

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

August 29, 1977 - 7:30 p.m.
Library-Classroom Complex - Room 212
28000 Marguerite Parkway

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

CALLED TO ORDER

Present:

PRESENT

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

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President
Mr. Roy N. Barletta, Assistant Superintendent-Business Services
Dr. Edward A. Hart, Assistant Superintendent-General Development

STAFF MEMBERS

Absent:

ABSENT

Mr. William O. Jay, Dean of Instruction

A motion was made by Trustee Berry, seconded by Trustee Greinke and unanimously carried, to adopt the Agenda with the following addenda:

AGENDA
ADOPTED

Board Report Number 266 - Certificated Personnel
Regular Actions
Board Report Number 269 - Classified Personnel
Job Specifications

and to accept a report pertaining to:

Board Report Number 276 - Memberships

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried, to approve the Minutes of the Special Meeting of July 18, 1977, as presented.

MINUTES OF
JULY 18, 1977
APPROVED

A motion was made by Trustee Berry, seconded by Trustee McKnight and unanimously carried, to approve the Minutes of the Regular Meeting of July 25, 1977, as presented.

MINUTES OF
JULY 25, 1977
APPROVED

Trustee Brandt requested that the following correction be made to the Minutes of the Special Meeting of August 1, 1977:

MINUTES OF
AUGUST 1, 1977

(Concerning the Saddleback Community College District) - Page 9

She requested that a needs assessment be conducted.

This should read:

She requested that an in-house needs assessment be conducted.

(Concerning the Telephone System) - Page 13

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried, to conduct a needs assessment and to retain a consultant to direct this study.

This should read:

...to conduct a telephone system needs assessment...

A motion was made by Trustee Berry, seconded by Trustee Brandt and unanimously carried, to approve the Minutes of the Special Meeting of August 1, 1977, as corrected.

APPROVED

Trustee Price requested that the following corrections be made to the Minutes of the Special Meeting of August 16, 1977:

MINUTES OF
AUGUST 16, 1977

(Concerning classes at Leisure World) - Page 3

Trustee Price stated that, by Resolution, the Board of Directors' of the Laguna Hills Mutual, Leisure World, Laguna Hills, has agreed that adult education classes may be held in recreation rooms only by approval of the Board of Directors of a request submitted in writing by a majority of the owners.

This should read:

Trustee Price stated that, by Resolution, the Board of Directors' of the Third Laguna Hills Mutual, Leisure World, Laguna Hills, has agreed that adult education classes may be held in recreation rooms only by approval of the Corporation of a request submitted in writing by a majority of the owners of any one building.

A motion was made by Trustee Price, seconded by Trustee Brandt and unanimously carried, to approve the Minutes of the Special Meeting of August 16, 1977, as corrected.

APPROVED

Trustee Greinke read the following prepared statement to those present and provided a copy of it to each Trustee as well as representatives of the press.

REPORTS AND
COMMUNICATIONS

TRUSTEES

RESIGNATION OF
TRUSTEE GREINKE

It is with great reluctance and regret that I must notify the Board of Trustees of my intent to vacate my position as a Trustee of Saddleback Community College. My wife and I are building a home in Santa Barbara County and I will be opening up a new branch office of my company, Southern Counties Oil Company, in Santa Barbara.

Therefore, that the Board of Trustees may have sufficient opportunity to find my successor, I hereby tender my notice to vacate my office no later than November 15, 1977.

I have never before resigned a position without completing my goals. I am leaving this position with my task incomplete but it gives me great pleasure that Saddleback Community College is moving in a positive manner to correct the neglect of the Tustin and Irvine areas. I believe the Board members know me well enough to appreciate the difficulty I have had at this time, being required to vacate my office because of my home relocation.

As a result of my service on the Saddleback Board of Trustees, I am convinced that no other Tustin civic task can be regarded as worthier or more important than ours, especially now.

I cannot forget how much pleasure and also sometimes frustration Saddleback has given me and I thoroughly recommend this position to the eligible voters in Tustin Area #1. I am confident that the Board of Trustees will be able to agree on an appointment to fill my unexpired term of office rather than the tremendous expense of going to a special election.

I would ask of our Tustin Area residents to seek out this appointment and continue to help bring Saddleback closer and more in tune with our needs. Should any member of our community want to know anything about the duties of a Trustee, I can be reached at my office phone, 544-7140.

I shall always remember the kindness and courtesy the Board, Dr. Lombardi and especially his staff have given me.

Sincerely, Frank H. Greinke.

Trustee Greinke displayed a map of his Trustee Area, copies of which will be available to representatives of the press and public.

Trustee Greinke stated that during 1973 and 1974, prior to serving on the Board of Trustees, he actively participated in the circulation of petitions to be signed by Tustin residents to request deannexation from the Saddleback Community College District, as the District was felt to be nonresponsive to the needs of the people. Since that time, he stated, so much has been accomplished and the community has come a long way in accepting the District. He thoroughly endorsed the District against any plans of deannexation.

REPORTS AND
COMMUNICATIONS

TRUSTEES

-CONTINUED-

Trustee Taylor stated that there is no alternative but to accept Trustee Greinke's resignation with a cooperative spirit, in the manner in which it was presented. He stated that all efforts will be made to publish the facts, the administration will accept applications, and those interested will be interviewed for the position.

Trustee Taylor and other Members of the Board of Trustees commented on and thanked Trustee Greinke for the many contributions he has made to the District.

A motion was made by Trustee Price to accept Trustee Greinke's resignation, with regret, as of November 15, 1977. Trustee Berry stated that she would second the motion if it were stated "no later than" November 15, 1977.

A discussion developed concerning the correct terminology to be used in order to insure that Trustee Greinke's intent be understood. It was felt that perhaps no action was required by the Board of Trustees at this time.

Trustee Berry withdrew her second; Trustee Price withdrew his motion.

After further discussion, a motion was made by Trustee Price, seconded by Trustee Berry and carried, to accept Trustee Greinke's resignation in the manner in which it was tendered and to authorize its filing with the Orange County Superintendent of Schools.

TRUSTEE GREINKE'
RESIGNATION
ACCEPTED

Trustee Brandt was opposed. She feels that the District is getting into a "tricky" situation with County Counsel.

Trustee McKnight commented on how busy the President of the Board of Trustees has been recently. Together they had attended the dedication of Fire Station Number 26 in Irvine. Being one and one-half miles from the new campus site, this station will serve the new campus. Also during August, Trustee Taylor had joined in a conference with Assemblyman Cordova which should help the District financially and politically; conducted a telephone survey; and, along with the Superintendent/President, welcomed the new faculty members to Saddleback College.

Trustee Taylor acknowledged a recent communication from the California Community College Trustees, California School Boards Association, expressing urgent need to contact all State Senators and the Governor to urge their no vote on Assembly Bill 591 when it is heard on the Senate floor. A copy of this communication was given to each Trustee.

REPORTS AND
COMMUNICATIONS

TRUSTEES

-CONTINUED-

This Bill would put a non-voting student board member on the governing board of each community college district with the right to attend all executive sessions of the board. The student would not be subject to any liability for acts of the board, nor would the student be subject to penalties should the student disclose the confidential discussions conducted in board executive sessions.

He urged that this matter be given serious consideration and requested that opposition be expressed to the Governor and to the Senators of the State of California.

A motion was made by Trustee Greinke, seconded by Trustee Price and unanimously carried, to communicate with the Governor and the Senators of the State of California expressing the opposition of the Board of Trustees of the Saddleback Community College District to Assembly Bill 591. It was suggested that a mail-gram might be sent.

OPPOSITION TO
SENATE BILL
591 EXPRESSED

Trustee Taylor also acknowledged a communication from the California Community College Trustees, California School Boards Association, concerning the possibility of an attempt by the California legislature to mandate a uniform process for election to a community college district governing board. The current sentiment is to eliminate the present options and require that all community college trustees be elected from trustee areas by registered voters residing in the trustee area. The candidate would also be required to reside in the trustee area of representation.

The letter requests that information concerning the present election practices in each community college district be provided in order to assess the attitude of member boards toward any legislative attempt to standardize the election process.

A motion was made by Trustee Price and seconded by Trustee Berry to continue the current policy of the District, which is that trustees are elected from trustee areas by registered voters at-large; the candidate is required to reside in the trustee area of representation. Furthermore, if there is to be a standardization, this should be the pattern followed.

PRESENT ELECTION
PRACTICES TO BE
CONTINUED

Trustee Berry withdrew her second; Trustee Watts seconded the motion and the motion was carried.

A roll call vote was taken:

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

REPORTS AND
COMMUNICATIONS

TRUSTEES

-CONTINUED-

Trustee Taylor stated that he totally disagrees with the present system used by the Saddleback Community College District. He feels that people do not choose their representative with full knowledge of the candidate.

Trustee Brandt stated that she feels that the community should know the candidate well. *More than that, the campaign website in the future can be so prohibitive in running in the entire district*
Trustee McKnight stated that he had hoped for additional time to study and further deliberate on this matter.

Trustee Berry acknowledged the resignation of Mr. Armstrong, a faithful and loyal employee, and the contributions to the school and the community he has made over the years. She thanked him for a job well done and wished him well. Trustee Brandt added that Mr. Armstrong is one of the most dedicated workers on this campus.

RESIGNATION OF
MR. ARMSTRONG

Trustee Taylor commented on letters received at budget time concerning the mailing of the catalog and schedule to all residents of the District. This date he received, mailed to his home in Laguna Beach, a mailing from the University of California, Irvine, and from Orange Coast College. He commented that Orange Coast and Golden West Colleges recently placed a full-page advertisement in a news publication serving the entire county of Orange. He asked how the Saddleback Community College District hopes to exist if it does not publicize Saddleback College. He feels that an attempt must be made to let the public know what Saddleback College has to offer.

ADVERTISING

Trustee Price stated that he hopes that an advertising campaign does not get "carried away". He feels that the mailings are sensible and realistic, if done economically, but that he would object to a full-page advertisement. Trustee Taylor replied that he was not indicating this method.

Trustee Brandt stated that the Irvine World News had carried a picture of Saddleback College on its front page, which she thought was inspiring. Trustee McKnight added that the Tustin News also had carried a picture of the College.

Superintendent/President Lombardi stated that when Saddleback College has its FM radio station that it will be an educational and public service station which will be a powerful voice for this campus as it will be heard throughout the community.

RADIO STATION

Trustee Greinke expressed concern about the pattern which will be covered, as he recently saw a map which shows that the Tustin/Santa Ana area will not be served. Mr. Weisgerber, Director of Media Services, will be requested to investigate and respond to this question.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

Superintendent/President Lombardi announced that enrollment figures reflect that 12,000 students have enrolled to date. This school year opened with 1,000 more students enrolled on the first day of classes than last year. The grand total is estimated to be 16,000 to 17,000 students. Considering the difficulties experienced this past week, he stated that he is pleased.

SUPERINTENDENT/
PRESIDENT

He commented on the electrical power outage, lasting for several hours on Thursday, which was caused by a major powerline being cut. He stressed that no one had been injured. Dr. Hart added the fact that the two-day rainstorm had set construction back by one week.

Superintendent/President Lombardi reported on the progress of the campus situation:

CAMPUS SITUATION

All parking lots, 800 additional spaces, will be available by the end of this week.

The bookstore is now open and the classrooms and other facilities on that pad will be opened by next Tuesday.

The beams for the bridge have arrived in California and will be set in ten days. It will take an additional ten to twelve days to complete the bridge. September 30 is the target date for completion.

Superintendent/President Lombardi publically thanked Mr. Shirley, Construction Contractor, for his efforts.

A motion was made by Trustee Greinke, seconded by Trustee Brandt and unanimously carried, that a letter of appreciation be sent to Mr. Shirley on behalf of the College.

LETTER OF
APPRECIATION -
MR. SHIRLEY

Trustee Price asked if a report on the cost factors of running a college is being prepared. Superintendent/President Lombardi stated that it is being prepared by Mr. Jay.

Trustee Price asked if the Board could expect a report on State laws governing construction aid. Superintendent/President Lombardi responded that a report would be forthcoming.

Dr. Minch, President of the Academic Senate, stated that members of the faculty wished to thank Trustee Taylor for the speech he had given at the faculty meeting on the opening day of school. It was very well received.	REPORTS AND COMMUNICATIONS
	-CONTINUED-
He announced that the Academic Senate has met and has set its goals for the year. He requested input from the Trustees.	ACADEMIC SENATE
Mr. Leslie, President of the Faculty Association, stated that the faculty is aware of the legal alert concerning adding a student to the boards. The faculty also sees the importance of opposing this issue.	FACULTY ASSOCIAT
Trustee Taylor introduced Mr. Holquin to those present. He is an extended day instructor who is active in the Academic Senate.	
Miss Greenelsh, President of the Associated Student Body, commented that she feels that an index to the class schedule would be very helpful.	ASSOCIATED STUDENT BODY
She stated that she supports the action taken by the Board of Trustees on Senate Bill 591. She feels that if students serve on boards they should also be responsible.	
She stated that the Associated Student Body does not have an office, thereby making it very difficult to get organized. She was informed that, hopefully, an office will be available by Tuesday.	
A representative of the California School Employees Association was not present.	CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
There were no comments from the public relating to items not on the Agenda.	
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
Trustee Price requested that the following Board Reports be removed from the Consent Calendar:	AMENDED
Board Report Number 259 - Public Programs and Services	
Board Report Number 264 - Associated Student Body Budget	
Board Report Number 280 - Payments to the Architect	
Trustee McKnight requested that Board Report Number 266, Certificated Personnel - Regular Actions, be removed from the Consent Calendar.	AMENDED

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

CONSENT CALENDAR
APPROVED

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

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

Frank H. Greinke IBM Office System Six Processors
Eugene C. McKnight Orange, California
 Thursday, July 28, 1977

(Note: Prof. McKnight provided transportation for the Dean of Instruction, and the Division Directors of Business Sciences and Math and Engineering.)

Eugene C. McKnight Dedication of Fire Station Number 26
Larry W. Taylor Irvine, California
 Saturday, July 30, 1977

(Note: Prof. McKnight provided transportation for Mr. Taylor.)

Eugene C. McKnight Meeting with the Associate Dean of
 Admissions and Records and a Tour of
 the Registration Facilities
Saddleback College
Monday, August 15, 1977

Larry W. Taylor Telephone Meeting
Saddleback College
Thursday, August 18, 1977

Larry W. Taylor Faculty Meeting
Eugene C. McKnight Saddleback College
 Tuesday, August 23, 1977

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATES
OF ACHIEVEMENT

Victor J. Fulladosa	Accounting
John J. Leahy	Accounting
Jana Murphy	Early Childhood Studies
James R. VanMeter	Architecture
John T. Wilson	Business Management
F. Martin Berghuis	Real Estate
David Lee Phillips	Administration of Justice
Patricia Shaw	Early Childhood Studies

It was unanimously agreed to pay Mount San Jacinto College the fee for Instructor Petrina Tosoonian's attendance at the Competency-Based Teacher Education Workshop at the Uplander Motor Hotel in Upland on April 14 and 15, 1977.

FEE FOR THE
COMPETENCY-BASED
TEACHER EDUCATION
WORKSHOP

She was inadvertently omitted from the original list of instructors who attended this workshop.

The following persons were unanimously appointed on an "if-and-as-needed" basis as both extended day and substitute instructors for the 1977-78 academic year at the hourly rate stipulated in the salary schedule, at the class to which each is qualified.

EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

<u>Applicant</u>	<u>Highest Degree:</u>	<u>Assignment</u>	<u>Probable Salary</u>
<u>Business Sciences</u>			
Adams, Grant	M.S.	Management	\$18.00/Hr.
Athey, Thomas H.	D.B.A.	Management	\$21.90/Hr.
Bailey, Jim N.	L.L.B.	Management	\$18.00/Hr.
Beall, James W.	J.D.	Management	\$18.00/Hr.
Beck, Keith L.	B.A. (Voc)	Management	\$18.00/Hr.
Bissell, Elizabeth	B.S.	Foods & Nutrition	\$18.00/Hr.
Bixler, Edward	M.B.A.	Accounting	\$18.00/Hr.
Bott, Charles W.	J.D.	Accounting	\$22.00/Hr.
Christman, Carol	B.S.	Foods & Nutrition	\$18.00/Hr.
De Lamare, Phyllis A.	M.A.	Foods & Nutrition	\$18.00/Hr.
Downing, Judy	B.A.	Secretarial Science	\$18.00/Hr.
Easton, Jake	M.B.A.	Management	\$18.00/Hr.
Fuller, Allen J.	M.B.A.	Management	\$18.00/Hr.
Gair, William	M.P.A.	Management	\$18.00/Hr.
Gallagher, Lois B.	M.S.	Clothing & Textiles	\$18.00/Hr.
Grunkmeyer, Claudetta	Credential	Real Estate	\$18.00/Hr.
Harman, Robert	M.B.A.	Management	\$18.00/Hr.
Harrison, Paul	M.B.A.	Accounting	\$18.00/Hr.
Howard, Eugene R.	M.A.	Management	\$18.00/Hr.
Johnson, Beverly	A.A. (Voc)	Clothing & Textiles	\$18.00/Hr.
Keener, Cheryl	M.S.	Clothing & Textiles	\$18.00/Hr.
Kimball, Eleanor	Credential	Interior Design	\$18.00/Hr.
Leach, Sandra	B.A.	Clothing & Textiles	\$18.00/Hr.
Levin, Kristine	M.S.	Early Childhood Studies	\$18.00/Hr.
Lowe, Pamela	M.S.	Clothing & Textiles	\$18.00/Hr.
Lynch, Louise	Credential	Real Estate	\$18.00/Hr.
Marshall, Judy	B.A.	Interior Design	\$18.00/Hr.
Moore, James	B.S.	Accounting	\$18.00/Hr.
Moss, Ronald M.	M.B.A.	Management	\$18.00/Hr.
O'Donnell, Ronald	B.A.	Real Estate	\$18.00/Hr.
Raab, William S.	B.A.	Real Estate	\$19.23/Hr.
Robertson, Pamela J.	M.S.	Management	\$18.00/Hr.
Schroeder, Janice	M.A.	Secretarial Science	\$22.00/Hr.
Ting, Andre	M.A.	Foods & Nutrition	\$18.00/Hr.
Vollmer, Michael	J.D.	Real Estate	\$18.56/Hr.
Wainberg, Howard	P. Eng.	Real Estate	\$22.00/Hr.
White, Vera	B.A.	Management	\$18.00/Hr.
<u>Fine Arts</u>			
Berkman, Antoinetta	B.A.	Art	\$18.00/Hr.
Castagno, Charles M.	M.F.A.	Theatre	\$18.00/Hr.
Courter-Buxton, Cheri	M.A.	Speech	\$18.00/Hr.
Cox, Kris	M.F.A.	Ceramics	\$18.00/Hr.

Fine Arts - Continued

Elliott, Richard B.	M.A.	Speech	\$18.00/Hr.
Erven, Charles E.	M.F.A.	Theatre	\$18.00/Hr.
Everett, Merrill G.	M.F.A.	Art	\$18.00/Hr.
Laurie, Robert S.	M.A.	Speech	\$18.00/Hr.
Penseyres, James K.	M.A.	Ceramics	\$18.00/Hr.
Reeves, Charles E.	B.A.	Guitar	\$18.00/Hr.
Romeo, David T.	M.F.A.	Art	\$18.00/Hr.
Tingey, Adele	M.A.	Speech	\$22.00/Hr.
Tomlinson, James	M.A.	Speech	\$18.00/Hr.
Urbaniak, Michele T.	M.A.	Speech	\$18.00/Hr.
Waterman, Glenda	M.A.	Speech	\$18.00/Hr.
Webb, John	M.A.	Speech	\$18.00/Hr.
Zarbano, Mary	M.F.A.	Art	\$18.00/Hr.

EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

-CONTINUED-

Health Sciences

Caldwell, Edward J.	M.Th.	Emeritus Institute	\$18.00/Hr.
Clark, John L.	Credential	Emeritus Institute	\$18.00/Hr.
Corey, Rita Christina	Credential	Medical Assistant	\$18.00/Hr.
Fleming, Beverly R.	B.A.	Emeritus Institute	\$18.00/Hr.
Hall, Robert D.	D. Pharm.	Pharmacology	\$18.00/Hr.
Kelly, Ralph W.	Credential	Emeritus Institute	\$18.00/Hr.
McDermott, Patrick J.	M.A.	Gerontology	\$18.00/Hr.
Norwick, Sidney S.	M.P.H.	Gerontology	\$22.00/Hr.
Revenaugh, Nikki	Credential	Emeritus Institute	\$18.00/Hr.

Languages

Andrade, Renee	M.A.	Spanish	\$18.00/Hr.
Crowl, Ruth L.	M.A.	English	\$18.00/Hr.
Hagopian, Verge	M.A.	English	\$22.00/Hr.
Mull, Dorothy S.	Ph.D.	English	\$22.00/Hr.
Niedzielski, Rudi H.	B.A.	Journalism	\$18.00/Hr.
Oliver, I. Katia	M.A.	French & German	\$18.00/Hr.
Safford, Betty C.	Ph.D.	Philosophy	\$18.00/Hr.
Salcedo, Fernando F.	Ph.D.	Spanish	\$22.00/Hr.
Sundell, Julie P.	Ph.D.	English	\$18.00/Hr.

Mathematics/Engineering

Brier, Bradley L.	Credential	Surveying	\$18.00/Hr.
Bush, David L.	M.A.	Mathematics	\$19.62/Hr.
Danielson, Douglas A.	B.A.	Architecture	\$18.00/Hr.
D'Braunstein, Arthur	M.A.	Electronics	\$22.00/Hr.
Dow, Malcolm M.	M.A.	Mathematics	\$18.00/Hr.
Kantor, Jane	M.A.T.	Mathematics	\$22.00/Hr.
Oster, William E.	M.S.	Mathematics	\$22.00/Hr.
Stoutenborough, J.	B.A.	Architecture	\$18.00/Hr.
Weddle, Jessie J.	M.S.	Mathematics	\$18.00/Hr.

Natural Sciences

Berkelhamer, Rudi	M.S.	Biology	\$18.00/Hr.
Hamton, Robert	M.S.	Biology	\$18.00/Hr.
Patterson, Jacqueline	M.S.	Geology	\$18.00/Hr.
Sziklay, Laszlo I.	M.A.	Biology	\$18.00/Hr.
Wohlrs, Robert W.	B.S.	Marine Science	\$18.00/Hr.

EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

-CONTINUED-

Physical Education

Bulmer, Kathleen S.	M.S.	P.E. Activity	\$18.00/Hr.
Hamnquist, Susan M.	M.S.	Tennis	\$18.00/Hr.
Hastings, Ronald J.	M.S.	Adaptive P.E.	\$18.00/Hr.
Jacobs, Lois	M.A.	General P.E.	\$18.00/Hr.
O'Neil, John R.	M.S.	Racquetball	\$19.23/Hr.
*Sciarrotta, Ann F.	B.A.	Dance	\$18.56/Hr.
Wegener, Ted	Credential	Square Dancing	\$18.00/Hr.
West, James R.	M.A.	P.E.	\$18.00/Hr.

Social Sciences

Frank, Jeanine	B.S.	Social Ecology	\$18.00/Hr.
Goodman, Richard	M.A.	Admin. of Justice	\$18.00/Hr.
Hopa, Ngapare	B. Litt.	Anthropology	\$22.00/Hr.
Kelly, Joseph J.	B.S.	Admin. of Justice	\$18.00/Hr.
Madlock, Robert C.	B.S.	Admin. of Justice	\$19.23/Hr.

Vocational/Technology

Brendel, Thomas D.	M.A.	Radio/Television	\$22.00/Hr.
Campbell, Carol J.	B.A.	Graphic Arts	\$18.00/Hr.
Daigle, James J.	Credential	Aviation	\$18.00/Hr.
Hamaker, Donald W.	M.Ed.	Aviation	\$22.00/Hr.
Heredia, Donald C.	Credential	Aviation	\$18.00/Hr.
Higging, James M.	M.A.	Agricultural Eco.	\$20.58/Hr.
Lythgoe, Jack	M.A.	Photography	\$22.00/Hr.
Metz, Robert E.	Credential	Aviation	\$18.00/Hr.
Ragan, Susan C.	M.A.	Photography	\$18.00/Hr.
Rice, D. Steven	B.H.	Photography	\$18.00/Hr.

The following, previously employed extended day instructors were unanimously appointed on an "if-and-as-needed" basis for the 1977-78 academic year at the hourly rate stipulated in the salary schedule at the class to which each is qualified.

Crane, Marion	M.S.	Women's Studies	\$18.00/Hr.
Garcia, Mikel	Ph.D.	Women's Studies	\$18.00/Hr.
Shobe, Jane	M.A.	Women's Studies	\$18.00/Hr.
Willis, Margie	Credential	Health Sciences	\$18.00/Hr.
Mac Niel, Taylor	M.F.A.	Fine Arts	\$18.00/Hr.
Roberts, Carol M.	M.S.	Languages	\$18.00/Hr.
Golich, Vicki	M.A.	Social Science	\$18.00/Hr.
Mills, Erika	M.A.	Social Science	\$18.00/Hr.

*Wife of Frank O. Sciarrotta, Associate Dean/Continuing Education

The following classified personnel - regular actions were unanimously approved as follows:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

1. M. Alyce Dales, Clerk Typist I, Women's Studies, Grade 1, Step 1, \$364.50 per month (50%), effective August 22, 1977.
2. Domingo S. De Casas, Athletic & P.E. Equipment Attendant, Grade 7, Step 1, \$836.00 per month plus 4% per month shift differential, effective August 22, 1977.
3. Brian Charles Miller, Instructional Aide, Division of Fine Arts (Art), Grade 7, Step 2, \$876.00 per month, effective August 18, 1977.
4. Charles E. Erven, Senior Designer/Technical Director, Division of Fine Arts, Grade 16, Step 2, \$1,078.00 per month, effective August 26, 1977.
5. John Bandaruk, Instructional Aide, Dean of Instruction/Continuing Education, Grade 7, Step 1, \$418.00 per month (50%) plus 4% per month shift differential, effective August 18, 1977.
6. Antoinette Wood, Instructional Aide, Dean of Instruction/Continuing Education, Grade 7, Step 1, \$418.00 per month (50%) plus 4% per month shift differential, effective August 18, 1977.
7. Patricia C. Martin, Clerk Typist II, Business Office, Grade 5, Step 1, \$800.00 per month, effective August 29, 1977.

Employment

8. M. Terrell Yapp, Community Services Assistant/Recreation Director, Classified Management Salary Schedule, Class III, Step 1, \$17,248 annually, effective September 7, 1977.
9. Warren Moritz, Maintenance Utility Person, Grade 11, Step 3, \$1,006.00 per month, effective September 1, 1977.
10. Stanley Lee Kelso, Maintenance, Painter, Grade 17, Step 3, \$1,155.00 per month, effective September 1, 1977.
11. Judith Bartholomew, CETA Youth Specialist, Grade 14, Step 2, \$1,029.00 per month, effective September 7, 1977.
12. Helen S. Brinkmann, Clerk Typist II, Interdisciplinary Studies, Grade 5, Step 1, \$400.00 per month (50%) effective August 30, 1977.

13. Julie Kuno, Switchboard Operator Substitute, Grade 2, Step 1, \$4.44 per hour, effective September 1, 1977, on an if-and-as-needed basis.
14. William Gray, Custodian II, Grade 7, Step 3, \$918.00 per month plus 4% per month shift differential, effective September 1, 1977. Mr. Gray replaces Jim Faulkner who was approved August 1, 1977.
15. Alice E. Gregory, Switchboard Operator, Grade 2, Step 1. \$373.00 per month (50%), effective September 1, 1977. Ms. Gregory will be on leave without pay during class break periods when switchboard is not open at night.
16. Victoria A. Ritorto, Clerk Typist I, Veterans' Affairs Office, Grade 1, Step 1, \$4.12 per hour (29 hours per week), effective August 30, 1977.
17. Peter Ballinger, Groundskeeper Substitute, Grade 6, Step 1, \$4.875 per hour, effective September 1, 1977, on an if-and-as-needed basis.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Change of Status/Reclassification

18. Dennis Dean Rupp, Safety Officer, Grade 12, Step 4, \$1,121.00 per month plus 4% per month shift differential, effective September 6, 1977. Officer Rupp is currently classified as a 75% employee.
19. Barbara Cohen, reclassification from Account Clerk I to Account Clerk II in the Business Office, Grade 9, Step 2, \$918.00 per month, effective July 1, 1977.
20. Janet Simonetti, reclassification from Data Control Clerk to Data Processing Specialist, Grade 10, Step 4, \$1,029.00 per month, effective July 1, 1977.
21. Cecilia J. Hicks was reclassified to Departmental Secretary in the Reclassification Schedule - Classified Employees 1977-78 approved by the Board of Trustees on July 11, 1977. This Board action was amended and Ms. Hicks retains her classification as Clerk Typist II, Office of Instruction/ Continuing Education.
22. Lola Attinger, reclassification from Instructional Aide to Technician, Typing Learning Center, Grade 8, Step 3, \$939.00 per month, effective July 1, 1977.
23. Gertrude Powers, reclassification from TLC Technician to Technician, Typing Learning Center Assistant, Grade 5, Step 1, \$800.00 per month, effective July 1, 1977.
24. Dixie Sandahl, reclassification from TLC Technician to Technician, Typing Learning Center Assistant, Grade 5, Step 4, \$918.00 per month, effective July 1, 1977.

25. Donna M. Dyess' request for resignation, effective August 15, 1977, which was approved by the Board of Trustees on August 1, 1977, was changed to one month's personal leave without pay from August 15 to September 15, 1977, pending a decision to relocate in Oregon. Ms. Dyess is a Data Control Specialist.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Employment - CETA, Title VI

26. The following were employed under CETA, Title VI to one-year positions, subject to the availability of funds, effective August 15, 1977.

Nuel Belnap	Landscape Assistant	\$760.00/Month
Robert Chandler	Landscape Assistant	\$760.00/Month
Luther Haynes	Tutorial Assistant	\$693.00/Month
Diane Magness	Tutorial Assistant	\$693.00/Month
Joe Pekors	Landscape Assistant	\$760.00/Month
JoAnn Sanchez	Tutorial Assistant	\$693.00/Month
Pat Sandrol	Library Aide Assistant	\$709.00/Month
Dolores Schultz	Tutorial Assistant	\$693.00/Month
Sandra Schoonover	Library Aide Assistant	\$709.00/Month

Employment - Student Employees

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

Christine Anthony	Hoanh Nguyen
John R. Cadra, Jr.	Joseph F. Peck
*Caryn Jane Cohen	Patti Pietsch
Lorraine M. Davis	Rene Pusaten
Lisa Dunlap	Dianne Ruiz
Jesse Gomez	Virginia L. Schmidt
Jesus Gonzales	William M. Schmidt
Linda Christine Grotts	Paul T. Schreiber
Ginger Hancock	Craig Stahl
Mary Beth Haynes	Warner L. Terry
Sandra Henby	Cindy Ann Tully
Majid N. Najm	

*Caryn J. Cohen is the daughter of Barbara Cohen, Account Clerk II in the Business Office.

Employment of Clerks - Short Term - 1977-78

28. The following were employed as Clerks - Short Term - on an as-needed basis at the rate of \$3.25 per hour, effective August 8, 1977. The hours will be determined by the appropriate administrator and budget.

Wilson K. Abbott	Linda F. Lacaze
Lucy A. Brown	Charleen E. Mercer
Kenneth A. Gebert	Lyn J. Meredith
Roberta G. Haley	JoAnn G. Sanchez
Constance M. Harrington	Mary K. Sloan
Diana Kurach	Harold R. Tucker
Harry I. Kurach	

Employment of Physicians

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

29. Dr. William Hauser will be added to the Mental Health Team at the Student Health Center. He will be compensated for his services at the rate of \$30.00 per hour, effective August 23, 1977.
30. William Lyon, currently employed as Health Center Physician, will be employed as Team Physician for the 1977-78 academic year, not to exceed \$1,000.00 for this period, effective August 15, 1977.

-CONTINUED-

Resignation/Termination

31. Sue Jacobson, Clerk Typist II (hourly), Veterans' Affairs Office, effective July 19, 1977. Ms. Jacobson has accepted a position at Hoag Memorial Hospital.
32. Beverly Moore, Departmental Secretary, Division of Business Sciences, effective August 19, 1977. Mrs. Moore has accepted a position in Irvine.
33. Geoffrey Patterson, CETA Title VI, effective August 3, 1977.
34. Dan Armstrong, Community Information Director, effective September 16, 1977. A copy of his letter of resignation was presented to the Members of the Board of Trustees with the Agenda.

The following Consultants were unanimously appointed:

CONSULTANTS

1. Hugh R. Paul's appointment as radio consultant was ratified, effective July 1, 1977. Mr. Paul provides radio engineering services for the operation of the College radio station, KSBR, at a fee of \$250.00 per month, a total of \$3,000 for the fiscal year.
2. Donald Butcher was appointed as a consultant for the Football Program at a fee not to exceed \$1,000.
3. The following individuals were appointed as consultants for scouting purposes for the 1977-78 athletic season, at a fee of \$25.00 per assignment:

Marshall Adair
Pat Bandy
Don Butcher
Don Cawthon
Harlon Chambers
Bill Cunerty
Cliff Delano
Bill Egan
Jim Ferguson
Chris Hector
Steve Johnson
Tony Leon

Rudy Lucindi
Doug Mercer
Doug Minner
Mac Moore
John Murio
Eric Patton
Paul Pedigo
Bill Rolfe
Carl Schiller
Vern Wagner
Brian Whitebread
Bill White

The following payment requests, submitted by Robert F. Waldron, Legal Consultant, were unanimously approved:

PAYMENTS TO
CONSULTANTS

1. <u>July Services - Ramberg and Lowrey Matter, Case # 21 60 01</u>	
3.6 hours at \$85.00	\$ 306.00
2. <u>July Services - Fume Disposal Matter</u>	
0.7 hours at \$85.00	<u>59.50</u>
Total	\$ 365.50

The following progress payments were unanimously ratified as presented:

PROGRESS
PAYMENTS

1. Site Development - Upper Campus

Progress Payment Request Number 1 - Shirley Brothers, Inc.
Contract Amount - \$511,000.00

Total due on earned to date	\$ 79,500.00
Less 10% Retention	<u>7,950.00</u>
Net due on earned to date	\$ 71,550.00
Less previous payments	<u>-0-</u>
Amount due this request	\$ 71,550.00

2. Child Care Center

Progress Payment Request Number 2 - Clifford L. Thompson
Revised Contract Amount - \$26,850.68 Construction

Total due on earned to date	\$ 25,610.61
Less 10% Retention	<u>2,561.06</u>
Net due on earned to date	\$ 23,049.55
Less previous payments	<u>12,037.14</u>
	\$ 11,012.41

3. Electric Service and Lighting - Upper Interim Campus, Parking Lots and Loop Road

Progress Payment Request Number 1 - A & B Electric
Contract Amount - \$104,970.00

Amount due on earned to date	\$ 41,864.40
Less 10% retention	<u>4,186.44</u>
Net due on earned to date	\$ 37,677.96
Less previous payments	<u>-0-</u>
Amount due this request	\$ 37,677.96

4. Electronic System - Music Arts Facility

PROGRESS
PAYMENTS

Progress Payment Request Number 5 - Hannon Engineering, Inc.
Contract Amount - \$234,610.00

-CONTINUED-

Amount due on earned to date	\$176,916.00
Less 10% retention	17,691.60
Net due on earned to date	\$159,224.40
Less previous payments	84,919.58
Amount due this request	\$ 74,304.82

Purchase Orders 29966 through 30585, totaling \$1,135,856.46, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE
ORDERS

Also approved was a report of changes to purchase orders approved since July 1, 1977, at previous meetings of the Board of Trustees.

District Warrants 36385 through 36885, totaling \$625,287.48 were unanimously approved and ratified for payment.

DISTRICT
WARRANTS

Payment of personnel services were unanimously ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Certificated Payroll	1A*	\$537,754.61
Classified Payroll	1B*	\$211,947.26
		\$749,701.87

*Constitutes the payroll identification of certificated and classified employees paid in this period, named on the lists on file in the Business Office.

The following outdated warrant has been voided by the Orange County Treasurer's Office. It was unanimously agreed to authorize the District to issue a new warrant in payment of this obligation.

AUTHORIZATION
TO REISSUE
WARRANT

Robert A. Lombardi
Warrant 32270, dated January 3, 1977 - \$150.00

The Code of Ethics for Saddleback Community College District Trustees was presented for a first reading, for information.

CODE OF ETHICS

This Code of Ethics had been prepared by a committee appointed and assigned by Trustee Taylor, President of the Board of Trustees of the Saddleback Community College District: Trustee Eugene C. McKnight, Committee Chairman, and Trustee Robert L. Price, Committee Member.

Trustees Berry and Brandt expressed their feelings that this document need not be signed.

Trustee Brandt suggested that the following additions be made to the Code of Ethics:

CODE OF ETHICS

To render all decisions based on issues, not personal conflicts.

To be honest with other Board Members.

Trustee Taylor requested that all suggestions for revisions to the Code of Ethics be submitted and that it would then be presented to the Board of Trustees for further discussion and, ultimately, for adoption.

INFORMATION

Nominees to fill the nine vacancies on the California School Boards Association Delegate Assembly, Region 20, were considered.

CALIFORNIA SCHOOL BOARDS ASSOCIATION - 1977 DELEGATE ASSEMBLY ELECTIONS, REGION 20

As ballots need not be postmarked before September 30, 1977, to be valid, this matter will be discussed in more detail at a future Board Meeting.

It was decided that Trustee Brandt and Trustee Taylor would prepare a statement supporting Trustee Watts, the candidate of the Saddleback Community College District, which will be sent to each Community College District.

INFORMATION

It was recommended that the following guest lecturers be approved:

PUBLIC PROGRAMS AND COMMUNITY SERVICES

<u>Event</u>	<u>Guest</u>	<u>Honorarium</u>
Film Lecture	Dr. Von Leydon, Larincologist	\$ 125.00
Lecturer	Helen McComas, Voice Teacher	125.00
August 26 - February 4	Charles M. Castagno	\$2,000.00

To design and construct costumes for the Theatre season through the production of "Man of LaMancha".

It was further recommended that the proposed list of coordinators and lecturers, and their fees, for the Fall, 1977, Forum Series be approved. A copy of this list is on file with these Minutes.

Trustee Price stated that he had removed this item from the Consent Calendar because he feels that it deserves more consideration. He noted that it includes more than a \$23,000 expenditure of funds.

A motion was made by Trustee Greinke, seconded by Trustee Berry and unanimously carried, to approve the Public Programs and Community Services as outlined above.

APPROVED

The Senior Citizens' Gold Card Program was presented for information. This Program would enable senior citizens to participate in college programs at reduced admission prices. The program will be presented for approval at the next Board Meeting.

SENIOR
CITIZENS'
GOLD CARD
PROGRAM -
INFORMATION

In complying with Title 5, Regulations on Open Courses, an Open Enrollment Policy was presented for information. Approval of this new Board Policy will be requested at the next Board Meeting.

BOARD POLICY:
REGULATIONS
ON OPEN COURSES -
INFORMATION

It was recommended that the Board of Trustees approve submission of an application for the following grant:

GRANT

Fixed Income Counseling Grant - Action Agency
Grant Amount: \$35,000

FIC Grant monies will be made available by the U. S. Government through the ACTION Agency. This grant is directed toward providing aid to all persons on fixed incomes or those persons who have income at the poverty level (i.e. below \$10,000 per year per a family of 5). The program seeks to aid these persons in consumer affairs, transportation, housing, etc., through classes. In addition it will find expert volunteer assistance to aid specific individuals on a one-to-one basis.

Permission to submit an application for the grant will be requested at the next Board Meeting.

INFORMATION

It was recommended that the Associated Student Body Budget for 1977-78 be approved as presented. A copy is on file with these Minutes.

ASSOCIATED
STUDENT BODY
BUDGET FOR
1977-78

Trustee Price stated that he had requested that this item be removed from the Consent Calender in order to request further information. He asked if this budget is separate from the regular budget. He was informed that it is, that these are Associated Student Body funds.

Trustee Greinke suggested that funds be transferred from a checking account to a savings account on a regular basis in order to earn interest on funds not being immediately utilized.

Trustee McKnight suggested that the Dean of Students prepare a letter of appreciation to the Associated Student Body for its donation of \$480.00 to the Child Care Center.

A motion was made by Trustee Price, seconded by Trustee Watts and carried, to approve the Associated Student Body Budget for 1977-78 as presented.

APPROVED

Trustee Brandt was not present when the vote was taken.

Board Policy 5401, Rules and Regulations for Student Behavior, has been revised and was presented for information. Approval of this revised Board Policy will be requested at the next Board Meeting.

REVISED
BOARD POLICY
5401 -
INFORMATION

It was recommended that Curtis L. McLendon, Chemistry Instructor, be employed as a certificated instructor for the 1977-78 academic year, effective August 22, 1977. Class V, Step 4.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

It was further recommended that the Board of Trustees approve the following Coordinators for the 1977-78 academic year. These positions were authorized by the Board of Trustees on June 13, 1977.

Interdisciplinary Studies Coordinator	Jody Hoy	10 months	
In-Service Coordinator	Joyce Arntson	10 months	
Writing/Study Skills Center Coordinator	Patricia Grignon	10 months	
Marine Science Institute Coordinator	John Minch	10 months	(ADDENDUM)

It was recommended that Larry Knuth be assigned as the Assistant Track Coach, effective January 1, 1978, at the appropriate salary on the Coaches Salary Schedule. Mr. Knuth is a contractual instructor in the Division of Humanities and Languages.

Trustee McKnight stated that he had requested that Certificated Personnel Regular Actions be removed from the Consent Calendar in order to request that additional time be allotted to consider these recommendations, referring to the addendum presented this evening.

A motion was made by Trustee Greinke, seconded by Trustee Watts and unanimously carried, to approve the Certificated Personnel - Regular Actions as presented.

APPROVED

It was recommended that job specifications be approved as presented for the following positions, and that authorization be granted to proceed with the recruitment and the interviewing of applicants.

JOB SPECIFICATION

Gallery Director - Grade 14 - \$982 - \$1,237

Photographer/Sports Information Director - Grade 14 - \$982 - \$1,237 (ADDENDUM)

Community Services Assistant/Information Director - Classified Management Salary Schedule - Class III (ADDENDUM)

It was requested that the salary proposed be noted on all future recommendations.

Mr. LaBonte, Division Director of Fine Arts, was present to respond to questions concerning the Gallery Director. He stated that this is intended to be a 20-hour per week position.

In response to questions, it was noted that nine and one-half positions which were budgeted have not been filled. Transfers might be requested from the general classified contingency fund or from the general contingency fund as needed in the future.

JOB
SPECIFICATIONS
-CONTINUED-

A motion was made by Trustee Brandt, seconded by Trustee McKnight and unanimously carried, to approve the job specifications as presented, and that authorization be granted to proceed with the recruitment and the interviewing of applicants.

APPROVED

It was recommended that the following gifts be accepted by Saddleback College for its Child Care Center Playground:

GIFTS

<u>Donor</u>	<u>Gift</u>
George Miller and Associates	\$308.30 - proceeds from the Cut-a-thon sponsored by the Associated Student Body, with services provided by George Miller and Associates.
Latter Day Saints Association	Tires for the playground area collected and delivered by this Saddleback College group.
Saddleback Wholesale Electric	Cable spools
Storer T.V.	Cable spools
Mission Viejo Company	\$100.00
ASB	\$45.50 - proceeds from its Disco Dance.
Charles McLaughlin	\$29.00 - proceeds from Cut-a-thon activities.
Stacey York and Elizabeth Swanson	These two students have been active in planning the playground activities and soliciting gifts to be used at the Child Care Center playground.

The list of gifts was read by Trustee McKnight to those present.

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

ACCEPTED

Donors will be notified by a letter of acceptance and a Certificate of Appreciation will be issued.

The California Community Colleges Board of Governors Five-Year Plan (1977-82), a copy of which was presented to each Trustee at the Board Meeting held on August 16, 1977, was suggested for discussion.

CALIFORNIA
COMMUNITY
COLLEGES

Superintendent/President Lombardi read a brief outline of the Plan which he had prepared. A copy was given to each Trustee and a copy is on file with these Minutes.

BOARD OF GOVERNORS - FIVE-YEAR PLAN 1977-82

This item will be discussed in more detail at future Board Meetings.

DISCUSSION

The following reports had been forwarded to the Members of the Board of Trustees for information:

1977-78 BUDGET

1. Adopted Annual Financial and Budget Report, CCAF 311.
2. District Developmental Budget Report, with a breakdown by individual account number.

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

INFORMATION

A Preliminary Title Report, prepared by The First American Title Insurance Company, had been forwarded to the Members of the Board of Trustees and a copy is on file with these Minutes. Pursuant to the Sale and Purchase Agreement, the District must indicate its disapproval of the Preliminary Title Report within ten days after receipt; said report was received on August 22, 1977, at 10:43 a.m.

TUSTIN/ IRVINE SATELLITE

A copy of said report had also been forwarded to the firm of Williamson and Schmid, who are serving as the District's engineers, for review and comment. A response, dated August 26, 1977, had been received. A copy was given to each Member of the Board of Trustees and a copy is on file with these Minutes.

It was recommended that the Preliminary Title Report be approved, subject to conditions determined by Williamson and Schmid.

A motion was made by Trustee Price, seconded by Trustee Greinke and unanimously carried, to approve the Preliminary Title Report subject to conditions determined by Williamson and Schmid.

PRELIMINARY TITLE REPORT APPROVED

The following change orders were submitted for approval:

CHANGE ORDERS

1. Change Order Number 11 - Music Arts Facility

Change Order Number 11 covers 9 items with a net increase in cost of \$8,768.00. Any time extension required is to be determined at a later date. Present date of completion is July 28, 1977.

Original Contract Price		\$2,940,500.00
Previous Change Orders	Add	120,852.00
This Change Order	Add	8,768.00
Revised Contract Price		<u>\$3,070,120.00</u>

2. Change Order Number 3 - Upper Campus Site Development

Change Order Number 3 covers 3 items with a net increase in cost of \$12,050.00. Any time extension required is to be determined at a later date. Present date of completion is August 15, 1977.

Original Contract Price		\$ 511,000.00
Previous Change Orders	Add	64,580.00
This Change Order	Add	9,043.00
Revised Contract Price		<u>\$ 584,623.00</u>

3. Change Order Number 1 - Upper Campus Electrical Service

Change Order Number 1 covers 3 items with a net increase in cost of \$3,667.00. No time extension is requested. Present date of completion is August 15, 1977.

Original Contract Price		\$ 104,970.00
This Change Order	Add	3,667.00
Revised Contract Price		<u>\$ 108,637.00</u>

4. Change Order Number 1 - Upper Campus Student Quad Building Remodel

Change Order Number 1 covers 1 item with a net increase in cost of \$1,640.00. No time extension is requested. Present date of completion is August 15, 1977.

Original Contract Price		\$ 19,777.00
This Change Order	Add	1,640.00
Revised Contract Price		<u>\$ 21,417.00</u>

5. Change Order Number 2 - Child Care Center

Change Order Number 2 covers 5 items with a net increase in cost of \$3,886.00. No time extension is requested. Present date of completion is September 8, 1977.

Original Contract Price		\$ 25,316.00
Previous Change Order	Add	1,534.68
This Change Order	Add	3,886.00
Revised Contract Price		<u>\$ 30,736.68</u>

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to approve the Change Orders as submitted.

APPROVED

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-2245 - Agriculture Supplies - Agriculture	
	J. M. McConkey and Company, Inc.	\$ 553.37
	George Ball Pacific, Inc.	1,038.65
	California Liquid Fertilizer	1,265.26
		<u>\$ 2,857.28</u>
2.	Bid Number R-2271 - Blood Cell Counter - Natural Science - Biology	
	VWR Scientific	\$ 1,600.84
3.	Bid Number R-03109 - Nursing A/V - Health Sciences	
	Lanier Business Products	\$ 1,687.52
4.	Bid Number R-02276 - ECG Trainer - Natural Science - Biology	
	Armstrong Industries, Inc.	\$ 1,425.70
5.	Bid Number R-16880 - Soil Testing for Northern Site - Unassigned	
	Irvine Soils	\$ 2,800.00
6.	Bid Number R-16872 - Soil Testing for Swimming Pool Unassigned	
	Irvine Soils	\$ 1,200.00
7.	Bid Number R-1746 - Ledger Files - Admissions and Records	
	McMahan Desk, Inc.	\$ 4,680.96
8.	Bid Number 327 - Forklift - Purchasing	
	Cal-Lift, Inc.	\$16,557.34
9.	Bid Number R-04731 - Key punch - Mathematics & Engineering	
	IBM Corporation	\$ 1,450.08
10.	Bid Number R-02275 - Biology Equipment - Natural Science Biology	
	Narco Bio-Systems, Inc.	\$ 2,296.43
11.	Bid Number 321 - TV Equipment - Library - T.V. Studio	
	Tektronix, Inc.	\$ 5,127.83
	Grass Valley Group	15,407.10
		<u>\$20,534.93</u>

12. Bid Number R-2244 - Agriculture Equipment - Agriculture
- | | | |
|----------------------------------|----|-----------------|
| Knox Industrial Supplies | \$ | 826.80 |
| Smith Precision Products Company | | <u>967.78</u> |
| | \$ | <u>1,794.58</u> |
13. Bid Number R-1342 - Radio/TV Supplies - Radio/TV/Film - Occupational Programs
- | | | |
|-------------------------------|----|-----------------|
| Dick Utz and Associates, Inc. | \$ | 54.95 |
| Riggins Electronic Sales | | 228.32 |
| Cal's Cameras, Inc. | | 280.56 |
| PRC Corporation | | 300.29 |
| Bel Air Camera & Hi-Fi | | 445.36 |
| Redlands Camera | | <u>1,158.58</u> |
| | \$ | <u>2,468.06</u> |
14. Bid Number 296 - Athletic Equipment - Athletics
- | | | |
|--------------------------|----------------|--------------------|
| Outdoor Products Company | This Award | \$ 5,554.40 |
| | Previous Award | <u>529.87</u> |
| | Total | \$ <u>5,024.53</u> |
15. Bid Number R-14474 - Library A/V Equipment - Library - Audio Visual
- | | | |
|-------------------------------|----|-----------------|
| Dick Utz and Associates, Inc. | \$ | 862.50 |
| Photo and Sound Company | | <u>1,379.29</u> |
| | \$ | <u>2,241.79</u> |
16. Bid Number R-12597 - Graphic Arts Equipment - Vocational Unassigned Programs
- | | | |
|-------------------------------------|----|-----------------|
| Leach Printers Supply Company, Inc. | \$ | 863.37 |
| Sigurdson Folding Machine Service | | 1,007.00 |
| Smart Supply Company | | <u>2,120.53</u> |
| | \$ | <u>3,990.90</u> |
17. Bid Number R-17043 - Transformers - Upper Campus Pepsio Trailers
- | | | |
|-------------------------|----|----------|
| Pepsio Building Systems | \$ | 1,200.00 |
|-------------------------|----|----------|

Presented for ratification:

1. Bid Number 324 - A/V Shelving and Storage - Library - A/V (Awarded 08-03-77)
- | | |
|------------------------------------|-------------|
| St. Charles of Southern California | \$11,895.00 |
|------------------------------------|-------------|

2. Bid Number 319 - Language and Humanities Equipment
(Awarded 08-05-77)

Cincinnati Time Equipment Company, Inc.	\$ 306.34
Instructional Materials and Equipment Dist.	452.98
Inland Networks, Inc.	745.18
Audio Graphic Supply	4,904.61
	<u>\$ 6,409.11</u>

3. Bid Number 323 - Stores Supplies - Purchasing - Stores
(Awarded 08-03-77)

Palm Stationers	\$ 896.54
Blake, Moffitt and Towne	908.31
Eastman, Inc.	2,633.06
Boise Cascade	4,452.66
Pioneer Stationers, Inc.	5,207.32
	<u>\$14,097.89</u>

4. Bid Number R-12745 - Printing of Fall Schedule - Continuing
(Awarded 08-03-77) Education

Lienett Company, Inc.	\$ 2,544.00
-----------------------	-------------

5. Bid Number R-14551 - Secretarial Desk - Community Services
(Awarded 08-03-77)

Allied Commercial Interiors	\$ 2,155.72
-----------------------------	-------------

6. Bid Number 71077 - Demolition in Buildings - Unassigned
(Awarded 08-05-77)

Clifford L. Thompson Construction	\$ 3,900.00
-----------------------------------	-------------

7. Bid Number R-18697 - Printing of Forum Series Brochure -
Community Services - Publication
(Awarded 08-05-77)

Smith Printers	\$ 8,458.80
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8. Bid Number R-14555 - Filing Cabinet - Community Services
(Awarded 08-03-77)

McMahan Desk, Inc.	\$ 1,433.12
--------------------	-------------

9. Bid Number R-01569 - Lumber - Agriculture
(Awarded 08-08-77)

Walt Taylor Lumber Company	\$ 3,729.08
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10. Bid Number R-01636 - Refinishing of Floors in the Gym -
Maintenance and Operations
(Awarded 08-10-77)

Lenzi M. Allred	\$ 2,500.00
-----------------	-------------

- | | | |
|-----|---|-----------------------|
| 11. | Bid Number R-05749 - Repainting and Construction of
New Signs - Asst. Supt., Gen. Dev.
(Awarded 08-11-77) | AWARDS
-CONTINUED- |
| | Trotter Sign Company | \$ 5,000.00 |
| 12. | Bid Number R-12118 - Ceramic Supplies - Fine Arts - Ceramics
(Awarded 08-15-77) | |
| | Westwood Ceramic Supply Company | \$ 1,526.23 |
| 13. | Bid Number R-16883 - Installation of Carpeting - Unassigned
(Awarded 08-15-77) | |
| | Harlow Carpets, Inc. | \$ 3,488.00 |
| 14. | Bid Number 328 - Trenching and Electrical Work - Unassigned
(Awarded 08-15-77) | |
| | A & B Electric | \$ 7,575.00 |
| 15. | Bid Number R-00403 - Return of Materials and Equipment -
Unassigned
(Awarded 08-22-77) | |
| | Lyons Moving and Storage | \$ 2,230.91 |
| 16. | Bid Number 329 - Remodeling of Campus Information Center -
(Awarded 08-24-77) | Unassigned |
| | Miles and Kelley Construction Company | \$12,360.00 |

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

APPROVED

A list of memberships recommended for 1977-78 was submitted for approval, together with a list of memberships approved during the 1976-77 fiscal year.

MEMBERSHIPS

Trustee Greinke requested that this item be tabled, as it had been distributed prior to the start of the meeting, not allowing sufficient time to thoroughly review the recommendation.

A motion was made by Trustee Greinke, seconded by Trustee Berry and carried, to table the Memberships recommendation at this time.

TABLED

A roll call vote was taken:

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

Approval was recommended of the following requests for payment for architectural services submitted by William Blurock and Partners, Architects.

PAYMENTS TO
THE ARCHITECT

1. Upper Campus Relocation Projects

Revised Estimated Project Cost - \$1,015,060.00
Fee at 8% - \$81,205.00 (Contract dated 10-18-76)

Due on account to date:

Grading	100%	\$10,800.00
Parking Lots/Landscaping	90%	41,442.00
Parking Lot Lighting	90%	7,558.00
Building Relocation	90%	10,765.00
Building Rehabilitation	90%	3,600.00
Total earned to date		<u>\$74,165.00</u>
Less previous payments		54,528.00
Amount due this request		<u>\$19,637.00</u>

2. Northern Satellite Campus

Estimated Project Cost - \$2,900,000.00
Fee = \$204,000.00 (Article IX, A.1., Contract dated 10-18-76)

15% due on account to date	\$30,600.00
Less previous payments	-0-
Amount due this request	<u>\$30,600.00</u>

3. Information Center

Estimated Project Cost - \$20,000.00
Fee at 8% = \$1,600.00 (Article IX, A.4.b., Contract dated 10-18-76)

90% due on contract to date	\$ 1,440.00
Less previous payments	-0-
Amount due this request	<u>\$ 1,440.00</u>

4. Campus Signs

Estimated Project Cost - \$20,000.00
Fee at 8% = \$1,600.00 (Article IX, A.f.a., Contract dated 10-18-76)

80% due on contract to date	\$ 1,280.00
Less previous payments	-0-
Amount due this request	<u>\$ 1,280.00</u>

5. Interiors

Relocatable Faculty Offices
Fee at 8% of \$26,000 = \$2,060.00

80% due on contract to date	\$ 1,664.00
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5. Interiors - Continued

PAYMENTS TO
THE ARCHITECT

Library Career Center Furnishings
Fee at 8% of \$30,000 = \$2,400.00

-CONTINUED-

50% due on contract to date \$ 1,200.00

Amount due this request \$ 2,864.00

6. Landscape Avery Entrance to Gym

Direct costs x 1.1 (Article VIII, B.3., Contract dated 10-18-76)

F. Radmacher Associates, Landscape Architects:

\$2,145.27 x 1.1 = \$ 2,359.80

7. Leased Classroom Building

Direct costs x 1.1 (Article XIX and VIII, B.3., Contract dated
10-18-76)

F. Brown Associates, Electrical Engineers:

\$ 802.52 x 1.1 \$ 882.77

William Blurock and Partners:

\$1,299.00 x 1.1 1,428.90

\$ 2,311.67

Total amount due the Architect: \$60,492.47

Trustee Price stated that he had requested that this item be removed from the Consent Calendar in order to ascertain if the amount due is with or without the cost of the land. He was informed that it is without.

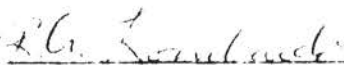
A motion was made by Trustee Watts, seconded by Trustee Greinke and unanimously carried, to approve the requests for payment for architectural services submitted by William Blurock and Partners, as presented.

APPROVED

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

EXECUTIVE SESSION
REGULAR SESSION

No action having transpired in Executive Session, and there being no further business, the Meeting was immediately adjourned until September 12, 1977.


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