Watts, seconded by Trustee McKnight, and carried to authorize the Superintendent or the Assistant Superintendent/Business to execute an agreement in accordance with the foregoing provisions.

APPROVED

Trustee Brandt was opposed. She stated that she feels that it is time for the state to equalize the situation.

Pursuant to the provisions of Education Code Section 85023 (a), each community college district shall file, on or before the first day of July in each year, a tentative budget with the County Superintendent of Schools.

TENTATIVE
ANNUAL BUDGET
AND
FINANCIAL REPORT

It was requested that the Board of Trustees authorize the Superintendent or the Assistant Superintendent/Business to file a tentative budget report with the Orange County Superintendent of Schools. The report will consist of the following:

General Fund *	\$26,179.419
Health Fund *	202,779
Special Reserve Fund**	22,181
District Total	<u>\$26,404,379</u>

* A separate report by object classification was presented, a copy of which is on file with these Minutes.

** Capital Outlay only

A motion was made by Trustee Connolly, seconded by Trustee Brandt, and unanimously carried to authorize the Superintendent or the Assistant Superintendent/Business to file a tentative budget report consisting of the above with the Orange County Superintendent of Schools.

APPROVED

The Meeting of the Board of Trustees adjourned at 9:45 p.m.

ADJOURNMENT

The Board of Trustees immediately convened to an Executive Session to discuss classified personnel salaries, and adjourned at 10:15 p.m.

EXECUTIVE
SESSION

Any actions taken will be reported at the next Board meeting.

The next Regular Meeting of the Board of Trustees will be held on Monday, July 9, 1979, at the North Campus.

SCHEDULE
OF MEETINGS

R. A. Lombardi

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