

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

## MINUTES OF THE GOVERNING BOARD

PUBLIC

November 27, 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. Trustee Price led the audience in the Pledge of Allegiance and Trustee Connolly 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 Brandt, Member  
 Mr. John C. Connolly, Member  
 Ms. Harriett S. Walther, Member  
 Mr. William L. Watts, 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

A motion was made by Trustee Walther, seconded by Trustee Watts and unanimously carried, to approve the Agenda with an addendum to Board Report Number 396, Public Programs and Community Services. Also, additional information was received concerning Board Report Number 405, Facilities Organizational Structure.

AGENDA ADOPTED

WITH AN ADDENDUM

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, to approve the Minutes of the Special Meeting of November 6, 1978, as presented.

MINUTES APPROVED

AS PRESENTED

The Meeting had been called to order at 7:00 p.m. to receive a special report in reference to the Women's Studies Program, in keeping with the practice of occasionally holding half-hour informational sessions prior to the regular meeting time concerning various functions of the District.

SPECIAL REPORT

WOMEN'S STUDIES PROGRAM

A report concerning the Women's Center at Saddleback College, a Division of Counseling and Guidance, dated November, 1978, had been prepared by Ms. Maria Sheehan for the Board of Trustees, and had been previously distributed to each Trustee. A copy of the report is on file with these Minutes.

Mr. Jack Swartzbaugh, Dean of Students, introduced Mr. Bob Jacobsen, Director of Counseling and Guidance, who in turn introduced Ms. Maria Sheehan, Coordinator of the Special Services Program as well as the Women's Studies Program. She introduced women faculty members in the Women's Studies area and highlighted the report that she had presented to the Board of Trustees.

-CONTINUED-

Those present were: Ms. Valarie Pritchard, Ms. Marian Crane, Mr. Michael Garcia, Ms. Alma Vanasse, Ms. Jenny Fletcher and Ms. Anne Cox Clasby.

Ms. Clasby shared with the Board of Trustees her duties in connection with the Women's Studies Program at Saddleback College. She personally attempts to work with returning women, a large percentage of whom are "displaced homemakers", as she feels that these students require more special attention than the average student, and the Center offers her a place to go for support. She stated that there is a need for a community liaison person to inform the public that the Women's Studies Center does exist.

The next step is Saddleback College's participation in an Access and Aspiration Model Program. Basically it is designed to enhance the educational goals of high potential women students attending two-year colleges by countering sex role stereotyping; raising academic aspirations; broadening perceptions of realistic career options and providing information, leadership training and support in reaching goals.

Ms. Alma Vanasse, who addressed herself as a "product of the system" told of her experiences since returning to Saddleback College in 1971. Since that time she has received her Masters Degree in history and sociology. At that time she found an outstanding faculty and a variety of subjects at Saddleback College, but no support system. In 1975 she heard about the Women's Studies Program and Center and realized what a tremendous help this can be to women who are seeking knowledge to help them keep up with the times, to relate to their families and which brings a renewed confidence in self.

The report outlines the historical impetus for the development of Women's Studies Programs and Centers on community college campuses, looks briefly at the former Saddleback College Women's Studies Program and Center and its accomplishments during the past three years, carefully analyzes the present structure and operation of the Women's Center, reviews the 1978-79 budget and discusses what is hoped to be accomplished for the remainder of the year.

Ms. Sheehan showed national and Saddleback College statistics which indicate that female students are quickly becoming the majority of students in community colleges. A very large

number of community college students have a desire to transfer to universities; however, very few do so. The Access and Aspiration Model, of which Ms. Clasby spoke, will assist in this area.

SPECIAL REPORT  
WOMEN'S STUDIES  
PROGRAM

Ms. Sheehan reported on her participation in a three-year research project during which she found the Saddleback College Women's Studies Program to be of very high quality within the system. She told of the original program which had been established at Saddleback College three years ago and the needs which grew from it. There are now, due to a lack of funds, only threads of the original program remaining.

-CONTINUED-

The goals for the Program for the 1978-79 academic year are as follows:

1. To provide adequate counseling
2. To provide seven paid speakers for the year - with four or five lesser speakers unpaid
3. To seek involvement of on-campus faculty and staff by having one meeting per semester
4. To provide a variety of course selections in Women's Studies for the spring semester
5. To participate in the Access and Aspiration Model Program
6. To begin a basic collection of texts which would be in a resource center
7. To continue community involvement

In conclusion, she stated that in her studies of Orange County community colleges she found that the administrators wish to respond to the need for a Women's Studies Program and Center, as the overwhelming need increases, that they are supportive of the concept and acknowledge the value; however, the problems of lack of space and funding for programs are common to all campuses.

Trustee Brandt commented that she feels that space must be allocated to this program in order for it to be a successful one.

Trustee Taylor commented on letters received from students requesting that consideration be given to funding this program. Superintendent/President Lombardi added that since the passage of Proposition 13 the only letters received from students praising programs were concerning the Women's Studies Program.

Trustee Walther thanked those involved for the presentation. She had requested that this presentation be made in order to show the Members of the Board of Trustees the strong commitment of the staff to this program.

Trustee McKnight thanked Ms. Sheehan for the written report to the Board of Trustees. He believes that the Women's Studies Program is a very worthy program which he would like to support. He requested that the administration research solutions to the problems.

SPECIAL REPORT  
WOMEN'S STUDIES  
PROGRAM

-CONTINUED-

Trustee Price praised those involved for informing the Board of Trustees of what is taking place. He noted that the Women's Studies Program budget had been reduced from \$39,971 this year to \$5,889.

Superintendent/President Lombardi stated that the administration supports the suggestions and requests made in the presentation; however, the District does not have the money this year to fulfill the requests, as it is very close to its proposed budget.

Trustee Taylor stated that space and money are very serious restraints at this time. He stated that there is an on-going attempt to show the legislators in Sacramento the needs of this District which is growing at a tremendous rate.

Trustee Connolly expressed interest in a point made by Ms. Clasby regarding elevating the expectations of underachievers. He commented that this is not something exclusive to women, that the community college is a place where all students have their "kick-off" to expectations and achievements.

In order to allow additional time for the Special Report, it had been briefly interrupted at 7:30 p.m. to hold the Public Hearing.

PUBLIC HEARING

Trustee Taylor called the Public Hearing to order at 7:30 p.m.

CALLED TO ORDER

At the meeting of November 6, 1978, the Board of Trustees had adopted a Resolution declaring its intention to grant to the Southern California Edison Company an easement for utility purposes at the Satellite site located at 5500 Irvine Center Drive in Irvine. Pursuant to that Resolution this Public Hearing was held.

It was recommended that the Board of Trustees adopt a Resolution which directs the President and the Secretary of the Board of Trustees to execute an easement deed for the property described in the Resolution of Intention.

RESOLUTION -  
GRANT OF  
EASEMENT TO  
SOUTHERN  
CALIFORNIA  
EDISON COMPANY/  
SATELLITE SITE

Trustee Taylor called for any objections to this action from those present. There were none.

A motion was made by Trustee Walther, seconded by Trustee Price and unanimously carried, to adopt the Resolution as presented. A copy of the Resolution is on file with these Minutes.

ADOPTED

Roll Call Vote:  
Ayes: Brandt, Connolly, McKnight, Price, Taylor, Walther, Watts  
Noes: None  
Abstain: None  
Absent: None

ROLL CALL VOTE

Trustee Walther reported on her attendance at the Vocational Education Equity Project Workshop in Newport Beach on November 15, 1978. Trustee Watts was also in attendance. She stated that a Saddleback College Planning Task group has already met on this subject.

REPORTS AND COMMUNICATIONS

TRUSTEES

She found the program "Our Search for Values in Contemporary Crises" to be very stimulating.

Vocational Education Equity Project Workshop

She felt that the football team played very well on Saturday night. It was a disappointing but exciting evening.

Our Search for Values in Contemporary Crises

Two of the topics discussed at the California Community and Junior College Association Annual Conference, held in San Diego on November 12-14, 1978, were tuition and public relations. There is a need to inform the community of what a community college is doing, she stated.

Football Team

She commended Ms. Amante of the Saddleback Valley News on a recent article concerning a Saddleback College small business class.

California Community and Junior College Association (CCJCA) Annual Conference

She reported on taking a personal tour of the North Campus today and stated that she is pleased with the progress being made there.

Saddleback Valley News Article

Trustee Watts reported on a class he had attended several Saturdays ago concerning small business. He felt that the instructor and the class were very good.

North Campus

Trustee Price reported on his attendance at the California Community and Junior College Association Annual Conference. One of the items stressed was the need for more involvement of people in activities. He feels that the Board of Trustees must have contact with the advisory committees on campus. He feels that our Information Office is very effective; however, more information is needed.

Small Business Class

CCJCA Annual Conference

Superintendent/President Lombardi stated that a special program is being planned to be held in the spring to which all members of all advisory committees will be invited to attend.

Advisory Committees

Trustee Price stated that another item of discussion at the Conference was the use of property taxes for colleges.

CCJCA Annual Conference

Trustee Price stated that it is taken for granted that community colleges will receive a share of the property tax; however, this is not necessarily true. Others providing services will be vying for these monies. The community college may be on its way to one hundred percent financing at the State level.

REPORTS AND  
COMMUNICATIONS

TRUSTEES

-CONTINUED-

A motion was made by Trustee Price and seconded by Trustee Watts that the Board of Trustees go on record to request that property tax increments in the County of Orange be maintained in support of this college.

MOTION:

PROPERTY TAX  
INCREMENTS

Trustee Brandt stated that she believes that the Board of Trustees should have a well-written resolution, including the reasons for this request. She suggested that Trustee Price prepare such a resolution for adoption by the Board of Trustees.

After discussion, Trustee Price withdrew his motion; Trustee Watts withdrew his second.

WITHDRAWN

Trustee Price will prepare a resolution for adoption by the Board of Trustees.

Trustee McKnight stated that at the California Community and Junior College Association Conference agreement on local autonomy persisted and that there was a strong point of view on no tuition.

CCJCA Annual  
Conference

He remarked that the Daily Pilot recently carried an in-depth article on tuition. He feels that the District newspapers have provided good coverage.

Daily Pilot -  
News Coverage

He reported that the Program "Our Search for Values in a Contemporary Crises", in which he had participated, had been very successful. He gave credit to Dr. Donald Rickner, Community Services Assistant / Education Director, for coordinating the program.

Our Search  
for Values in  
Contemporary  
Crises

Superintendent/President Lombardi announced that the women's volleyball team had won the conference championship and is now participating in the State play-offs.

SUPERINTENDENT/  
PRESIDENT

Volleyball Team

He extended thanks to the coaching staff and the players for a successful football season.

Football Season

He reported that the outcome of Assembly Bill 2185, which provides funds for completion of the North Campus, is a check in the amount of \$1,644,000 which is forthcoming.

Assembly Bill  
2185

He announced that Assistant Superintendent Hart has been appointed to the Chancellor's Advisory Committee on Capital Outlay Planning.

Chancellor's  
Advisory  
Committee

Superintendent/President Lombardi displayed a report prepared by the Career Placement Center/Research Office. It is an in-class survey prepared during the fall of 1978 indicating majors declared and undeclared. Copies of the report will be made available to the representatives of the press.	REPORTS AND COMMUNICATIONS SUPERINTENDENT/PRESIDENT
Ms. Ormasa, President of the Associated Student Body, reported on her attendance at the California Community and Junior College Association Annual Conference. She stated that it had given her the opportunity to meet with associated student body presidents of other community colleges.	-CONTINUED- Career Placement Center/Research Office Report
She will be attending the California Community College Student Government Association Conference at Mount San Antonio College on November 29 and the University of Southern California Public Affairs Conference on December 8.	ASSOCIATED STUDENT BODY
Ms. Spracklen, President of the Faculty Association, announced that the Faculty Association is holding a breakfast meeting on December 2, 1978, to officially distribute a copy of the Certificated Employee Master Agreement for 1978-79 to each faculty member. Eight hundred and seventy-four invitations have been extended. A copy of the agreement will be distributed at a later date to those who are unable to attend.	FACULTY ASSOCIATION
Trustee Price announced a tour of the Saddleback College Campus to be conducted by Ms. Yomantas, Information Assistant, for the Members of the Board of Education and Superintendent of the Saddleback Valley Unified School District on December 7, 1978.	Tour of the Saddleback College Campus
Trustee Walther announced a tour of the North Campus to be conducted by Ms. Yomantas for the Members of the Board of Education and Superintendent of the Tustin Unified School District on March 31, 1979.	Tour of the North Campus
A motion was made by Trustee McKnight, seconded by Trustee Walther and unanimously carried, to instruct the administration to prepare progress reports on the following subjects by the December 11 Board Meeting:	PROGRESS REPORTS REQUESTED:
Public Programs and Community Services	PUBLIC PROGRAMS AND COMMUNITY SERVICES
The District Foundation	DISTRICT FOUNDATIO
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 395, Requests to Attend Conferences, Meetings, etc., be amended to include the California Community College Trustees' Meeting called for December 2, 1978, in conjunction with the California School Boards Association Annual Conference to be held in Anaheim on December 1, 2 and 3, 1978.	AMENDED

A motion was made by Trustee McKnight, seconded by Trustee Walther and unanimously carried, to approve the Consent Calendar as amended as follows: CONSENT CALENDAR 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.

Trustees Wishing to Attend Association of Community College Trustees National Legislative Seminar Washington, D.C. February 25-27, 1979

Trustees Wishing to Attend California Community College Trustees' Meeting - Anaheim December 2, 1978 (AMENDMENT)

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

Trustee Brandt A Women's Center '78 Experience for Saddleback College Women Faculty and Staff - Saddleback College November 14, 1978

Trustees Wishing to Attend Fall 1978 Fashion Show: "Fashion Holiday" Fine Arts Theatre - Saddleback College November 30, 1978

Trustee Taylor Interview - Channel 6 - Laguna Hills Conference with the Superintendent/President Saddleback College November 21, 1978

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

Ronald Bradish Ornamental Horticulture General

Suzanne Dee Gonneville Early Childhood Studies

Patricia Ann Graham Library Media Technology

Grace Strecker Real Estate

The following, previously employed extended day instructor was 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 he is qualified: APPOINTMENT OF EXTENDED DAY/ SUBSTITUTE INSTRUCTORS

Applicant

Assignment

Bartels, Marlo L.

Emeritus Institute



The following, new extended day 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  
-CONTINUED-

<u>Applicant</u>	<u>Assignment</u>
Bennett, Nancy	Nursing
Boyd, Gerald W.	Administration of Justice
Chase, James M.	Computer Science
Cousar, James T.	Marketing
Fabula, Grace	English as a Second Language
Gussman, Paul	Communication Arts
Pincus, Jeanette E.	Emeritus Institute
Rose, Russell G.	Administration of Justice
Sandoval, Jose	Sociology
Van Beek, Milo	English as a Second Language

At the request of Ms. Christine Brewer, her salary payroll schedule was changed from ten months to twelve months, effective with the December 1978 earnings (6A payroll).

CERTIFICATED -  
REGULAR ACTIONS  
PAYROLL SCHEDULE  
REVISION

The following classified personnel regular actions, for which monies have been allocated in the 1978-79 budget, were unanimously approved by the Board of Trustees:

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

Ratification of Employment

1. Theresa Favata, Clerk Typist I, Student Services, Campus Safety, Grade 1, Step 1, \$4.339 per hour, part-time (8 hours per week), effective November 6, 1978.
2. Elizabeth Ann Larwood, Instructional Aide, Division of Mathematics and Engineering, Grade 7, Step 1, \$4.976 per hour, part-time hourly (3 hours per week), effective November 6, 1978.
3. Anchi Tan Guo, Language Laboratory Technician Substitute, Division of Humanities and Languages, Grade 7, Step 1, \$4.976 per hour, effective October 30, 1978.

Employment of Clerk-Short Term 1978-79

4. The following were employed as Clerk-Short Term, at the rate of \$3.25 per hour, effective November 15, 1978. The hours will be determined by the appropriate administrator and budget.

Carol Lee Deckard  
Mary A. Leahy

Linda Lee Rulon  
Pansy L. Venner

Employment - Professional Model

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

The following were employed as professional models:

- 5. Joyce Slechta, Professional Model, if-and-as-needed basis, \$4.50 per hour, effective December 1, 1978.
- 6. Noreen A. Ortiz, Professional Model, if-and-as-needed basis, \$4.50 per hour, effective February 1, 1979.

-CONTINUED-

Employment - Student Employees

- 7. The following were employed as student employees, as-needed, at \$2.65 per hour:

Amable Aguiluz VII	Megan Haskins
Margot Avila	Kevin Joyce
Farshad Alikhani	Barbara Labarbera
Jaryjo Boenheim	Jose Mejia
Duke Bolia	Karl Munt
Babak Bolour-Foroushan	Betsy McMahon
Kathy Conway	Mark Possien
Julie Curtis	Lori Ragan
Massud Djalilzadeh	Rhonda Salah
Michael Eubanks	Joy Van Nice

Employment - CETA Title VI

- 8. 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>
Melissa J. Blake	Lab Technician	11-20-78	\$781.00
	Assistant, Theatre		
Kelly James Griffin	Greenhouse Assistant	11-22-78	\$746.00
Ferly Marr	Clerical Typist	11-06-78	\$763.00
	Assistant		
Jonathan E. Pitts	Lab Technician	11-20-78	\$781.00
	Assistant, Theatre		

Change of Status

- 9. Janet Shimkus, change from Data Control Clerk to Admissions and Records Office Manager, Office of Admissions and Records, Grade 18, Step 6, \$1,360 per month, effective December 1, 1978. This is a replacement position for Audrey Ramsay.

Change of Status - Continued

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

10. Jill Nofziger, Clerk Typist I, Grade 1, Step 3, part-time hourly change to 50%, \$400.00 per month, Office of Continuing Education, effective November 1, 1978. Justification for this change is due to the increase in workload in this office. Monies have been budgeted for this 50% position.
11. Stephen Olsen, change from 50% to a full-time position as a Natural Sciences Technician for Marine Science and Chemistry, Grade 15, Step 2, \$1,054 per month, effective December 1, 1978. Justification for this full-time position is to meet the increase effectiveness of instruction for both full-time and part-time instructors. Monies have been budgeted for this full-time position.
12. Tom Giguere, reemployed as Instructional Aide, Division of Natural Sciences (Astronomy), Grade 7, Step 1, \$4.976 per hour, part-time hourly (4 hours per week), effective November 1, 1978.

-CONTINUED-

Personal Leave of Absence Request

13. Arthur Andres, Groundskeeper I, Maintenance and Operations, was granted a leave of absence without pay, effective December 1 through December 15, 1978, for an extended vacation.

Resignation/Termination

14. Joan M. Rios, Clerk Typist I, Office of Admissions and Records, resigned effective November 16, 1978.
15. Tracy Moore, Instructional Aide (Marine Science), Division of Natural Sciences, resigned effective November 3, 1978.
16. Debbie Thomason, Recreation Leader (hourly), Community Services, resigned effective October 22, 1978.
17. Ronald Pennington, Landscape Assistant, Maintenance and Operations, CETA-Title VI, resigned November 9, 1978.
18. Harold Pietsch, Instructional Aide, Music (hourly), Division of Fine Arts, terminated December 15, 1978.
19. Ray Fetty, Instructional Aide, Music (hourly), Division of Fine Arts, terminated December 15, 1978.
20. Lynn Rassol, Instructional Aide, Art (hourly), Division of Fine Arts, terminated December 15, 1978.

Payroll Authorization - CETA-YETP In-School Youth Participants  
1978-79

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

21. CETA-YETP In-School Youth Participants, \$2.65 per hour:

-CONTINUED-

Juan Arteaga	Dana Lee
Debbie Carmona	Frank Lyons
Juan Carrillo	Renee Lisa Medel
Duane D'Amica	Jennifer Montes
Ngoe Dang	Martin Nunez
Vo Hong Hai	Hans Smith
Aric Hicks	Peter Vega
Deni Hoff	

The following request for payment, submitted by Robert F. Waldron, Legal Consultant, was unanimously approved:

PAYMENT TO  
CONSULTANT

Science-Math Building Fume Disposal Matter

Legal Services for October 1978:

11.6 hours at \$85.00 \$986.00

Costs:

Service of Process \$ 11.50

Amount Due \$997.50

The following request for a new institutional membership was unanimously approved as submitted. Funds for payment of membership dues have been allocated by the department indicated.

MEMBERSHIP

Academic Programs

Orange County Arts Alliance \$ 25.00

The progress payment requests on the List of Progress Payment Requests, dated November 27, 1978, were unanimously approved as submitted. A copy of the list is on file with these Minutes.

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

PROGRESS  
PAYMENTS

The request for payment for architectural services in connection with the Satellite, submitted by William Blurock and Partners, Architects, was unanimously approved:

PAYMENT TO  
THE ARCHITECT

Estimated cost of the Satellite Project:	\$4,541,003.00	PAYMENT TO THE ARCHITECT
Amount of Fee:	\$ 302,460.00	

\$1,000,000 @ 8% =	\$ 80,000
1,000,000 @ 7% =	70,000
2,541,003 @ 6% =	152,460
<u>\$4,541,003</u>	<u>\$302,460</u>

-CONTINUED-

Amount due on account to date - 90%	\$272,214.00
Less previous payments	<u>197,512.92</u>
Amount due this request	\$ 74,701.08

The request for payment for the Construction Manager for the Satellite, C. V. Holder, Inc., was unanimously approved as recommended:

PAYMENT TO THE  
CONSTRUCTION  
MANAGER

Amount of Fee:	\$ 162,500.00
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Total completed to date	\$143,975.00
Less previous payments	<u>100,750.00</u>
Amount due this request	\$ 43,225.00

Purchase Orders 38148 through 38448, totaling \$479,198.02, were unanimously approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

Five Purchase Orders totaling \$1,497.90, which were not picked up on the computer printout submitted at the meeting of November 6, 1978, were unanimously ratified.

Also unanimously approved was a report of changes to purchase orders approved at previous board meeting.

District Warrants 46563 through 46767, totaling \$301,841.18, were unanimously approved and ratified for payment.

PAYMENT OF BILLS

Payment of personnel services were unanimously ratified as follows:

PAYMENT OF  
PERSONNEL  
SERVICES

Classified Payroll	4B*	\$ 369,330.21
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\*Constitutes the payroll identification of classified personnel paid in this period, named on the list on file in the Business Office.

1978-79 Classified Salary Budget	\$4,287,261.00
Previously Paid	<u>1,008,797.42</u>
	\$3,278,463.58
Amount of this payment	<u>369,330.21</u>
Balance Available	\$2,909,133.37

It was recommended that the following public program and community service items be approved for the spring 1979 semester.

PUBLIC PROGRAMS  
AND  
COMMUNITY SERVICES

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
<u>Community Services - Education - Donald Rickner, Education Director</u>		
<u>Forums for Learning</u>		
Antiques and Collectibles March 20, 27, April 3, 17, 24 May 1	Allen Lawton	\$ 300.00
Afternoons With Art February 24, March 1, 24 April 7	Ralph Bond	\$ 300.00
	Bus Transportation Not to Exceed	\$ 950.00
Beginning Workshop in Water- colors - February 20, 27, March 6, 13, 20, 27	Scott Moore	\$ 300.00
Children's Watercolor Work- shop - February 24, March 3, 10, 17, 24, 31	Scott Moore	\$ 300.00
Business Ownership for Women - May 12	Sandra Winston	\$ 250.00 plus 25% of gross over \$1,000.00
Interlacing: A Weekend for Couples - March 30, 31 April 1	Robert Simpson Joyce Simpson	\$ 250.00 \$ 250.00 plus \$150.00 each if gross exceeds \$1,500
Intermediate Workshop in Watercolor - April 3, 17, 24 May 1, 8, 15	Scott Moore	\$ 300.00
Managing Stress and Tension May 5	Arthur Hastings	\$ 300.00
Creative Microwave Cookery February 15, 22, March 1, 8	Barbara Gershman Pat Cook	\$ 200.00 \$ 400.00
Creative Microwave Cookery March 16, 23, 30, April 6	Barbara Gershman Pat Cook	\$ 200.00 \$ 400.00
Understanding Your Dreams March 30, 31	Arthur C. Hastings William O. Ervin	\$ 450.00 \$ 400.00

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Dressing for the Successful Image - March 3	JoAnn Fitzgibbons	\$ 300.00	
Effective Selling April 28	David Graham	\$ 250.00 plus 25% of gross over \$1,000.00	-CONTINUED-
Environment Earth March 2, April 6, May 4	Dick Hilton	\$ 150.00	
Financial Planning for Singles February 20, 27, March 6, 13	Ronald C. Gable	\$ 200.00	
An Evening with Cole Porter March 24	Guy Halferty	\$ 650.00	
Holistic Health March 10, April 21, May 19	Ginny Gamble	\$ 350.00 plus \$100.00 expenses mileage/phone	
	Terri Petrila	\$ 350.00 plus \$100.00 expenses mileage/phone	
	Barbara Rabco	\$ 300.00	
	Swami Shankarananda	\$ 300.00	
	Frank Varese	\$ 350.00	
Income Taxes and Tax Shelters March 20, 27, April 3, 10	Ron Gable	\$ 200.00	
Creative Approaches to Interior Design - February 14, 21, 28 March 7	Ruth Jacobson	\$ 250.00	
	Carol Eichen	\$ 250.00	
	Randi Reynolds	\$ 50.00	
	Marion Day	\$ 50.00	
	JoAnn Crist	\$ 100.00	
Microwave Cooking Lab April 21, 28, May 5, 12	Barbara Gershman	\$ 50.00	
	Pat Cook	\$ 400.00	
Richer Life Seminar in Nutrition - April 9, 16, 23, 30	Tom Frigone	\$ 200.00	
Overcoming Barriers to Personal Effectiveness - April 18, 25, May 2, 9	Art Lange	\$ 500.00 plus 50% of gross over \$1,000.00	

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Parapsychology March 21, 28, April 4, 11	Sylvia Paulus Kuhrts	\$ 275.00	
	Theodore Wentworth III	75.00	-CONTINUED-
	George Yao	\$ 75.00	
	Pat Kubis	\$ 75.00	
Advanced Workshop in Inter- pretive Color Photography March 15, 22, April 5, 21, 26	Mark Chamberlain	\$ 400.00	
Pre-Business Seminar March 10	Lee Eckert	\$ 100.00 plus 25% of net over \$1,000.00	
	Joy Ryan	\$ 100.00 plus 25% of net over \$1,000.00	
Pre-Business Seminar April 21	Lee Eckert	\$ 100.00 plus 25% of net over \$1,000.00	
	Joe Ryan	\$ 100.00 plus 25% of net over \$1,000.00	
Responsible Assertive Behavior - February 21, 28 March 7, 14	Arthur Lange	\$ 500.00 plus 50% of gross over \$1,000.00	
SCORE Special Business Clinic March 21, 28, April 4, 18, 25	Lee Eckert	\$ 125.00 plus 25% of net over \$750.00	
	Joe Ryan	\$ 125.00 plus 25% of net over \$750.00	
Start Your Own Business March 17	Lee Eckert	\$ 200.00 plus 25% of net over \$1,000.00	



<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Start Your Own Business March 17	Joe Ryan	\$ 200.00 plus 25% of net over \$1,000.00	-CONTINUED-
Stand Up and Speak March 24	Gene Selig	\$ 100.00 plus 50% of gross over \$700.00	
West Coast Conducting Symposium - June 25, 26, 27	Terry Newman	\$ 500.00	
	Frederick Fennell	\$2,000.00	
Stealing in Business April 21	Russell Humphries	\$ 100.00 plus 25% of gross over \$600.00	
Wine Appreciation: California's Vine Harvest	Alex McGeary	\$ 400.00	
Workshop for Supervisors 7 dates to be announced	Bernie Hoff	\$ 100.00 plus 10% of gross each event	
Saddleback College in Concert May 16, 17, 19, 31, June 3	Alvin Brightbill	\$ 200.00	
	Terry Newman	-0-	
	Bill Kirk	-0-	
	Eiki Paik	\$ 500.00	
	Calvin Smith	\$ 500.00	
	Don Walker	-0-	
	Penny Foster	\$ 500.00	
<u>Forums for Leisure</u>			
Adventures In Dining March 26, April 2, 9, 16, 23	Garry Johnston	\$ 260.00	
Bicycle Maintenance and Repair April 21, 28, May 5, 12	Mike Iannone	\$ 400.00	
Beginning Bridge February 22, March 1, 8, 15	Anita James	\$ 200.00	
Advanced Intermediate Bridge February 20, 27, March 6, 13	Anita James	\$ 200.00	

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Beginning Intermediate Bridge March 22, 29, April 5, 12	Freida Harrison	\$ 200.00	
Classic Car Collecting April 18, 25, May 2, 9, 16, 23	Craig Sinclair	\$ 600.00	-CONTINUED-
	Facility Rental:	\$ 300.00	
	Food Supplies	\$ 100.00	
	Additional guest speakers to be named at a later date - not to exceed	\$ 200.00	
Crafts Potpourri February 26, March 5, 12, 19, 26 April 2	Sandy Leach	\$ 216.00	
Crafts Potpourri February 26, March 5, 12, 19, 26 April 2	Sandy Leach	\$ 216.00	
Crafts Potpourri March 21, 28, April 4, 18, 25 May 2	Sandy Leach	\$ 216.00	
	Facility Rental	\$ 90.00	
Creative Nature Crafts March 22, 29, April 5, 19, 26 May 3	Sue Kirby	\$ 192.00	
Global Gourmet March 15, 22, 29, April 5	Garry Johnston	\$ 240.00	
	Food Supplies:	\$ 200.00	
Snapshot Photography April 19, 26, May 3, 5, 17	Bill and Shirlye Schreiber	\$ 300.00	
Rollerskating March 5, 12, 19, 26, April 2, 9	Mission Viejo Skateway	\$ 300.00	
Wilderness Heritage March 3, 10, 17, 24	Robert Cooper	\$ 300.00	
<u>Special Events</u>			
Evening with Elmer Dills March 26	Elmer Dills	\$ 200.00	
Evening with the Marx Brothers March 28	"Horsefeathers" and "Duck Soup"		
	Film Rental - Not to Exceed	\$ 210.00	

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
<u>Sports</u>			
3-Man Basketball League March 10 - May 5 Saturdays	Supplies Not to Exceed	\$ 175.00	-CONTINUED-
Racquetball Tournament March 9, 10, 11	Tom Malone Not to Exceed	\$ 150.00	
	Supplies Not to Exceed	\$ 500.00	
Pro Golf Youth Clinic April 9, 10, 11, 12	Ray Carrasco	\$ 320.00	
	Assistant Instructor to be named later - Fee Not to Exceed	\$ 75.00	
Pro Volleyball Clinic April 9, 10, 11, 12	Tom Read	\$ 600.00	
	Staff Assistants to be named later - Fee Not to Exceed	\$1,100.00	
	Supplies Not to Exceed:	\$1,500.00	
Summer Surf Contest June 9 and 10	Coordinator, Judges and Scorer Fees Not to Exceed	\$ 400.00	
	Supplies Not to Exceed:	\$ 200.00	
<u>Travel</u>			
Monterey Peninsula May 4, 5, 6	Ambassador Travel Company of Mission Viejo	\$1,440.00	
	Bus Transportation Not to Exceed	\$1,200.00	
Lake Casitas Campout March 30, 31, April 1	Supplies and Services Not to Exceed	\$ 800.00	
	Bus Transportation Not to Exceed	\$ 500.00	
Los Angeles Garment District March 15	Bus Transportation Not to Exceed	\$ 300.00	

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Open Recreation January 22 - May 27	N/A	N/A	

Forums for Learning

Workshop in Watercolors November 14 - December 21	Scott Moore	\$ 300.00	
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Our Search for Values in Contemporary Crises Conference - November 19, 20 and 21	Martin Weitz Bernard Spilka Charles S. Milligan Albert A. Rosenthal Jack Bemborad Kenneth Nuss		
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Transportation and Lodging costs for the above Not to Exceed		\$1,500.00	
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The above conference was previously approved on July 24, 1978. Lecture fees totaling \$800.00 were approved for four guest speakers. This amount is to be deleted as our guests agreed to forego lecture fees in the interest of economy. They will be paid transportation and lodging costs only.

Our Search for Values in Contemporary Crises Conference - November 19, 20 and 21	Sheldon Marshall	\$ 100.00	
	Fred Barnes	\$ 50.00	

Interdisciplinary Studies - Jody Hoy, Coordinator

The Trial of the Castonsville Nine: IDS In-Service January 15, 1979	Howard Haas	\$ 18.00	
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Division of Natural Sciences - Bob Parsons, Division Director

Slide Presentation on our Coastal Fishery - November 29, 1978	Tony Spagnolini	\$ 100.00	
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Lecture to two Oceanography 20  
classes on December 6, 1978

Division of Health Sciences - Del Eschbach, Division Director

The Physiology of Acid-Base Balance - December 1, 1978	Wayne Lukina	\$ 35.00	
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Respiratory System and Pathology December 7, 1978	Suzanne Pippin	\$ 35.00	
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It was recommended that the following items planned for the North Campus be approved for spring 1979:

PUBLIC PROGRAMS  
AND  
COMMUNITY SERVICES

Community Services - Terry Yapp, Recreation Director

-CONTINUED-

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Backpacking April 21, 28 May 5, 12, 13	Robert Cooper	\$ 600.00
	Additional Guides to be named later	\$ 200.00
Disco Dancing March 1, 8, 15, 22, 29 April 5	Eric DeRuyter	\$ 648.00
	Facility Rental Not to Exceed	\$ 200.00
Gold with a Pro March 5 through May 24	Ray Carrasco	\$1,600.00

ADDENDUM

The projected income for some of the events had not been included in the recommendation to the Board of Trustees and the information was given verbally at this time.

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to approve the Public Program and Community Service items as presented.

APPROVED

It was recommended that the following grant applications be approved:

GRANTS -  
APPLICATION

National Endowment for the Humanities Development Grant

It was recommended that an application to the National Endowment for the Humanities for the Interdisciplinary Studies Development Grant be approved.

The purpose of the project is to complete the development of the Interdisciplinary Studies Program, to provide in-service training to instructors, and to evaluate and disseminate the program results.

Requested funds will be in the neighborhood of \$150,000 spread over two years. Matching funds are in-kind and are already budgeted expenditures, primarily salary. No additional personnel is needed.

Notification of award is anticipated in June 1979 for a start date of October 1, 1979.

V.E.A. Subpart 3 of Part A - Program Improvement and Supportive Services Grant

It was recommended that the submission of the V.E.A. Subpart 3 of Part A - Program Improvement and Supportive Services application and the acceptance of allocations be approved.

An outline of the grant amounts, totaling \$16,003.00, was presented and a copy of the report is on file with these Minutes.

GRANTS -  
APPLICATION

Employment Authorization

-CONTINUED-

It was recommended that authorization be granted to advertise and interview for one (1) V.E.A. Career Counselor for the 1979 spring semester. V.E.A. funds will supplement district funds provided in the budget for these positions.

A motion was made by Trustee Watts, seconded by Trustee Walther and carried, to approve the requests as submitted.

APPROVED

Trustee Taylor was opposed. Referring to the National Endowment for the Humanities Development Grant and the matching funds involved, he stated that he is opposed to the commitment of matching funds, as the District's funds for next year and the next cannot be determined at this time.

The proposed Academic Calendar for 1979-80 was presented for information.

ACADEMIC  
CALENDAR  
1979-80

Trustee McKnight suggested that the January 7-18 In-Service be placed under the spring semester, not the fall semester, on Page 2 as well as Page 3.

Trustee Brandt suggested that the summer session be referred to as intersession or, perhaps, summer semester.

The Faculty Association President suggested that consideration be given to having a "dead day" before the examinations so that they would all be given within the same week.

The Academic Calendar for 1979-80 will be submitted for a second reading and approval will be requested at the next meeting.

INFORMATION

It was recommended that Board Policy 4125, Certificated Personnel, Retirement Incentive Plans, be adopted to reflect Article XVII of the newly negotiated and ratified faculty contract which provides for Certificated Personnel retirement incentive plans.

BOARD POLICY  
4125 -  
RETIREMENT  
INCENTIVE PLAN

Trustee McKnight requested two readings of this Board Policy.

The Board of Trustees agrees with the policy in concept but wishes additional time to study the wording.

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to table this matter until the next meeting.

TABLED

It was recommended that the employment of the following full-time classified personnel be approved:

EMPLOYMENT  
OF FULL-TIME  
CLASSIFIED  
PERSONNEL

Ratification of Employment

Page 22 of 29  
11-27-78

- |  |   |
|--|---|
| <p>1. Roberta G. Haley, Admissions and Records Clerk I, Office of Admissions and Records, Grade 3, Step 1, \$763.00 per month plus 4% shift differential, effective November 15, 1978. This is a replacement position for Shirley Morgan.</p>                          | <p>EMPLOYMENT<br/>OF FULL-TIME<br/>CLASSIFIED<br/>PERSONNEL</p> |
| <p>2. Nancy M. Vara, Admissions and Records Clerk I, Office of Admissions and Records, Grade 3, Step 1, \$763.00 per month plus 4% shift differential, effective November 15, 1978. This is a replacement position for Sharon Faradjollah.</p>                         | <p>-CONTINUED-</p>  |
| <p>3. Michael Wasco, CETA Operations Facilitator - Title VI, Class III, Step 1, Classified Supervisory Salary Schedule, \$12,080 (employment subject to the availability of funds), effective November 13, 1978. This is a replacement position for Dave Woodward.</p> |   |

Recommendation for Employment

4. Emma Grabowski, Clerk Typist II, Business Services, Grade 5, Step 3, \$876.00 per month, effective December 1, 1978. This is a replacement position for Cynthia Bahar.

<p>A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to approve the recommendations for employment of full-time classified personnel as presented.</p>	<p>APPROVED</p>
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<p>The Facilities Organizational Structure was presented for information.</p>	<p>FACILITIES STRUCTURE -INFORMATION-</p>
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<p>It was recommended that Board Policy 4211, Classified Personnel Retirement Incentive Plan, be approved to coincide with the Certificated Board Policy 4125 presented this evening.</p>	<p>BOARD POLICY 4211 - RETIREMENT INCENTIVE PLAN</p>
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<p>A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to table this item at this time.</p>	<p>TABLED</p>
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<p>The following Change Order was submitted for approval:</p>	<p>CHANGE ORDER</p>
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Change Order Number 29 - North Campus - Interior Development

Contractor: Elljay Acoustics, Inc.

Change Order Number 29 adds 16 lineal feet of demountable partition in Room 101 of Building Number 1 to accommodate furniture layout. The additional cost for this work is \$600.00 with no extension of time requested.

<p>A motion was made by Trustee McKnight, seconded by Trustee Walther and unanimously carried, to approve the Change Order as presented.</p>	<p>APPROVED</p>
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Assistant/Superintendent Hart had prepared a presentation to assist the Board of Trustees in understanding the process used for funding under the Community College Construction Act, of which the Five-Year Plan is a part. A Master Plan is an on-going plan, while the Five-Year Plan is a part of a funding system.

The Community College Construction Act began in 1967 when bond issues failed to pass. Under this plan, the State pays for fifty percent of the construction costs, on a statewide average, while the districts average paying for the remaining fifty percent by levying a Stiern Tax. Individual districts pay more or less than fifty percent. There will be some necessary changes to the Act next year, with one hundred percent being sought. In the interim, the process remains the same.

Monies have come from the "COPHE Fund" derived from off-shore oil reserves. If there are not sufficient funds available, they could still possibly come from the General Fund.

In January, along with the Five-Year Plan, Project Planning Guides (PPG) are prepared for funding being requested for July of the following year. These describe the scope of the projects and their general locations. In October, Preliminary Planning Packages (PPP) are prepared, outlining the precise locations of the projects and other pertinent data. In July of the following year, monies which have been approved are released.

To qualify the District for projects, the Chancellor's Office reviews and establishes priorities for the projects. The Department of Finance reviews the items approved by the Chancellor's Office. In the past, facilities such as parking lots and stadiums have not been funded.

Approved projects for 1979 are the General Classroom Building, the Swimming Pool and the purchase of one parcel of land at the Satellite. Contemplated for the future are a second cluster and the remainder of the property for the North Campus.

Preparation of the plan itself is a very complex task. Director of Facilities Trent will be doing the technical preparation. He would like to prepare future Five-Year Plans based upon an Academic Master Plan. This will be addressed in the winter.

Assistant/Superintendent Hart explained that the "capacity load ratio" is determined by the facilities inventory and weekly student contact hours, as projected by the Department of Finance based on enrollments for the next five years. Growth in square footage is determined by growth in enrollment. He distributed documents which had been prepared last year, to give the Trustees an idea of the process.



Recommendations concerning the Five-Year Plan will be presented to the Board of Trustees during December 1978 and January 1979.

FIVE-YEAR PLAN  
INFORMATION

A Resolution for authorization of signatures was submitted for approval.

RESOLUTION:  
AUTHORIZATION  
OF SIGNATURES

This Resolution places on file with the County of Orange the authorized signatures for the district, rescinding all previous authorizations. It is required at this time because of the change in Board membership.

A motion was made by Trustee Walther, seconded by Trustee Watts and unanimously carried, to adopt the Resolution for authorization of signatures as submitted. A copy is on file with these Minutes.

ADOPTED

Roll Call Vote:

Ayes: Brandt, Connolly, McKnight, Price, Taylor, Walther, Watts

Noes: None

Abstain: None

Absent: None

The Members of the Board of Trustees were informed that the provisions of the Education Code allow the district to contract for services up to the amount of \$8,000 without advertising for formal bids. However, Board Policy 3200, covering purchasing procedures, requires that the Director of Procurement obtain at least three quotations on proposed expenditures in excess of \$1,000.

WAIVER OF BOARD  
POLICY - TELE-  
PHONE SERVICES  
AWARD, IRVINE/  
TUSTIN SATELLITE

Inasmuch as it is far too early to determine the ultimate configuration for telephone services at the Irvine/Tustin Satellite and because the Pacific Telephone Company can provide an interim service which will satisfy the needs of the campus in its satellite mode, it was recommended that the Board Policy requiring more than one quotation be waived and that the Superintendent/President or the Assistant Superintendent/Business be authorized to award the contract for telephone services for the Irvine/Tustin Satellite to the Pacific Telephone Company at an annual cost not to exceed \$8,000.

A motion was made by Trustee Walther, seconded by Trustee Watts and unanimously carried, to waive the board policy requiring more than one quotation and to authorize the Superintendent/President or the Assistant Superintendent/Business to award the contract for telephone services for the Irvine/Tustin Satellite to the Pacific Telephone Company at an annual cost not to exceed \$8,000.

APPROVED

The Members of the Board of Trustees were informed that in order to obtain additional space for the Agriculture Program the Mission Viejo Company was approached with a request that the District be permitted to use company property adjacent to the Saddleback College Campus for such purpose.

WAIVER OF  
LIABILITY -  
USE OF  
MISSION VIEJO  
COMPANY PROPERTY

A Waiver of Liability for such land, including a map showing the land in question, had been presented to the District by the Mission Viejo Company. A copy of this document is on file with these Minutes.

WAIVER OF LIABILITY - USE OF MISSION VIEJO COMPANY PROPERTY

It was recommended that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute this Waiver of Liability, as requested by the Mission Viejo Company.

-CONTINUED-

A motion was made by Trustee Brandt, seconded by Trustee Connolly and unanimously carried, to authorize the Superintendent/President or the Assistant Superintendent/Business to execute the Waiver of Liability as requested by the Mission Viejo Company.

APPROVED

Assistant Superintendent Barletta mentioned that the Waiver of Liability by the Mission Viejo Company permits the use by the District of approximately five acres of land adjacent to the agricultural grounds for the Saddleback College Program. This came about by research by and the suggestion of Trustee McKnight, and involved the efforts of Mr. Everett Brewer, Associate Dean of Instruction/Occupational Programs; Mr. Charles Harrison, Instructor in the Division of Natural Sciences; and Mr. Philip Rogers, Instructor in the Division of Mathematics and Engineering.

As a result of an on campus traffic incident, which occurred August 29, 1978, involving two parked cars belonging to students and a cart driven by an employee of the District, two claims against the District have been presented.

CLAIMS AGAINST THE DISTRICT

1. Mark D. Vance has presented a claim for damage to his vehicle estimated at between \$400 and \$500.
2. DeeDee Cowley has presented a claim for damage to her vehicle estimated at between \$140 and \$240.

A copy of the report prepared by the Campus Safety Department was presented for information and is on file with these Minutes.

It was recommended that the claims be denied and referred to the District's insurance carrier for appropriate action.

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to deny the claims and to refer them to the District's insurance carrier for appropriate action.

DENIED / REFERRED TO THE DISTRICT'S INSURANCE CARRIER

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>
Continuing Education	\$ 1,800	From: Custodian, Contract Services To: Custodian, Salary

<u>Department</u>	<u>Amount</u>	<u>Accounts</u>	TRANSFER OF FUNDS
Natural Sciences	\$ 1,400 100 <u>\$ 1,500</u>	From: Books From: Office Supplies To: Operational Supplies	-CONTINUED-
	\$ 200	From: Physical Sciences, Instructional Supplies	
	\$ 400	From: Astronomy, Instructional Supplies	
	<u>\$ 400</u>	From: General Instructional Supplies	
	\$ 1,000	To: Physics, Instructional Supplies	
Dean of Instruction	\$ 1,000 <u>3,000</u> \$ 4,000	From: Office Furniture From: Office Machines To: Classroom Furniture	
Satellite	\$13,000	From: Part-time Instructors To: Instructors, New Faculty	

A motion was made by Trustee Price, seconded by Trustee Walther and unanimously carried, to approve the requests for transfer of budget appropriation funds as requested. APPROVED

At the meeting of March 13, 1978, the Board of Trustees approved a lease with the Viejo Management Company for the radio transmitting site. Since that time, negotiations have continued which include expanding the use of the site and allowing also for the use requirements of the San Diego Gas and Electric Company along with the Rancho Viejo Company. As an outcome of these negotiations, a revised lease proposal has been prepared. A copy was presented for information, and a copy is on file with these Minutes. REVISED LEASE -  
RADIO TRANS-  
MITTING SITE

The revised lease is for a period of ten years, a beneficial change from the year-to-year arrangement of the original lease. The annual payment of \$2,414.00 is the District's share of the cost.

It was recommended that this lease be approved and that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute said lease.

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to approve the revised radio transmitting site lease with the Viejo Management Company and to authorize the Superintendent/President or the Assistant Superintendent/Business to execute said lease. APPROVED

The District has been notified by the Department of Health, Education and Welfare that it has been awarded a grant of \$107,363 in connection with the expansion and power increase of the College Radio Station, KSBR. EXPANSION  
OF SADDLEBACK  
RADIO STATION

To provide power to the radio transmitting site for KSBP, it was recommended that the San Diego Gas and Electric Company be authorized to make the necessary cable installations at a cost not to exceed \$3,943.00.

EXPANSION  
OF SADDLEBACK  
RADIO STATION

-CONTINUED-

Authorization was also requested for the Superintendent/President or the Assistant Superintendent/Business to make awards for other services and work which will be required in an amount not to exceed \$6,000.

Mr. William Weisgerber will present the appropriate requisitions for such services and work to the Assistant/Superintendent Business.

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, to authorize the San Diego Gas and Electric Company to make the necessary cable installations to provide power to the radio transmitting site for KSBP, at a cost not to exceed \$3,943.00; also, to authorize the Superintendent/President or the Assistant Superintendent/Business to make awards for other services and work which will be required in an amount not to exceed \$6,000. APPROVED

Superintendent/President Lombardi commended Director of Media Services Weisgerber for his participation in the radio station and for a job well done.

It was recommended that the items on the Awards List, a copy of which is on file with these Minutes, be approved for the action specified and that payment be authorized upon delivery and acceptance of the items ordered.

AWARDS

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

All awards are within the approved budgetary appropriations.

A motion was made by Trustee McKnight, seconded by Trustee Walther and unanimously carried, to approve the Awards as presented.

APPROVED

It was recommended that the Board of Trustees authorize the payment of the sum of \$50.00 to Mrs. Jean Vincenzi for consulting services performed on behalf of the Fixed Income Counseling Program. Funds are included in the program budget for such consulting services.

CONSULTANT

A motion was made by Trustee Watts, seconded by Trustee Price and unanimously carried, to authorize the payment of the sum of \$50.00 to Jean Vincenzi for consulting services performed on behalf of the Fixed Income Counseling Programs.

APPROVED

The following Business Services reports for the month of October 1978 were submitted for the information of the Members of the Board of Trustees:

BUSINESS  
SERVICES  
REPORTS

1. Scholarship Fund
2. Loan Fund
3. Associated Student Body Budget Report
4. HEW Trust Account Report

BUSINESS  
SERVICES  
REPORTS

-CONTINUED-

The Health, Education and Welfare Trust Account report covers the following programs:

- BEOG - Basic Educational Opportunity Grant
- CWS - College Work Study
- Nursing Capitation Grant
- Nursing Scholarship Grant
- SEOG - Supplemental Educational Opportunity Grant
- VCIP - Veterans Cost-of-Instruction Program

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

INFORMATION

A legislative report, which covers a number of Bills which have become law during the 1978 session and which affect the community colleges, was presented for information.

LEGISLATIVE  
REPORT

A copy of the report is on file with these Minutes.

INFORMATION

The meeting was adjourned at 10:40 p.m.

ADJOURNMENT

The Board of Trustees convened to Executive Session at 10:45 p.m. and adjourned the Executive Session at 11:00 p.m. Any actions taken will be reported at the next Board Meeting.

EXECUTIVE SESSION  
ADJOURNED

*R.A. Lombardi*

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