

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

July 18, 1977 - 7:30 p.m.
Library-Classroom Complex - Room 212
28000 Marguerite Parkway

<p>The Special Meeting of the Governing Board of the Saddleback Community College District was called to order by Trustee Taylor. Trustee Price led the audience in the Pledge of Allegiance and Trustee McKnight gave the Invocation.</p>	<p>SPECIAL MEETING</p>
<p>Present:</p>	<p>PRESENT</p>
<p>Mr. Larry W. Taylor, President Mrs. Donna C. Berry, Vice-President Prof. Eugene C. McKnight, Clerk Mr. Robert L. Price, Member</p>	<p>BOARD MEMBERS</p>
<p>Dr. Robert A. Lombardi, Superintendent/President Mr. Roy N. Barletta, Assistant Superintendent, Business Services Mr. William O. Jay, Dean of Instruction</p>	<p>STAFF MEMBERS</p>
<p>Absent:</p>	<p>ABSENT</p>
<p>Mrs. Norrisa Brandt, Member Mr. Frank H. Greinke, Member Mr. William Watts, Member</p>	
<p>Trustee Taylor stated that Board Report Number 212, Certificated Personnel, Regular Actions, would be discussed during Executive Session.</p>	<p>AGENDA REVISED</p>
<p>A motion was made by Trustee Berry, seconded by Trustee Price and unanimously carried, to adopt the Agenda as presented with the above revision.</p>	<p>AGENDA ADOPTED</p>
<p>It was recommended that attendance at the following meeting, with actual and necessary expenses to be paid, be approved.</p>	<p>BOARD OF TRUSTEES - REQUESTS TO ATTEND CONFERENCES, MEETINGS, ETC.</p>
<p>Lawrence W. Taylor California Community Colleges Board of Governors Meeting Burlingame, California July 22, 1977</p>	
<p>Trustee Taylor requested that this be revised to include July 21, 1977, also, as a Board of Governors' Legislative Meeting will be held on that date.</p>	<p>REVISED</p>

It was recommended that attendance at the following conferences, with minimal mileage only to be paid, be approved:

Eugene C. McKnight Conference with the Division Director of Humanities and Languages Saddleback College July 12, 1977

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

-CONTINUED-

Eugene C. McKnight Conference with the Associate Dean of Instruction/Continuing Education Saddleback College July 14, 1977

A motion was made by Trustee Price, seconded by Trustee Berry and unanimously carried, to approve the above recommendation as revised.

APPROVED

Trustee Berry requested that the Appointment of Extended Day/ Substitute Instructors be considered during Executive Session. No objection was voiced.

(EXTENDED DAY/ SUBSTITUTE INSTRUCTORS)

It was recommended that Donald L, Rickner, Community Services Assistant/Education Director, Classified Management Salary Schedule, Class III, Step 1, \$16,000.00 per year, be employed effective July 25, 1977.

CLASSIFIED PERSONNEL - REGULAR ACTIONS

Trustee McKnight distributed a list of management and personnel responsibilities of the education director along with a brief biographical sketch of the proposed candidate.

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

APPROVED

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

1. Bid Number 311 - Computer Maintenance - Math and Engineering

Carterfone Communications Corporation	\$ 3,624.00
Source One	<u>11,100.00</u>
	\$14,724.00

A motion was made by Trustee Price, seconded by Trustee McKnight and unanimously carried to approve the award as recommended, and that payment be authorized as requested.

Change Order Number 10 for the Music Arts Facility was submitted for approval as follows:

CHANGE ORDER - MUSIC ARTS FACILITY

Change Order Number 10 covers three items with a net increase in the contract amount of \$6,882.10. The time extension is to be determined at a later date. The completion date at the present time is July 28, 1977, subject to revision.

CHANGE ORDER -
MUSIC ARTS
FACILITY

-CONTINUED-

Original Contract Price	\$2,940,500.00
Change Order Number 1 (08-02-76) Deduct	(6,087.00)
Change Order Number 2 (08-30-76) Add	322.00
Change Order Number 3 (10-11-76) Add	9,566.00
Change Order Number 4 (01-11-77) Add	9,699.90
Change Order Number 5 (03-08-77) Add	27,112.00
Change Order Number 6 (04-06-77) Add	34,316.00
Change Order Number 7 (05-03-77) Add	8,707.00
Change Order Number 8 (05-25-77) Add	12,678.00
Change Order Number 9 (06-07-77) Add	17,656.00
Change Order Number 10 (07-13-77) Add	6,882.10
Revised Contract Price	<u>\$3,061,352.00</u>

A motion was made by Trustee Price, seconded by Trustee McKnight and unanimously carried, to approve Change Order Number 10 for the Music Arts Facility as submitted.

APPROVED

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

CHANGE ORDER -
INTERIM CAMPUS
RELOCATION

Change Order Number 1 covers two items for a net increase in contract amount of \$8,510.00. The time extension is to be determined at a later date. The present date of completion is August 15, 1977.

Original Contract Price	\$ 141,000.00
Change Order Number 1 (07-11-77) Add	8,510.00
Revised Contract Price	<u>\$ 149,510.00</u>

A motion was made by Trustee McKnight, seconded by Trustee Berry and unanimously carried, to approve Change Order Number 1 on the Interim Campus Relocation as presented.

APPROVED

Change Order Number 2 for the Upper Campus Site Development was submitted for approval as presented below:

Change Order Number 2 covers one item with a net decrease in the contract amount of \$6,958.00. There is no change in the completion date of August 15, 1977.

CHANGE ORDER -
UPPER CAMPUS
SITE DEVELOPMENT

Original Contract Price	\$ 511,000.00
Change Order Number 1 (06-22-77) Add	71,538.00
Change Order Number 2 (07-08-77) Decrease	(6,958.00)
Revised Contract Price	<u>\$ 575,580.00</u>

A motion was made by Trustee Berry, seconded by Trustee McKnight and unanimously carried to approve Change Order Number 2 for the Upper Campus Site Development as presented.

APPROVED

Concerning the California Community and Junior College Association-sponsored Bill on Athletics, Assembly Bill 1724, Trustee Taylor announced that this Bill has been signed by the Governor.

REPORTS AND
COMMUNICATIONS

Trustee Berry stated that several weeks ago she was notified by a friend of an article in the newspaper, based on her comments concerning the conflict of interest code, suggesting that she wishes to circumvent the law. She stated that she holds a dim view of any form of intrusion by the Government into private lives as she feels that this tends to eliminate participation, and that she does feel that her family business is her own concern, but that she has never intentionally circumvented the law in any manner - publicly or privately.

Trustee Taylor welcomed Dr. Minch, President of the Academic Senate and Mrs. Randall, Chapter President of the California School Employees Association, to the Board Meeting. He introduced Miss Greenelsh, President of the Associated Student Body.

ACADEMIC SENATE

Mr. Blurock, William Blurock and Partners, Architects and Planners, was present to recapitulate the plans and ideas for a swimming pool facility at Saddleback College. Mr. Fritz, Division Director of Health, Physical Education, Recreation and Athletics, and Mr. Darr, swimming instructor and coach, were also present to respond to questions.

ARCHITECT'S
REPORT -
SWIMMING POOL

Mr. Blurock displayed a chart showing the planned location of the facility and charts depicting the type of pools being proposed: a 50 meter by 75 foot competition pool, 4-1/2 feet to 13 feet deep, and a training/handicapped pool, 75 feet by 36 feet, 3 to 4 feet deep. A cost-breakdown, showing alternate and optional plans, was presented and discussed. A copy of this report is attached to these Minutes. Mr. Blurock stated that all of the alternate plans had been carefully scrutinized by the staff and it was the final consensus to recommend the plan being displayed.

Questions were asked about whether the pool would be fully utilized. Representatives of the Division quoted enrollment figures for previous years and spoke of plans for the future, including a community services program. They agreed that the type of facility being recommended would serve teaching and community needs and would be used from 7:00 a.m. until 10:30 p.m. almost every day.

Trustee McKnight asked what affect the possible water shortage might have on the swimming pool facility. Dr. Hart, Assistant Superintendent - General Development, replied that he has been informed by a representative of the Moulton Niguel Water District that there are currently no restrictions nor are any contemplated, even after a dry winter. Their rationale is that, over a period of one year, the operation of a pool requires no more water than is used by the same amount of space with landscaping.

Trustee McKnight asked what might be done in the case of a serious drought if ordinary water could not be used. Dr. Hart replied that there would then be the possibility of using re-claimed water. Mr. Blurock stated that no matter what water is used, it must be filtered and cleaned before it can be used. Salt water is not practical as it can damage the mechanical system.

ARCHITECT'S
REPORT -
SWIMMING POOL

-CONTINUED-

The Tentative Annual Financial and Budget Report, which was accepted at the meeting of June 20, 1977, had been revised and updated as summarized below:

PUBLICATION
ANNUAL
FINANCIAL AND
BUDGET REPORT

<u>General Fund</u>	<u>Expenditure</u>	<u>Tax Rate</u>
Total Estimated Expenditures, Operating and Capital Outlay	\$25,126,346	.9092
<u>Special Reserve Fund</u>		
Capital Outlay (Restricted)	22,181	-0-
<u>Bond Interest and Redemption Fund</u>		
Interest	275,020	
Bonds	<u>440,000</u>	<u>.0369</u>
TOTAL	\$25,863,547	.9461

The following budget reports were presented and a copy is attached:

- I. Comparative Report, General Fund Income
- II. Comparative Report, General Fund Expenditures
- III. Capital Outlay (Revised)
- IV. Comparative Report, Conference Expense
- V. Comparative Report, Membership Expense

It was recommended that the appropriate financial and budget reports be published and that a public hearing be held on August 1, 1977, at 7:30 p.m., at which time the Annual Financial and Budget Report will be submitted for adoption.

Trustee Taylor explained that, prior to the public hearing at which time the Annual Financial and Budget Report will be submitted for adoption, any revisions to the budget may be made.

Superintendent/President Lombardi stated that each penny this year will raise, roughly, \$193,000.

The assessed valuation on public utilities will not be known until after the August 1 meeting. These are being estimated and will be adjusted at that time.

-CONTINUED-

Trustee Berry stated that she feels that the amount requested for Trustees' Conferences, \$9,400 this year, is totally unacceptable. She hopes that the Members of the Board of Trustees will use some personal initiative and start looking toward the year, perhaps limiting themselves to attending two conferences per year - with the exception of the Board President who is involved in certain activities. The Membership Dues, \$5,300 this year, are also out of line, she stated, and should be reviewed. She feels that good faith should be shown to constituents by keeping the Trustees' personal expenditures in line, thereby receiving the support the Trustees need.

Superintendent/President Lombardi stated that for a 25-million dollar-organization this is not an excessive amount. He feels that Trustees have a limited amount of time and experience and a lot of difficult decisions to make. If conferences aid them, they are beneficial.

Mr. Barletta stated that all costs have increased considerably during this past year, this also should be realized.

Trustee Taylor added that personal time taken in order to attend on behalf of the District should also be considered. He feels that the Board has been frugal with its expenditures.

The possibility of cutting this and other conference budgets was considered. Superintendent/President Lombardi was directed to reappraise and reevaluate all departmental submittals prior to the next presentation.

Concerning Membership Dues, Trustee Taylor explained that most of the organizations now base fee schedules on the expenses of education - FTE, ADA, or the budget; thus, the cost increases as the District grows.

Trustee Berry requested a copy of the cost of the Trustees' Memberships. These are also to be reviewed by the Superintendent/President.

Trustee Price stated that the most serious single element in this particular year's budgetary evaluation is the northern campus. At the end of June, a budget was adopted which gave a very practical, workable, acceptable plan to build a campus utilizing the lease-purchase arrangement and spreading some of the financing over seven years. Since that time the assessed valuation has gone up and the financing plan has been adjusted to pay for the facilities outright. He strongly favors approval of the original plan in the tentative budget, provided there would be adequate capital to build the campus and still hold with the lease-purchase for seven years. He stated that this would bring the tax rate down two or three cents and he feels that if this plan could be lived with thirty days ago, it is still valid today.

Trustee Price stated that the counter argument is that it takes interest to do this and that the Trustees are very torn between the cost of interest spread over a few years or the increase of the tax rate for everybody. However, he feels that, since the assessed valuation has jumped as much as it has, this would be an artificially high tax rate.

Superintendent/President Lombardi stated that the \$.9461 tax rate which is recommended in the Publication Budget, is a reduction from last year's \$.9499 tax rate - a reduction of \$.0038.

Mr. Barletta commented that the capital outlay report that was submitted as part of the June 20 budget showed a total of \$7,590,000; the revised capital outlay report that is presented tonight in the Publication Budget is \$7,532,000 - \$60,000 less than that adopted as the Tentative Budget. He stated that the reduction, in part, was due to the increase in assessed valuation which provided the District with additional sources of funding, and an adjustment which was possible to make in connection with the Music Arts Facility. Almost \$500,000 of the cost was absorbed in the closing period of 1976-77. It was then possible to include portions of the satellite facility and extend it over into the next budget year, thereby saving the taxpayers some \$375,000 to \$500,000 in carrying charges over a seven-year period. The Board's concern about the costs for long-term financing and its direction to respond to the growth that the District has sustained and the demand for additional services have been kept in mind. He stated that the additional costs will accomplish the same things the District accomplished last year, as in many areas costs have risen ten to twenty-five percent.

Trustee McKnight requested that Trustee Price consider that the negative reaction of some taxpayers is easy to understand, but that some taxpayers also fail to consider the affects of the interest rate going up, the carrying charge of interest, and the cost of inflation: the increased cost of construction, equipment and labor. He stated that he feels that Trustee Watts is right concerning the mounting cost of inflation and, although he is not prepared to vote for the construction tax at this time, it seems to him that, considering the cost of interest and inflation, the College can save money by making this money available now. The northern campus can be built very rapidly to serve the needs of the people.

Trustee Price stated that there is no question of going ahead full speed, only a question concerning the matter of financing, and there is no inflationary cost involved because the timetable to open the campus in the fall of 1978 has been established and construction costs are pretty well locked in. The only additional cost would be interest. He is suggesting a stabilization factor: financing which is to be paid for in the years ahead rather than loading it all in one year. He concluded that the interest cost must be weighed against the value of a reduced tax rate, that he is adverse to adjusting up merely because the assessed valuation is up.

Trustee Berry stated that throughout the years it has been to the advantage of the District to keep the taxpayers in mind, particularly in the area of financing. It has been brought to her attention that people are becoming upset when they read about the amount of money being spent on the northern campus at this time. Those people who are going to use the College facilities in years to come should be the ones to help pay for it.

Trustee Taylor stated that if this type of comparison is going to be made one must realize that the District is spending thirty-nine cents on capital outlay. If the Boards in years past who cut the tax rate had used the monies to build a college this Board would not be responsible for the thirty-nine cents of capital outlay improvements out of its operating budget. He recalled the part-time campus, and the temporary campus, and the costs expended. This Board, he stated, must rectify the failures of the past. He feels that it is its duty to build a college.

He stated that if a citizen owns a home valued at \$80,000 it has an assessed value of \$20,000 and one cent added or subtracted from the budget would change the total tax bill by only \$2.00.

Trustee McKnight stated that the negative reaction of some taxpayers is easy to understand; however, it is unfortunate that some taxpayers are not always aware of comparative costs. He stated that last Monday night he had explained that the cost of one B1 Bomber, \$86,000,000, plus full operating costs, would pay for the costs of four of our two-campus operations, which is only \$25,000,000. The cost of educating one student is about \$1,200 a year, while the cost of maintaining a juvenile delinquent averages about \$12,000 per year nationally.

Trustee McKnight made an appeal to the news media. He stated that the news media is very influential in shaping the public image of our College. The news media helps create the community's attitude toward the College and directly affects the sense of self-worth of our academic community. More important than only telling the public what we want to do and how we want to do it is telling them why we want to be doing it. He presented a list giving a summary of new and augmented programs, a copy of which is attached to these Minutes, and touched on some of the highlights:

The District is developing a northern campus because of the tremendous growth of population - the District serves five unified school districts throughout 378 square miles, and still a rather modest \$25,000,000 budget.

The District has close cooperation with business and industry in the entire area, keeping its programs up-to-date in order to prepare its students, thereby assuring more jobs for more students.

A modest Child Care Center is being completed because there are now many working mothers with children who are attending college to qualify for new careers and to make a living.

Trustee McKnight concluded that the Trustees must respond boldly by developing needed programs and building needed facilities while sharing the planning and decision making. He stated that he feels that the public is getting a bargain for \$25,000,000. He urged that the District use the assessed valuation and not raise the tax rate.

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A motion was made by Trustee Price and seconded by Trustee Berry to adopt the budget as presented with the following revision:

Satellite Facility From: \$1,200,000 To: \$700,000
1977-78

and that the 1978-79 column be adjusted accordingly.

The summary would thereby be revised as follows:

<u>General Fund</u>	<u>Expenditure</u>	<u>Tax Rate</u>
Total Estimated Expenditures, Operating and Capital Outlay	\$24,626,346	.8333
<u>Special Reserve Fund</u>		
Capital Outlay (Restricted)	22,181	-0-
<u>Bond Interest and Redemption Fund</u>		
Interest	\$ 275,020	.0369
Bonds	<u>440,000</u>	<u> </u>
TOTAL	\$25,363,547	.9202

A roll call vote was requested:

Ayes: Berry, Price
Noes: McKnight
Abstain: Taylor
Absent: Brandt, Greinke, Watts

The Publication Budget as presented was not approved.

The Board of Trustees convened to Executive Session at 9:50 p.m. and reconvened to Regular Session at 10:00 p.m.

EXECUTIVE SESSION
REGULAR SESSION

A motion was made by Trustee Berry, seconded by Trustee McKnight and unanimously carried, to employ the following as certificated instructors for the 1977-78 academic year, effective August 22, 1977.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

<u>Name</u>	<u>Position</u>	<u>Approximate Salary Classification</u>	CERTIFICATED PERSONNEL - REGULAR ACTIONS
	<u>Business Sciences</u>		-CONTINUED-
Nancy Kessler	Fashion Merchandising	Class III Step 1	
	<u>Math and Engineering</u>		
Steven C. Sworder	Mathematics	Class V Step 3	
	<u>Social Sciences</u>		
Sharon M. Black	Political Science	Class V Step 1	
Jerald L. Rudman	Psychology	Class II Step 1	
	<u>Vocational-Technical Programs</u>		
Nancy J. Shake	Media Technology	Class III Step 3	
*Ronald S. Leighton	Photography	Class III Step 3	

*Mr. Leighton is the son-in-law of Mr. Bosanko, Associate Dean of Students / Admissions and Records.

A motion was made by Trustee Berry, seconded by Trustee McKnight and unanimously carried, that the following persons be appointed on an "if-and-as-needed" basis as both extended day and substitute instructors for the 1977 Summer Session at the hourly rate stipulated in the salary schedule, at the class to which each is qualified:

APPOINTMENT OF EXTENDED DAY/SUBSTITUTE INSTRUCTORS

<u>Applicant</u>	<u>Highest -Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Lotterer, Wanda	M.M.	Piano	\$16.50/Hour
Newport, Walter A.	M.A.	Spanish	\$16.50/Hour
Stotts, Ronald	M.A.	English	\$16.50/Hour

Also, the following, previously employed Assistant Instructor in Nursing was appointed on an "if-and-as-needed" basis for the 1977 Summer Session at the hourly rate stipulated in the salary schedule, at the class to which she is qualified:

APPOINTMENT
OF EXTENDED
DAY/SUBSTITUTE
INSTRUCTORS

<u>Applicant</u>	<u>Highest -Degree</u>	<u>Assignment</u>	<u>Probable Salary</u>
Pearson, Donna L.	B.S. (Voc.)	Nursing	\$16.00/Hour

-CONTINUED

There being no further business, the Meeting was adjourned at 10:10 p.m. until Monday, July 25, 1977, at 7:30 p.m.

ADJOURNMENT



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