

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

June 27, 1977 - 7:30 p.m.  
Library-Classroom Complex - Room 212  
28000 Marguerite Parkway

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

REGULAR MEETING

Present:

PRESENT

Mr. Lawrence W. Taylor, President  
Mrs. Donna C. Berry, Vice-President  
Prof. Eugene C. McKnight, Clerk  
Mrs. Norrisa Brandt, Member  
Mr. Frank H. Greinke, Member  
Mr. Robert L. Price, Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President  
Mr. Roy N. Barletta, Business Manager  
Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent:

Mr. William Watts, Member

ABSENT

A motion was made by Trustee Berry, seconded by Trustee Price and unanimously carried, to adopt the Agenda as presented with the following Addendum:

AGENDA ADOPTED

Progress Payment

ADDENDUM

A motion was made by Trustee Berry, seconded by Trustee Brandt and unanimously carried, to approve the Minutes of the Regular Meeting of June 13, 1977, and the Special Meeting of June 20, 1977, as presented.

MINUTES APPROVE

Trustee Berry complimented those involved in the preparation of the 1977-78 Saddleback College Catalog, which she feels is the best guide provided thus far.

REPORTS AND COMMUNICATIONS

Superintendent/President Lombardi announced that summer session enrollment to date is approximately 6,200 students. He estimates that the enrollment figure will exceed 7,000 by the end of the second session.

TRUSTEES

SUPERINTENDENT/  
PRESIDENT

Superintendent/President Lombardi announced that the District has received additional EOPS (Extended Opportunity Programs and Services) funds from the State.

REPORTS AND  
COMMUNICATIONS

Dr. Hart, Assistant to the Superintendent, reported on potential change orders which are being considered for the music arts facility. Hopefully they will be presented at the meeting on July 11.

SUPERINTENDENT/  
PRESIDENT

-CONTINUED-

Catch basins and a fire hydrant may be requested by the local fire chief;

Transformer electrical equipment for the art facility will need to be fenced either by a block wall or a chain link fence, because of a new OSHA requirement;

Additional shelves and cabinetry work may be needed in the costume room; and

An expansion of the compressed air system for the crafts room has been requested by the staff.

Concerning the relocation from lower to upper campus, Dr. Hart stated that a construction manager has been retained, but also when progress may be made more quickly and less expensively by a change order to an existing contract this will be recommended by the administration.

He explained the change orders being presented on tonight's agenda.

Mr. Barletta commented on interdistrict attendance agreements with Rancho Santiago and Coast community college districts. He stated that they are willing to waive the \$300.00 seat charge to those students who will take six or less units without permits (a blanket permit from the District). He requested that the Board of Trustees consider this matter in a monetary manner. If there is not an increase in the present level of ADA, a \$164,000 savings to Saddleback College will be brought about. It was noted that, rather than assuming that the level of ADA will remain steady, the District could establish a limit. The Board of Trustees requested that the administration present this information for consideration at the next regular board meeting, advising of ways this matter can be handled.

Trustee Taylor complimented Mr. Gilbert, Assistant Director of Maintenance, for a report he distributed outlining the steps taken to conserve energy whereby a \$149,000 savings was effected.

Trustee Greinke requested that the status of the telephone system be made known to the Trustees.

Superintendent/President Lombardi stated that requests for bids have been issued and that the new system should be installed by October or December, 1977. The delay was caused by new legal requirements specifying a free competitive system. The bid opening is planned for July 18 and a special meeting may be requested at that time to award the contract.

REPORTS AND  
COMMUNICATIONS

-CONTINUED-

Dr. Minch, President of the Academic Senate, was present.

ACADEMIC SENATE

He reported that the Mission Viejo Cultural and Heritage Association site was dedicated two weeks ago. Saddleback College had a case on display.

A representative of the Faculty Association was not present at the meeting.

FACULTY  
ASSOCIATION

Mrs. Mary Boswell, past-president of the California School Employees Association, was present in the place of Chapter President Alix Randall whose son is ill. She did not have a report to present.

CALIFORNIA  
SCHOOL EMPLOYEES  
ASSOCIATION

A representative of the Associated Student Body was not present.

ASSOCIATED  
STUDENT BODY

Superintendent/President Lombardi introduced Dr. John Harlow representing the CETA (Comprehensive Education Training Act) Program.

CETA  
REPRESENTATIVE

Dr. Harloe stated that, essentially, there are three Titles under the Act of interest to Saddleback College:

Title III: Summer Youth Program

This program is aimed at economically disadvantaged students. Saddleback College is currently involved in this program.

Title I: Training Education

This program is for economically disadvantaged adults. Saddleback College has been involved in this program for some time.

Title VI: Public Service Employment Program

This is an appendage to the existing Title VI Program. Those involved may hire people to work on projects for a limited term in order to achieve a goal. It is aimed at statically reducing the rate of unemployment. He urged the District, if possible, to set up a separate retirement system for this program due to the short duration of the project.

Mr. LaBonte, Division Director of Fine Arts, announced that today is the first day of the Conducting Symposium, and he invited the Trustees to attend.

REPORTS AND  
COMMUNICATIONS  
-CONTINUED-

There were no comments from the public relating to items not on the Agenda.

PUBLIC

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

Mr. Lawrence Dun had requested that his name be removed from Board Report Number 161, Certificated Personnel - Regular Actions. He will be unable to accept the position due to pressing family matters.

AMENDED

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

APPROVED

Attendance at the following conferences, meetings, etc., with actual and necessary expenses paid, was unanimously carried.

REQUESTS TO  
ATTEND  
CONFERENCES,  
MEETINGS, ETC.

Robert L. Price      Conference with the Superintendent/President  
Saddleback College  
June 9, 1977

Eugene C. McKnight      Conference with the Superintendent/President  
Saddleback College  
June 10, 1977

Eugene C. McKnight      Conference with the Assistant to the  
Superintendent and the Dean of Students  
Saddleback College  
June 14, 1977

Eugene C. McKnight      Conference with the Business Assistant  
Saddleback College  
June 17, 1977

Eugene C. McKnight      Conference with the Director of Procurement  
and Stores  
Saddleback College  
June 20, 1977

The Chemical Technology Program was approved, and with the permission of the State it will be established.

CHEMICAL TECH-  
NOLOGY PROGRAM

The Human Services Program was approved by the Board of Trustees.

HUMAN SERVICES  
PROGRAM

The following courses, presented through the Television Consortium, were approved:

CURRICULAR ADDITIONS

<u>Course</u>	<u>Beginning Date</u>
Family Portrait: A Study of Contemporary Lifestyles	September 19, 1977
Freehand Sketching	September 19, 1977
Science - Earth, Sea, and Sky	September 20, 1977
As Man Behaves	September 20, 1977
The Age of Uncertainty	Time to be announced
Foods for the Modern Family	September 19, 1977

The following curricular additions were approved:

Business Sciences

SS 134C	Stenotype Speed Building III
SS 134D	Stenotype Speed Building IV
SS 134E	Stenotype Speed Building V
SS 135	Court Reporter Preparation - Field Study
R.E. 181	Real Estate Taxation II

Health Sciences

E.I. 306	Meaningful Living for Retirees
E.I. 307	The Creative Impulse and Maturity
Ger. 135	Legal Aspects of Aging
Ger. 145	Leisure Program Planning
Ger. 190	How to Fund and Run a Senior Center
MA 215	Medical Assisting Clinical Experience
NA 201	Basic Nursing Skills
NA 202	Care of the Geriatric Patient

Natural Sciences

Physics 130	Energy for a Technological Society
-------------	------------------------------------

Vocational Technology

Driver Education 250	Bilingual Driver Education - Spanish
Commercial Arts 200X	The Unretired Camera

The Certificate of Achievement was awarded to the following:

CERTIFICATE OF ACHIEVEMENT

Saralee Thorpe Moehring	Real Estate
Deborah Anne Rodriguez	Secretarial-Legal
Cherida Schafer	Accounting
Janette Lynn Seymour	Interior Design
Linda Lou Smith	Early Childhood Studies
Joy Dean Wiczorek	Real Estate

The following speaker was approved for the Community Services Forum Series:

PUBLIC PROGRAMS  
AND  
COMMUNITY SERVICES

<u>Event</u>	<u>Guest</u>	<u>Honorarium</u>
"Healthful Living Through Weight Control"	Dr. David Engstrom	\$100.00

The following Certificated Personnel - Regular Actions were approved:

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS

The following were employed as certificated instructors for the 1977-78 academic year, effective August 22, 1977.

<u>Name</u>	<u>Position</u>	<u>Approximate Salary Classification</u>
<u>Business Sciences</u>		
Robert W. Bliss	Marketing/Management	Class II Step 2
<u>Fine Arts</u>		
Gregory J. Bishopp	Art History/Appreciation	Class II Step 3
Lawrence Jones	Art - 3-D/Ceramics/Crafts	Class III Step 5
Nekyong Chai	Music Keyboard/History/Theory	Class II Step 1
William W. Kirk	Music-Instrumental (Commercial)	Class IV Step 19
<u>Math and Engineering</u>		
Philip W. Rogers	Engineering/Drafting	Class II Step 2
<u>Vocational Technology</u>		
John Lowe	Work Experience Specialist	Class IV Step 9
Stanley D. VanSpanje	Automotive Technology	Class V Step 10



Employment

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

-CONTINUED-

2. Ralph Bond, Instructional Aide, Division of Fine Arts (Music), Grade 20, Step 1, \$693.00 per month, effective June 28, 1977.
3. Peter Joseph Espinosa, EOP Director, Grade 36, Step 3, \$1,097 per month, effective July 1, 1977.
4. Linda Hackwith, Clerk Typist - Press Operator, Duplicating Center, Grade 23, Step 3, \$813.00 plus \$15.00 shift differential for a total of \$828.00 per month, effective June 28, 1977.
5. Pamela A. Jimenez, Departmental Secretary, Division of Health Sciences, Grade 27, Step 6, \$1,024.00 plus 1-1/4% longevity increase for a total of \$1,036.00 per month. Mrs. Jimenez was a permanent employee and is returning to a similar position to that formerly held within the thirty-nine (39) months after her last date of paid employment. (BP-4201.3) Mrs. Jimenez is the daughter of Mrs. Helen Baxter, Clerk Typist - Press Operator in the Duplicating Center. Effective date of employment: June 28, 1977.

Employment - Student Employees

6. Student Employees, as needed, \$2.50 per hour:

Kathleen S. Biglow	Marlene Mansfield
Rick D. Founds	Carol McDougall
Jesse Garcia	Anne Platt
Paula Kohl	

Change of Status/Reclassification

7. Linda Sommers, change of position from Departmental Secretary to Buyer, Procurement and Stores, Grade 33, Step 4, \$1,071.00 per month, effective July 1, 1977.

Personal Leave Without Pay

8. Nadine Ketels - personal leave without pay from August 10 through August 19, 1977, for a total of eight days.
9. Eloise Lamb - personal leave without pay from July 25 through August 5, 1977, for a total of ten days.

Reappointment of Clerk - Short Term

10. Elizabeth Noville was reelected as a Clerk - Short Term on an as-needed basis at the rate of \$3.25 per hour for the 1977-78 academic year. The hours will be determined by the appropriate administrator and budget.



Resignation

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

- 11. Karen Reid, Switchboard Operator (50%), effective July 8, 1977. She will be employed as a Clerk Typist/Switchboard Substitute on an "if-and-as-needed" basis.

-CONTINUED-

Change in Salary Classification

- 12. Horace Greeley, Senior Instrumental/Keyboard-Recording Engineer, Grade 35, Step 2, \$1,024.00 per month, effective June 14, 1977. Mr. Greeley was approved for employment at the last Board meeting, June 13, 1977, and was not placed on the appropriate step of the Classified Salary Schedule at that time.

The following payment request, submitted by Biddle, Walters and Bukey, collective bargaining consultants, was approved:

PAYMENT TO  
CONSULTANT

May services:

5.0 hours at \$50.00	\$250.00
Telephone expenses	3.25
	<u>\$253.25</u>

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

PAYMENTS TO  
THE ARCHITECT

Upper Campus Relocation Projects

Estimated Project Cost - \$837,000.00

Fee at 8% = \$66,960.00 (Contract dated 10-18-76)

Due on account to date:

Grading	100%	\$10,800.00
Parking Lots/Landscaping	80%	31,616.00
Building Relocation	80%	10,112.00
Building Rehabilitation	50%	2,000.00
Total fee earned to date		<u>\$54,528.00</u>
Less previous payments		16,040.00
Amount due this request		<u>\$38,488.00</u>

Science-Math Building - Second Floor Remodel and  
Chemistry Storage Building

Estimated Project Cost - \$30,000.00

Fee at 8% = \$2,400.00 (Contract dated 10-18-76)

75% due on account to date	\$ 1,800.00
Less previous payments	-
Amount due this request	<u>\$ 1,800.00</u>

Library Remodel

PAYMENTS TO  
THE ARCHITECT

Estimated Project Cost - \$300,000.00

-CONTINUED-

Fee at 8% = \$24,000.00 (Contract dated 10-18-76)

80% due on account to date	\$19,200.00
Less previous payments	<u>8,400.00</u>
Amount due this request	\$10,800.00

Reimbursement for Plans and Specifications

Reimbursement was granted for the following sets of plans and specifications provided in excess of contract number.

Science-Math Building Mechanical System:

Plans, 10 sets at \$4.94 = \$49.40	
Specs, 10 sets at \$3.50 = <u>35.00</u>	
	\$ 84.40

Library Remodel, Interim Campus Relocation, and Site Development:

Plans, 70 sets at \$16.22 = \$1,135.40	
Specs, 30 sets at \$10.80 - <u>324.00</u>	
	<u>\$ 1,459.40</u>

Amount due this request \$ 1,543.80

Purchase Orders 29063 through 29240, totaling \$66,751.54, were approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE  
ORDERS

District Warrants 35438 through 35962, totaling \$611,693.67, were approved and ratified for payment.

PAYMENT  
OF BILLS

Payment of personnel services was ratified as follows:

PAYMENT OF  
PERSONNEL  
SERVICES

Classified Payroll	11B*	\$229,910.55
--------------------	------	--------------

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

Nominations for the 1977 California School Boards Association Delegate Assembly, Region 20, were requested. Ballot preparation and distribution will take place July 15 through August 15, 1977, after which time the voting will take place and the results will be issued. The first meeting of the newly-elected Delegate Assembly in conjunction with the Annual Conference in San Francisco will be held December 7 and 8, 1977.

1977 CALIFORNIA  
SCHOOL BOARDS  
ASSOCIATION  
DELEGATE  
ASSEMBLY  
NOMINATIONS

A motion was made by Trustee McKnight, seconded by Trustee Brandt and unanimously carried, that Trustee Watts be nominated to be a candidate for representative to the California School Boards Association Delegate Assembly from the 20th constituency.

TRUSTEE  
WATTS  
NOMINATED

In Trustee Watts' absence, Trustee McKnight stated that he had contacted him by phone and that he had agreed to accept the nomination.

It was recommended that the Board of Trustees authorize the application for the operation of a year-round Youth Work Experience Program from the Orange County Manpower Commission. This program, which would be operated under the Comprehensive Employment and Training Act (CETA), is a continuation of the Summer Youth Program now being operated by the College. The program would involve no expense to the College other than the limited use of office space and classrooms.

CETA TITLE I:  
YOUTH WORK  
EXPERIENCE  
PROGRAM

A motion was made by Trustee McKnight, seconded by Trustee Brandt and unanimously carried, that the application for the operation of a year-round Youth Work Experience Program from the Orange County Manpower Commission be authorized.

APPLICATION  
AUTHORIZED

Inasmuch as it appears that a 1977-78 Classified Employee Salary Schedule will not be approved by June 30, 1977, it was recommended that the Board of Trustees adopt the following resolution providing for an interim salary schedule for classified employees.

RESOLUTION -  
INTERIM  
CLASSIFIED  
SALARY SCHEDULE

WHEREAS, this Board cannot comply with the provisions of Education Code Section 45162(a) because it is engaged in a study which was commenced prior to July 1, 1977, 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 45163(a) for the 1977-78 school year which shall be the same as the salary schedule for the 1976-77 school year and that salaries and wages fixed as a result of the salary already fixed shall be payable for the entire 1977-78 school year.

A motion was made by Trustee Greinke, seconded by Trustee Berry and unanimously carried, that the foregoing Resolution be adopted as presented.

ADOPTED

Ayes: Berry, Brandt, Greinke, McKnight, Price, Taylor  
Noes: None  
Abstain: None  
Absent: Watts

A supplemental report to the Tentative Annual Financial and Budget Report, presenting a detailed summary of 1977-78 General Fund Budget expenditures by Object Code Classification, was provided. A copy is attached to these Minutes.

SUPPLEMENTAL  
REPORT -  
TENTATIVE  
ANNUAL FINANCIAL  
AND BUDGET REPORT

Superintendent/President Lombardi reported that by the next regular meeting the actual 1976-77 expenditures will be available for comparison with those requested for 1977-78.

SUPPLEMENTAL  
REPORT -  
TENTATIVE  
ANNUAL FINANCIAL  
AND BUDGET REPORT

The following additional budget information was requested for consideration at that time:

-CONTINUED-

Trustee Berry requested a review of all conference requests.

Trustees Brandt requested a comparison of the percentage of old to new taxable property on the tax roll.

Trustee Greinke requested a breakdown of all memberships.

Trustee Price requested a measurement of the college over the past three years in students and programs.

Trustee Taylor announced the following schedule of meetings for the months of July and August.

SCHEDULE  
OF MEETINGS

Regular Board Meetings will be held on July 11 and July 25.

Special Board Meetings are planned for July 18 and August 1.

At the Board Meeting of June 20, 1977, it was recommended that the staff prepare an analysis of alternative methods of funding for the northern campus. An analyses of three plans was presented and a copy is attached to these Minutes.

NORTHERN  
CAMPUS -  
ALTERNATE  
METHODS OF  
FUNDING

The first combined the use of capital outlay and moderate lease/purchase funding, and can be accomplished within the budget proposed by the administration. The second utilizes total capital outlay by the District, completes all obligations during the next two budget years, and would require an additional \$.05 on the tax rate for a two-year period. The third method utilizes the maximum amount of lease/purchase funding, relieves the strain on the budget for the next two years, but incurs a heavier obligation for a seven-year period.

As recommended in the Budget Report for 1977-78, Method 1 provides the following advantages: (1) maintains the existing tax rate; (2) incurs a minimal obligation on future budgets; (3) provides for a natural division between that which should be permanently constructed at this time and that which logically can be leased/purchased; (4) will provide a very good facility for meeting the mission of the satellite campus; (5) permits immediate construction in order to beat inflationary costs.

With the adoption of the final budget on August 1, 1977, it is anticipated that one of these plans will be adopted. Any will provide the administration and the architect with sufficient time in which to develop facilities and programs for satellite operations beginning in the fall of 1978.

NORTHERN  
CAMPUS -  
ALTERNATE  
METHODS OF  
FUNDING

Mr. Blurock, Architect, was present to respond to questions.

-CONTINUED-

Trustee McKnight complimented Dr. Hart for the presentation. He stated that the paperwork makes decisions much easier.

Trustee Brandt asked Dr. Hart to inquire if a lower interest rate would be charged if a larger amount of money were borrowed from the bank.

Superintendent/President Lombardi stated that the alternate methods of funding the northern campus will continue to be considered as the budget is discussed.

Trustee Taylor preceded the public hearing on the Supplement to the Environmental Impact Report by reading the following statement:

PUBLIC HEARING  
AND ADOPTION  
OF ADEQUACY AND  
ACCURACY OF THE  
DRAFT SUPPLEMENT  
TO THE ENVIRON-  
MENTAL IMPACT  
REPORT -  
NORTHERN SITE

"An Environmental Impact Report is a document which is used to inform the Trustees and the general public of the environmental effect of the northern area operations. The Environmental Impact Report is intended to enable the Board of Trustees to evaluate the program to determine whether it may have a significant effect on the environment, to examine and institute methods of reducing adverse impacts, and to consider alternatives to the project as proposed. These things must be done prior to the approval or disapproval of the program.

The Environmental Impact Report or its Supplement may not be used as an instrument to rationalize approval of the program, nor do indications of adverse impact require that the programs be disapproved. The California Environmental Quality Act requires that major considerations be given to preventing environmental damage. It is recognized that the District has obligations to balance other public objectives; including economic, social, and educational factors, in determining whether and how its program should be implemented.

It should be stressed that the purpose of the public hearing is to permit public parties to make comments on the accuracy and the adequacy of the draft report. The hearing does not deal with questions of the Board of Trustees' decisions."

Trustee Taylor thereby declared the hearing open.

He asked Superintendent/President Lombardi if there have been any written responses to the distribution of the Draft Supplement to the Environmental Impact Report.

Superintendent/President Lombardi responded as follows, and requested that these responses be entered into the record:

"In all, the Draft of the Supplement to the Environmental Impact Report was distributed to 48 federal, state and local agencies and homeowners' groups. There have been three responses:

1. The Irvine Company has made comments.
  - a. The Company points out the impending widening of Irvine City Drive and Jeffrey Road, which will increase the daily capacity to the site from 15,000 to 30,000 cars by 1979.
  - b. On Page 18 a correction is made to the noise level indicated at the intersection of Triomphe and Montpelier. It is 80 dBA instead of 85 dBA.
  - c. The company points out that there will be a cost revenue impact as a result of the change to Site 6. The effect is a change in the tax base reduction from the Tustin Unified School District to the Irvine Unified School District.
2. The Municipal Advisory Council of Mission Viejo has responded: 'Unanimously approved - outside sphere of influence.'
3. The South Coast Air Quality Management District has responded with a form checked: 'APCD permit not required; probably no substantial adverse effect.'

In addition to the above responses, the City of Irvine has advised us that the Planning Commission has approved the land use of Site 6 for a community college, and has requested the District to prepare a short-term and a long-term site plan in order to obtain issuance of a Conditional Use Permit from the City.

The Chancellor's Office, California Community Colleges, has completed its site review and has issued a comprehensive report advising the District of its unqualified approval. Included as part of the Chancellor's site review is the clearance from the Division of Aeronautics. A copy of the Chancellor's report was provided to members of the Board of Trustees, and a copy is on file with these Minutes."

Trustee Taylor asked the audience if there were any additional comments on the adequacy and the accuracy of the Draft Supplement to the Environmental Impact Report. As there were not, he thereby declared the public hearing closed.

PUBLIC HEARING  
AND ADOPTION  
OF ADEQUACY AND  
ACCURACY OF THE  
DRAFT SUPPLEMENT  
TO THE ENVIRON-  
MENTAL IMPACT  
REPORT -  
NORTHERN SITE

-CONTINUED-

Trustee Taylor asked if there were any comments from the Members of the Board of Trustees concerning the adequacy and accuracy of the Draft Supplement to the Environmental Impact Report.

Trustee Brandt stated that she understood that the impending widening of Irvine City Drive and Jeffrey Road, which The Irvine Company points out will increase the daily capacity to the site from 15,000 to 30,000 cars by 1979, will be to four lanes rather than two. Mr. Seeman, who had prepared the Draft Supplement to the Environmental Impact Reports, stated that this is correct.

It was recommended that the following Resolution certifying, approving, and adopting the draft supplement to the Environmental Impact Report on the northern area operations site selection program be adopted as presented:

WHEREAS, the California Environmental Quality Act of 1970 (CEQA) in Section 21151 of the Public Resources Code provides that all local agencies shall prepare, or cause to be prepared by contract, and certify the completion of an Environmental Impact Report prepared in the manner therein provided on any project intended to be carried out or approved, or which may have a significant effect on the environment; and

WHEREAS, the Board of Trustees of the Saddleback Community College District has caused such a document to be prepared and solicited the comments of other responsible agencies, interested agencies and groups, and the general public; and

WHEREAS, the procedures prescribed for implementation of the California Environmental Quality Act by the Secretary for Resources have been adhered to; and

WHEREAS, the Board of Trustees has reviewed and considered the information contained in the Draft to the Supplement to the Environmental Impact Report, together with all relative testimony and other information communicated to the Board of Trustees during the preparation and evaluation of such documents, relative to the northern area operations site selection program,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Saddleback Community College District as follows:

That the Board of Trustees finds the Draft of the Supplement to the Environmental Impact Report to be in order, and does hereby certify that the Draft of the Supplement to the Environmental Impact Report has been completed in compliance with CEQA guidelines; and

BE IT FURTHER RESOLVED, that the documents comprising the Draft Supplement to the Environmental Impact Report are on file in the Office of the Superintendent of the Saddleback Community College District and the Saddleback College Library at Mission Viejo, California, and by this reference are herein incorporated

PUBLIC HEARING  
AND ADOPTION  
OF ADEQUACY AND  
ACCURACY OF THE  
DRAFT SUPPLEMENT  
TO THE ENVIRON-  
MENTAL IMPACT  
REPORT -  
NORTHERN SITE

-CONTINUED-

in the Draft Supplement to the Environmental Impact Report of the northern area operations site selection program; and

BE IT FURTHER RESOLVED, that by adopting and approving the Draft Supplement to the Environmental Impact Report, the Board of Trustees makes the following findings:

1. Approval will have the direct and indirect effect on the environment noted in the Environmental Impact Report.
2. There are certain significant adverse impacts which cannot be avoided as the project is implemented and noted in the Environmental Impact Report. These are related primarily to the construction of the physical facilities themselves, and the effects of students commuting to and from the facilities.
3. All reasonable and feasible alternatives capable of reducing adverse environmental impacts of the project have been considered by the Board of Trustees as they considered the Environmental Impact Report.
4. It is the intention of the Board of Trustees to include in their future actions relative to the project, mitigation measures that are included in the Environmental Impact Report.
5. The Board of Trustees intends that the Certified Environmental Impact Report will have additional supplements from time to time to reflect more detailed understanding of the environmental impact, or to reflect changes in the project as required by the Guidelines of the Resources Agency.
6. The Board of Trustees declares its intention to regulate the northern area operations program so as to reduce the wasteful, inefficient, and unnecessary consumption of energy.
7. The northern area operations program will not have any known accumulative or long term effects on the environment, other than those described in the Draft Environmental Impact Report. The program is justified so that adequate educational facilities will be available to serve the Cities of Tustin and Irvine and the northern area of the District in general.
8. That by adopting and approving the Draft Supplement to the Environmental Impact Report herein above described, inclusive of the responses to comments, the Board of Trustees hereby declares its intention and memorializes its commitment to implement mitigation measures described in the Environmental Impact Report where applicable.

PUBLIC HEARING  
AND ADOPTION  
OF ADEQUACY AND  
ACCURACY OF THE  
DRAFT SUPPLEMENT  
TO THE ENVIRON-  
MENTAL IMPACT  
REPORT -  
NORTHERN SITE

-CONTINUED-



A motion was made by Trustee Greinke, seconded by Trustee McKnight and unanimously carried, to adopt the Resolution certifying, approving, and adopting the Draft Supplement to the Environmental Impact Report on the northern area operations site selection program as presented.

RESOLUTION  
ADOPTED

Ayes: Berry, Brandt, Greinke, McKnight, Price, Taylor  
Noes: None  
Abstain: None  
Absent: Watts

It was recommended that the following gift be accepted by Saddleback College:

GIFT TO THE  
COLLEGE

Donor	Gift
The Tatman Foundation	A check in the amount of \$500.00 for the purpose of reimbursing the College for needed maintenance on their KC-40 ketch, the Rock, which is being used in Saddleback College's Marine Science Program.

A motion was made by Trustee Berry, seconded by Trustee Greinke and unanimously carried, to accept the gift.

ACCEPTED

The Tatman Foundation will be notified by a letter of acceptance and a Certificate of Appreciation will be issued.

It was requested that a representative of the Tatman Foundation attend one of the meetings of the Board of Trustees in order to be publically thanked for all of the support given by the Foundation.

It was recommended that the Certificate of Appreciation be presented to the following in recognition of their talent, and time and effort expended to ensure the success of Interface, a career forum series produced by Saddleback College Career Guidance Center, Counseling and Guidance Division, which was christened on Friday, June 10, 1977, with the video-taping of two pilot programs. The initial programs, two in a projected 50-program series, drew top professionals from the fields of broadcasting and journalism.

CERTIFICATES  
OF APPRECIATION

- Giovanna Nigro-Chacon, Executive Producer, KNBC, Channel 4
- James O'Neal, Disc Jockey, KEZY Radio
- William Neill, Producer-Director, KOCE, Channel 50
- Jay Rodriguez, Manager, Press/Publicity and Community Relations  
KNBC, Channel 4
- Katherine Baugh, Staff Writer, Orange County Illustrated
- Marjorie Luesebrink, Freelance Writer Journalism Instructor  
for: UCI, Saddleback College, and OCC

A motion was made by Trustee Brandt, seconded by Trustee Berry and unanimously carried, that the Certificate of Appreciation be presented as recommended.

CERTIFICATES  
OF APPRECIATION  
APPROVED

The proposed amended Conflict of Interest Code had been forwarded to Mr. Craig Biddle of Biddle, Walters and Bukey, for review and comment. Mr. Biddle had responded that, except for a few minor suggested changes, the document is in order.

CONFLICT OF  
INTEREST CODE

A motion was made by Trustee McKnight and seconded by Trustee Brandt, that the Conflict of Interest Code be approved with the legal technical amendments suggested by Mr. Craig Biddle of Biddle, Walters and Bukey.

A motion was made by Trustee Price and seconded by Trustee Greinke to table this matter for further review.

Trustees Brandt and Taylor were opposed; Trustee McKnight abstained and then voted in opposition.

No action was taken, as four votes are required for action.

The main motion was then considered.

Trustees Berry and Greinke were opposed; Trustee Price abstained and then voted in opposition.

No action was taken, as four votes are required for action.

The Trustees stated that they were opposed as they feel that additional time should be allowed in order to give the Trustees an opportunity to further review the Conflict of Interest Code with the suggested revisions.

Mr. Barletta offered to read the letter received from the Attorney late this afternoon containing the suggested changes, and to re-write and distribute the Conflict of Interest Code for presentation to the Board of Trustees; however, it is due in the County Offices by July 1, 1977.

A motion was made by Trustee Brandt and seconded by Trustee McKnight to adopt the Conflict of Interest Code with the deletion of Section "B", with the understanding that additional changes may be made in the future at any time.

A motion was made by Trustee Price, seconded by Trustee McKnight and carried, to amend the motion to include all those changes suggested by Mr. Craig Biddle of Biddle, Walters and Bukey.

The main motion as amended was approved.

ADOPTED

Ayes: Brandt, McKnight, Price, Taylor  
Noes: Berry, Greinke  
Abstain: None  
Absent: Watts

Page 18 of 27  
06-27-77

Samples of the forms to be used by designated persons in complying with the filing requirements had been furnished to the Members of the Board of Trustees. CONFLICT OF INTEREST CODE

Trustee Berry stated that she feels that any employee of the District involved with purchasing in any manner should file.

Trustee Greinke requested professional assistance in completing these forms; he requested that he be legally reimbursed for the costs involved.

The matter of the rearrangement of Trustee area boundaries in accordance with the distribution of population within the District was resubmitted for discussion. The administration recommends that the necessary work for the rearrangement of these boundaries be concluded in time for the Trustee Election in March of 1979, and that the appointment of Dr. James F. Thorpe be postponed until that time. REARRANGEMENT OF TRUSTEE AREAS

A motion was made by Trustee Greinke, seconded by Trustee Price and unanimously carried, that the necessary work for the rearrangement of Trustee area boundaries in accordance with the distribution of population within the District be concluded in time for the Trustee Election in March of 1979, and that the appointment of Dr. James F. Thorpe be postponed until that time. MARCH 1979

Trustee Greinke requested a copy of the current Trustee territory map.

Authorization was requested to dispose of the surplus/obsolete equipment described on a list, a copy of which is attached to these Minutes, through sealed bid procedures as specified in the California Education Code. SALE OF SURPLUS/OBSOLETE EQUIPMENT

A motion was made by Trustee Greinke, seconded by Trustee Berry and carried, that the request be granted. APPROVED

Trustee Berry abstained.

A letter from the Orange County Administrative Office, dated June 21, 1977, notifying the District of an award under Title VI of the Comprehensive Employment and Training Act which would provide funding in the amount of \$258,603, was presented to the Members of the Board of Trustees and a copy is on file with these Minutes. This grant would allow the District to hire 22 temporary employees in the following areas for a period of one year: GRANT AWARD - CETA TITLE VI

Landscape Maintenance	5 employees
Library	5 employees
Gerontology and Emeritus Institute	1 employee
Learning Centers	5 employees
Graphic Arts and Printing	4 employees
Science Laboratory	1 employee
Greenhouse	1 employee

A breakdown of the distribution of the Title VI funds and the cost, if any, to the District was also furnished to the Members of the Board of Trustees and a copy is on file with these Minutes.

GRANT AWARD -  
CETA TITLE VI  
-CONTINUED-

A motion was made by Trustee Price, seconded by Trustee Brandt and unanimously carried, to accept the award under Title VI of the Comprehensive Employment and Training Act which would provide funding in the amount of \$258,603, as presented.

ACCEPTED

The Members of the Board of Trustees were informed that a claim has been presented to the District on behalf of the owner of a vehicle which was being worked on in the Automotive Mechanics class held at Mission Viejo High School. While the vehicle was at the high school, items valued at \$326.82 were stolen from it. A letter from the Saddleback College student who secured this vehicle for his class assignment had been forwarded to the Trustees for their information. It was recommended that this claim be denied.

CLAIM AGAINST  
THE DISTRICT

A motion was made by Trustee Berry, seconded by Trustee Greinke and unanimously carried, that the claim presented to the District on behalf of the owner of a vehicle which was being worked on in the Automotive Mechanics class held at Mission Viejo High School be denied.

DENIED

Trustee Greinke stated that all students should be required to sign a disclaimer.

It was recommended that five-year contracts as presented below be awarded to the indicated low bidders meeting specifications for the maintenance of (1) the heating, cooling, and air conditioning systems and (2) the water treatment system.

MAINTENANCE  
CONTRACTS -  
HEATING, COOLING,  
AND AIR CONDITIONING  
WATER TREATMENT

	<u>Year 1</u>	<u>Year 2</u>	<u>Years 3, 4, &amp; 5</u>
Honeywell, Inc. - Heating, Cooling, Air Conditioning	\$24,960	\$30,489	Annual amounts will be adjusted for changes in prevailing wage rates and material costs as shown on consumer price index.
Nalco Chemical Company - Water Treatment	\$ 2,380	\$ 2,618	

A motion was made by Trustee Berry, seconded by Trustee Price and unanimously carried, that the five-year contracts as presented be awarded to the indicated low bidders meeting specifications for the maintenance of (1) the heating, cooling, and air conditioning systems and (2) the water treatment system.

AWARDED

The following bids had been received on the contract to provide electrical service and lighting for the Upper Interim Campus, the new parking lots, and the Loop Road.

UPPER CAMPUS -  
ELECTRICAL  
SERVICE AND  
LIGHTING

<u>Bidder</u>	<u>Base Bid</u>	<u>Separate Bid # 1</u>	<u>Total</u>
Parker Ricketts, Inc. dba A & B Electric	\$ 58,145	\$ 46,825	\$104,970
Allen Electric Company	\$ 86,913	46,420	133,333
Shirley Bros., Inc.	97,900	56,000	153,900
A.E.C. Orange	98,900	68,900	167,800

It was recommended that the contract be awarded to Parker Ricketts, Inc., dba A & B Electric, as the low bidder meeting specifications for the total bid amount of \$104,970; and that the Superintendent or Business Manager be authorized to execute the contract documents.

A motion was made by Trustee Greinke, seconded by Trustee Berry and unanimously carried, that the contract to provide electrical service and lighting for the Upper Interim Campus, the new parking lots, and the Loop Road be awarded to Parker Ricketts, Inc., dba A & B Electric, as the low bidder meeting specifications, for the total bid amount of \$104,970; and that the Superintendent or Business Manager be authorized to execute the contract documents.

CONTRACT AWARDED

The Members of the Board of Trustees were informed that PepsiCo Building Systems had submitted the only bid for the lease of (9) relocatable classroom buildings, as presented below:

UPPER CAMPUS -  
LEASE OF RE-  
LOCATABLE  
CLASSROOM  
BUILDING(S)

Three-year lease of temporary classroom buildings, nominal size 60' x 120', at an annual price of \$43,311.

It was recommended that the award be made to PepsiCo Building Systems on the above basis, and that the Superintendent or Business Manager be authorized to execute the contract documents.

A motion was made by Trustee Berry, seconded by Trustee Greinke and unanimously carried, that the award for the lease of 9 relocatable classroom buildings be made to PepsiCo Building Systems on the above basis, and that the Superintendent or Business Manager be authorized to execute the contract documents.

CONTRACT AWARDED

Authorization was requested to award to the lowest bidders the bids for the following-described matching fund items, with the awards submitted for ratification at the first meeting of July:

AUTHORIZATION  
FOR BID AWARDS

Bid R-2309 Stage Lighting Bid opening: June 28, 1977  
 Bid R-2307 Musical Instruments Bid opening: June 29, 1977

AUTHORIZATION  
 FOR BID AWARDS  
 -CONTINUED-

The late date for the bid openings is due to the necessity for rebidding these items, inasmuch as no bids were received on the initial request.

A motion was made by Trustee Greinke, seconded by Trustee Price and carried, that authorization be granted to award the bids for the above-described matching fund items to the lowest bidder, with the awards submitted for ratification at the first meeting of July.

GRANTED

Trustee Brandt was opposed. She stated that Trustees are given the authority to make these decisions and that they cannot accept the responsibility for decisions based on insufficient information.

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

AWARDS

1. Bid Number R-2745 - Geology Supplies - Science

Van Waters & Rogers Scientific	\$ 15.34
Arthur H. Thomas Company	17.68
Sargent-Welch Scientific Company	122.81
Central Scientific Company	136.45
Fisher Scientific Company	154.52
Curtin Matheson Scientific	273.09
Ward's Natural Science	395.71
Scientific Products	398.97
	<u>\$1,514.57</u>

2. Bid Number R-15421 - Mops and Matts - Maintenance/Operations Custodial

L & N Uniform Supply Company, Inc.	Not to Exceed:	\$3,000.00
(One-year contract from 07-01-77 through 06-30-78)		

3. Bid Number R-2757 - Physics Supplies - Science

Curtin Matheson Scientific, Inc.	\$ 101.61
Scientific Products	124.00
Fisher Scientific Company	127.92
Central Scientific Company	436.25
Sargent-Welch Scientific Company	864.96
	<u>\$1,654.74</u>

4. Bid Number R-2351 - Drawing Horses - Fine Arts - CCMF

Culver-Newlin, Inc.	\$1,389.87
---------------------	------------

		AWARDS
5.	Bid Number R-10533 - PE Towels - Physical Education	
	Ambassador Continuous Towel Cabinet Company	\$2,306.71+
		-CONTINUED-
6.	Bid Number R-18393 - Plywood - Fine Arts - CCMF	
	Weber Plywood	\$1,077.37
7.	Bid Number R-14539 - Women's Studies Trailer Lease - Academic Programs	
	PepsiCo	\$5,792.40
	(Third year of a three-year contract)	
8.	Bid Number R-4487 - Tools - Science	
	Miller Tool and Equipment	\$ 24.30
	Rutland Tool and Supply Company, Inc.	24.31
	Sears, Roebuck and Company	54.59
	Valley Cities Supply Company	165.74
	McLaughlin Industrial District, Inc.	228.58
	Utilities Supply Company	250.19
	Knox Industrial Supplies	346.76
		<u>\$1,094.47</u>
9.	Bid Number R-3437 - Computer Time-Share Services - Business Sciences	
	Proprietary Computer Systems, Inc. Not to exceed:	\$4,000.00
10.	Bid Number R-12561 - Lease of Photo-Typesetter - Vocational Programs	
	Addressograph Multigraph	\$1,542.30
	(Lease from 07-01-77 through 09-30-77)	
11.	Bid Number 263 - Lease of Printing Equipment - Vocational Programs	
	Graphic Art Supplies, Inc.	\$1,956.66
	(Lease from 07-01-77 through 09-30-77)	
12.	Bid Number R-18731 - Lapidary Supplies - Science	
	Cab Crowner	\$ 42.34
	Knox Industrial Supplies	65.78
	Utilities Supply Company	86.33
	Covington Engineering Corporation	299.93+
	Musto Industries, Inc.	767.20
		<u>\$1,261.58</u>

13.	Bid Number R-19778 - Camera Supplies - Library - Graphic Arts	AWARDS
	Cal's Camera	\$1,157.94 -CONTINUED-
14.	Bid Number 00901 - Lease of Mag Card Typewriter - Business Science	
	IBM Corporation	\$2,219.64
	(12-month lease from 07-01-77 through 06-30-78)	
15.	Bid Number 302 - Pug Mill - Fine Arts - CCMF	
	Western Machinery Sales Company	\$10,070.00+
16.	Bid Number R-5062 - Lease of Mag Card II - Administrative Services	
	IBM Corporation	\$3,234.00
	(12-month lease from 07-01-77 through 06-30-78)	
17.	Bid Number 298 - General Supplies - Science	
	Arthur H. Thomas Company	\$ 11.00
	Curtin Matheson Scientific, Inc.	38.56
	Dietzgen Corporation	41.53
	Ward's Natural Science Est., Inc.	47.19
	LaPine Scientific Company	74.92
	Sargent-Welch Scientific Company	130.11
	Central Scientific Company	160.06
	Keuffel and Esser Company	194.38
	Van Waters and Rogers Scientific	253.46
	Scientific Products	406.92
		<u>\$1,358.13</u>
18.	Bid Number R-10548 - Football Goal Posts - Athletics	
	Outdoor Products	\$1,523.22
19.	Bid Number R-11051 - Pocket Pagers - Maintenance/Operations	
	Multitone Electronics, Inc.	\$1,250.80+
20.	Bid Number R-1847 - Miscellaneous Supplies - Athletics	
	Culver-Newlin, Inc.	\$ 54.90
	Pacific Coast Sports Equipment	90.52
	The Welch Company	181.04
	Leon Wheeler Exer-Genie Exerciser	417.51
	Conlin Brothers, Inc.	2,021.84
	Mission Valley Sporting Goods	5,614.50
		<u>\$8,380.31</u>



21.	Bid Number R-1963 - Office Furniture - Business Manager - Purchasing		AWARDS
	Allied Commercial Interiors	\$1,036.43	-CONTINUED-
22.	Bid Number R-12706 - Lease of Addressing Machine - Community Information		
	Cheshire - A Xerox Company	\$1,750.00	
	(12-month lease from 07-01-77 through 06-30-78)		
23.	Bid Number R-2586 - Filters - Maintenance/Operations - Air Conditioning		
	R. T. Campbell Company	\$2,104.10	
24.	Bid Number R-2836 - Child Care Center Furniture - Dean of Students Child Care Center		
	Whittaker Music, Inc.	70.34	
	Beckley-Cardy Company	87.87	
	Lyndon Craft	583.75+	
	Morrison School Supplies	589.65	
	Constructive Playthings ;	676.78	
	Virco Manufacturing Corporation	873.65	
		<u>\$2,882.04+</u>	
25.	Bid Number R-18302 - Plexiglass Cases - Fine Arts - CCMF		
	Cadillac Plastics	\$1,248.68	
26.	Bid Number R-12732 - Mailing of Class Schedules - Community Information		
	Roper Mailing Service	\$2,310.00	
27.	Bid Number 299 - Typewriters - Various Departments		
	Adler Business Machines	\$ 4,897.20	
	IBM Corporation	15,407.10	
		<u>\$20,304.30</u>	
28.	Bid Number R-02350 - Art Easels - Art Department		
	Lotus Tool and Manufacturing Corporation	\$2,418.90	

Mr. Sanasec, a representative of the Olivetti Company, was present. He stated that he feels that the award for Bid Number 299, typewriters for various departments, is not being recommended on the basis of the low or competitive bid.

The procedure followed in order to make this selection was explained. Mr. Barletta also stated that the fact that the resale value of IBM machines is much higher and the downtime lower than competitors' machines has also been taken into consideration; thus, the net cost for an IBM machine is much lower than other machines.

AWARDS

-CONTINUED-

A motion was made by Trustee Price, seconded by Trustee McKnight and carried, that the awards be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

APPROVED

Trustee Brandt was opposed.

Change Order Number 1 on the Library Remodel/Interim Campus Relocation was submitted for approval as presented below:

CHANGE ORDER -  
LIBRARY REMODEL /  
INTERIM CAMPUS  
RELOCATION

Change Order Number 1 covers one item with an increase in the contract amount of \$71,538.00.

Original contract amount	\$511,000.00
Change Order Number 1 (06-22-77) Add	71,538.00
Revised Contract Amount	<u>\$582,538.00</u>

No time extension was requested, and the date of completion remains August 15, 1977.

A motion was made by Trustee Greinke, seconded by Trustee Brandt and unanimously carried, that Change Order Number 1 on the Library Remodel/Interim Campus Relocation be approved as submitted.

APPROVED

A motion was made by Trustee McKnight, seconded by Trustee Brandt and unanimously carried, to extend the meeting for one-half hour.

MEETING  
EXTENDED

Change Order Number 1 for the Child Care Center was submitted for approval as presented below:

CHANGE ORDER -  
CHILD CARE  
CENTER

Change Order Number 1 covers five items with a net increase in the contract amount of \$1,534.68.

Original contract amount	\$ 25,316.00
Change Order Number 1 (06-15-77) Add	1,534.68
Revised Contract Amount	<u>\$ 26,850.68</u>

No time extension was requested, and the date of completion remains September 8, 1977.

A motion was made by Trustee McKnight, seconded by Trustee Brandt and carried, that Change Order Number 1 for the Child Care Center be approved as submitted.

APPROVED

Trustees Berry and Greinke were opposed.

A report on legislation affecting community colleges was submitted for information. LEGISLATIVE REPORT

Approval of Progress Payment Request Number 4, for the Electronic System of the Music Arts Facility, submitted by Hannon Engineering Inc., as presented below, was recommended. PROGRESS PAYMENT

Contract amount - \$234,610.00

Total due on earned to date	\$94,355.20
Less 10% retention	9,435.52
Net due on earned to date	<u>\$84,919.68</u>
Less previous payments	33,783.84
Amount due this request	<u>\$51,135.84</u>

A motion was made by Trustee McKnight, seconded by Trustee Greinke and unanimously carried, to approve Progress Payment Request Number 4 for the Electronic System of the Music Arts Facility, submitted by Hannon Engineering, Inc., as presented. APPROVED

The Board of Trustees convened to Executive Session at 10:55 p.m. and reconvened to Regular Session at 11:20 p.m. EXECUTIVE SESSION REGULAR SESSION

The following action had transpired in Executive Session:

On a motion by Trustee McKnight, seconded by Trustee Price and unanimously carried, the certificated management salary schedule for 1977-78 was increased by 7.8 percent and the Superintendent/President was instructed to place the management personnel at their appropriate level in the various salary categories. CERTIFICATED MANAGEMENT SALARY SCHEDULE FOR 1977-78

There being no further business, the meeting was immediately adjourned until Monday, July 11, 1977, at 7:30 p.m. ADJOURNMENT

*R.A. Lombardi*

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