

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

MINUTES OF THE BOARD OF TRUSTEES MEETING

Library Classroom Building - Room 105  
February 14, 1984 - 7:30 p.m.

The Regular Meeting of the Board of Trustees was called to order by Trustee Connolly. Trustee McKnight led the audience in the Pledge of Allegiance and Trustee Connolly gave the Invocation.

CALL TO ORDER

Members of the Board of Trustees

Ms. Harriett Walther, President  
Mr. John C. Connolly, Vice-President  
Mr. Robert L. Moore, Clerk  
Mrs. Shirley Gellatly, Member  
Prof. Eugene C. McKnight, Member  
Mr. Robert L. Price, Member  
Mr. William Watts, Member  
Mr. Edwin Millhouse, Student Trustee

PRESENT

Administrative Officers

Dr. Larry Stevens, Chancellor  
Mr. David Habura, Vice Chancellor Educational Services  
Dr. Albert J. Grafsky, Vice Chancellor Fiscal Services  
Dr. Maria Sheehan, Director of Personnel  
Mr. Dale Larson, Dean of Instruction - North Campus  
Mrs. Constance M. Carroll, President - South Campus

Faculty Association

Mr. James Lindblad, President

Academic Senate

Ms. Miki Mikolajczak, Representative - South Campus

CSEA Representative

Ms. Dorie Driml

Motion by Trustee McKnight, seconded by Trustee Price, to approve the agenda with the addition of Tab IV, Item D - Other, and indicating that the Closed Session is scheduled for the purpose of discussing negotiations.  
Motion carried.

AGENDA  
APPROVED

Motion by Trustee Watts, seconded by Trustee Gellatly, to approve the minutes of the Regular Meeting of January 23, 1984. Motion carried.

MINUTES  
APPROVED

Chancellor Stevens requested that Tab VI, Item B-2 be considered at this time.

RESOLUTION:  
17th  
ANNIVERSARY

The Saddleback Community College District marks its 17th Anniversary on February 14, 1984. A resolution marking this occasion and highlighting the past and ongoing achievements has been drafted for consideration by the Board of Trustees and is on file with these minutes.

The Chancellor recommended the Board of Trustees adopt Resolution 84-8 marking the 17th Anniversary of the Saddleback Community College District.

Motion by Trustee Watts, seconded by Trustee Price, to adopt Resolution 84-8. Motion carried by roll call vote:

APPROVED

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

CONSENT CALENDAR

All items listed under the consent calendar are considered to be routine and action will be taken by the Board of Trustees in one motion. There will be no discussion of the items prior to the vote unless it is requested that specific items be discussed or removed from the consent calendar, in which case that item will be considered immediately following the consent calendar.

CONSENT  
CALENDAR

Motion by Trustee McKnight, seconded by Trustee Watts, to approve the Consent Calendar as presented. Motion carried.

APPROVED

The Board of Trustees approved the requests for travel and/or mileage as follows:

TRUSTEE  
REQUESTS TO  
ATTEND  
CONFERENCES  
AND MEETINGS

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

Trustee McKnight Meetings with Administration  
South Campus  
January 17 and February 2, 1984

Trustee Gellatly Meeting with Administration  
South Campus  
January 20, 1984

Trustee Walther Women's Conference Committee Meeting  
South Campus  
January 20, 1984

Trustee Walther	Meetings with Chancellor South Campus January 23 and 25, 1984	TRUSTEE REQUESTS TO ATTEND CONFERENCES AND MEETINGS (CONTINUED)
Trustee Walther	Governmental Affairs Program Meeting South Campus January 24, 1984	
Trustee Walther	Business Speakers Bureau Lake Forest January 26, 1984	
Trustee Walther	Leadership Class Speech & Governmental Affairs Program Meeting February 2, 1984	
Trustee McKnight	Tour of North Campus North Campus February 3, 1984	
Trustees Wishing to Attend	Orange County Human Relations Commission Awards Banquet Garden Grove February 26, 1984	
Trustees Wishing to Attend	Straight Ahead, Inc. Planning Conference and Dinner Laguna Niguel February 29, 1984	

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

Trustee Walther	Orange County School Board Association Board of Directors Meeting Costa Mesa January 18, 1984
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The Board of Trustees approved the Certificated Personnel Actions as follows: CERTIFICATED  
PERSONNEL  
ACTIONS

Certificated Coordinator

Robert Porter, employed Emeritus Institute Coordinator, Extension and Non-Credit Programs, North Campus, at a stipend of \$1,437 per semester, effective with the 1984 Spring Semester. Monies have been budgeted for this position.

Part-Time/Substitute Staff

<u>Applicant</u>	<u>Probable Assignment</u>
Sharon Frank	Community Relations/ Investment in People Project

<u>Applicant</u>	<u>Probable Assignment</u>	CERTIFICATED PERSONNEL ACTIONS (CONTINUED)
George Paul	Printed Circuit Board/ Investment in People Project	
Marilyn Szmurlo	Clinical Nursing (Substitute)	
N. X. (Suzanne) Tran	Printed Circuit Board	

The Board of Trustees approved the following Classified Staff Personnel Actions:

CLASSIFIED STAFF PERSONNEL ACTIONS

New Personnel Appointments

Edward Coady employed as an Instructional Assistant/ Computer Lab, School of Physical Sciences and Technologies, North Campus, Grade 7, Step 1, \$7.113 per hour, 25 hours per week, effective February 15, 1984. This is a replacement position for Tony Manteneri, who resigned.

The following individuals were employed as Secretary II, Substitute, Grade 5, Step 1, \$6.773 per hour, on an if-and-as-needed basis, effective January 30, 1984.

Carol Carroll	Sue Anne Monlux
Judith Crown	

The following individuals were employed as Tutor, North and South Campuses, at the rate of \$3.85 per hour, on an if-and-as-needed basis, effective February 15, 1984.

Ralph Carson	Susan Rolfe
Maria Castagna	Nancy Roper
Mark Cook	Paul Shepard
Sen Dinh	David Swanson
Jeredith Haas	Adriana Szyszlican
Cindi Martindale	Delia Trujillo

The following individuals were employed as EOPS Advisors, Special Programs, South Campus, at the rate of \$3.85 per hour, on an if-and-as-needed basis, effective February 15, 1984.

Maria Leonor Delgado	Allison Versteegh
Alicia Perez	

The following individuals were employed as Clerk-Short Term, at North and South Campuses, at the rate of \$4.05 per hour, on an if-and-as-needed basis, effective February 15, 1984.

Maryanna Albrecht	Doreen Fox
Claudia Cherness	Leroy Gene Garrett

Holly Savage employed as an HRD Technician, Community Services, North Campus at the rate of \$5.00 per hour, effective February 15, 1984.

The following named students were employed as Student Employees at the rate of \$3.35 per hour, effective February 15, 1984. The source of funds is the operating budgets of both North and South Campuses.

CLASSIFIED  
STAFF PERSONNEL  
ACTIONS  
(CONTINUED)

Philip Jay Allega	Patricia Manis
Jamie Cayetano	Travis T. Mixson
Jung Suk Chong	Kay K. One
Diana H. Coll	Christina Ortiz
William Danham	Teri Prince
Kristen Davis	Bettye Randal
Lisa Draney	Brandley Robbin
Amy Ermatinger	Elisabeth Snyder
Christopher Gainey	Jamie Stafford
Afshin Ghassemi	Clara Thomas
Brian Gutknecht	Angelia Vangalis
Wendy Jones	Paresh P. Vora
Michael Guy Lindsey	Lori A. Wagner
Heather Maclean	Ye Hue Yu

Maria Sage employed as a Professional Model, Fine Arts and Communications Division, South Campus, at a rate of \$6.60 per hour, on an if-and-as-needed basis, effective February 15, 1984.

#### Resignation/Termination

Mary Ann Phelan, Secretary I (hourly), Special Programs, South Campus, resigned effective February 2, 1984. Payment is authorized for any unused vacation.

Elaine Lowenkron, Library Clerk I (hourly), Library/Media Services, South Campus, resigned effective February 6, 1984. Payment is authorized for any unused vacation.

Linda Renne, Program Assistant, Extension and Non-Credit Programs, North Campus, resigned effective February 14, 1984. Payment is authorized for any unused vacation.

Donald W. Crowell, Warehouse Person, Central Services, District, resigned effective March 15, 1984. Payment is authorized for any unused vacation.

#### Volunteer

The following were approved as volunteers for the KSBR Radio Station, District. The District can provide workmen's compensation for volunteers when approval is granted by the District's Governing Board.

John Carlin  
Beth Fox

Joel Rosen

The Board of Trustees approved the Community Services' programs, presenters and compensation, as follows:

COMMUNITY  
SERVICES  
NON-CREDIT  
(FEE BASED)  
SPRING SEMESTER  
PROGRAMS

Additional Community Services programs and presenters for the Spring 1984 Semester at the North Campus.

Event: Instrument Ground School & Refresher for Instrument Pilots

Dates: March 20, 1984 to  
May 17, 1984  
Presenter: Luanne Lesson  
Compensation: \$ 960.00  
Fee: 75.00  
Additional Expenses: 100.00

Event: Favorite Film Series

Dates: February 24, March 9  
and 23, April 6, May 4  
and 11, 1984  
Presenter: Linda Thomas  
Compensation: \$ 360.00  
Fee: 2.00/3.00  
Additional Expenses: 600.00

Event: Travel to University of Cambridge, England

Dates: July 9 thru August 3, 1984  
Presenters: Joan Brown/Rebecca Welch  
Compensation: \$ 900.00/\$600.00  
Fee: 1,850.00  
Additional Expenses: 1,747.00 (per person)

Replacement Community Services presenters for the Spring 1984 Semester at the South Campus. This program was approved by the Board of Trustees on November 15, 1983.

Event: Obstetrics: Trends and Issues

Date: April 28, 1984  
Presenters: Joyce Moumaw, 1½ hours  
Karen Harvey, 1½ hours  
Jeanie Oehrke, 1½ hours  
Melanie Bowers, 1½ hours  
Compensation: \$ 25.00 per hour, per  
person  
Fee: 30.00  
Additional Expense: 0

The Board of Trustees approved Mr. Hank Koehn as the replacement Classified Professional Growth Presenter with an honorarium of \$500 on February 23, 1984.

PROFESSIONAL  
GROWTH  
PRESENTER

The Board of Trustees approved the EOPS grants to the following students, not to exceed \$320 for the academic year.

Adams, Alex	Guillerno-Pena, Laura
Archie, Kenneth	Hanna, Genel
Ashby, Richard	Harper, Liane
Baker, Gail	Hedstrom, Karen
Barba, Maria	Jones, Ruth
Benson, Jacqueline	Key, Richard
Brauner, Jon	Klavan, Ramona
Butler, Sandra	Lane, Greg
Chilvers, Kimberley	McGuire, Pamela
Corbett, Elizabeth	Panno, Lauren
Daniels, Lyle	Peigne, Kathleen
Dinh, Giang Tran	Phan, Thinh
Duong, Ngoc Q.	Robinson, Teresa
Dykema, Sandra	Thaxton, Richard
Ellis, Yvonne	Toner, Patricia
Effat, Nemat	Tran, Mai
Felton, Fran	Tran, Thu
Gaston, Earl	Varga, Mariam
Gerardi, Anne	Wing, David
Goodman, Joan	

EXTENDED  
OPPORTUNITY  
PROGRAMS AND  
SERVICES (EOPS)  
STUDENT GRANTS

Warrants 095475 through 095899, totaling \$559,133.65, were submitted for Board of Trustees approval. A copy of the list is on file with these minutes.

PAYMENT OF  
BILLS

Purchase orders 074726 through 075044, totaling \$132,262.10, are submitted for approval. A copy of the list is on file with these minutes.

PURCHASE ORDERS

#### NEW BUSINESS

Chancellor Stevens requested that Tab IV, Item A-1 - Academic Calendar be withdrawn.

PROPOSED  
1984-85  
ACADEMIC  
CALENDAR

Motion by Trustee Price, seconded by Trustee McKnight, to withdraw the Proposed 1984-85 Academic Calendar from consideration this evening. Motion carried.

WITHDRAWN

The 1983-84 summer session schedule was approved by the Board of Trustees on December 7, 1982. Since that time the State has changed the method of accounting for ADA. The effect of the change is to account for the earned ADA for the upcoming summer session in the current year rather than next year. That would have a very significant effect on College revenues. It would increase by about 700 the current year ADA and reduce 1984-85 ADA a like amount. Future funding will be based on 1984-85 ADA, not 1983-84 ADA.

REVISION OF  
1983-84 SUMMER  
SCHEDULE

In order to effect the planned assignment of summer session ADA to 1984-85, we must allow for a later ending date for summer session classes on South Campus. The South Campus administration recommends extending summer session 1983-84 through August 3, 1984, thus permitting a substantial proportion of the scheduled classes to be offered later in the summer. Faculty have been consulted on the matter through the Saddleback Community College District Faculty Association.

REVISION OF  
1983-84 SUMMER  
SCHEDULE

A change in the 1983-84 summer session ending dates requires Board of Trustees approval. The approved ending date is currently July 13, 1984. A change to August 3, 1984, is required to resolve the problem.

The Chancellor recommended that the Board of Trustees approve the revised ending date for the 1983-84 summer session to be August 3, 1984.

Motion by Trustee Watts, seconded by Trustee Moore, to approve the revision of the 1983-84 Summer Schedule as presented. Motion carried.

APPROVED

The Saddleback College Forensics Team has distinguished itself at the local, state and national levels in recent years. Over the past three years the Saddleback team has ranked in the top five schools among more than 70 community colleges in the competition. In 1982 the Saddleback team won the national championship.

NATIONAL  
FORENSICS  
TOURNAMENT

The 1984 Phi Rho Pi National Forensics Tournament will be held April 1-7, 1984, at the Ramada Inn in Casper, Wyoming. Fifteen (15) students will be chosen to attend upon the basis of criteria set up by team policy. Two coaches will attend: Bob Bornemann, representing Saddleback College South and Jim Donohue, representing Saddleback College North. Funding is budgeted in existing campus accounts as indicated in the Exhibit on file with these minutes.

The Chancellor recommended the Board of Trustees approve the attendance of the Saddleback College Forensics Team at the National Tournament.

Motion by Trustee Watts, seconded by Trustee Price, to approve the attendance of the Saddleback College Forensics Team at the National Tournament. Motion carried.

APPROVED

Saddleback College North has been working with the Gold Coast Technology Exchange Center, Inc. (TEC), to identify local firms interested in contracting for educational services, including instruction, training and the assessment of prior learning. In the course of this ongoing identification of industry needs, Helionetics, Inc., Irvine, has been in contact with Saddleback College North to develop

EDUCATIONAL  
SERVICES  
AGREEMENT I:  
HELIONETICS, INC



an on-site training program in magnetics assembly for the firm's employees. The program is requested for the period of February 18 through September 29, 1984. Implementation of this project depends on funding by California Worksite and Training Act (CWETA) to Helionetics.

EDUCATIONAL  
SERVICES  
AGREEMENT I:  
HELIONETICS,  
INC.  
(CONTINUED)

An educational services agreement has been negotiated with Helionetics, Inc., whereby the company agrees to pay \$1,241 for the training program provided by Saddleback College North. This agreement is included as Exhibit A on file with these minutes. Additional information regarding the nature and costs of the program is provided in the contract on file with these minutes as Exhibit B.

The Chancellor recommended the Board of Trustees approve the educational services agreement with Helionetics, Inc., Irvine, as presented.

Motion by Trustee Moore, seconded by Trustee Watts, to approve the Educational Services Agreement with Helionetics, Inc. as presented. Motion carried.

APPROVED

Saddleback College North has been working with the Gold Coast Technology Exchange Center, Inc. (TEC), to identify local firms interested in contracting for educational services, including instruction, training and the assessment of prior learning. In the course of this ongoing identification of industry needs, Helionetics, Inc., Irvine, has been in contact with Saddleback College North to develop an on-site training program in electro-mechanical assembly for the firm's employees. The program is requested for the period of February 18 through September 29, 1984. Implementation of this project depends on funding by California Worksite Education Training Act (CWETA) to Helionetics.

EDUCATIONAL  
SERVICES  
AGREEMENT II:  
HELIONETICS,  
INC.

An educational services agreement has been negotiated with Helionetics, Inc., whereby the company agrees to pay \$6,605 for the training program provided by Saddleback College North. This agreement is included as Exhibit A on file with these minutes. Additional information regarding the nature and costs of the program is provided in Exhibits B and C on file with these minutes.

The Chancellor recommended the Board of Trustees approve the educational services agreement with Helionetics, Inc., Irvine as presented.

Motion by Trustee Moore, seconded by Trustee Watts, to approve the Educational Services Agreement with Helionetics, Inc. as presented. Motion carried.

APPROVED

In September of 1983, the State Board of Vocational Nursing and Psychiatric Technician Examiners requested the assistance of Saddleback Health Sciences and Human Services Professor Dixie Bullock in developing state board examinations. She attended writing sessions on September 20, 21 and 22 and October 19, 20 and 21 and has been asked to participate in another six days of writing, three in March and three in May.

REIMBURSEMENT  
AGREEMENT:  
DEPARTMENT OF  
CONSUMER  
AFFAIRS

Under an agreement with the State of California, the District may be reimbursed for the time Ms. Bullock participates in this activity at the rate of \$95 per day.

The Chancellor recommended the Board approve the standard agreement with the State of California for reimbursement of a total of \$1,140.00 at the rate of \$95 per day. A copy of the agreement is on file with these minutes.

Motion by Trustee McKnight, seconded by Trustee Price, to approve the agreement with the State of California for reimbursement of a total of \$1,140 at the rate of \$95 per day. Motion carried.

APPROVED

The California State Office of Alcohol and Drug Programs makes available grant funds to assist in development of innovative projects and programs. Dick Wilson (Human Services), South Campus, has prepared a grant application for \$7,700 from this agency to fund the development of curriculum for training alcohol and drug counselors in cooperation with the California Alcohol and Drug Studies Educators Association. This curriculum could be used statewide in the community colleges. The grant requires an in-kind match, which is proposed to be the current office space used by the Human Services Department.

GRANT  
APPLICATION:  
ALCOHOL AND  
DRUG PROGRAMS  
OFFICE

The Chancellor recommended the Board of Trustees approve submission of the grant application to the California State Office of Alcohol and Drug Programs.

Motion by Trustee Moore, seconded by Trustee Watts, to approve the grant application to the California State Office of Alcohol and Drug Programs as presented. Motion carried.

APPROVED

The Certificated Employee Master Agreement 1980-83, Article VIII, Section 8, Professional Development Leave, and Section 14A, Paid or Unpaid Leave for Professional Development or Paid Leave for Personal Reasons, provides for professional development leaves for faculty. Paul Brennan, (Liberal Arts) South Campus, has requested an unpaid Professional Development Leave for the 1984 Fall Semester. The leave is requested to enable Mr. Brennan to conduct research in the area of political science.

PROFESSIONAL  
DEVELOPMENT  
LEAVE

The Chancellor's recommended the Board of Trustees approve Paul Brennan's request for Professional Development Leave for the 1984 Fall Semester pursuant to Article VIII, Section 8, and Section 14A of the Certificated Employee Master Agreement.

PROFESSIONAL  
DEVELOPMENT  
LEAVE  
(CONTINUED)

Motion by Trustee Connolly, seconded by Trustee Moore, to approve the Professional Development Leave for Paul Brennan pursuant to Article VIII, Section 8, and Section 14A of the Certificated Employee Master Agreement. Motion carried.

APPROVED

The six-month community college funding stalemate between the Legislature and the Governor required College administration, faculty and staff to make two major mid-year budget reductions to assure maintenance of service to students and the community during the second half of the 1983-84 fiscal year. Many of these reductions worked severe hardships on a number of programs and reduced institutional flexibility to a bare minimum. The recent adoption of Assembly Bill IXX, coupled with an amended Assembly Bill 470, has broken the stalemate in Sacramento. The agreement combines a restoration of community college funding for 1983-84 with tuition beginning in 1984-85. Saddleback College will receive a total restoration of \$1,998,443 in the current year. The restoration affords Saddleback College some ability to meet emergency needs. A budget amendment is required to expend the additional funds.

1983-84 BUDGET  
RESTORATION

An interim plan is proposed to provide authority for immediate expenditure of a portion of the funds, with the remainder to be allocated at the Chancellor's direction on a priority need basis. This plan is outlined in the Attachment on file with these minutes.

The Chancellor recommended the Board of Trustees approve an interim plan for the expenditure of \$300,000 of the restored 1983-84 base revenues as outlined in the Attachment on file with these minutes.

Motion by Trustee McKnight, seconded by Trustee Price, to approve the expenditure of \$300,000 of the restored 1983-84 base revenues in a single distribution instead of the two steps as outlined in the Attachment. Motion carried.

APPROVED

Motion by Trustee Moore, seconded by Trustee Watts, to request the administration to return to the Board of Trustees by the first meeting in July a plan for the procurement of the two remaining parcels at the North Campus. Motion carried.

APPROVED

The College has a grant through the Investment in People Program for the purpose of implementing a computer aided design (CAD) component in the Printed Circuit Board program. In addition the College has funding under the Vocational Education Act (VEA) in the amount of \$24,006 to acquire computer equipment for vocational programs. Funds from these sources have been combined to total \$40,240.57 to acquire instructional computer hardware and software to achieve the objectives of these grants.

AWARD OF BID:  
GRANT FUNDED  
COMPUTER AIDED  
DESIGN EQUIP-  
MENT

The Board of Trustees approved the VEA grant on September 12, 1983, and the Investment in People grant November 14, 1983.

On December 16, 1983, Bid #65 for ten CAD work stations and accessories was opened and evaluated. Twenty-five vendors had been invited to bid. Seven responses were received. The low bidders are those listed in Exhibit A on file with these minutes. Funds for this purchase are budgeted in the VEA Computer Equipment and Investment in People accounts. The funds for this purchase come totally from categorical sources outside the College's general fund.

The Chancellor recommended the Board of Trustees award Bid #65 for ten CAD work stations to the vendors listed in the Exhibit on file with these minutes, in the total amount of \$40,240.57.

Motion by Trustee Watts, seconded by Trustee Price, to approve the award of Bid #65 for ten CAD work stations as presented. Motion carried.

APPROVED

On July 22, 1983, the Board of Trustees accepted an award from the Foundation for Community Service Cable Television in the amount of \$6,000. The original proposal called for \$2,000 for engineering services and \$4,000 to purchase equipment. It has since been determined that the engineering services are not required and it is now planned that the entire \$6,000 be expended for modulator and support equipment for the cable interconnection project. In order for the revenues and expenditures to be accounted for under this award, the budget must be amended.

BUDGET  
AMENDMENT:  
GRANT AWARD

The Chancellor recommended the Board of Trustees approve the adoption of Resolution 84-6 as outlined in the Exhibit on file with these minutes.

Motion by Trustee Moore, seconded by Trustee Price, to approve the adoption of Resolution 84-6 as presented. Motion carried by roll call vote.

APPROVED

Ayes: Trustees Connolly, Gellatly, McKnight, Moore, Price, Walther and Watts

Noes: None

Abstain: None

Absent: None

The South Campus Business Science Division received VEA funding to upgrade their instructional word processing equipment. On December 1, 1983, Bid #664 for a distributed-logic word processing system was opened and evaluated. Twenty-one vendors were invited to bid; seven responded with NBI, Inc., Irvine, submitting the lowest bid that met specifications. On January 10, 1984 the Board of Trustees awarded Bid #664 to NBI, Inc. in the amount of \$22,358.

RESCINDING  
OF ACTION:  
INSTRUCTIONAL  
WORD PROCESSING  
EQUIPMENT

The word processing equipment was not delivered prior to the start of the Spring Semester, as agreed. After NBI, Inc. failed to deliver the equipment, it was determined through lengthy communications with the corporation's management that they would be unable to comply with the specifications set forth in Bid #664 and Purchase Order #74718.

The Chancellor recommended the Board of Trustees rescind its action of January 10, 1984, awarding Bid #664 for instructional word processing equipment to NBI, Inc., Irvine.

Motion by Trustee Watts, seconded by Trustee McKnight, to approve rescinding the Board's action of January 10, 1984, awarding Bid #664 to NBI, Inc., Irvine. Motion carried.

APPROVED

At its meeting of January 26, 1981, the Board of Trustees adopted a resolution and plan to make available to Saddleback employees the Orange County Teachers' Credit Union Deferred Compensation Plan. The Plan was subsequently submitted to the Orange County Counsel for review and approval. The requested approval was not provided since the County Counsel questioned both the provisions of the plan and the authority of the Board of Trustees to make payments into a deferred compensation fund. These issues have subsequently been resolved and the County Counsel has issued an opinion that boards do have the authority to make payments into such funds and Counsel has made changes in the Plan to make it conform to existing California law.

DEFERRED  
COMPENSATION  
PLAN

Several employees have recently requested that they be allowed to make payroll deductions for the purpose of deposit to the Orange County Teachers' Credit Union in the form of deferred compensation. In order to make such deductions, the Board of Trustees must adopt a revised, approved resolution declaring its establishment of a deferred compensation plan.

The Chancellor recommends the Board of Trustees approve the adoption of Resolution 84-7 as outlined in the Exhibit on file with these minutes establishing a deferred compensation

plan for District employees. Further, that the Chancellor and Vice Chancellor for Fiscal Services and Operations be authorized to execute necessary agreements and documents for the implementation of the plan. DEFERRED COMPENSATION PLAN

Motion by Trustee Moore, seconded by Trustee Watts, to approve the adoption of Resolution 84-7 as presented and to authorize the Chancellor and Vice Chancellor for Fiscal Services and Operations to execute necessary agreements and documents for the implementation of the deferred compensation plan. Motion carried by roll call vote. APPROVED

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

Government Code Section 911.2 requires that a claim against a public entity, other than one involving death or injury to a person or property, must be presented within one year. Government Code Section 930.4 further provides that a claimant may make application to the public entity for leave to present a late claim. LEAVE TO PRESENT LATE CLAIM

On October 20, 1980, the District entered into a twenty-four month lease-purchase agreement with Moore Business Forms, Inc. to acquire a Model 3100 Forms Detacher. On the basis of information furnished by the vendor, the District closed its file on this contract as of September 30, 1982. On December 19, 1983, the vendor notified the District that, due to an erroneously dated invoice, only twenty-three of the required twenty-four payments had been made and that the sum of \$80.96 was still due. District staff have reviewed the matter and verified that the twenty-fourth payment has not been made.

The Chancellor recommended the Board of Trustees, pursuant to Government Code Section 930.4, grant Moore Business Forms, Inc. leave to present a late claim in the amount of \$80.96. The Chancellor further recommended the Board of Trustees approve payment of the claim.

Motion by Trustee Price, seconded by Trustee Watts, to grant Moore Business Forms, Inc. leave to present a late claim in the amount of \$80.96 and approve the payment of the claim. Motion carried. APPROVED

President Walther requested that the Board of Trustees not consider the gift of books from Christ College, Irvine, at this time in order to receive more information regarding the gift. GIFTS TO THE DISTRICT

The following gifts have been reviewed by the appropriate District and campus officials and it has been determined that acceptance by the Board of Trustees on behalf of the District will be of benefit to the College.

GIFTS TO THE DISTRICT (CONTINUED)

- | <u>Gift</u> | <u>Donor</u>                        |
|-------------|-------------------------------------|
| ● \$ 200.00 | Saddleback Community Hospital       |
| ● \$ 50.00  | Beverly Manor Convalescent Hospital |

Motion by Trustee Moore, seconded by Trustee Price, to approve the acceptance of gifts. Motion carried.

APPROVED

An audit of District funds for the 1982-83 fiscal year completed by Main Hurdman, Newport Beach, was presented for the Board of Trustees information and discussion. A copy of the audit is on file with these minutes.

1982-83 AUDIT REPORT

A report on the bookstore and food service operations for the District was presented to the Board of Trustees for their information and discussion. A copy of the report is on file with these minutes.

BOOKSTORE AND FOOD SERVICE OPERATIONS

#### INFORMATION AND REPORTS

Chancellor Stevens requested that William Schreiber and Pete Espinosa give a brief legislative update report to the Board of Trustees.

LEGISLATIVE REPORT

The California Community College Trustees (CCCT) Board of Directors consists of twenty members elected as Directors by the membership, all elected officers of the Association, and a non-voting Student Trustee Director. The Board of Directors meets six times a year and is charged with conducting goals and objectives for CCCT; adopting the Association budget; conducting an annual meeting and other appropriate conferences and meetings; and employing and evaluating an executive director.

CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS ELECTION

From January 1 through February 15, nominations for membership on the CCCT Board of Directors will be accepted in the CCCT office. Nominations are to be made by a member district board of trustees; and each district may nominate up to ten persons, the number of vacancies to be filled this year.

It is recommended the Board of Trustees consider any nominations to the CCCT Board of Directors at the February 14 meeting in order to meet the February 15 nomination deadline.

Motion by Trustee McKnight, seconded by Trustee Walther, to nominate Trustee John Connolly for the CCCT Board of Directors. Motion carried.

APPROVED

Saddleback College is one of four Orange County community college districts participating in an inter-local agreement to help govern the Orange County Marine Institute (OCMI), located at Dana Point Harbor. The Joint Powers Agreement which established the OCMI provides that the members of the Board of Directors shall be appointed by the respective member college Boards of Trustees and the Board must reconfirm its Director appointment during the first quarter of every even-numbered calendar year.

APPOINTMENT TO  
ORANGE COUNTY  
MARINE  
INSTITUTE  
BOARD

It is recommended the Board of Trustees re-appoint Dr. Larry P. Stevens as the Saddleback Community College District's representative on the Orange County Marine Institute (OCMI) Board of Directors.

Motion by Trustee McKnight, seconded by Trustee Moore, to reappoint Dr. Larry P. Stevens as Saddleback's representative on the OCMI Board of Directors. Motion carried.

APPROVED

CORRESPONDENCE

The correspondence items were transmitted to the Board of Trustees for review and study. A copy of the items is on file with these minutes.

CORRESPONDENCE

Board President Walther recessed the meeting to Closed Session at 10:30 p.m. for the purpose of discussing negotiations.

CLOSED  
SESSION

The next Regular Meeting of the Board of Trustees will be Monday, February 27, 1984, at 7:30 p.m., at North Campus, Building A, Room 213/213.



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Larry P. Stevens  
Secretary to the Board of Trustees