

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

October 10, 1977 - 7:30 p.m.
Library-Classroom Complex - Room 212
28000 Marguerite Parkway

Public

The Special Meeting of the Governing Board of the Saddleback Community College District was called to order by Trustee Taylor. Trustee Watts 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. Norrisa 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
Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent: (Excused)

ABSENT

Mrs. Donna C. Berry, Vice-President
Prof. Eugene C. McKnight, Clerk

Prior to the Meeting, beginning at 6:45 p.m., a reception had been held in the Library honoring Mr. Frank H. Greinke, resigning Board Member, and welcoming Ms. Harriett S. Walther, newly appointed Board Member for Trustee Area One, Tustin/Santa Ana.

RECEPTION

Trustee Taylor extended an invitation to Ms. Walther to sit at the Board Table and to observe the meeting.

Trustee Taylor, on behalf of the Board of Trustees, presented a plaque, enscribed as follows, to Trustee Greinke:

PLAQUE PRESENTED
TO TRUSTEE
FRANK H. GREINKE

Frank H. Greinke
Officer and Member
Saddleback Community College District
1975 - 1977
For Faithful Service and Community Support

It was recommended that the following Resolution be adopted by the Board of Trustees:

RESOLUTION -
FRANK H. GREINKE

The Resolution was read to those present by Trustee Watts.

WHEREAS, Frank H. Greinke was elected to the Board of Trustees of the Saddleback Community College District on April 7, 1975, and served the District as a Member of the Board for two and one-half years; and

WHEREAS, Mr. Greinke served as Vice-President of the Board of Trustees during the 1976-77 college year; and

WHEREAS, Mr. Greinke has served tirelessly on the Saddleback Board in representing the residents of the District and particularly those in the Tustin-Santa Ana area, and has remained an active civic leader in the City of Tustin throughout his tenure as a Trustee; and

WHEREAS, Mr. Greinke has been instrumental in the establishment of a satellite site in the northern sector of the College District; and

WHEREAS, Mr. Greinke is moving his business and residence to central California after many years of dedicated service to his community;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Saddleback Community College District extends its deepest appreciation to Frank H. Greinke for his service to the College and to the residents of the College District; and

FURTHER BE IT RESOLVED that the Board of Trustees conveys its sincere wishes to Mr. Greinke for success and happiness as he reestablishes his business and residence.

A motion was made by Trustee Brandt, seconded by Trustee Price and unanimously carried, to adopt the Resolution as presented, with the provision that the voting be continued at the next Board Meeting, thereby giving Trustee Berry and Trustee McKnight, who were absent, the opportunity to vote on this Resolution.

ADOPTED

Trustee Greinke stated that he feels that it has been a tremendous opportunity to serve as a Trustee. He has enjoyed watching Saddleback College grow and he is excited about the northern campus. He stated that it has been a pleasure working with Superintendent/President Lombardi and his staff.

A motion was made by Trustee Greinke, seconded by Trustee Watts and unanimously carried, to adopt the Agenda as presented, with an addendum to Board Report Number 351, Awards.

AGENDA ADOPTED

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to approve the Minutes of the Regular Meeting of September 26, 1977, as presented.

MINUTES OF
09-26-77
APPROVED

Trustee Watts reported on his attendance at the annual meeting of the Nominating Committee for the Orange County Committee on School District Organization. The following nominations were made:

REPORTS AND
COMMUNICATIONS

TRUSTEES

First Supervisorial District	Ray Warren Zita Wessa
Fourth Supervisorial District	Don Daniels
Fifth Supervisorial District	Bob Hurst Thomas Casey

Nominating
Committee -
Orange County
Committee on
School District
Organization

The Fifth Supervisorial District is still open for nominations. Voting will take place on November 16, 1977.

Trustee Watts stated that it was his pleasure to distribute the brochure announcing the Saddleback College North Campus to the Tustin Unified School District and that it had been well received.

North Campus
Brochure

Trustee Brandt reported on her recent attendance at an exciting program sponsored by the Irvine Unified School District which featured Carmen Dragon. Alvin Brightbill, a full-time instructor at Saddleback College, was introduced at this event. She stated that he is very professional and gave a truly beautiful performance.

Alvin Brightbill

Trustee Price commented on the Eighth Annual Convention of the Association of Community College Trustees held in Vancouver, British Columbia, which he had attended recently with Trustee Brandt and Trustee Taylor. He felt that it was worthwhile and extremely successful in helping him to understand the intricate problems involved. It was well planned and the subjects were well chosen. He expounded on two examples: "Community Communication Center" (how to present a case to a public agency) and "Trustees and the Federal and State Government" (concerning legislature).

ACCT
Convention

Superintendent/President Lombardi informed the Board of Trustees that Saddleback College has been successful in its Nursing Program, experiencing another perfect record in the licensing examination for vocational nurses.

SUPERINTENDENT/
PRESIDENT

Nursing Program

On behalf of the administration and faculty, he thanked Trustee Greinke for his efforts on behalf of the Saddleback Community College District.

Thanks Extended
to Trustee Greinke

Dr. Hart reported on two significant change orders expected in the near future:

REPORTS AND
COMMUNICATIONS

1. Hoods for the new kilns in the ceramics yard

SUPERINTENDENT/
PRESIDENT

Originally these kilns had been planned without hoods, because they will be in the open air. The manufacturer, however, suggests adding them, and this must be done in order for the warranty on the kilns to be valid.

-CONTINUED-

Change Orders

2. The Bridge

In accordance with specifications, at the time of construction the depth of the footings was established by an independent soils engineer. The contractor had estimated the depth to be three feet and, in actuality, soil conditions required nine feet of footings. It is felt that the contractor has some obligation to absorb this expense; however, the problem is excessive. The amount is now being negotiated, and the cost to the District will probably be in the range of \$2,000 to \$4,000.

Superintendent/President Lombardi announced that the Gold Cards are now being issued. Fifty cards have thus far been requested by senior citizens.

Gold Cards

He reported on the College Fair held this date at Saddleback College. Forty-five California colleges participated in this annual event, held to assist college and local high school students.

Dr. McKinney, Associate Dean of Instruction/Academic Programs, introduced members of his staff:

Community
Services

Dr. Donald Rickner - Community Services Assistant/
Education Director, and

Mr. Terrance Yapp - Community Services Assistant/
Recreation Director

He gave a brief update on the success of the Forum Series.

Forum Series

Dr. Minch, President of the Academic Senate; Mr. Leslie, President of the Faculty Association; and Mrs. Randall, Chapter President of the California School Employees Association, were present. They did not have a report to present to the Board of Trustees.

ACADEMIC SENATE
FACULTY ASSOCIATION
CSEA

Ms. Greenelsh, President of the Associated Student Body, was present.

ASB

She reported that the ASB Dance, held on Friday, October 7, 1977, and attended by approximately 150 students, had been a successful event.

Ms. Greenelsh announced that on Thursday, October 20, 1977, the Third Annual Blood Bank on Campus will be held for students, faculty and administrators.

REPORTS AND COMMUNICATIONS

ASB

Homecoming is to be held on November 5, 1977, in conjunction with the football game with Citrus College, Saddleback College's chief opponent for the Mission Conference Title.

-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

Trustee Price requested that Board Report Number 353, Consultant, be removed from the Consent Calendar.

AMENDED

Superintendent/President Lombardi requested that Item 5, Change of Reclassification, of Board Report Number 346, Classified Personnel - Regular Actions, be postponed at this time.

AMENDED

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

APPROVED

Attendance at the following conferences, with actual and necessary expenses to be paid:

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

Trustees Wishing to Attend CCJCA Annual Conference
San Francisco
November 6-8, 1977

Trustees Wishing to Attend Annual ACSA/CSBA Joint Conference
San Francisco
December 9, 10 and 11, 1977

Attendance at the following meetings, etc., with minimal mileage only to be paid:

Trustee McKnight Meeting with the Architect:
William Blurock
Saddleback College
September 26, 1977

Trustee Taylor Meeting with the Superintendent/
President - Saddleback College
September 28, 1977

Trustee McKnight	Meeting with the Superintendent/ President - Saddleback College September 28, 1977	BOARD OF TRUSTEES - REQUESTS TO ATTEND CONFERENCES, MEETINGS, ETC.
Trustees Wishing to Attend	Village Forum Irvine September 28, 1977	-CONTINUED-

The Certificate of Achievement was unanimously awarded to the following: CERTIFICATES OF ACHIEVEMENT

Jonathan Lee Dice	Administration of Justice - Corrections
Johathan Lee Dice	Administration of Justice - Law Enforcement
Richard L. English	Real Estate
Earl F. Tall	Real Estate
Stephen Ernest Wimer	Real Estate

The Fixed Income Counseling Grant, in the amount of \$35,000, in which Saddleback College will be participating with Rancho Santiago Community College District, was unanimously accepted. GRANT

Approval was granted to submit a renewal application to participate in Federal Student Financial Aid Programs: RENEWAL APPLICATION TO PARTICIPATE IN FEDERAL STUDENT FINANCIAL AID PROGRAMS

1. College Work Study (jobs on campus)
2. Supplemental Educational Opportunity Grant (students in extreme need)
3. National Direct Student Loan Program (loan between the student and the institution)

The following were 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: APPOINTMENT OF EXTENDED DAY/ SUBSTITUTE INSTRUCTORS

<u>Applicant</u>	<u>Highest Degree:</u>	<u>Assignment</u>	<u>Probable Salary:</u>
Baum, Michael G.	Credential (Voc.)	Marine Science	\$18.00/Hour
Cahill, William J.	Credential (Voc.)	Traffic School	\$18.00/Hour
Ives, Robyn	M.F.A.	Art	\$18.00/Hour
Kasparian, Susan	B.A.	Mathematics	\$18.00/Hour
McCann, Lynn D.	M.A.	Speech	\$18.00/Hour

The following, previously employed extended day instructor, was 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 she is qualified:

Crummy, Dorothy	M.S./R.N.	Health Sciences	\$18.00/Hour
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The following classified personnel regular actions, allocated in the 1977-78 budget, were unanimously approved by the Board of Trustees.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Employment

1. William L. Schreiber, Community Services Assistant/Information Director, Classified Management Salary Schedule, Class III, Step 1, \$17,248 annually, effective October 11, 1977. This is a replacement position.
2. Dennis A. Farrell, Community Services Photographer/Sports Information Director, Grade 14, Step 1, \$982 per month, effective October 11, 1977. This is a new position.

Employment - Youth Advisors (CETA)

3. The following were employed as Youth Advisors (CETA) at no cost to the District at 20 hours per week, \$329.60 per month, effective October 12, 1977, through June 30, 1978, depending upon the availability of funds:

Jerre Diane Gibbins
Jimmy Lee Howard

Employment of Clerks - Short Term 1977-78

4. The following were employed as Clerks-Short Term on an as-needed basis at the rate of \$3.25 per hour, effective September 1, 1977. The hours will be determined by the appropriate administrator and budget.

Jo Jean Brillheart
Diana Kurach
Angela E. Merlino

Change of Reclassification

5. Postponed

Employment - Student Employees

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

Cherie Abbey	Michael R. Garza
Katherine Asher	Rose Greger
Kenneth C. Bingert	Henry Helms
Michelle Blanchard	Lisa Humphrey
Dana Brown	Amanda Kachaturoff
Marca Case	Young Hae Kahn
Albert Cole	Eileen Koch
Albert Ferro	Donna Marcus
Constance Finazzo	Carol Massa

Employment - Student Employees - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

*Jim Mendelson	Kim Partridge
Theresa Mercado	Bruce Perkins
Anna-Maria Miller	Mel Raney
Linda Susan Miller	Harvey Riggs
Rod Miller	Christina Robbins
George Mylonas	David Sheeran
Nguyen Nguyen	Paula Jean Steinborn
Katherine M. Nolan	Zabiholah Toosky
Jeanie Nugent	Carla Tourin
Melinda Ohlman	Beatrice Tran
	Linda Wingfield

-CONTINUED-

*Jim Mendelson is the son of Nadine Mendelson, Departmental Secretary in the Library.

Resignation/Termination

7. Andrew A. Buco, Mathematics and Engineering Technician (50%), effective October 13, 1977.

The following job specifications, for which monies have been budgeted, were unanimously approved and authorization was granted to proceed with the recruitment and the interviewing of applicants:

CLASSIFIED
PERSONNEL -
JOB SPECIFICATION

Child Care Center

Child Care Center Assistant I
Child Care Center Assistant II
Child Care Center Receptionist/Clerk I

Office of Admissions and Records

Data Processing Specialist - Admissions and Records

Job Specifications are on file in the Office of Administrative Services.

The Student and Intercollegiate Athletic Accident Insurance Program for 1977-78 was unanimously approved as presented, (the Proposal is on file with these Minutes), and payment of the following premiums was unanimously authorized:

STUDENT
ACCIDENT
INSURANCE

Student/Athletic Accident Coverage (Great Commonwealth Life Insurance Company)	\$23,250.00
Catastrophe Coverage for Athletes (St. Paul Fire and Marine Insurance)	700.00
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Total	\$23,950.00

The following progress payment requests were unanimously approved: PROGRESS
PAYMENTS

1. Music Arts Facility

Progress Payment Request Number 17 - Shirley Brothers, Inc.
Revised Contract Amount - \$3,061,352.00

Total due on earned to date	\$2,630,024.49
Less 10% Retention	263,002.45
Net due on earned to date	<u>\$2,367,022.04</u>
Less previous payments	2,230,408.40
Amount due this request	<u>\$ 136,613.64</u>

2. Site Development - Upper Campus

Progress Payment Request Number 3 - Shirley Brothers, Inc.
Revised Contract Amount - \$575,575.00

Total due on earned to date	\$ 418,875.10
Less 10% Retention	41,887.51
Net due on earned to date	<u>\$ 376,987.59</u>
Less previous payments	316,669.68
Amount due this request	<u>\$ 60,317.91</u>

3. Mechanical System Remodeling - Science-Mathematics Building

Progress Payment Request Number 4 - ACR Mechanical Corporation
Revised Contract Amount - \$198,005.00

Total due on earned to date	\$ 164,453.00
Less 10% Retention	16,445.30
Net due on earned to date	<u>\$ 148,007.70</u>
Less previous payments	97,584.30
Amount due this request	<u>\$ 50,423.40</u>

4. Reworking Air Conditioning System - P.E. Complex Locker Room

Progress Payment Request Number 1 - ACR Mechanical Corporation
Contract Amount - \$14,957.00

Total due on earned to date	\$ 13,559.00
Less 10% Retention	1,355.90
Amount due this request	<u>\$ 12,203.10</u>

The following requests for payment for architectural services, PAYMENTS TO
THE ARCHITECT
submitted by William Blurock and Partners, were unanimously
approved:

1. North Campus

Estimated Project Cost - \$2,900,000.00
Fee = \$204,000 (Article IX, A.1., Contract dated 10-18-76)

Amount due on account to date	\$ 69,000.00
Less previous payments	30,000.00
Amount due this request	<u>\$ 39,000.00</u>

2. Swimming Pool

PAYMENTS TO
THE ARCHITECT

Estimated Project Cost - \$699,571.00
Fee = \$48,982.57 (Article IX, A. 3b., Contract dated 01-12-76) -CONTINUED-

75% due on account to date	\$ 36,736.93
Less previous payments	15,000.00
Amount due this request	<u>\$ 21,736.93</u>

Purchase Orders 30873 through 31163, totaling \$102,568.78, were unanimously approved and payment was authorized upon delivery and acceptance of the Item ordered.

PURCHASE ORDERS

Also, a report of changes to purchase orders approved at prior meetings of the Board of Trustees, was also unanimously approved.

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

District Warrants 37340 through 37576, totaling \$793,908.56 were unanimously approved and ratified for payment.

PAYMENT OF BILLS

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

Payment of personnel services was unanimously ratified as follows:

PAYMENT OF
PERSONNEL SERVICES

Certificated Payroll	3A*	\$ 621,570.58
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*Constitutes the payroll identification of certificated employees paid in this period, named on the list on file in the Business Office.

The following curricular additions were submitted for information. Approval will be requested at the next meeting.

CURRICULAR
ADDITIONS -
FIRST READING

Fine Arts

-INFORMATION-

Music 115	Sound Recording - Theory
Music 116	Sound Recording - Practice
Music 57 A-B	Advanced Piano
Music 113B	Commercial Harmony II
Art 38	African and Oceanic Art

Health Sciences

AH 105	Consumer Health Education
AH 227	Pharmacology and You
AH 233	Advanced Cardiac Arrhythmias
Ger. 140	Family Relationships in Aging
Ger. 160	Middle-age and Aging, A Time for Change

Vocational Technology

GA 209	Vocational Reprographics
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The following guest lecturers were recommended for approval:

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

<u>Event/Date</u>	<u>Guest/Subject</u>	<u>Honorarium</u>
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Grants Writing Workshop - Administrative Services, Ms. Robison

November 4, 1977	Dr. Patricia Walsh	\$150.00
	Expenses:	150.00
	"Grants Writing Workshop for Teachers and Administrators"	<u>\$300.00</u>

Interdisciplinary Studies - Dr. Jody Hoy, IDS Coordinator

October 20, 1977	Dr. Richard Astro	\$ 50.00
	"Steinbeck and the Sea of Cortez"	

November 10, 1977	Dr. Richard Murphy	\$100.00
	"Marine Art Forms"	

Fine Arts Division - Mr. Monte LaBonte, Division Director

"What a Piece of Work is a Man"

December 7, 1977	James Dale Ryan	\$135.00
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Mr. Ryan will present a collage of character sketches and poetry designed to introduce the viewer to the universality and humanity which exists in the works of William Shakespeare.

Recital/Clinic/Concert

November 4, 1977	Fine Arts Brass Quintet Tony Plog, Manager	\$750.00
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This group will present a noon recital followed by an afternoon clinic and an evening chamber concert.

Guest Lecturer for Voice Classes

November 4, 1977	Dr. Hans von Leden	\$150.00
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This was previously approved on August 29, 1977, but the fee was inadvertently listed as \$125.00. Dr. Hans von Leden's standard fee is \$150.00.

He will be presenting a film and lecture on the larynx.

It was recommended that the following coordinators/speakers be approved. The initial series filled quickly and, in order to accommodate the public, it was necessary to offer additional sections of various series.

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

-CONTINUED-

<u>Event/Date</u>	<u>Guest/Subject</u>	<u>Honorarium</u>
<u>Lecture Series</u> - Dr. Doyle McKinney, Associate Dean of Instruction, Community Services		

Color Photography

October 15, 1977	Thomas Lambert	\$300.00
October 22, 1977		
October 29, 1977	Mr. Lambert will be lecturing in	
November 12, 1977	the added section of the Forum Series	
November 19, 1977	on Color Photography.	
October 10, 1977	Jerry Burchfield	\$400.00
October 17, 1977		
October 24, 1977	Mr. Burchfield will lecture in	
October 30, 1977	the added section of the Forum	
November 7, 1977	Series on Color Photography.	
October 17, 1977	Susan Regan	\$300.00
October 24, 1977		
October 31, 1977	Ms. Regan was previously approved	
November 4, 1977	on August 29 for sections of these	
November 14, 1977	lectures. She is presented here	
	for added lectures because her first	
	section is full.	

Bridge

October 27, 1977	Freda Harrison	\$200.00
November 3, 1977		
November 10, 1977	Ms. Harrison will offer an additional	
November 17, 1977	section of bridge.	
October 25, 1977	Mary Kennedy	\$200.00
November 1, 1977		
November 8, 1977	Ms. Kennedy was previously approved	
November 15, 1977	August 29 for sections of these	
	lectures. She is presented for	
	added lectures because her first	
	section is full.	

Experiencing Theatre

October 6, 1977	Jerry McCullough	\$200.00
October 21, 1977		
November 18, 1977	Mr. McCullough was previously approved	
December 11, 1977	August 29 for sections of these lectures.	
	He is presented here for added lectures	
	because his first section is full.	

It was recommended that the following additional guest lecturers be approved:

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

<u>Event/Date</u>	<u>Guest/Subject</u>	<u>Honorarium</u>
<u>Lecture Series</u> -	Dr. Doyle McKinney, Associate Dean of Instruction Community Services	

-CONTINUED-

Bridge

October 25, 1977	Margo Pagter	\$200.00
November 1, 1977		
November 8, 1977	Ms. Pagter will assist Mary Kennedy in the added brige sections.	
November 15, 1977		
October 25, 1977	Anita James	\$200.00
November 1, 1977		
November 8, 1977	Ms. James will teach an added bridge section.	
November 15, 1977		

Rape: Myths and Realities

October 14, 1977	Tanny Koeppel	\$ 25.00
October 21, 1977		
	Ms. Koeppel will speak on "Procedures and the Law" and "Perspectives for the Future"	

Gemology

October 12, 1977	Philip Strong	\$ 50.00
October 19, 1977		
October 26, 1977	Mr. Strong will be assisting David Ascher with the existing Forum Series.	

Health Care in the Mid-Seventies: A Holistic Approach

November 14, 1977	Dr. David Bressler	\$250.00
	"The Inner Way to Pain Control"	

It was recommended that the following Lecture Series replacements be approved:

Discipline is Love: Is Your Child Getting His Share?

October 8, 1977	Dr. Steve Savlov	\$300
October 15, 1977		
October 22, 1977	(Lecture replacement for Mary Ruth McDonald)	
October 29, 1977		

Lecture Series - Continued

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

Event/Date Guest/Subject Honorarium

Diabetes and You

-CONTINUED-

September 20, 1977 Dr. Herbert Rettinger \$100.00

(Lecture replacement for
Dr. Terry Steinberg)

He will speak on "Urine Testing"
and Administration of Insulin"

Prose Writing

September 19, 1977 Othello Peters \$200.00

September 26, 1977

October 3, 1977 (Lecture replacement for
October 10, 1977 Arnold Hano)

She will speak on "Prose Writing"

A motion was made by Trustee Greinke, seconded by Trustee Watts and unanimously carried, to approve the public programs and community services as presented.

APPROVED

The Members of the Board of Trustees were informed that during the past spring and summer a committee of staff personnel executed Planning Task Number 18, "Alternative Methods of Funding Special Programs and Projects". A copy of this Planning Task had been presented to the Members of the Board of Trustees. The plans developed through this effort have been approved by the Administration and were presented to the Trustees for consideration and adoption.

PLANNING TASK
NUMBER 18 -
ALTERNATIVE
METHODS OF FUNDING
SPECIAL PROGRAMS
AND PROJECTS

CONSIDERATION

It was recommended that the Resolution to accept the Grant Deed for the North Campus site be adopted by the Board of Trustees. This Resolution directs the escrow officer and the School Claims Office, Orange County Department of Education, to accept the deed, order that it be recorded, and issue payment.

RESOLUTION
TO ACCEPT
GRANT DEED

The Resolution was read to those present by Trustee Price.

A motion was made by Trustee Greinke, seconded by Trustee Brandt and unanimously carried, to adopt the Resolution to accept the Grant Deed for the North Campus site as presented.

ADOPTED

Roll Call Vote:

Ayes: Brandt, Greinke, Price, Taylor, Watts

Noes: None

Absent: Berry, McKnight

Abstain: None

A copy of this Resolution is attached to and made part of these Minutes.

Page 14 of 18
10-10-77

The following change orders were submitted for approval:

CHANGE ORDERS

1. Change Order Number 14 - Music Arts Facility

Contractor: Shirley Brothers, Inc.

Change Order Number 14 covers seven items with a net increase in cost of \$4,531.00. Time extensions required will be determined at a later date.

Original Contract Price		\$2,940,500.00
Previous Change Orders	Add	139,786.00
This Change Order	Add	4,531.00
Revised Contract Price		<u>\$3,084,817.00</u>

2. Change Order Number 5 - Upper Campus Site Development

Contractor: Shirley Brothers, Inc.

Change Order Number 5 covers one item with a net increase in cost of \$2,139.00. No extension of time is requested.

Original Contract Price		\$ 511,000.00
Previous Change Orders	Add	78,988.00
This Change Order	Add	2,139.00
Revised Contract Price		<u>\$ 592,127.00</u>

A motion was made by Trustee Brandt, seconded by Trustee Greinke and unanimously carried, to approve the change orders as presented. APPROVED

The following requests for transfer of budget appropriation funds were submitted for approval: TRANSFER OF FUNDS

<u>Department/ Division</u>	<u>Amount</u>	<u>Accounts</u>
Counseling	\$8,670	FROM: Equipment - Mobile Unit TO: Salary - Clerk Typist II, 10 months
Natural Sciences	\$6,000	FROM: Oceanography Supply and Rental Accounts TO: Salary - Natural Sciences Tech. (50%)
Natural Sciences	\$4,500	FROM: Overtime, Student Help, and Supplies TO: Salary - Natural Sciences Tech. (50%)
Math and Engineering	\$4,000	FROM: Instructional Aide, Duplicating, and Supplies TO: Salary - Clerk Typist II (50%)

<u>Department/ Division</u>	<u>Amount</u>	<u>Accounts</u>	<u>TRANSFER OF FUNDS</u>
Humanities and Languages	\$4,000	FROM: Film Rental: Dean of Instruction Clerk TO: Salary - Clerk Typist II (50%)	-CONTINUED-
Academic Programs	\$8,670	FROM: Guest Speakers TO: Salary - Clerk Typist II	
Fine Arts	\$6,000	FROM: Student Help, Dean of Instruction and Fine Arts TO: Salary - Gallery Director (50%)	
Total Amount of Transfers -		\$41,840	

Total Full-Time Equivalent Staff - 4.5

A motion was made by Trustee Greinke, seconded by Trustee Watts and unanimously carried, to approve the transfer of budget appropriation funds as requested. APPROVED

It was recommended that Award Numbers 1 through 15 on the Awards List, a copy of which is attached to these Minutes, 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

It was further requested that Award Numbers 16 through 24 on the Awards List be ratified as presented, each bidder having submitted the low bid meeting all specifications.

A motion was made by Trustee Greinke, seconded by Trustee Brandt and unanimously carried, to approve Award Numbers 1 through 24 on the Awards List, a copy of which is attached to these Minutes, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered. APPROVED

The following recommendations were presented for bids received on Monday, October 10, 1977: ADDENDUM

Bid Number 339 - Site Preparation and Parking Lots, Saddleback College North Campus

<u>Bidder</u>	<u>Base Bid</u>	<u>Sep. Bid #1 Access Roads</u>	<u>Sep. Bid #2 Bus Turn</u>
Shirley Brothers, Inc.	\$557,000	+ \$35,000	+ \$ 8,500
Berry Construction	606,900	20,000	9,000
C. V. Holder, Inc.	593,455	18,650	8,280
Sully-Miller Company	538,887	21,340	10,500
R. J. Ohland	726,642	31,562	7,118

It was recommended that the award be made to Sully-Miller Company for the low base bid amount of \$538,887, and that Separate Bid Numbers 1 and 2 be rejected.

A motion was made by Trustee Watts, seconded by Trustee Greinke and unanimously carried, that the award for Bid Number 339, Site Preparation and Parking Lots, Saddleback College North Campus, be made to Sully-Miller Company for the low base bid amount of \$538,887, and that Separate Bid Numbers 1 and 2 be rejected.

AWARDS
-CONTINUED-
SITE PREPARATION
AND PARKING LOTS

Bid Number 340 - Math-Science Sewer Line Extension

<u>Bidder</u>	<u>Amount of Bid</u>
HPL Mechanical	\$16,937
McKeand Mechanical	16,990

It was recommended that all bids be rejected. Plans and specifications for this project will be revised and new bids will be invited.

A motion was made by Trustee Greinke, seconded by Trustee Watts and unanimously carried, to reject all bids for the Math-Science Sewer Line Extension, and that plans and specifications for this project be revised and that new bids be invited.

SEWER LINE
EXTENSION
BIDS REJECTED

Bid Number 341 - Landscape Screens, Components & Office Furniture - Student Services Center

<u>Bidder</u>	<u>Bid "A" Screens, Components</u>	<u>Bid "B" Furniture</u>
Welch Company	\$9,053.61	\$4,056.07
United Business Interiors	8,304.10	6,260.60

It was recommended that Bid "A" be awarded to United Business Interiors as the low bid meeting specifications. It was further recommended that the awarding of Bid "B" be postponed pending further review of the bids submitted.

A motion was made by Trustee Brandt, seconded by Trustee Watts and unanimously carried, that Bid "A", Landscape Screens and Components for the Student Services Center, be awarded to United Business Interiors, in the amount of \$8,304.10, as the low bid meeting specifications, and that the awarding of Bid "B", Furniture, be postponed pending further review of the bids submitted.

LANDSCAPE SCREENS
AND COMPONENTS -
STUDENT SERVICES
CENTER - AWARDED

It was recommended that Dr. James Miner be retained as a mental health consultant to the CETA Multi-Office Skills participants and to the CETA Graphic Arts participants.

CONSULTANT

Dr. Miner will be compensated for his weekly services at a fee of \$990 for a period of 33 weeks for each of the two CETA programs, or a total of \$1,980. Funding for Dr. Miner's services has already been approved in the 1977-78 CETA grants.

Trustee Price stated that he had requested that this item be removed from the Consent Calendar in order to ask if the District is allowed to hire staff with CETA funds.

Mr. Barletta responded that the request to retain a mental health consultant to the CETA Multi-Office Skills participants and to the CETA Graphic Arts participants is allowed as part of the CETA Grant.

CONSULTANT
-CONTINUED-

Trustee Price requested that a presentation be given to the Board of Trustees concerning the six categories of the CETA Program.

A motion was made by Trustee Brandt, seconded by Trustee Price and unanimously carried, that Dr. James Miner be retained as a mental health consultant to the CETA Multi-Office Skills participants and to the CETA Graphic Arts participants, and be compensated for his weekly services at a fee of \$990 for a period of 33 weeks for each of the two CETA programs, or a total of \$1,980.

APPROVED

A report on a number of legislative bills which have recently been signed by the Governor, and which may affect community colleges, was presented for information. A copy of this report is attached to these Minutes.

LEGISLATIVE
REPORT

INFORMATION

The Board of Trustees convened to Executive Session at 9:00 p.m. and reconvened to Regular Session at 9:15 p.m.

EXECUTIVE SESSION
REGULAR SESSION

The following action had transpired in Executive Session:

On a motion by Trustee Greinke, seconded by Trustee Price and unanimously carried, a law judge will be retained from the Office of Administrative Hearings, State of California, to conduct a hearing in the matter of the recommended dismissal of Robert E. Bollinger, and the Superintendent or the Assistant Superintendent - Business will be authorized to make the necessary arrangements with the Office of Administrative Hearings.

There being no further business, the Meeting was immediately adjourned until November 1, 1977, at 7:30 p.m.

ADJOURNMENT

R. A. Lombardi

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