

SADDLEBACK COMMUNITY COLLEGE DISTRICT
 28000 Marguerite Parkway
 Mission Viejo, California 92692

MINUTES OF THE GOVERNING BOARD

PUBLIC

October 23, 1978 - 7:00 p.m.
 Library-Classroom Complex -- Room 105

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

CALLED TO ORDER

Present:

PRESENT

Mr. Larry W. Taylor, President
 Mr. Robert L. Price, Vice-President
 Prof. Eugene C. McKnight, Clerk
 Mrs. Norrisa P. Brandt, Member
 Mr. John C. Connolly, Member
 Ms. Harriett S. Walther, Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President
 Mr. Roy N. Barletta, Assistant Superintendent-Business Services
 Dr. Edward A. Hart, Assistant Superintendent
 Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

Absent:

ABSENT

Mr. William L. Watts, Member

A motion was made by Trustee Price, seconded by Trustee Walther and unanimously carried, to approve the Agenda as presented, with an addendum to Board Report Number 356, Awards, and the removal of Item Number 1 from Board Report Number 358, Consultants.

AGENDA ADOPTED

AS REVISED

A motion was made by Trustee Walther, seconded by Trustee Brandt and unanimously carried, to approve the Minutes of the Special Meeting of October 9, 1978, as presented.

MINUTES APPROVED

At 7:00 p.m. the Board of Trustees convened to an Executive Session for consideration of the Certificated Employee Master Agreement for 1978-79. No conclusion was reached at that time and deliberations will continue in an Executive Session to be held following the regular session.

EXECUTIVE SESSION

The regular session convened at 7:30 p.m.

REGULAR SESSION

Trustee Taylor presented to Mrs. Jean Vincenzi a perma-plaqued copy of a Resolution which had previously been adopted by the Board of Trustees honoring her as a valued faculty member and commending her for the distinction and recognition she has brought to the District over the years, particularly during her tenure as the Academic Senate of the California Community Colleges President.

REPORTS AND
COMMUNICATIONS

TRUSTEES
Resolution
Presented to
Jean Vincenzi

She accepted it with sincere appreciation for the Board of Trustees' recognition of the Academic Senate of the California Community Colleges.

ASCCC

She stated that she is currently serving as a member of the Chancellor's Advisory Committee, and presented a paper on the October 16 meeting of this Committee for the information of the Trustees.

Chancellor's
Advisory
Committee

Trustee Brandt acknowledged Mrs. Vincenzi's husband, Mr. John Vincenzi, a faculty member at Orange Coast College.

Trustee Walther reported on her attendance at the Region 8, California Community and Junior College Association Delegate Assembly Dinner Meeting on October 19 which was held on the Orange Coast College Campus at the Captain's Table - their own food service facility. Mr. Vincenzi has participated in its inception and its success.

Region 8,
California
Community and
Junior College
Association

Chancellor Craig was the guest speaker at that meeting. In response to her questions concerning the State's discretionary monies, he stated that he plans to distribute two and one-half million dollars in April to meet emergencies, which will be defined by his office, rather than on-going programs.

Chancellor Craig
Speaker

Trustee Walther had visited the chemistry association booth at the Association of Community College Trustees Conference held in Washington, D.C. on October 4-7. She recently received a brochure and applications concerning their program to honor excellence in the instruction of chemistry. She gave them to Dean of Instruction Jay for distribution.

Association of
Community College
Trustees Conferenc

She commented on an article in DAWN Magazine, a copy of which had been provided to her by Mrs. Linda Helm of the Child Care Center. It is a nice article on the Saddleback College Center and is good publicity for the District.

DAWN Magazine
Article -
Child Care
Center

She spoke in opposition to Proposition 6 on the November ballot: School Employees - Homosexuality-Initiative Statute. She quoted excerpts from various articles also in opposition. She stated that she is bringing this matter to the attention of the public as a member of a school board and as a citizen.

Proposition 6
on the November
Ballot

Trustee Price elaborated on the subject. He stated that at an Orange County School Boards Association meeting recently all candidates, with the exception of the sponsor of the proposition, spoke in opposition to it.	REPORTS AND COMMUNICATIONS TRUSTEES
Also at that meeting, the unanimous feeling seemed to be that all future education will be paid for by the State of California with all local finance abandoned while, at the same time, education will be under local control.	-CONTINUED- Finance/Control of Community Colleges
Mrs. Vincenzi explained that a finance study had been requested by the Chancellor's office some time ago. Just recently, since Proposition 13, in addition to finance, governance of the community college is being questioned. She urged everyone to attend the meeting of the Board of Governors of the California Colleges in Los Angeles on October 26 at which time these issues will be discussed.	Meeting of the Board of Governors of the California Community Colleges
Trustee Taylor spoke of the importance of the community college. He stated that the public must be awakened to assist in the fight for the community college which is seriously under fire.	The Community College
Trustee Price stated that he believes that the Board of Trustees needs to spend more time in session discussing legislation, understanding it and taking a position on it, because it is so very important.	Legislation Study Sessions
Trustee Brandt reported on her attendance at the Saddleback Community College District Foundation meeting. She stated that it is doing well, that those involved are working hard and making plans.	District Foundation Meeting
She reported on her attendance at a Leadership through Speech class held at Saddleback College on Saturday, October 21.	Leadership Through Speech Class
Trustee Brandt reported on the success of the Irvine Harvest Festival last weekend at which the Saddleback Community College District exhibit attracted much public interest.	The Irvine Harvest Festival
She mentioned that the Tustin Tiller Day will be celebrated in the near future.	Tustin Tiller Day
Trustee McKnight commended the local press for its coverage of the District.	Press Coverage Commended
He announced that the Public Information Office is now located on lower campus.	Public Information Office
He told of a cover design contest which is being held to give students recognition in their achievements. Prizes will be given for first, second and third choices. The deadline for submitting entries is November 1 and the judging will take place on November 3.	Cover Design Contest

Trustee McKnight complimented Mrs. Lee McGrew for undertaking the organization of the Leisure World offerings by Saddleback College on such short notice and with such tremendous success.

Trustee Price reported on his enjoyable attendance at the Miss Saddleback Valley Contest.

Superintendent/President Lombardi reported on the success of the Saddleback College football team at Citrus last weekend. Saddleback College remains in first place in its conference.

He announced that enrollment is close to 20,000 students. He believes that it will reach that number before the end of the semester.

He stated that he had spent two days at the Southern California Community College Chief Executive Officers Association Fall Conference on October 19 and 20. The mood, he stated, was somber. The discussion evolved around the basic principle of the mission of the community college. He feels that it is time to define and to sell that mission again, as it is an effective system.

He predicted that community colleges will receive a financial grant again next year instead of funds through a finance bill. He stated that this will provide time to work on the fundamental problem of how to finance community colleges, although it may not be as much as last year's grant.

Assistant Superintendent Hart commented on what is going on in the northern area of the district, bringing the Trustees up to date on the status of the Satellite.

He thanked the Public Information Office for its efforts in conjunction with the booth at the Irvine Harvest Festival.

He displayed a copy of a news publication, which was also inserted in last week's Lariat, which had been distributed at the Festival. He gave each Trustee a copy of a bulletin containing spring course offerings, an application and registration procedures which also were made available at the Festival. He presented a balloon to each Trustee which advertised the opening of the Satellite on January 22, 1979.

Assistant Superintendent Hart reported that the Chancellor's Office and Department of Finance are in the process of reviewing funds to be allocated from Assembly Bill 2158. He believes that the equipment budget will probably be trimmed, but that the contingency accounts will not. With caution, the funds will probably be sufficient. The facts should be known in a week to ten days.

REPORTS AND
COMMUNICATIONS

TRUSTEES

-CONTINUED-

SUPERINTENDENT/
PRESIDENT

Leisure World
Classes

Miss Saddleback
Valley Contest

Football Game -
Citrus College

Enrollment

Southern Calif-
ornia Community
College Chief
Executive Officers
Association Fall
Conference

Community College
Financial Outlook

Report on the
Satellite

Assistant Superintendent Hart reported that paving at the Satellite will be finished this week. Construction, he stated, is coming along well. However, there are problems with three contractors completing their work. Our construction manager, facilities director and architect are taking a firm position with these contractors. If they do not move on schedule, the work will be done for them and they will be charged for it. This, he stated, is legal within the terms of the contracts.

REPORTS AND
COMMUNICATIONS

SUPERINTENDENT/
PRESIDENT

-CONTINUED-

He stated that he does not anticipate any problem with classes starting on schedule; however, the administration area may be affected.

Report on the
Satellite

-Continued-

Superintendent/President Lombardi announced that a ceremony will be held on Saturday night at the football game to celebrate the arrival of the stadium lights which are now in operation.

Stadium Lights

Ms. Ormasa, Associated Student Body President, stated that the balloons distributed at the Irvine Harvest Festival had been provided by the Associated Student Body. She also donated some of her time that day and she was pleased with the public response to the opening of the Satellite.

ASSOCIATED
STUDENT BODY

The Irvine
Harvest Festival

She announced that the ASB blood drive will be held on campus on Monday, October 30, and urged everyone to donate.

ASB
Blood Drive

She reported that Homecoming will be celebrated this year on November 11. She extended an invitation to everyone to attend the football game that evening.

Homecoming

She reported on her attendance at the California Community and Junior College Association dinner meeting and stated that she plans to attend the California Community and Junior College Association conference in San Diego next month.

CCJCA
Region 8
Dinner Meeting -
Annual Conference

Trustee Connolly suggested that transportation be made available to students to enable them to attend sports events off campus. He was informed that this service is not being provided at the present time because past experience has proven it to be too expensive. He will provide current information and if this service is now found to be affordable the possibility of offering it will be given further consideration. It was noted that the service could also be offered to the general public through community services.

Transportation to
Sports Events

Ms. Spracklen, President of the Faculty Association, complimented Mrs. Jean Vincenzi for the recognition she received this evening.

FACULTY
ASSOCIATION

Ms. Spracklen stated that she hoped that the representatives of the press would be in attendance at the conclusion of the second Executive Session this evening. She reported that on Friday, October 20, a majority of the faculty had voted to accept the Certificated Employee Master Agreement for 1978-79, which will be considered by the Board of Trustees during Executive Session.

Certificated
Employee
Master Agreement
for 1978-79

Mrs. Elizabeth Sharon, a student in the nursing program at Saddleback College, stated that she feels that the discussion concerning legislation this evening was most significant.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

Trustee Price expressed his concern that the public is not interested as indicated by the lack of attendance by members of the general public at the board meeting. He made a personal appeal to representatives of the various clubs in the area to attend.

PUBLIC

Attendance at
Meetings Requested

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 361 - Progress Payments
Board Report Number 363 - Purchase Orders
Board Report Number 365 - Payment of Personnel Services

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

APPROVED

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

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

Trustee Taylor Saddleback Valley Liaison Committee for
 Saddleback College - Breakfast Meeting
 Saddleback College
 October 18, 1978

Trustees California Community and Junior College
Wishing to Attend Association - Annual Conference
 San Diego
 November 12-14, 1978

Trustee Walther Vocational Education Equity Project Workshop
 (sponsored by the Chancellor's Office)
 Newport Beach

Trustee Watts November 15, 1978

Trustee Brandt Community Forum Workshop
 Newport Beach

Trustee McKnight October 25, 1978

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

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

Trustee McKnight Conferences with: The Superintendent/
President, The Associate Dean of Instruction/
Continuing Education and Trustee Walther
Saddleback College
October 11, 1978

-CONTINUED-

Trustee Walther Conferences with: The Director of Student
Services, North Campus; The Director of
Media Services, and Trustee McKnight
Saddleback College
October 11, 1978

Trustee Brandt Meeting of the District Foundation
Saddleback College
October 12, 1978

Trustee Brandt Conference with the Superintendent/President
Saddleback College
October 17, 1978

Trustee McKnight Meeting of the Emeritus Institute Committee
Saddleback College
October 17, 1978

Trustee Price Conferences with: The Dean of Administrative
Services, The Director of Facilities and
The Public Information Director
Saddleback College
October 17, 1978

Trustee Brandt California Women in Higher Education
Reception for Women Faculty and Staff
Saddleback College

Trustee Walther November 2, 1978

The employment of a Fixed Income Counseling statistical aide on an if-and-as-needed basis was unanimously approved.

GRANTS -
PERSONNEL

The duties will be to compile educational statistics. The position will be paid from Grant funds; the pay scale for each quarter's work is \$50.00.

The following, new extended day/substitute instructors were unanimously appointed on an if-and-as-needed basis for the 1978-79 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>Assignment</u>	APPOINTMENT OF EXTENDED DAY/ SUBSTITUTE INSTRUCTORS
Allegre, Maria	English as a Second Language	-CONTINUED-
Bell, George	Emeritus Institute	
Gauch, Geraldine	Mathematics	
Goodson, Aileen	Emeritus Institute	
Harrison, Tyner	Emeritus Institute	
Ledbeter, Kathleen	English as a Second Language	
Smith, Kathy	Health Sciences	
Thorp, Katie	Emeritus Institute	
Whitcomb, Kay	Emeritus Institute	

The following classified personnel regular actions, for which funds have been allocated in the 1978-79 budget, were unanimously approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

1. John Stanley Schwartz, Instructional Aide (Speech), Division of Fine Arts, Grade 7, Step 1, \$4.976 per hour, part-time hourly, effective October 9, 1978.
2. Deborah Harrison, Clerk Typist II, Multi-Disciplinary Studies (Alcohol Abuse Para-Professional Counselor Training Project), Grade 5, Step 3, (50%) \$438.00 per month, effective October 17, 1978, at no cost to the District.
3. Fannie Emmer, Clerk Typist/Secretary Substitute, hourly equivalent of Grade 1, Step 1, \$4.339 per hour or Grade 11, Step 1, \$5.464 per hour, effective October 23, 1978, on an if-and-as-needed basis.
4. Erika W. Mills, Instructional Aide (English as a Second Language Competency Based Teaching Learning Center Grant), Division of Humanities and Languages, Grade 7, Step 1, \$4.976 per hour plus 4% shift differential, part-time hourly, effective October 2, 1978, at no cost to the District.

Employment - CETA Title VI

5. The following were employed under CETA Title VI - Public Service Employment through December 31, 1978, which may be extended for one year, depending upon the availability of funds. All of these positions are restricted to 360 days.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Monthly Salary:</u>
John Carlson	Landscape Assistant	10-16-78	\$781.00
Gregory C. Widen	T.V. Production Assistant	10-16-78	\$781.00

Employment - Student Employees

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Payroll Adjustment

The minimum wage rate for all student employees, including those eligible for a work-study subsidy, was adjusted from \$2.50 per hour to \$2.65 per hour, retroactive to September 23, 1978.

-CONTINUED-

This adjustment was based on information received by the Chancellor's Office from the Office of Education that regulations were recently adopted which require institutions participating in federally-funded work-study programs to pay eligible students a minimum wage of \$2.65 per hour. Saddleback College presently participates in the V.E.A. work-study and college work-study programs.

6. The following were employed as student employees, on an as-needed basis, at \$2.65 per hour:

Kurt Conone	Tina Metzger
Joseph DeMarco	Sharon Peare
Kathleen Douglas	Rhonda Richard
William Callas	Barbara Risteen
James Galla	Philip Rodak
Kelly Griffin	Jo Ann Sanchez
Alexandria Limon	Beverly Sham
Cindy Lujan	Sally Westover
Julie Maier	

Employment - CETA Title III

7. The following were reemployed under CETA Title III, YETP In-School Program and Out-of-School Program, effective October 2, 1978, at no cost to the District.

<u>Name</u>	<u>Position</u>	<u>Monthly Salary</u>
Sandra Cass	Clerk Typist II (50%)	\$400.00
Roseann Hamlin	Clerk Typist II	\$800.00

Change of Status/Reclassification

8. Carrie L. Spendlove, change of position from Admissions and Records Clerk II, Office of Admissions and Records, to Account Clerk I, Business Services, Grade 7, Step 3, \$918.00 per month, effective November 1, 1978. This is a replacement position for Jeannette Hart.
9. Jeannette Hart, change of position from Account Clerk I to Account Clerk II, Business Services, Grade 9, Step 4, \$1,006.00 per month, effective November 1, 1978. This new position is funded in part through the CETA Title VI indirect cost allocation.

Change of Status/Reclassification - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

10. Cynthia A. Bahar, change of position from Clerk Typist II to Account Clerk II, Business Services, Grade 9, Step 4, \$1,006.00 per month, effective November 1, 1978. This is a replacement position for Barbara Cohen.
11. Barbara Cohen, change of position from Account Clerk II, Business Services to Contracts/Utilization Specialist, Maintenance and Operations, Grade 13, Step 3, \$1,054 per month, effective November 1, 1978. Monies have been budgeted for this full-time position in the 1978-79 budget.

-CONTINUED-

Personal Leave of Absence

12. Linda Swanson, Language Laboratory Technician, Division of Humanities and Languages, was granted a personal leave of absence from October 30 to December 1, 1978.
13. Lin Lusardi, Secretary, Procurement and Stores, was granted a personal leave of absence from November 2, 1978 through June 1, 1979.

Resignation/Termination

14. Victoria Ritorto, Clerk Typist I (hourly), Veterans/Student Affairs Office, resigned effective October 13, 1978. Ms. Ritorto has accepted a position with Alessi Industries.
15. Thalia Greeley, Youth Advisor, CETA - Title III, resignation effective September 29, 1978.
16. Alyce Dales, Clerk Typist I, (50%), Special Services/Women's Studies, resigned effective October 27, 1978. Ms. Dales is leaving for personal reasons.

The following classified personnel job specifications were unanimously approved:

CLASSIFIED
PERSONNEL -
JOB
SPECIFICATIONS

Contracts/Utilization Specialist - Grade 13
Salary Range \$960.00 - \$1,120.00 per month

Radio Producer - News and Public Affairs - Grade 11
Salary Range \$918.00 - \$1,155.00 per month

Van Driver - Program for Handicapped Students -
\$4.00 per hour

The following revised classified personnel job specification was unanimously approved:

Computer Science Facilitator - Grade 18
Salary Range \$1,078.00 - \$1,360.00 per month

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Copies of all job specifications are maintained by the office of Administrative Services.

JOB SPECIFICATIONS

The following request for payment, submitted by Robert F. Waldron, Inc., legal consultant, was unanimously approved:

PAYMENT TO CONSULTANT

Science-Math Fume Disposal Matter

Legal services for September 1978:

9.4 hours at \$85.00 per hour \$799.00

Costs incurred:

Attempted service of process on Robert Lowrey Associates, Inc. 7.50

\$806.50

The following requests for 1978-79 institutional memberships were unanimously approved. Funds for payment of membership dues have been allocated by the department indicated.

MEMBERSHIPS

Fine Arts

National Individual Events Tournament - District I \$ 10.00

Community Services

California Park and Recreation Society (new) \$ 60.00

The following request for payment, submitted by C. V. Holder, Inc., construction manager for the Satellite, was unanimously approved:

PAYMENT TO THE CONSTRUCTION MANAGER

Amount of fee - \$162,500.00

Total completed to date \$100,750.00
Less previous payments 78,000.00
Amount due this request \$ 22,750.00

District Warrants 45941 through 46252, totaling \$196,611.85, were unanimously approved and ratified for payment.

PAYMENT OF BILLS

The Warrants Order List is on file with these Minutes.

- 1. Approval of the College Library Resources grant application was requested.

GRANTS - APPLICATIONS

Money will be awarded to purchase library books and materials. The college is allocated money according to a predetermined formula and no matching funds are required.

2. Approval of an application to the State of California Environmental Education License Plate Fund was requested. GRANTS - APPLICATIONS

Funds will be used where needed to develop and modify the existing Marine Science Program so that elementary and secondary teachers in our district may enroll and bring the subject to their own classes. The approximate amount of the grant will be \$35,000 and no matching funds are required. -CONTINUED-

3. Approval of the submission of the V.E.A. application and the acceptance of the regular fund allocations, Subpart 2 - Basic Grant, and Subpart 5 - Consumer and Homemaking Education was requested.

A motion was made by Trustee Brandt, seconded by Trustee Walther and unanimously carried, to approve the requests to apply for the grants as outlined above. APPROVED

A revision to Board Policy 5103, Students - Interdistrict Attendance, was presented for approval. BOARD POLICY 5103

A copy of this revised policy is on file with these Minutes.

A motion was made by Trustee Walther, seconded by Trustee Price and unanimously carried, to approve Board Policy 5103 as presented. APPROVED

It was recommended that Jane Y. Duffield be approved for employment as Account Clerk I, Business Services, at Grade 7, Step 3, \$918.00 per month, effective November 1, 1978. This new position is funded in part through the CETA Title VI indirect cost allocation. EMPLOYMENT OF FULL-TIME CLASSIFIED PERSONNEL

A motion was made by Trustee Walther, seconded by Trustee Price and unanimously carried, to approve the recommendation for employment as presented. APPROVED

The following change orders were submitted for approval as outlined below: CHANGE ORDERS

1. Change Order Number 1 - Library Remodel - Phase II
Contractor: A & B Electric

Change Order Number 1 includes installation of District-furnished C.R.T. Units in Admissions and Records, Counseling, Financial Aids and Administration areas of the Library. The additional cost for this work is \$900.00.

2. Change Order Number 9 - Library Remodel - Phase II
Contractor: Cliff Thompson

Change Order Number 9 includes revision of structural details due to field conditions. The additional cost for this work is \$300.00.

3. Change Order Number 14A - Library Remodel - Phase II
Contractor: Watson Dreps

Change Order Number 14A includes an additional wall in Room 166. The additional cost for this work is \$239.00.

4. Change Order Number 14B - Library Remodel - Phase II
Contractor: Elljay Acoustics

Change Order Number 14B includes minor modification to this contract due to the addition of a wall in Room 166. There is no additional cost.

5. Change Order Number 14C - Library Remodel - Phase II
Contractor: A & B Electric

Change Order Number 14C includes minor modification to this contract due to the addition of a wall in Room 166. There is no additional cost.

6. Change Order Number 14D - Library Remodel - Phase II
Contractor: United Air Conditioning

Change Order Number 14D includes minor modification to this contract due to the addition of a wall in Room 166. There is no additional cost.

7. Change Order Number 15 - Library Remodel - Phase II
Contractor: Watson Dreps

Change Order Number 15 provides required trim to encase doors and openings resulting from demolition and adapting to as-built conditions. The additional cost for this work is \$1,100.

8. Change Order Number 16 - Library Remodel - Phase II
Contractor: Elljay Acoustics

Change Order Number 16 includes wall and door modifications in Rooms 132 and 133 and recircuiting in the Learning Center. There is no additional cost.

9. Change Order Number 17 - Library Remodel - Phase II
Contractor: United Air Conditioning

Change Order Number 17 includes installation of additional duct work to adapt to existing air bar system. The additional cost for this work is \$756.00.

10. Change Order Number 18 - Library Remodel - Phase II
Contractor: Elljay Acoustics

Change Order Number 18 includes extension of steel stud partition in the third floor administration area. The additional cost for this work is \$614.00.

11. Change Order Number 19 - North Campus, Interior Development Contractor: A.E.C. Orange CHANGE ORDERS

-CONTINUED-

Change Order Number 19 includes electrical modifications required by relocation of ovens in Science Labs 301 and 302, telephone requirements and coordination with final furniture plans. There is no additional cost for this work and no extension of time is required.

12. Change Order Number 20 - North Campus, Building Shell Contractor: Shirley Brothers, Inc.

Change Order Number 20 modifies structural details due to a contractor error in the field. There is no additional cost or extension of time requested.

13. Change Order Number 22 - North Campus, Interior Development Contractor: Berry Construction, Inc.

Change Order Number 22 modifies structural details due to a contractor error in the field. There is no additional cost or extension of time requested.

14. Change Order Number 23 - North Campus, Building Shell Contractor: Means and Ulrich

Change Order Number 23 modifies structural details due to a contractor error in the field. There is no additional cost or extension of time requested.

A motion was made by Trustee Price, seconded by Trustee Connolly and unanimously carried, to approve the Change Orders as recommended. APPROVED

A revision to Board Policy 3210, Interdistrict Attendance Agreement, was presented for approval to become effective January 1, 1979. BOARD POLICY 3210

A copy of this revised policy is on file with these Minutes.

A motion was made by Trustee McKnight, seconded by Trustee Walther and unanimously carried, to approve Board Policy 3210 as presented. APPROVED

At the meeting of September 18, 1978, the Board of Trustees approved the payment of an assessment of \$1,463.00 to support the Washington, D.C. office of the Federal Affairs Council of the California Community Colleges. COOPERATIVE AGREEMENT - FEDERAL AFFAIRS COUNCIL, CALIFORNIA COMMUNITY COLLEGES

It was recommended that the Superintendent or the Assistant Superintendent/Business be authorized to execute the Cooperative Agreement for the period October 1, 1978, to June 30, 1979. APPROVED

A motion was made by Trustee Price, seconded by Trustee Walther and unanimously carried, that the Superintendent or the Assistant Superintendent/Business be authorized to execute the Cooperative Agreement for the period October 1, 1978, to June 30, 1979, a copy of which is on file with these Minutes. APPROVED

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

TRANSFER
OF FUNDS

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>
Unassigned	\$50,000.00	From: Trustee Election To: Softball Facility - Contract Services
Unassigned	\$ 1,000.00	From: Conferences To: Dean of Instruction - Faculty and Staff Development Project, Conferences
Procurement and Stores	\$ 3,334.00	From: Student Help Salary Account To: Substitute Salary Account

A motion was made by Trustee Brandt, seconded by Trustee Connolly and carried, to approve the requests for transfer of budget appropriation funds as submitted.

APPROVED

Trustee Walther abstained.

She feels that consideration should be given to a plan to utilize only that portion of the \$50,000.00 to be transferred from the Trustee Election to do only what is actually necessary to prevent major erosion at the softball facility. The remainder, she believes, should be expended on people-programs that were so harshly cut during approval of the budget rather than facility-programs.

It was recommended that the items on the Awards list be approved for the action specified and that payment be authorized upon delivery and acceptance of the items ordered.

AWARDS LIST

Each bidder recommended for an award has submitted the low bid meeting specifications.

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

Bid Number 404, Landscaping for the Satellite, had been opened this date, it was recommended that Bid Number 404 be awarded to the Aglin Corporation, as the low bidder meeting specifications, in the amount of \$143,941.00 and that the Superintendent or the Assistant Superintendent/Business be authorized to execute contract documents for the award.

BID NUMBER 404

It was recommended that Bid Number 405, Lease Purchase of Phototypesetter for CETA Printing Program (42 months) be awarded to Addressograph Multigraph Corporation, as the low bidder meeting all specifications, for the price of \$571.51 per month. The expenditure in 1978-79 from November 1, 1978, through June 30, 1979, will be \$4,572.08.

BID NUMBER 405

Authorization was requested to award the following bids at the time of the bid opening, with a report to be submitted to the Board of Trustees at the following meeting:

AWARDS
-CONTINUED-

Bid Number 406 - Satellite - Asphalt/Paved Entries, Bus Turn-around, Motorcycle Parking

Bid opening: 11:00 a.m., Friday, November 3, 1978

Bid Number 5 - Satellite - Instructional/Office Machines. 31 additional correcting typewriters for classroom and office use.

Bid opening: 10:30 a.m., Monday, October 30, 1978

A motion was made by Trustee McKnight, seconded by Trustee Price and unanimously carried, to approve the awards as recommended and to grant authorization to award future contracts as requested.

APPROVED

Authorization was requested to sell the surplus/obsolete property listed below to the successful bidders indicated, each bidder having submitted the highest bid for the items shown.

SALE OF SURPLUS/
OBSOLETE
PROPERTY

<u>Bid #</u>	<u>Description</u>	<u>Successful Bidder</u>	<u>ID #</u>	<u>Bid Amount</u>
1	Easel, Lotus	Judith Gail Taylor	1968	\$ 22.21
2	Easel, Lotus	Judity Gail Taylor	1968	16.91
3	Easel, Classic	Terri L. McGinley	8480	12.72
4	Embalming Table	Lisa Girolami	8409	13.78
5	Embalming Table	David Henry	8410	10.60
6	Electric Stove, two-burner hot plate	Robert Boyer	----	15.90
8	41' Ketch "The Rock"	Tim Brooks	----	17,172.00

The following item had been advertised for sale through sealed bid with no success and authorization was requested to dispose of this item in the most reasonable manner consistent with the condition of the item:

7 1971 Station Wagon
Chevrolet Townsman

A motion was made by Trustee McKnight, seconded by Trustee Price and unanimously carried, to authorize the sale of the surplus/obsolete property listed above to the successful bidders indicated, each bidder having submitted the highest bid for the items shown, and to authorize the disposal of Bid Number 7 in the most reasonable manner consistent with the condition of the item.

SALE OF SURPLUS/
OBSOLETE PROPERTY

-CONTINUED-

APPROVED

It was recommended that Frederick Brown Associates be retained as consultants to provide electrical specifications for the remote transmitting station located on the O'Neill Ranch at a fee not to exceed \$1,000.00.

CONSULTANTS

A motion was made by Trustee Walther, seconded by Trustee Connolly and unanimously carried, to approve the Consultant as recommended.

APPROVED

(Item Number 1, Consultants, had been removed by the administration)

The progress payment requests on the list dated October 23, 1978, were submitted for approval on awards previously approved by the Board of Trustees.

PROGRESS PAYMENTS

The payments requested are within the budgetary allocations for the projects indicated and the architect, the construction inspector and the construction manager (where applicable) have certified that the work covered by these progress payments has been satisfactorily performed.

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

Trustee Price had requested that this item be removed from the Consent Calendar. He suggested that from time to time the total picture of all expenditures of funds be presented to the Board of Trustees.

A motion was made by Trustee Price, seconded by Trustee Walther and unanimously carried, to approve the progress payment requests as submitted.

APPROVED

It was recommended that Purchase Orders 37587 through 37800, totaling \$76,393.10, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

Also submitted for approval was a report of changes to purchase orders approved at previous board meetings.

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

Trustee Price had requested that this item be removed from the Consent Calendar; however, giving consideration to the time this evening, he stated that he will submit his inquiry concerning a procedural matter at a later date.

A motion was made by Trustee Price, seconded by Trustee McKnight and unanimously carried, to approve Purchase Orders 37587 through 37800, totaling \$76,393.10, and to authorize payment upon delivery and acceptance of the items ordered; also, to approve the report of changes to purchase orders approved as previous board meetings. PURCHASE ORDERS
-CONTINUED-
APPROVED

It was recommended that payment of personnel services be ratified as follows: PAYMENT OF
PERSONNEL
SERVICES

Classified Payroll 3B* \$372,474.27

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

Trustee Price had requested that this item be removed from the Consent Calendar; however, giving consideration to the time this evening, he stated that he will submit his inquiry concerning a procedural matter at a later date.

A motion was made by Trustee Price, seconded by Trustee McKnight and unanimously carried, to ratify the payment of personnel services as recommended. APPROVED

The following Business Services reports for the month of September 1978 were submitted for information of the Board of Trustees: BUSINESS SERVICES
REPORTS

1. Associated Student Body Budget Report
2. Health, Education and Welfare (HEW) Trust Account
3. Scholarship Fund
4. Loan Fund

INFORMATION

The Board of Trustees convened to Executive Session at 10:15 p.m. to continue deliberations concerning the Certificated Employee Master Agreement for 1978-79. EXECUTIVE SESSION

The Regular Session reconvened at 10:35 p.m. REGULAR SESSION

A motion was made by Trustee Walther, seconded by Trustee Price and unanimously carried, to approve the Certificated Employee Master Agreement for 1978-79. CERTIFICATED
EMPLOYEE
MASTER
AGREEMENT
1978-79

Roll Call Vote:

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

APPROVED

There being no further business, the Meeting was adjourned at 11:00 p.m. ADJOURNMENT

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