

(Storia)

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

MINUTES OF THE MEETING OF THE GOVERNING BOARD

February 11, 1980 -- 7:30 p.m.
Library-Classroom Complex -- Room 105

PUBLIC / FILE

The regular meeting of the Board of Trustees was called to order by Trustee Price. Faculty Association President Merrifield led the audience in the Pledge of Allegiance and Trustee Taylor gave the Invocation.

CALL TO ORDER

Present:

PRESENT

- Mr. Robert L. Price, President
- Prof. Eugene C. McKnight, Clerk
- Mr. John C. Connolly, Member
- Mr. Robert L. Moore, Member
- Mr. Larry W. Taylor, Member
- Ms. Harriett S. Walther, Member
- Mr. Eugene Mulcahy, Student Member

BOARD MEMBERS

- Dr. Robert A. Lombardi, Superintendent/President
- Mr. Roy N. Barletta, Assistant Superintendent - Business Services
- Dr. Edward A. Hart, Assistant Superintendent - Provost, North Campus
- Dr. William O. Jay, Assistant Superintendent - Dean of Instruction
- Mr. Frank O. Sciarrotta, Dean of Administrative Services
- Mr. Jack A. Swatzbaugh, Dean of Students

STAFF MEMBERS

Absent:

ABSENT

Mr. William L. Watts, Vice-President

A motion was made by Trustee Walther, seconded by Trustee Moore, and unanimously carried to adopt the agenda as presented.

AGENDA
ADOPTED
AS PRESENTED

A motion was made by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to adopt the minutes of the regular meeting of January 28, 1980, as presented.

MINUTES
ADOPTED
AS PRESENTED

A motion was made by Trustee Walther, seconded by Trustee Connolly, and unanimously carried to adopt the minutes of the special meeting of February 4, 1980, as presented.

MINUTES
ADOPTED
-CONTINUED-

In response to a request by the Board of Trustees, Associate Dean of Instruction Brewer, Chairman of the Planning Group for Planning Task Number 30, An Academic Master Plan for the Saddleback District, presented an informational report concerning the planning task. He gave the history of the project and an overview of the plan.

SPECIAL REPORTS

PLANNING TASK
NUMBER 30: AN
ACADEMIC PLAN
FOR THE SADDLE-
BACK DISTRICT

He introduced Academic Senate President Carroll, a member of the planning group and author of the planning task's Prefatory Statement of Purpose. Dr. Carroll stated that the Academic Senate has reviewed the planning task process step by step and has contributed to the final document. In keeping with the Statement of Purpose, which emphasizes the need for flexibility in the plan, the Academic Senate has reserved the right to review curriculum matters.

Mr. Brewer explained that the function of an academic master plan, one that will plan for all programs, is to direct the academic direction of the district, in sequence, as well as to fulfill state requirements.

He mentioned the members of the planning group, listed below, who have contributed their efforts to the task over a long period of time.

Joyce Arntson, Coordinator, Business Center,
North Campus
Thomas Carroll, President, Academic Senate,
1979-80
Edward Hart, Assistant Superintendent/
Provost, North Campus
Bill Jay, Dean of Instruction
Dale Larson, Director of Instructional
Services, North Campus
John Lowe, President, Academic Senate,
1978-79
Mike Reed, Instructor
Frank Sciarrotta, Associate Dean of Instruction/
Continuing Education
Don Trent, Director of Facilities

Special appreciation was extended to Trustee McKnight, who had attended a significant number of planning sessions and was of particular help in the process.

Mr. Brewer reviewed Planning Task Number 30 Appendix A, Definitions, and Appendix C, List of Criteria for Program Location, and responded to questions.

Another special report will be given at the next regular meeting of the Board of Trustees concerning Planning Task Number 30. At that time, Mr. Brewer will discuss the text of the planning task.

Superintendent/President Lombardi introduced Mr. John Warburton, Co-executive Director of Institutional Management Consultants (IMC) and Ms. Stephanie Austin, Project Director, who were present to respond to questions concerning the Marguerite Parkway Project.

MARGUERITE
PARKWAY
PROJECT

The following documents, introduced by IMC, were presented to each trustee for information and discussion.

Preliminary Information for a Proposed Joint
Occupancy Development in the Mission Viejo
Planned Community, Orange County, California

(The following portions of) Materials for
Developers Selection Process

Developers Selection Process and Tentative
Dates
A Sample Advertisement
A Sample Letter to Developers Soliciting
Their Letters of Interest
Suggested Criteria for Developer Selection

A copy of each of the above documents will be placed on file with these minutes.

Trustee McKnight suggested that the criteria for Requests for Proposals (RFP), established at the Board meeting on February 4, 1980, be included in the developer information packet. He also requested that the word "lease" be used in place of the word "dispose" when referring to the property.

The following resolution was presented for adoption:

MARGUERITE
PARKWAY
PROJECT

WHEREAS, Sections 81390 to 81403 of the California Education Code make provisions for Joint Occupancy of District-owned property with private individuals, firms, or corporations; and

-CONTINUED-

WHEREAS, the district finds itself constrained to seek alternate sources of funds for various district requirements because Amendment XIII A of the California Constitution has substantially reduced district income; and

WHEREAS, the district has fee ownership of an approximately 200-acre parcel identified as 28000 Marguerite Parkway, Mission Viejo; and

WHEREAS, the district has identified approximately 26 acres in the existing approximately 200-acre parcel located at its westerly boundary running along Marguerite Parkway, which may be developed under the provisions of the above-referenced sections of the Education Code; and

WHEREAS, the district intends to occupy sufficient space for its district administrative services and also obtain on-site improvements for student parking; and

WHEREAS, approximately 16 acres may be available for development and producing a substantial economic benefit;

NOW, THEREFORE, BE IT RESOLVED, that the Saddleback Community College District Board of Trustees will request proposals for joint occupancy of district property in accordance with the provisions of Sections 81390 et seq. of the Education Code; and

BE IT FURTHER RESOLVED, that on the 19th day of May 1980, at 7:30 p.m., the Board of Trustees will hold its regular public meeting and will receive and consider all plans or proposals submitted.

A motion was made by Trustee Moore, seconded by Trustee McKnight, and carried to amend Paragraph 2 to read as follows:

WHEREAS, the district finds itself constrained to seek alternate sources of funds for various district requirements; and

MARGUERITE
PARKWAY
PROJECT

Trustee Walther was opposed.

-CONTINUED-

A motion was made by Trustee Connolly, seconded by Trustee McKnight, and unanimously carried to amend Paragraph 5 to read as follows:

WHEREAS, the district intends to occupy space for its use and also obtain on-site improvements for student parking; and

Superintendent/President Lombardi requested that the date in the closing paragraph be corrected to read the 27th day of May, 1980.

A motion was made by Trustee Taylor, seconded by Trustee Connolly, and carried to adopt the resolution as follows:

RESOLUTION
ADOPTED
AS AMENDED

WHEREAS, Sections 81390 to 81403 of the California Education Code make provisions for Joint Occupancy of district-owned property with private individuals, firms, or corporations; and

WHEREAS, the district finds itself constrained to seek alternate sources of funds for various district requirements; and

WHEREAS, the district has fee ownership of an approximately 200-acre parcel identified as 28000 Marguerite Parkway, Mission Viejo; and

WHEREAS, the district has identified approximately 26 acres in the existing approximately 200-acre parcel located at its westerly boundary running along Marguerite Parkway, which may be developed under the provisions of the above-referenced sections of the Education Code, and

WHEREAS, the district intends to occupy space for its use and also obtain on-site improvements for student parking; and

WHEREAS, approximately 16 acres may be available for development and producing a substantial economic benefit;

NOW, THEREFORE, BE IT RESOLVED, that the Saddleback Community College District Board of Trustees will request proposals for joint occupancy of district property in accordance with the provisions of Sections 81390 et seq. of the Education Code; and

MARGUERITE
PARKWAY
PROJECT

-CONTINUED-

BE IT FURTHER RESOLVED, that the 27th day of May 1980, at 7:30 p.m., the Board of Trustees will hold its regular public meeting and will receive and consider all plans or proposals submitted.

Roll Call Vote:

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

Concerning his affirmative vote, Trustee Price made the following statement to be entered into the record:

He had voted in favor of the resolution, respecting the fact that if Trustee Watts had been present this evening he would certainly have voted in favor of it. Also, even though he has reservations concerning this development, the District is faced with two strong facts which could prompt it to move in this direction: the danger that Jarvis II will be approved and the unsolved problem of funding the purchase of land at the North Campus.

He further presented an analysis of the seven-year capital needs program which had been supplied to the Board. This revealed a shortfall in three definite areas: (1) purchase of the remaining 60 acres at the North Campus, (2) a sizeable package for athletic facilities, and (3) matching money for programs requiring state aid.

A letter prepared jointly by Phil Rogers, Associate Professor of Engineering, and Richard Hilton, Associate Professor of Geology, referring to their views

against the removal of the ridgeline on Marguerite Parkway, was received by the Board of Trustees and will be considered during their deliberations on this subject. A copy of the letter is attached to these minutes.

MARGUERITE
PARKWAY
PROJECT

-CONTINUED-

Trustee Taylor reported that Senate Bill 666, The Consolidated Nursing Reform Act of 1980, has failed in committee.

REPORTS AND
COMMUNICATIONS

He stated that Assembly Bill 2126, Capital Outlay Laws, if passed, would give donors a 20% income tax credit on donations. He will pursue the passage of this bill, traveling to Sacramento if and when necessary.

MEMBERS OF THE
BOARD OF TRUSTEE

SB 666
AB 2126

Trustee Walther welcomed Mr. Eugene Mulcahy, the newly-appointed student trustee.

Mr. Mulcahy,
Student Trustee

She congratulated Ms. Shelba Robison, Director, Grants and Resource Development, who has been named chairperson of a statewide consortium to share her expertise concerning grants with others throughout the state.

Ms. Shelba
Robison
Chairperson,
Grants Consortium

Trustee Walther stated that she is pleased to have received a communication from Dr. Jody Hoy, Interdisciplinary Studies Coordinator, containing an evaluation of the Interdisciplinary Studies Program.

Dr. Jody Hoy
Interdisciplinary
Studies Program

She read a statement prepared by Governor Brown acknowledging February 16-23 as Community College Week.

Community College
Week - February
16-23

Trustee Walther thanked Mr. Bruce Weissenberger, Associated Student Body Chairman, North Campus, for attending Board meetings and informed him that, as a member of the audience, he is welcome to make comments and to participate in discussions.

Mr. Bruce
Weissenberger
ASB Chairman
North Campus

A motion was made by Trustee Moore, seconded by Trustee Walther, and unanimously carried that the regular meeting of the Board of Trustees on February 25, 1980, will be held at the North Campus at 7:30 p.m.

February 25, 1980
Board Meeting to
be held at the
North Campus

Trustee Price reported that donations to the Marshall Fund now total \$4,300. He would like to have a showing of the Marshall Collection, accepted by the Board of Trustees on January 28, in the near future.

The Marshall Fu
Collection

He commented that each Trustee has been requested to assist in the selection of members to serve on the Community Leadership Program Advisory Committee.

Community Leader
ship Program
Advisory
Committee

He inquired about the status of a letter received from Association of Community College Trustees requesting monies for a Washington office. He was informed that the administration will provide a negative response to this request.

ACCT
Washington Office

Trustee Price read excerpts from a letter received from Mrs. Emery Harris, a resident of Laguna Hills, commending Mr. Jose Lopez of Saddleback College's Extended Opportunity Programs and Services, for assisting her by discovering her stolen purse and making the effort to return it to her. Trustee Price will prepare a letter of response on behalf of the Board of Trustees.

Mr. Jose Lopez
Commended

A motion was made by Trustee Moore, seconded by Trustee Walther, and carried to hold a work study session concerning the Facilities Master Plan on Monday, March 17, 1980, at 8:00 p.m. Trustee Connolly was opposed.

WORK STUDY
SESSION TO BE
HELD ON
MARCH 17, 1980 -
FACILITIES
MASTER PLAN

Superintendent/President Lombardi reported that on February 6 he had attended a meeting of the Irvine Company Planning Staff which will lead to a future meeting with them and the City of Irvine to discuss the physical placement of buildings.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

He reported that last week he had met with the Dean of the School of Education of the University of California at Los Angeles. They are attempting to begin a joint project with the University of Irvine in relation to data processing and curriculum development. Unless the Board expresses negative feelings, he will commit the district to become involved in this project by providing time and energy and to be a source of educational research. He will report to the Board of Trustees as progress is made on this project.

SUPERINTENDENT/
PRESIDENT

Meeting with the
Irvine Company

Meeting with the
Dean of the
School of
Education - UCLA

He commented that on February 8 he had visited California State University at Long Beach. Two deans, one from the Division of Natural Sciences and one from the Division of Fine Arts, had remarked that their best students this semester are from Saddleback College. President Horn had stated that they are expecting Proposition 9 to pass and he has informed the students to expect tuition to increase tenfold.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

California State
University at
Long Beach

Proposition 9

Superintendent/President Lombardi introduced Mr. Bill Schreiber, Information Director, to report to the Board of Trustees.

Bill Schreiber,
Information
Director

Mr. Schreiber reported that plans are being made to celebrate Community College Week, February 16-23, 1980. He outlined the events planned and stated that a news release listing these events is being prepared. Special announcements will be aired on KSBR concerning these events, and the newspapers which serve our district will run editorials regarding community colleges--Saddleback College in particular. He has sent letters containing a copy of the resolution concerning community college week, recently adopted by the Board of Trustees, to all city councils and unified school districts in the area, requesting that they adopt the resolution and send it to legislators. Included in his communication was an invitation to arrange a tour of our campus for those interested.

Community
College Week

He reported that, as an outgrowth of Project People, he has recently been requested by the California Community and Junior College Association to work with an ad hoc committee of public information people.

Project People

He plans to develop an informational campaign aimed at informing employees and students about Jarvis II.

Trustee Taylor commented that on February 14, 1980, the District will celebrate its 13th anniversary.

The District's
13th Anniversary

Dr. Carroll, President of the Academic Senate reported that the Academic Senate held its recent meeting at the North Campus. One of the items of discussion was hiring procedures.

ACADEMIC SENATE

Mrs. Doris Driml, President of the California School Employees Association (CSEA), reported that she and others have initiated interest in reorganizing the chapter. A CSEA meeting will be held on Wednesday, February 13, at 2:00 p.m. in Science/Math 313. She invited everyone to attend.

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION

Mr. Merrifield, President of the Faculty Association, introduced Ms. Nancy Desmond, part-time instructor and editor of the Twilight News.

FACULTY
ASSOCIATION

Mr. Bruce Weissenberger Associated Student Body Chairman, North Campus, extended appreciation to Trustee Walther for taking her time to visit the North Campus to speak with students. He extended an invitation to other members of the Board to do the same.

NORTH CAMPUS
ASB EXTENDS
APPRECIATION
TO TRUSTEE
WALTHER

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 Moore requested that Board Report Number 110, Grants - Personnel, and Board Report Number 112, Effective Dates - Board Policy 4079, Bereavement Leave, and Board Policy 4083, Vacations, be removed from the consent calendar.

Trustee Walther requested that Board Report Number 115, Classified Personnel - Regular Actions, be removed from the consent calendar.

Superintendent/President Lombardi requested that Board Report Number 114, Certificated Personnel - Regular Actions, be removed from the consent calendar.

A motion was made by Trustee Moore, seconded by Trustee Connolly, and unanimously carried to approve the consent calendar as follows:

APPROVED
AS
AMENDED

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

REQUESTS TO
ATTEND CON-
FERENCES,
MEETINGS, ETC.

Trustee McKnight	Visitation of the Assessment of Prior Learning Class Saddleback College Main Campus January 22, 1980	REQUESTS TO ATTEND CON- FERENCES, MEETINGS, ETC.
Trustee Price	Meeting with the Superintendent/ President Saddleback College Main Campus January 23, 1980	-CONTINUED-
Trustee McKnight	Attendance at the Academic Senate Meeting Saddleback College Main Campus January 25, 1980	
Trustee Price	Meeting with the Superintendent/ President Saddleback College Main Campus February 6, 1980	

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 approved:

Trustee Price	Meeting of the California Community and Junior College Association Commission on Vocational Education Los Angeles January 28, 1980
Trustee Price and Associate Dean of Instruction Brewer, guest	Legislative Committee Meeting of the Saddleback Regional Chamber of Commerce Lake Forest February 5, 1980
Trustee Price	California School Boards Association Board Presidents Handbook Workshop San Diego February 23 and 24, 1980

The following public program and community service items were approved:

PUBLIC PROGRAMS/
COMMUNITY
SERVICES

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Stanislaus River Rafting May 16-18, 1980	Robert Cooper Bus Transportation Camping Fee Insurance Rafts	\$ 600.00 1,500.00 50.00 50.00 4,320.00	-CONTINUED-
Workshops for Supervisors March 12, 1980	Terry Thorpe Jerald Rudmann Facility Rental Food	200.00 200.00 250.00 1,000.00	
(Previous Board approval requested \$200 for both guest speakers; this was in error as the correct amount is \$200 for each speaker.)			
An Evening with Ram Dass April 30, 1980	Ram Dass	1,500.00	
Continuing Educa- tion in Real Estate Appraisal April 8 & April 17, 1980	Joe Lovullo	75.00/day	
Creative Financing March 20 & March 25, 1980	Milt Hanson	600.00 per 6 hour day	
Development April 17 & April 29, 1980	Dave Celestin	100.00/day	
Escrow April 30 & May 20, 1980	Barbara Young	100.00/hour	
Exchanges I April 16 & May 13, 1980	Milt Hanson	300.00/session	
Real Estate Contracts April 12 & June 3, 1980	Bob Donohue Allen McVey Barbara Young Helen Ritenhour	100.00/hour 50.00/day 100.00/day 50.00	

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Residential Property Management April 24 & May 14, 1980	Boyce D. Jones	75.00/ session	-CONTINUED-
Syndication April 30 & May 6, 1980	Tony Brown	225.00/ session	
Taxation March 22 & May 21, 1980	N. Brooke Gabrielson	750.00/ session	
Exchange II April 16 & May 13, 1980	Milt Hanson	300.00/ session	
Government Regulations & Laws March 26 & April 10, 1980	Chuck Kenney	300.00/day	
Industrial/ Commerical Property May 8 & May 14, 1980	Jim Shepard	75.00/ session	
Investment I March 27 & April 15, 1980	Bob Donohue	300.00/ session	
Investment II March 27 & April 15, 1980	Bob Donohue	300.00/ session	
Law & Ethics March 19, April 10, May 6, 1980	Jack Lincoln	900.00/day 450.00/ ½ day May 6	
Staff Development January 17, 1980	Dr. Cecil Hannan	150.00	
Anthropology 4 March 3, 1980	Riley B. Sunrise	25.00	

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
Sociology 10 March 27, 1980	Susan Potts	25.00	
Continuing Educa- tion Workshops for Nurses Morning Session February 23, 1980	Louis Schwartz	100.00	-CONTINUED-
Afternoon Session February 23, 1980	Terri Petrila	100.00	

The following certificates of achievement were approved:

CERTIFICATES OF
ACHIEVEMENT

Julie Marie Coulter	Nursing, R.N.
Donna L. Dean	Nursing, R.N.
Brooks Donovan	Nursing, R.N.
Patricia A. Gilloon	Nursing, R.N.
Marilynn P. Halderman	Nursing, R.N.
Linda C. Hargrove	Nursing, R.N.
Shari A. Hoffer	Nursing, R.N.
Corey D. Justin	Nursing, R.N.
Fiona C. Kennedy	Nursing, R.N.
Peggy L. Kerley	Nursing, R.N.
Karen Ann Keywan	Nursing, R.N.
Regina R. Lamourelle	Nursing, R.N.
Judith Anne Pressnall	Nursing, R.N.
Amy B. Pulliam	Nursing, R.N.
Sylvia R. Ranish	Gerontology
Carol D. Rough	Nursing, R.N.
Patricia J. Sanchez	Nursing, R.N.
Julia A. Wagner	Nursing, R.N.
James A. Woronow	Nursing, R.N.

A preliminary grant application to HEW's Fund for the Improvement of Postsecondary Education (FIPSE) for a California Consortia for Resource Development Project was approved. The California Council for Resource Development (CCRD), together with the California Community College Trustees (CCCT) and the Association of California Community College Administrators (ACCCA) are proposing a three-year program beginning in September, 1980, which includes information dissemination, training, expanded resource development, and implementation of resource sharing networks throughout the State.

GRANTS -
APPLICATION

The intent of the project is to assist college districts in their efforts to obtain public and private funding. As State president of CCRD, Saddleback's Director of Grants and Resource Development would be project director and the college will serve as fiscal agent for the \$75,000 requested during the first year. Saddleback will provide in-kind services only. The final proposal will be submitted in April, 1980.

GRANTS -
APPLICATION

-CONTINUED-

The following, previously employed instructors were appointed on an if-and-as-needed basis for the 1979-80 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>Probable Assignment</u>
Graetz, Susan	English as Second Language (substitute)
Lowery, Kenneth	Real Estate
Smith, Rebecca	Office Administration (North Campus)

The following, new extended day instructors were appointed on an if-and-as-needed basis for the 1979-80 academic year, at the hourly rate stipulated in the salary schedule, at the class to which each is qualified.

<u>Applicant</u>	<u>Probable Assignment</u>
Bennett, William	Chemistry
Brubaker, Vernon	Machine Technology
Gaston, Jeannell	Travel Management
Janes, William	Photography
Licon, Amador	Spanish (Emeritus Institute)

The district carries insurance to protect the property of others against loss or damage while such property is on exhibit on campus, such as in gallery shows. The policy carries a deductible amount of \$500.

CLAIM AGAINST
THE DISTRICT

While the current gallery exhibit was being set up, a ceramic sculpture belonging to Adrian Saxe was broken. Mr. Saxe has submitted a request for

payment in the amount of \$75 for the broken item, and it was recommended that this payment be authorized. Per his request, payment in the amount of \$75 was authorized to Adrian Saxe for a ceramic sculpture belonging to him which was broken while the current gallery exhibit was being set up.

CLAIM AGAINST
THE DISTRICT
-CONTINUED-

The use of the following off-campus facilities was approved, and the Superintendent or the Assistant Superintendent/Business was authorized to execute appropriate contracts for such use.

USE OF OFF-
CAMPUS FACILITIES

North Campus

Facility - Institute of Dance Arts, Irvine
Use - Beginning Ballet, 2 classes offered
Cost - \$250 (\$125 per class)
Period - Spring Semester 1980

Fixed Income Consumer Counseling Program

Facility - Santa Ana Community Convalescent Center
Use - Office space
Cost - \$275 per month, including telephone services
Period - November 1979 through June 1980

The total cost for the eight-month period in fiscal year 1979-80 is \$2,200, which is reimbursed to the district through the program grant.

Requests for transfer of budget appropriation funds were approved as submitted.

TRANSFER OF
FUNDS

A copy of the listing of requests for transfer of budget appropriation funds is on file with these minutes.

The items on the Awards list were approved for the action specified, and payment was authorized upon delivery and acceptance of the items orders.

AWARDS

A copy of the Awards list is on file with these minutes.

Dr. Lefteris Lavrakas was appointed as a consultant for staff development and flexible calendar evaluation. He is to complete his assignment on or before June 30, 1980, and will be paid a fee of \$1,250 in accordance with the following schedule:

CONTRACT
SERVICES

\$750 - February 1980
\$500 - June 1980

CONTRACT
SERVICES

The civil engineering firm of Williamson & Schmid was appointed as consultants to provide engineering studies of drainage systems at the west property line of the college adjacent to existing commercial development, at a total fee not to exceed \$3,000. The studies will include analysis of erosion problems and recommendations for solution.

-CONTINUED-

The following request for partial payment under the contract dated September 13, 1979, submitted by Institutional Management Consultants was approved:

PAYMENT TO
CONSULTANTS

For services rendered in connection with the Marguerite Parkway Project:

Contract Tasks "A" through "C" - \$10,000.00

Progress payment requests were ratified on awards previously approved by the Board of Trustees as submitted.

PROGRESS
PAYMENTS

A copy of the progress payments list is on file with these minutes.

The following requests for institutional memberships were approved:

MEMBERSHIPS

Student Personnel

The College Board (renewal) \$200.00

Business Science

International Word Processing Association (renewal) 35.00

Counseling

South Coast Higher Education Council 15.00

Purchase Orders 046929 through 047262, totaling \$141,888.09 were approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDER

A copy of the purchase order listing is on file with these minutes.

District Warrants 057656 through 057894, totaling \$252,844.62, were approved and ratified for payment.

PAYMENT OF BILL

A copy of the warrant listing is on file with these minutes.

Payment of personnel services was ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Certificated payroll for January 1980 - \$737,097.09

The following Business Services reports were submitted for information:

BUSINESS
SERVICES
REPORTS

Associated Student Body Budget Report for the month ended January 31, 1980.

Scholarship Fund - December 1979.

Loan Fund - December 1979.

National Direct Student Loan - Quarterly Report, October 1979 through December 1979.

The Health, Education and Welfare Trust Account - December 1979.

The meeting was recessed at 10:10 p.m. and reconvened at 10:25 p.m.

MEETING RECESSED
MEETING
RECONVENED

A resolution concerning Vocational Education Week was presented as follows. Trustee McKnight read the resolution, with commendations to Mr. Everett Brewer, Associate Dean of Occupational Programs.

RESOLUTION:
VOCATIONAL
EDUCATION
WEEK

WHEREAS, the Saddleback Community College District is committed to a vital and expanding curriculum of occupational and vocational programs; and

WHEREAS, these programs are continually tailored and modified to meet the immediate needs of business and industry; and

WHEREAS, more than 1,000 citizens and business leaders are members of the District's vocational program advisory committees, lending their expertise and insights to development of these activities; and

WHEREAS, the week of February 10-16, 1980, has been designated National Vocational Education Week by the American Vocational Association;

RESOLUTION:
VOCATIONAL
EDUCATION
WEEK

NOW, THEREFORE, BE IT RESOLVED that the Saddleback Community College District Board of Trustees reaffirms its commitment to a balanced curriculum that recognizes the significance of occupational education in today's changing world;

-CONTINUED-

BE IT FURTHER RESOLVED, that the Board of Trustees declares its support and endorsement of Vocational Education Week as a means of focusing public attention on this important element of higher education.

A motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried to adopt the resolution as presented.

ADOPTED

Roll Call Vote:

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

The following resolution of commendation was presented for adoption:

RESOLUTIONS OF
COMMENDATION

WHEREAS, Peggy Blizzard, reporter for the Tustin News, has covered the Saddleback Community College District since the summer of 1967; and

WHEREAS, she has reported on virtually the entire history of this District for her readers even before its move to a permanent campus site; and

WHEREAS, her consistent, faithful coverage always has reflected the District's progress accurately and objectively; and

WHEREAS, she is leaving the Tustin News to pursue a position as editor of Southern California Business newspaper published by the Los Angeles Chamber of Commerce;

NOW, THEREFORE, BE IT RESOLVED that the Saddleback Community College District Board

of Trustees, administration, faculty and staff offer their sincere thanks to Ms. Blizzard for her work on behalf of her readers and wish her well in her future endeavors.

RESOLUTIONS

-CONTINUED-

A motion was made by Trustee McKnight, seconded by Trustee Taylor, and unanimously carried to adopt the resolution as presented.

ADOPTED

Roll Call Vote:

Ayes: Trustees Connolly, McKnight, Moore,
Price, Taylor, and Walther

Noes: None

Abstain: None

Absent: Trustee Watts

The following resolution of commendation for Jeff Greenough was presented for adoption:

WHEREAS, Saddleback College sophomore Jeff Greenough, a Laguna Beach High School graduate, was a member of the 1979 championship Gaucho football team in the offensive tackle position; and

WHEREAS, he was considered one of the premier tackles in America and was a leader of the Saddleback offensive team that led the state in scoring during 1979; and

WHEREAS, his outstanding abilities earned him a place on the 1979 all-state football team and a full scholarship to Boise State University;

NOW, THEREFORE, BE IT RESOLVED that the Saddleback Community College District Board of Trustees, administration, faculty and staff applaud Mr. Greenough for his achievements and wish him well in his future athletic and academic endeavors.

The following resolution of commendation for John Jessup was presented for adoption:

WHEREAS, Saddleback College sophomore John Jessup, a graduate of Tustin High School, was a member of the 1979 championship Gaucho football team; and

WHEREAS, he was rated as the most outstanding tight end of the 1970's by Sport Scene magazine for

his stellar career records of 64 pass receptions for nearly 900 yards; and

RESOLUTIONS

-CONTINUED-

WHEREAS, his accomplishments earned him a place on the 1979 all-state football team and a full scholarship to San Diego State University;

NOW, THEREFORE, BE IT RESOLVED that the Saddleback Community College District Board of Trustees, administration, faculty and staff applaud Mr. Jessup for his superior accomplishments and wish him well in his future athletic and academic endeavors.

The following resolution of commendation for Guy Johnson was presented for adoption:

WHEREAS, Saddleback College freshman Guy Johnson, a graduate of Capistrano Valley High School, was a member of the 1979 championship Gaucho football team; and

WHEREAS, he distinguished himself and brought honor to his team by leading the state in kick scoring during the 1979 season and earning recognition as one of the nation's scoring leaders; and

WHEREAS, his accomplishments earned him all-state first team laurels;

NOW, THEREFORE, BE IT RESOLVED that the Saddleback Community College District Board of Trustees, administration, faculty and staff applaud Mr. Johnson and the special degree of recognition he brought to himself, his school and his community.

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

ADOPTED

Roll Call Vote:

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

Approval of a \$2,505 augmentation to the basic grant under VEA Subpart 2 to conduct sex equity activities was recommended. In accordance with the requirements, the Superintendent will appoint a person to serve as Campus Sex Equity Coordinator, whose primary responsibility will be to work with the Subpart 3 Special Project CC - PAGE (Plans to Achieve Gender Equity) and to assist in recruiting, retaining, and placing the non-traditional students. There will be no cost to the District.

GRANTS - AWARD

Trustee McKnight requested that, following the statement that there will be no cost to the district, the statement "during the duration of the grant" be added.

A motion was made by Trustee Walther, seconded by Trustee Moore, and unanimously carried to approve the augmentation as recommended, with Trustee McKnight's suggested addition.

APPROVED
AS REVISED

Ratification of the employment of the following youth, who have been recruited for the work experience activity of the CETA In-School Program, was recommended. The effective date of employment is January 15, 1980, through the duration of the 1979-80 In-School Youth Program contract. Participants will be placed at various work sites within the Saddleback College area and will be paid \$3.10 per hour. Salaries are covered by CETA funding at no cost to the district.

GRANTS -
PERSONNEL

Lee May
Oscar Peters

Authorization was requested for Russell J. Murray to receive reimbursement for mileage at 18¢ per mile. This expenditure is part of the FICC (Fixed Income Consumer Counseling) grant. Total mileage for all volunteers will not exceed \$5,325. Volunteer drivers will comply with rules and regulations set forth in Board Policy 4051, notwithstanding the fact that they are not employees of the district.

Payment of EOPS (Extended Opportunity Programs and Services) awards to the following students was recommended:

<u>Student</u>	<u>Amount</u>
Adams, Gloria	\$100
Barry, Kevin	63
Belmonte, Elizabeth	75
Cao, Nang Gia	134
Capolupo, Mary	94
Cheng, Fanny	80
Ching, Sik Chiu	50
Coble, Kenneth	75
Cortez, Rolando	106
DeBaum, Gigi	100
Duong, Hang	57
Gibson, Susan	63
Hinkle, Virgie	100
Kapernekas, Venetia	50
Lampson, Leslie	100
Landrum, Irvin	75
Larson, Gregory	58
Lopez, Maria	50
McInnes, Claudia	100
McWilliams, Michael	75
Madueno, Isabel	85
Magee, Kevin	100
Mines, Barney	75 (two each)
Nelson, Jeffrey	113
Pagoago, Jorge	284
Paige, Stephone	71
Paul, Dolores	75
Perez, Luz	90
Pierson, Pamela	100
Segervall, Julie Ann	75
Smith, Jeffrey	75
Taylor, Jamie	50
Valles, Paula	106
Villalobos, Martha	110
Villalobos, Effrain	110
Vu, (Kim) Anh Thi	70
Whitney, Jay	56

GRANTS -
PERSONNEL

-CONTINUED-

Approval of the following guest speakers for the IDS
(Interdisciplinary Studies) program was recommended:

<u>Date</u>	<u>Speaker</u>	<u>Honorarium</u>
February, 1980	Charlotte Rubinstein	\$50
	Bill Kirk	75
March, 1980	Penelope Thompson	90

The honoraria will be paid with funds from the NEA (National Endowment of the Arts) grant approved by the Board of Trustees on July 23, 1979.

GRANTS -
PERSONNEL
-CONTINUED-

A motion was made by Trustee Moore, seconded by Trustee Walther, and unanimously carried to approve the grant personnel items as recommended.

APPROVED

Board Policy 4055, Access to College Facilities During Non-Business Hours, and Board Policy 5408, Rules Pertaining to Classroom Activities, were presented for approval.

BOARD POLICY
4055

Concerning Board Policy 4055, Superintendent/President Lombardi requested that the statement "in person or by phone" be added to the sentence: All personnel...shall report their presence on campus to the Campus Safety Department.

BOARD POLICY
5408

The subtitle of Board Policy 5408 will be revised from Students to Students/Classified Personnel.

A motion was made by Trustee Walther, seconded by Trustee McKnight, and unanimously carried to adopt these board policies as revised. A copy of each of these revised board policies is attached to these minutes.

APPROVED
AS REVISED

Board Policy 4079, Bereavement Leave, and Board Policy 4083, Vacations, were presented to revise the effective dates from July 1, 1979, to the date the revisions were approved by the Board of Trustees, as follows:

BOARD POLICY
4079

Board Policy 4079 - November 26, 1979

BOARD POLICY
4083

Board Policy 4083 - December 10, 1979

EFFECTIVE DATES
REVISED

A motion was made by Trustee Taylor, seconded by Trustee Moore, and unanimously carried to approve the revised effective dates of the above board policies as recommended.

APPROVED

Trustee Moore requested that the administration investigate the legality of the "loss of vacation" clause contained in Board Policy 4083.

The following certificated personnel regular action items were presented for approval:

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

1. It was recommended that the Board of Trustees approve the following Coordinator effective with the 1979-80 spring semester with compensation of \$750 per semester. This new position was approved by the Board on January 28, 1980.

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Tom Weisrock - Library Coordinator

2. Madelyn Benson, Instructor in the Division of Humanities and Languages, requests a leave of absence without pay effective February 15, 1980, and for the remainder of the spring semester. Ms. Benson will be returning to her teaching assignment in the Fall, 1980.

3. The certificated faculty members and administrators listed below have completed one full year of additional experience and are eligible for a step increment. It was recommended that the step increment be granted effective January 7, 1980, for the faculty members.

<u>Name</u>	<u>Step</u>
Babusek, Alda	6
Cabeje, Alma	4
Chandos, Raymond	4
Cirz, Diane	8
Hopa, Ngapare	14
Korn, Gary	2 (effective 1/1/80)
Kyle, George	5
Luesebrink, Marjorie	2
Noor, Petrina	9
Paukstis, Kathleen	2
Sherer, Harry	4 (effective 1/1/80)
Thorpe, Terry	6
Welch, Rebecca	10
Welker, Paulette	7

Item Number 2 was removed by the Administration, as the request had been withdrawn by the instructor.

A motion was made by Trustee Moore, seconded by Trustee Walther, and unanimously carried to approve the certificated personnel regular actions as revised.

APPROVED
AS REVISED

The following classified personnel regular actions were presented for approval:

CLASSIFIED
PERSONNEL
REGULAR ACTIONS

Ratification of Employment

CLASSIFIED
PERSONNEL
REGULAR ACTIONS

-CONTINUED-

1. Lynda Bechtold, Program Assistant, EOPS, Student Services, hourly equivalent of Grade 5, Step 3, \$6.011 per hour, part-time hourly (19 hours per week), effective January 29, 1980. This is a temporary position depending upon the availability of EOPS Special Project funds.
2. Arthur Lee Hagerty, Program Assistant, EOPS, Student Services, hourly equivalent of Grade 5, Step 3, \$6.011 per hour, part-time hourly (19 hours per week), effective January 29, 1980. This is a temporary position depending upon the availability of EOPS Special Project funds.
3. Jonathan Los, Program Assistant, EOPS, Student Services, hourly equivalent of Grade 5, Step 1, \$5.488 per hour, part-time hourly (19 hours per week), effective January 29, 1980. This is a temporary position depending upon the availability of EOPS Special Project funds.
4. Rubie Runyan, Instructional Assistant, EOPS, Student Services, hourly equivalent of Grade 7, Step 3, \$6.297 per hour, part-time hourly (4 hours per week), effective August 29, 1979. This is in addition to her hourly assignment in the Learning Assistance Program, Library/Media Services. This is a temporary position depending upon the availability of EOPS Special Project funds.
5. Eleanor Smith, Program Assistant, EOPS, Student Services, hourly equivalent of Grade 5, Step 1, \$5.488 per hour, part-time hourly (4 hours per week), effective August 29, 1979. This is in addition to her hourly assignment in the Learning Assistance Program, Library/Media Services. This is a temporary position depending upon the availability of EOPS Special Project funds.
6. Valerie Carrigan, Instructional Assistant, LAP, Library/Media Services, hourly equivalent of Grade 7, Step 1, \$5.738 per hour, part-time hourly (19 hours per week), effective February 4, 1980.
7. Gloria Perez-Selufsky, Program Assistant/Education, Community Services, hourly equivalent of Grade 5,

Step 3, \$6.011 per hour, part-time hourly (29 hours per week), effective January 23, 1980.

CLASSIFIED
PERSONNEL
REGULAR ACTIONS

8. Maureen Carlisle, Program Assistant/Recreation, Community Services, hourly equivalent of Grade 5, Step 3, \$6.011 per hour, part-time hourly (29 hours per week), effective February 4, 1980.

-CONTINUED-

9. Victoria Anthony, Senior Health Science Technician (50%), Division of Health Sciences and Gerontology, Grade 17, Step 3, \$666.00 per month, effective February 4, 1980. This is a replacement position for Michael Thornton.

10. Patricia C. Martin, Secretary Substitute, hourly equivalent of Grade 1, Step 1, \$4.994 per hour, on an if-and-as-needed basis, effective February 4, 1980.

Recommendation of Employment of Tutor I/EOPS
Advisor/EOPS Recruiter

11. It was recommended that the following be employed as indicated at the rate of \$3.50 per hour, effective February 2, 1980. The hours will be determined by the appropriate administrator and budget.

Teresa Camacho	EOPS Advisor
Adolph G. Flores	EOPS Advisor
Jessie Garcia	EOPS Recruiter
Hilda Gomez	EOPS Advisor
Rosa Ontiveros	EOPS Advisor
Jorge H. Pagoaga	EOPS Advisor
Jacqueline Raymond	Tutor I

Recommendation of Employment - Professional Model

12. Carman Dominic, Professional Model, if-and-as-needed basis, \$6.00 per hour, effective February 19, 1980.

Recommendation of Employment - Student Employees

13. Student Employees if-and-as-needed \$3.10 per hour:

Faramarz Ardestani	Kay Brightman
Sue Atwood	Maureen Carlisle
Kevin Bowland	Kimberly Carroll
Stephanie Bradshaw	Terri Corneth

Melinda Darby
George Dawson
Sonya Donaldson
Bob Goehle
Todd Goodman
Kamyar Haghani
Debbie Hill
Karla Hubbard
James Kahal
Beth Ann Keskey
Diane Kurnick
June Kurtz
Eileen Levy
Terry McColley
Michael Malmis
Erik Marsters
Nancy Michaels
Richard Mole
Bryan Pappas
A. C. Perez

Josephine Plunkett
Christina Roberts
Cecilia Rolands
Judith Romano
Iman Saba
Hedwig Seger
Christine Shields
Kathleen Smith
Lori Suzuki
Maria Teran
Ramona Thornton
Ralph Tomlinson
Patricia Toner
Donald Tong
Lam Tran
Tom Tunnicliff
Pamala Ungaro
Joseph Walther
Yen Lin Wang
Dana Whitegon

CLASSIFIED
PERSONNEL
REGULAR ACTIONS

-CONTINUED-

Change of Status/Reclassification

14. Thomas Evans, Graphics/Typesetting Technician, Library/Media Services, change of position to Graphic Artist/Reprographics Center Supervisor, Class II (Supervisory), Step 3, \$15,987 per year, effective February 4, 1980. This is a replacement position for Robert Watkins.

15. Scott Harvey, Printing Technician, Duplicating Center, Library/Media Services, reclassification to Printing Technician Lead, Grade 13, Step 2, \$1,159 per month, effective February 4, 1980.

16. Sylvia Aguilera, Radio Operator/Announcer, Radio Station, change of position to Producer Trainee, \$648 per month, effective February 11, 1980. This 18 month position is funded by the CPB Minority Training Grant, which was approved by the Board of Trustees on January 14, 1980.

17. Sandra Schoonover, Secretary II, Duplicating Center, Library/Media Services, reclassification to Duplicating Center Operator Lead, Grade 7, Step 4, \$1,106 per month, effective February 4, 1980.

18. Deborah Borgerson, Recruitment, Specialist/Program Monitor, CETA Summer Youth Programs, change of position to Career Guidance Specialist, CETA

Youth Programs, Grade 12, Step 1, \$1,012 per month, effective October 1, 1979.

CLASSIFIED
PERSONNEL
REGULAR ACTIONS

19. It was recommended that William Schreiber, Public Information Director, be granted a step adjustment from Class II, Step 1, to Class II, Step 3 of the Classified Management Salary Schedule, effective January 1, 1980. Mr. Schreiber was inadvertently placed on Step 1, instead of Step 3, by the Board action taken on November 26, 1979.

-CONTINUED-

Resignation/Termination

20. Jonnie Jacobs, Instructional Aide Trainee, EOPS Program, CETA Title II-D, resignation effective January 15, 1980.

21. Sandra Slayback, Recreation Assistant, Community Services, CETA Title VI, resignation effective February 1, 1980. Payment is authorized for any accrued and unused vacation leave.

22. Valerie L. Carrigan, Tutorial/Guidance Assistant, LAP, Library/Media Services, CETA Title VI, resignation effective February 1, 1980. Payment is authorized for any accrued and unused vacation leave.

23. Bettina A. Cosmakos, Recreation Assistant, Community Services, CETA Title VI, resignation effective January 31, 1980. Payment is authorized for any accrued and unused vacation leave.

24. Elsie J. Woodfill, Research Assistant, Career Placement Center, CETA Title VI, resignation effective February 1, 1980. Payment is authorized for any accrued and unused vacation leave.

25. Debra Poettgen McClendon, Senior Recreation Leader, Community Services, resignation effective February 1, 1980.

26. Marie J. Callas, Secretary II, Procurement & Stores, resignation effective February 4, 1980. Payment is authorized for any accrued and unused vacation leave.

27. William Orvis, Custodian II, Maintenance & Operations, termination for cause effective January 31, 1980.

28. Sheryl Wilson, Secretary I, Campus Safety, resignation effective February 16, 1980. Payment is authorized for any accrued and unused vacation leave.

CLASSIFIED
PERSONNEL
REGULAR ACTIONS

-CONTINUED-

29. Joni Natoli, Secretary II, Office of Continuing Education, resignation effective February 28, 1980. Payment is authorized for any accrued and unused vacation leave. It was recommended that Ms. Natoli be employed as a secretary substitute, hourly equivalent of Grade 1, Step 1, \$4.994 per hour, on an if-and-as-needed basis.

Performance of Community Services

30. The Voluntary Action Center has made available the services of William Osmer to perform 100 hours of service at the District. It was recommended that Mr. Osmer be assigned to the Department of Maintenance & Operations to perform this service.

Item Number 19 was made retroactive to November 26, 1979.

A motion was made by Trustee Taylor, seconded by Trustee McKnight, and carried to approve the classified personnel regular actions as revised.

APPROVED
AS REVISED

Trustee Walther abstained, due to a possible conflict of interest concerning Item Number 13.

At the meeting of January 28, 1980, the proposed revision of Board Policy 6140, Campus Speakers, was tabled until the meeting of February 11, 1980. A motion was in order to "take from the table" and consider for action the revised board policy.

BOARD POLICY
6140

A motion was made by Trustee Moore, seconded by Trustee Walther, and carried to discuss this item during executive session. Trustee Taylor was opposed.

TO BE DISCUSSED
DURING EXECUTIVE
SESSION

The Superintendent/President, pursuant to the authority of BP-4052.2, approved a request of the Library/Media Certified Staff to attend a "retreat" which was in fact a workshop conference, as is evidenced by the agenda.

EMPLOYEE
REIMBURSEMENT

The Orange County School Claims Office has questioned the reimbursement for the actual and

necessary expenses incurred by and for the employees taking part in the retreat, and has refused to recognize the authority of the Superintendent/President to have approved the meeting together with requests to attend and to file reimbursement claims. A copy of BP-4052.2 was furnished, together with a copy of Education Code Section 87032 (formerly Ed. Code Section 13002).

EMPLOYEE
REIMBURSEMENT

-CONTINUED-

It was requested and recommended that the Board ratify the authorization given by the Superintendent/President, and approve for reimbursement the total sum of \$484.70 which includes the necessary and actual expenses of the employees in attendance; namely:

Terry Courtright	Nancy Shake
Marsie Griffin	Dorothy Spidell
Larry Kaufman	Steve Tash
Gary Korn	Tom Weisrock
Mike Merrifield	Bill Weisgerber

A motion was made by Trustee Walther, seconded by Trustee Moore, and unanimously carried to ratify the authorization given by the Superintendent/President, and to approve for reimbursement the total sum of \$484.70 which includes the necessary and actual expenses of the employees in attendance.

APPROVED

A report on pending legislation was submitted to the Board of Trustees for information.

LEGISLATIVE
REPORT
-INFORMATION-

A motion was made by Trustee Walther, seconded by Trustee Connolly, and unanimously carried to adjourn the meeting at 10:55 p.m.

ADJOURNMENT

The trustees immediately convened to an executive session which adjourned at 11:25 p.m. Mr. Taylor declined to attend. No action was taken.

EXECUTIVE
SESSION

The next regular meeting of the Board of Trustees will be held at the North Campus on Monday, February 25, 1980, at 7:30 p.m.

SCHEDULE
OF MEETINGS



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