

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

MINUTES OF THE MEETING OF THE GOVERNING BOARD

February 25, 1980 -- 7:30 p.m.
Saddleback College North Campus
5500 Irvine Center Drive, Irvine, California 92714
The Humanities and Fine Arts Building, Room 301

PUBLIC/FILE IN LIBRARY

The regular meeting of the Board of Trustees was called to order by Trustee Price. Student Trustee Mulcahy lead the audience in the Pledge of Allegiance and Trustee Connolly gave the invocation.

CALL TO ORDER

Present:

PRESENT

Mr. Robert L. Price, President
Mr. William L. Watts, Vice-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. Swartzbaugh, Dean of Students

STAFF MEMBERS

A motion was made by Trustee Watts, seconded by Trustee Connolly, and unanimously carried to adopt the agenda with an addendum to each of the following reports:

AGENDA ADOPTED
WITH ADDENDA

Number 132 - Field Trips
Number 139 - Employment of Full-Time Certificated
Administrator
Number 140 - Certificated Personnel - Regular Actions

A motion was made by Trustee Walther, seconded by Trustee Moore, and unanimously carried to adopt the minutes of the regular meeting of February 11, 1980, as presented.

MINUTES ADOPTED

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 values and objectives outlined in the planning task. At the next meeting his report will cover those portions of the planning task not previously covered in his reports and, at that time, Planning Task Number 30 in its entirety, will be recommended for approval.

SPECIAL REPORTS

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

Division Director of Fine Arts La Bonte gave an overview of the art department's program and introduced Ms. St. Clair, Instructional Aid, to show a slide presentation to the trustees. She had originally produced this slide presentation to recruit top students in the district and to acquaint students on campus with what is being offered by the Saddleback College Main Campus Art Department. The slide presentation is also used as an in-service tool and it was shown this evening to inform the trustees of the offerings of the department. Appreciation was also extended to Ms. Nancy Shake, Media Producer, and Mr. Rick Founds, Audio Visual Technician, for their assistance in preparing this review.

THE FINE ARTS
DIVISION PRE-
SENTS "THE
SADDLEBACK
COLLEGE MAIN
CAMPUS ART
DEPARTMENT,
A REVIEW"

Trustee Walther reported on her attendance at the California Community College Trustees (CCCT) - Los Rios Workshop held in Sacramento on February 15-17. During the workshop, she received information concerning Proposition 9 which she will share with the other trustees.

REPORTS AND
COMMUNICATIONS -
MEMBERS OF THE
BOARD OF TRUSTEES

CCCT Workshop

Proposition 9

Project People

Trustee Price had also attended the workshop. He reported on the presentation of Project People and informed the Board of Trustees that Public Information Director Schreiber has information available on this subject that can be used when making presentations. He stated that support for the community college is needed, with unity under the Board of Governors and the Chancellor's Office. He requested that a copy of Phase I of the Chancellor's committee's report on this subject be obtained.

Trustee Moore, who also had attended the conference, requested that a copy of the California Postsecondary Education Committee's tuition impact model, which will predict enrollment shifts, be obtained when it has been completed, as well as a copy of a report from the Chancellor's Office concerning credit-no-credit.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

Credit-No-Credit

Trustee Moore stated that he had been impressed with the student trustees that he had met at the workshop. His statement led to a discussion about how Saddleback's student trustee is currently chosen and how the future student trustee might be chosen.

Student Trustees

Superintendent/President Lombardi stated that the law requires that the district adopt a policy regarding student trustees. A recommendation concerning this subject will be brought to the Board before the end of this semester and the new representative will be selected and seated appropriately.

Trustee Walther offered to provide information concerning this subject that she had gathered during the workshop to the trustees.

Trustee Moore suggested that Mr. Bruce Weissenberger, Associated Student Body Chairman, North Campus, be given a place at the faculty and staff representatives' table at future Board meetings.

Trustee Walther reported that last week she had attended a meeting of the California Community and Junior College Association (CCJCA) Commission on the Handicapped. She has talked with Ms. Sheehan, Special Services Coordinator, in conjunction with this meeting, asking her how Saddleback is meeting the needs of the handicapped students. The students who attend classes at the North Campus face no architectural barriers; however, facilities at the Main Campus do not yet meet current standards. Trustee Walther stated that the planning task concerning handicapped students was implemented two years ago, and she requested that it be updated at this time.

Commission on
the Handicapped

Trustee Walther reported that recommendations and applications for the California Community and Junior College Association (CCJCA) commission

CCJCA Commissions

memberships are being requested. If any trustee is interested in serving on a commission, she will provide the necessary information.

As a delegate representative of the California Community and Junior College Association (CCJCA), she has received a copy of a statewide salary schedule. She asked the Superintendent/President if Saddleback was a participant in this survey, and he responded that it was.

Trustee Walther announced that on March 7 a Rio Hondo College Drive-In Conference will be held, sponsored by the California Community and Junior College Association (CCJCA), on the subject of "Recruiting and Retaining the New Majority Student: Women."

She requested that Trustee Taylor, Legislative Representative, seek and provide information on a bill currently being reviewed which has to do with age restrictions on handicapped students being served by K-12 districts.

Trustee McKnight announced that Community College Week has come to an end and he thanked Public Information Director Schreiber for the good publicity provided. He stated that he hopes that everyone will speak up for the community college, as 75% of all youth attend only a community college, which Proposition 9 may jeopardize.

He stated that Guidance Class 141, Assessment of Prior Learning, (sometimes referred to as experiential learning), taught by Associate Professor Hodge, Division of Counseling and Guidance, deserves attention and commendation. He had attended a ceremony for the second graduating class held recently which was also attended by members of the first graduating class.

Trustee Taylor reported that Assembly Bill 1171, introduced by Assemblyman Mori, has been approved by the Assembly and is ready for a presentation to the Senate Education Committee. He asked Assistant Superintendent Hart to speak on this subject.

Dr. Hart reported that if the bill is passed in its amended form it will include 100% funding for

REPORTS AND COMMUNICATIONS

-CONTINUED-

CCJCA Commission:

CCJCA Statewide Salary Schedule

Rio Hondo College - Conference

Legislation - Handicapped Students

Community College Week

Assessment of Prior Learning

Assembly Bill 1171

approved projects, the balanced college concept, and some limitations to the role of the Department of Finance in superseding the Chancellor's Office. It provides a well-balanced construction act. This bill establishes the process only and does not include the funding. He is presently serving on the Chancellor's Advisory Committee for Capital Outlay. This is helpful, because he can represent one of the growth districts of the state and make certain that the district's interests are protected.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

Assembly Bill
1171

Trustee Price announced that the April 10 meeting of the Orange County Community College Trustees is still pending. Correspondence has been sent to each member of the ad hoc committee outlining, among other things, the proposed program. A third subject to be discussed has been added by the Coast Community College District, dealing with the concern that community colleges are not being given adequate recognition *in the new Department of Education in Washington.*

Meeting of the
Orange County
Community College
Trustees -
April 10

Trustee Price reported that last week he had visited the Business Science Division with Division Director Croisette and was very impressed with the sizable enrollment. The week before he had visited the vocational area with Associate Dean of Instruction Brewer. He is attempting to visit with the Superintendent/President each week and then to visit one of the district functions with one of the administrators.

Visitation of
District Functions

Trustee McKnight commended the Board President for attempting to systematically visit each and every department of the college.

Superintendent/President Lombardi reported that he had met with Extended Opportunity Programs and Services (EOPS) and handicapped students recently and presented a merit certificate to Ms. Mary Capolupo, the outstanding EOPS student, and to Mr. Lou Tyce, an outstanding student who is also handicapped.

SUPERINTENDENT/
PRESIDENT

EOPS and
Handicapped
Students -
Awarded Merit
Certificates

He stated that our campus is difficult for the handicapped student and that a promise has been made to make them more comfortable. He has received a list of requests for bids, suggested by Director of Facilities Trent, for all items needed for the handicapped student projects on the main campus. It will be submitted to the Board of Trustees in the near future.

He reported the damage suffered on the main campus as a result of the recent rains, estimated at \$20,000. There were no major problems; however, there was some leakage in many areas and some erosion especially in the softball field area.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

Rain Damage

Academic Senate President Carroll/^{full-time}reported that the hiring proposal concerning-~~part-time~~ personnel has been worked out with the administration and that there are some minor changes to be presented to the Academic Senate this week. The proposal will possibly be presented to the Board of Trustees at its next meeting.

ACADEMIC SENATE

California School Employees Association Past-President Boswell reported that a committee has been formed to review the CSEA contract and to prepare a proposal to be presented to the Board of Trustees.

CALIFORNIA
SCHOOL
EMPLOYEES
ASSOCIATION

Faculty Association President Merrifield did not have a report to present to the Board of Trustees, but he will participate in discussion during the meeting.

FACULTY
ASSOCIATION

North Campus Associated Student Body Chairman Weissenberger thanked the Board of Trustees for coming to the North Campus this evening. He stated that he and the ASB is proud of Mr. Mulcahy and Mr. Richards, present and past student trustees, for facing student problems.

NORTH CAMPUS
ASB CHAIRMAN

Ms. Mary Lou Pederson, a student at both campuses, commented that some consideration should be given to car pooling; she was informed that this is contained in the pay parking concept being presented this evening for information.

PUBLIC

She stated that she has coresponded with andnot received a response from Saddleback College requesting criteria on the hiring of part-time instructors. Academic Senate President Carroll responded that the Academic Senate is currently working on a proposal regarding the hiring of part-time instructors and that he would be glad to respond to any communication directed to him.

She commented that, in her opinion, there has been rudeness displayed in the admissions office on both campuses.

She stated that she is pleased to see a presentation this evening on program evaluation and that she hopes that this practice will continue with students becoming involved in the preparation of the reports.

REPORTS AND COMMUNICATIONS

-CONTINUED-

PUBLIC

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

CONSENT CALENDAR

Trustee Taylor requested that Board Report Number 131, Requests to Attend Conferences, Meetings, etc., be removed from the consent calendar.

CONSENT CALENDAR AMENDED

Trustee Walther requested that Board Report Number 143, Classified Personnel - Regular Actions, be removed from the consent calendar.

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

An honorarium in the amount of \$50 was approved for the services of Corinne Van Horn, a North Campus accounting student, for the development of a data processing application in accounting to be used by first semester accounting students. This program will become the property of the college and will be used to allow accounting students to set up, via a computer simulation, a basic accounting system.

ACCOUNTING DEVELOPMENT HONORARIUM

The following public programs and community service items were approved:

PUBLIC PROGRAMS AND COMMUNITY SERVICES

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Nursing 130 Class March 3, 1980	Frank Collins	\$ 35.00
Continuing Education Workshops for Nurses March 15, 1980 April 26, 1980	James Roache Marty Christensen Dixie Bullock	250.00 500.00 1,000.00

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Gallery Exhibition and Slide Lecture February 28, 1980	Leo Robinson	\$ 100.00
Fine Arts Week March 24 - 28, 1980	James Ryan Jean Muir Ron Wood	140.00 160.00 200.00
Seminar - Env. Studies 25 Class February 28, 1980	S. K. Hunter	25.00
Theatre in England August 7 - 28, 1980	Dr. Homer Swander Educational Tour Package Insurance (Air transportation to be arranged by participants)	24,100.00 100.00
Seminars for the Women's Center		
March 10, 1980	Susan Potts	25.00
March 17, 1980	Corky Crane	25.00
March 19, 1980	Mikel Garcia	25.00
March 24, 1980	Beverly Hunzicker	25.00
April 7, 1980	Rosalie Kfoury	25.00

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

-CONTINUED-

The following certificates of achievement were approved:

CERTIFICATES OF
ACHIEVEMENT

Mitch B. Cherness	Human Services
Robert Brian Clark	Repro-Graphics/Design
Nevart Der Torossian	Nursing, R.N.
Kurt F. Flader, Jr.	Supervision
Diane Susan Fowler	Nursing, R.N.
Yolanda R. Gomez	Secretarial - General Clerical - Clerk Stenographer
Sharon J. Grode	Nursing, R.N.
David H. Johnson	Nursing, R.N.
Charles T. Lewis, Jr.	Nursing, R.N.
Michael Scott Lillie	Real Estate
Jaqueline A. Lowe	Nursing, R.N.
Christine Martinez	Nursing, R.N.
Afreda B. Patterson	Nursing, R.N.
Zona J. Pyles	Nursing, R.N.
Ralph Harry Stricker	Nursing, R.N.
Sophie M. Weinstein	Nursing, R.N.

An application was approved to the Society of Manufacturing Engineers Foundation (SME) for approximately \$200,000. Funds will be used to purchase equipment and to cover other expenses which will enable the college to establish a process control manufacturing engineering technology program; an interdisciplinary blending of computer sciences, engineering and manufacturing courses. There will be no cost to the District.

GRANTS -
APPLICATION

The following guest speakers for the IDS (Interdisciplinary Studies) Program were approved:

GRANTS -
PERSONNEL

<u>Month</u>	<u>Speaker</u>	<u>Honorarium</u>
February	Shierry Weber (This is a substitution for Penelope Thompson who received Board approval 2/11/80)	\$ 90.00
March	Art Lange	90.00
March	Peter Carr	50.00
April	Charlotte Rubinstein	50.00

The above honoraria will be paid for with funds from the National Endowment for the Humanities (NEH) grant which was approved by the Board on July 23, 1979.

The youth who have been recruited for the work experience activity of the following CETA programs were approved:

The CETA In-School Program was approved for extension on January 28, 1980. The effective date of employment is January 28, 1980, through the duration of the 1979-80 contract.

Steven Jensen
Melanie Prehm

Participants will be placed at various work sites within the Saddleback College area and will be paid \$3.10 an hour. Salaries are covered by CETA funding at no cost to the District.

The CETA Non In-School Youth Program was approved for extension on January 28, 1980. The effective date of employment is February 4, 1980.

Milton E. Fowler
Julie J. Freeman
Linda C. Geach
Kay L. Koch
Forest LeVitre
Jeff D. Parker
Steve A. Reynolds
Judith A. Symonds
Harold L. Symmonds
Daniel J. White

GRANTS -
PERSONNEL

-CONTINUED-

Participants will be paid \$3.10 an hour and will participate in the Job Club prior to placement in a work experience or on-the-job site within the Saddleback College area. Salaries are covered by CETA funding at no cost to the District.

Lucy Baeza, a volunteer, was authorized to receive reimbursement for mileage at the rate of 18¢ per mile. This expenditure is part of the FICC (Fixed Income Consumer Counseling) grant. Total mileage for all volunteers will not exceed \$5,323. 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.

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.

APPOINTMENT OF
EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

<u>Applicant</u>	<u>Probable Assignment</u>
Gerry, Doris H.	Mathematics (Substitute - North Campus)
Williams, David R.	Administration of Justice

The requests for the transfer of budget appropriation funds were approved as submitted. A copy of the list of requests will be placed on file with these minutes.

TRANSFER OF
FUNDS

The items on the awards list were approved for the action specified, and payment was authorized upon delivery and acceptance of the items ordered. A copy of the awards list will be placed on file with these minutes.

AWARDS

The following contract services were approved:

CONTRACT SERVICES

Feasibility Study - Workers' Compensation Self-Insurance. At the meeting of January 28, 1980, the Board authorized the district to participate in the selection of a consultant to perform a feasibility study for the self-insuring of Workers' Compensation coverage in a consortium of the Orange County community college districts. The firm of Warren, McVeigh & Griffin, management consultants for risk and insurance, has been unanimously selected by the consortium. The Assistant Superintendent/Business was authorized to execute an agreement with Warren, McVeigh & Griffin to perform the said feasibility study at a fee not to exceed \$5,000. The cost to the district will not exceed \$1,250.

CONTRACT SERVICES

-CONTINUED-

Continuing Education for Real Estate (CERE). Phyllis Korzilius was appointed as a consultant to develop a master plan for CERE, and to coordinate CERE promotional efforts. Ms. Korzilius will receive a fee equal to 5% of gross CERE seminar tuitions during each semester. It is estimated that the fee will not exceed \$5,000 for the 1980 Spring Semester. A copy of the proposed agreement for these services was submitted to the Trustees and will be placed on file with these minutes.

The following progress payment was approved as submitted:

PROGRESS PAYMENT

North Campus

Irvine Center Drive - Street Improvements	
R. J. Noble Company	
Contract Amount	\$131,319.00
approved change orders	2,908.00
Revised Contract Amount	<u>\$134,227.00</u>
Earned to Date (100%)	\$134,227.00
Less 10% retention	13,422.70
Net Due, earned to date	<u>\$120,804.30</u>
Less previous payment	96,458.45
Amount Due, this request	<u>\$ 24,345.85</u>

Purchase Orders 047263 through 047552, totaling \$116,709.03, were approved and payment was authorized upon delivery and acceptance of the items ordered. Also, a report of changes to purchase orders approved at previous board meetings was approved. This report covers changes to purchase orders during the period October 15, 1979, through February 15, 1980. A copy of the purchase order listing is on file with these minutes.

PURCHASE ORDERS

District Warrants 057895 through 058303, totaling \$279,236.46, were approved and ratified for payment. A copy of the warrant listing is on file with these minutes.

PAYMENT OF BILLS

Payment of personnel services was ratified as follows:

PAYMENT OF PERSONNEL SERVICES

Classified payroll for January 1980 - \$486,369.81

It was recommended that attendance at the following, with actual and necessary expenses to be paid, including any advance monies requested to cover the actual and necessary expenses, be approved:

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

Trustees Wishing to Attend

Monthly Breakfast Meeting of the Leisure World Liaison Committee for Saddleback College
Laguna Hills
February 20, 1980

Trustee Walther

Meeting of the California Community and Junior College Association Commission on the Handicapped
San Diego
February 20, 1980

Trustees Wishing to Attend

Orange County School Boards Association Workshop
Newport Beach
March 26, 1980

Trustees Wishing to Attend

Association of Community College Trustees Regional Seminar
Los Angeles
March 27-29, 1980

It was recommended that attendance at the following, with minimal mileage only to be paid, be approved:

Trustee Walther

Visits to Saddleback College North Campus
January 31,
February 5, 7, and 14

Trustee Price	Meeting with the Dean of Instruction Saddleback College Main Campus February 8, 1980	BOARD OF TRUSTEE REQUESTS TO ATTEND CON- FERENCES, MEETINGS, ETC.
Trustees Wishing to Attend	League of Women Voters Reception Laguna Niguel February 16, 1980	
Trustee McKnight	Assessment of Prior Learning Graduation Program Saddleback College Main Campus February 21, 1980	
Trustee McKnight	Women's Studies Program Saddleback College Main Campus February 20, 1980	
Trustee Price	Meeting with the Superintendent/ President Saddleback College Main Campus February 20, 1980	

A motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried to approve the Board of Trustees' requests to attend conferences, meetings, etc. as recommended. APPROVED.

Trustee Taylor recommended that consideration be given to retaining paid professional negotiators. He requested that the staff present information concerning this subject to the Board of Trustees for its consideration. BOARD OF TRUSTEES
OTHER
Negotiators

It was recommended that a field trip and the air fare for the Saddleback College Forensic Squad (5 students and 1 instructor) to travel to the National Community College Tournament which will be held in Kansas City, Missouri, April 2-7, 1980, be approved. FORENSIC
FIELD TRIPS
AND FUNDING

In addition, two Saddleback students have qualified for the National Individual Events Tournament (which includes both 2-year and 4-year colleges) to be held in Denver, Colorado, April 7-9, 1980, and approval was also recommended for this trip, including air fare.

"Super Saver" air fare for these trips is as follows:

Kansas City -
5 students and 1 instructor
@ \$250 each \$ 1,500.00

FORENSIC
FIELD TRIPS
AND FUNDING

Denver -
2 students @ \$200 each 400.00
\$ 1,900.00

All other expenses to be incurred (food, lodging, etc.) will be covered by the Associated Student Body. Incidentally, several forensic team members will travel to the California State Championships in Santa Rosa for the March 14-16, 1980 tournament, which will also be funded by the ASB.

Inasmuch as funds are not available in the division budget to effect payment for the above air fares, authorization to transfer funds from the contingency account to the appropriate division account was also requested.

It was also recommended that the following field trip be approved:

(ADDENDUM)
FIELD TRIP
SPRING 1980

Subject: Theatre 41 ADX - Oral Interpretation Festivals
Dates: March 5 - 9, 1980
Destination: University of Arizona, Tucson, Arizona
Instructor: Lynn Wells
Units: 1-3

ASB funds will pay for lodging, a meal allowance (\$5 per person per day) and entry fees (\$7 per person). Four Saddleback students have been selected to make the trip; cost per student will be whatever amount they spend over and above the \$5 per day meal allowance. Insurance is paid by the carrier.

A motion was made by Trustee Taylor, seconded by Trustee McKnight, and carried to approve the field trips as recommended.

APPROVED

Trustee Walther abstained, due to a possible conflict of interest.

A concept to implement pay parking was submitted for review, at the request of the Board of Trustees.

PAY PARKING
CONCEPT

-INFORMATION-

This concept has been processed through the standard Student Services procedures for Student Services proposals that are placed on a board agenda. The following people participated in reviewing the concept:

PAY PARKING
CONCEPT

-INFORMATION-

-CONTINUED-

Administrative Cabinet

Student Services Committee:

Dean of Students - Jack Swartzbaugh
Director of Student Services, North Campus,
Ron Steinke

Representatives from:

Academic Senate - Tom Carroll
Faculty Association - Anne Clasby
Associated Student Body - Grant Richards
Community Services - Terry Yapp
CSEA - Mary Boswell
Division Directors - Art Croisette
Counseling and Guidance - Kathy Paukstis
Coordinator Veteran/Student Affairs - Pat Grant
Financial Aid Officer - Vern Hodge
Extended Opportunity Programs & Services
Director - Pete Espinosa

Student Services Administrators

The concept was developed by Mr. Paul Hess, Director of Campus Safety, and Mr. Jack Swartzbaugh, Dean of Students, who were present to respond to questions, and by the former Director of Facilities, Mr. Don Trent.

A copy of the report in its entirety will be placed on file with these minutes.

Mr. Swartzbaugh stated that Education Code 72247 allows the Board of Trustees to charge for the use of parking facilities; however, money derived from this charge must be used for parking services.

He stated that the concept presented is based on charging everyone--faculty and staff as well as students--however, it is realized that this matter is subject to negotiation.

A motion was made by Trustee Watts, seconded by Trustee Connolly, and carried to consider the Parking Regulations as being presented for a

PARKING
REGULATIONS
TO BE CONSIDERED
FOR APPROVAL AT
THE NEXT MEETING

first reading; they will be presented for approval at the next Board meeting.

Roll Call Vote:

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

The meeting was recessed at 10:30 p.m. and reconvened at 10:40 p.m.

It was recommended that Dr. Calvin Nelson be appointed as Associate Dean of Instruction/Continuing Education and Data Processing, replacing Mr. Frank Sciarrotta, effective March 1, 1980.

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

The following certificated personnel regular actions were presented for approval:

Request to Give Notice

The following certificated personnel were employed by the Saddleback Community College District during the 1979-80 academic year as either a leave replacement or as required personnel under a grant.

Grants:

Janice L. Beal - V.E.A. Developmental Skills Instructor (V.E.A. Subpart 2)
Dennis Hudson - Human Development Instructor/Recruiter (Project SPECIAL)
Janice Smith - EOPS Instructor/Assistant Project Director (EOPS Special Project)

Leave Replacements:

Ronald D. Bell - Professional Leave Replacement for Stanley Van Spanje, Automotive Technology Instructor, Division of Business Science & Technology
Michael Channing - Sabbatical Leave Replacement for William Heffernan, English Instructor, Division of Humanities and Languages

PARKING REGULATIONS TO BE CONSIDERED FOR APPROVAL AT THE NEXT MEETING

-CONTINUED-

RECESS MEETING RECONVENED

EMPLOYMENT OF FULL-TIME CERTIFICATED ADMINISTRATOR (ADDENDUM)

APPROVED

CERTIFICATED PERSONNEL - REGULAR ACTIONS

William J. Cunerty - Personal Leave Replacement for George Hartman, Health/P.E. Instructor, Division of Health, P.E., Recreation & Athletics

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

Ann Egan - Medical Leave Replacement for Dennis McClung, Biology Instructor, Division of Natural Science

-CONTINUED-

Steven J. Tash - Sabbatical Leave Replacement for Ann Hagerty, Librarian, Division of Library/ Media Services

All are doing an outstanding job for the District in their respective areas and would make excellent additions to our staff. They are to be commended for their work.

Pursuant to Education Code Section 87740, permission was requested to issue notice to the above, prior to March 15, that their services will no longer be required for the 1980-81 academic year.

Additional Compensation

It was recommended that Alice Ross, Word Processing Coordinator and part-time instructor, be reimbursed for four additional hours per week to complete a word processing project, effective February 1, 1980.

Leave of Absence

Dr. Jerry Fowler has been identified by the United States Department of Agriculture (USDA) as an expert in insect pathology (microbiology of insects). They have requested his services in a governmental project in Guinea Bissau, Africa. This is a joint project between the USDA and the United States Agency for International Development (USAID) headquartered in Dakar, Senegal, Africa.

(ADDENDUM)

Mr. Bob Parsons and Dr. Bill Jay have given the assurance that a suitable long term substitute can be obtained to teach Dr. Fowler's classes while he is gone.

It was recommended that Dr. Jerry Fowler be granted a one to two year leave of absence at no cost to the District, for the 1980-81 and/or 1980-81, 1981-82 academic year.

A motion was made by Trustee Connolly, seconded by Trustee Taylor, and unanimously carried to approve the certificated personnel regular actions as presented.

APPROVED

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

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL

Ratification of Employment

Marian Manzer, Secretary II, Administrative Word Processing, Grade 5, Step 1, \$922 per month, effective February 11, 1980. This is a replacement position for Claude Rehkop.

Candace Cain, Secretary II, Office of Procurement and Stores, Grade 5, Step 1, \$922 per month, effective February 19, 1980. This is a replacement position for Marie Callas.

Jesse Arnold, Custodian II, Maintenance & Operations, Grade 7, Step 3, \$1,058 per month plus 4% per month shift differential, effective February 25, 1980. This is a replacement position for William Orvis.

Kenneth J. Strassburg, Printing Assistant, Duplicating Center, Library/Media Services, Grade 5, Step 1, \$922 per month, effective February 11, 1980. This is a replacement position with a new classification which enables the Duplicating Center to operate in a more cost effective manner.

Gerald Flatt, Custodian II, Maintenance & Operations, Grade 7, Step 1, \$964 per month plus 4% per month shift differential, effective February 25, 1980. This is a replacement position for Eliseo Valdez.

Frances J. O'Dowd, Custodian II, Maintenance & Operations, Grade 7, Step 3, \$1,058 per month plus 4% per month shift differential, effective February 25, 1980. This is a replacement position for Ralph Silva.

Recommendation of Employment

Jesse Gomez, Groundskeeper II, Maintenance & Operations, Grade 8, Step 1, \$986 per month, effective March 3, 1980. This is a replacement position for Peter Ballinger.

A motion was made by Trustee Connolly, seconded by Trustee Moore, and unanimously carried to approve the employment of the full-time classified personnel as recommended.

FULL-TIME
CLASSIFIED
APPROVED

It was recommended that the following classified personnel regular actions be approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

Sandra Slayback, Project Employee/Short Term, Community Services, \$1,500 per month, effective February 4, 1980 through June 30, 1980. This assignment was originally approved by the Board on December 10, 1979, under Public Programs and Community Services.

William Janes, Instructional Assistant/Photography, Division of Fine Arts, hourly equivalent of Grade 7, Step 3, \$6.297 per hour, part-time hourly (29 hours per week), effective February 11, 1980. This is a replacement position for Christi Phillips.

Karen Graham, Instructional Assistant/Chemistry (50%), Division of Natural Science, Grade 7, Step 1, \$482 per month plus 4% shift differential, effective February 11, 1980. This is a replacement position for John Harris.

Marie Judice, Receptionist (50%), Community Services, Grade 1, Step 1, \$419.50 per month, effective February 21, 1980. This is a replacement position for Evelyn Wrobleski.

Recommendation of Employment of Radio Producer/Host 1979-80

It was recommended that Christine Susan Miller be employed as Radio Producer/Host at the rate of \$5.00 per hour effective February 11, 1980. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment of Clerk-Short Term 1979-80

It was recommended that the following be employed as Clerk-Short Term at the rate of \$3.25 per hour,

effective February 1, 1980. The hours will be determined by the appropriate administrator and budget.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Gregory S. Iwasaki
Lisa Nastro
Edward H. Webb

-CONTINUED-

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

It was recommended that the following be employed as indicated at the rate of \$3.50 per hour, effective January 28, 1980. The hours will be determined by the appropriate administrator and budget.

Jose Alegre	Tutor I
Lorraine Adamski	Tutor I
Amparo Aguilar	Tutor I
Robert S. Andrews	Tutor I
Fazil Aydin	Tutor I
Edward J. Butler, Jr.	Tutor I
Suzanne C. Campbell	Tutor I
Kathrine Lee Cooper	Tutor I
Robin Lucinda Egan	Tutor I
Robert Goehle	Tutor I
Karla Ruth Hubbard	Tutor I
Dawn Johnson	Tutor I
Jerry C. Lindsey	Tutor I
Lori Lopez	EOPS Recruiter
Louis C. Milanese	Tutor I
Robert Moody, IV	Tutor I
Michelle Riem	Tutor I
Iman Yacoub Saba	Tutor I
Nouranvar Sadjadi	Tutor I
Paul J. Sandoval	Tutor I
Robin L. Sauerwald	Tutor I
Hedwig E. Seger	Tutor I
Shams Shirmohammadi	Tutor I
Lori L. Suzuki	Tutor I
Joseph B. Walther	Tutor I
Michael L. Whitehouse	Tutor I

Recommendation of Employment - Student Employees

It was recommended that the following be employed as student employees on an if-and-as-needed basis, at the rate of \$3.10 per hour:

Randy Ableman
Lorraine Adamski
Don Beirdneau
John Birchett
Jeanne Borden
Edward Butler
Christine Cox
Hootan Daneshmand
Brenda DeHaan
Timothy Downey
Janet Drake
Julie Dwyer
Farzan Garmroodi
Page Garrett

Barbara J. Grow
Robert Hivner
Bruce Morton
Linda Moy
Joseph Pickavance
Bruce Reid
Juliette Richardson
Scott Rogers
Rachel Ruelas
Jeanne Short
Sharon Swanson
Mary Sysak
Denise Vanderpol
Susan Vantil

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Change of Status/Reclassification

The following change of status/reclassifications were presented for approval:

Harold Stevens, Custodian II, Maintenance & Operations, reclassification to Lead Custodian, Grade 9, Step 4, \$1,159 per month plus 4% per month shift differential, effective March 1, 1980.

Robert Wisdom, Custodian II, Maintenance & Operations, reclassification to Lead Custodian, Grade 9, Step 6, \$1,272 per month plus 4% per month shift differential, effective March 1, 1980.

Change of Location/Main Campus to North Campus

It was recommended that Ralph Silva, Custodian II, Maintenance & Operations, Grade 7, Step 5, \$1,159 per month plus 4% per month shift differential, be changed from Main Campus to North Campus, effective February 19, 1980. This is a replacement position for Oscar Erickson.

Resignation/Termination

It was recommended that the following resignations/terminations be approved:

William Janes, Photo Technician, Division of Fine Arts, CETA Title VI, resigned effective February 8, 1980. Payment is authorized for any accrued and unused vacation leave.

Peter J. Ballinger, Groundskeeper II, Maintenance & Operations, resigned effective February 1, 1980. Payment is authorized for any accrued and unused vacation leave.

Venus Kianmehr, Clerical Trainee, Duplicating Center, Library/Media Services, CETA Title II-D, resigned effective February 7, 1980.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Susan Christine Miller, Production Assistant, Radio Station, CETA Title VI, resigned effective February 8, 1980. Payment is authorized for any accrued and unused vacation leave.

-CONTINUED-

Helen J. Thompson, Community Services Assistant, Community Services, CETA Title VI, resigned effective February 15, 1980. Payment is authorized for any accrued and unused vacation leave.

Irma Robertson, Clerk Typist Assistant, Office of Instruction, CETA Title VI, resigned effective February 15, 1980. Payment is authorized for any accrued and unused vacation leave.

Betty Jonte, Clerk Typist Assistant, Library/Media Services, CETA Title VI, resigned effective February 22, 1980. Payment is authorized for any accrued and unused vacation leave. It was recommended that Ms. Jonte be employed as a Secretary Substitute, hourly equivalent of Grade 1, Step 1, \$4.994 per hour, on an if-and-as-needed basis, effective February 25, 1980.

Jean Abdella, Tutorial/Guidance Assistant, L.A.P., Library/Media Services, CETA Title VI, resigned effective February 22, 1980. Payment is authorized for any accrued and unused vacation leave.

Michael Markowitz, Tutorial/Guidance Assistant, L.A.P., Library/Media Services, CETA Title VI, resigned effective February 15, 1980. Payment is authorized for any accrued and unused vacation leave.

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

APPROVED

Trustee Walther abstained due to a possible conflict of interest.

It was recommended that the Board of Trustees adopt a resolution in support of Assembly Bill 2186, "Community College Joint Occupancy Leases."

RESOLUTION IN
SUPPORT OF
ASSEMBLY BILL
2186 - COMMUNITY
COLLEGE JOINT
OCCUPANCY LEASES

This bill, which has been introduced by Orange County Assemblywoman Marion Bergeson, repeals Section 81403 of the California Education Code and has the effect of preventing the expiration of those sections of the Education Code which provide for joint occupancy leases of community college property. Section 81403 provides that joint occupancy provisions will expire June 1, 1980.

RESOLUTION IN
SUPPORT OF
ASSEMBLY BILL
2186 - COMMUNITY
COLLEGE JOINT
OCCUPANCY LEASES
-CONTINUED-

Trustee Moore suggested that the property be described as a net area of 16 acres.

A motion was made by Trustee Taylor, seconded by Trustee McKnight, and unanimously carried to adopt the resolution, including Trustee Moore's suggestion, as follows:

ADOPTED

Resolution of the Board of Trustees of
Saddleback Community College District
in Support of AB 2168 - February 25, 1980

WHEREAS, Division 7, Part 49, Chapter 2, Article 5, contains Sections 81390 through 81403 of the California Education Code; and

WHEREAS, said Article 5 provides in part that any community college district may enter into leases and agreements relating to real property and buildings to be used jointly by the district and any private person, firm, or corporation pursuant to this article; and

WHEREAS, Section 81403 provides that "this article shall remain in effect until June 1, 1980, and shall have no force or effect after that date"; and

WHEREAS, the Saddleback Community College District finds itself constrained to seek additional sources of funds for various district requirements; and

WHEREAS, the district has fee ownership of approximately 200 acres; and

WHEREAS, the district has identified a net area of approximately 16 acres in the existing 200 acres which may be available for development and producing a substantial economic benefit; and

WHEREAS, the district has indicated its intention to invite proposals for the joint use of school property as set forth in said Article 5; and

WHEREAS, the district anticipates that it may not be possible to conclude and consummate an agreement before June 1, 1980;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Saddleback Community College District respectfully urges the members of the California Legislature and the Governor of the State of California to support the passage and enactment of Assembly Bill 2186, introduced by Assemblywoman Bergeson, which repeals said Section 81403; and

BE IT FURTHER RESOLVED, that an appropriate copy of this resolution be dispatched to the members of the Legislature, the Governor, and the governing boards of the California community college districts.

Roll Call Vote:

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

The Orange County Counsel has reviewed the resolution concerning the Marguerite Parkway Project which was adopted by the Board of Trustees at the meeting of February 11, 1980, and has made the following comments:

The resolution does not fully comply with certain provisions of Education Code Section 81397 specifically.

The following is an excerpt of Education Code Section 81397:

"....shall describe the proposed site on which the building to be jointly occupied is to be constructed in such a manner as to identify said site, shall specify the intended use of that portion of the building which is to be occupied by the district...."

RESOLUTION IN
SUPPORT OF
ASSEMBLY BILL
2186 - COMMUNITY
COLLEGE JOINT
OCCUPANCY LEASES

-CONTINUED-

MARGUERITE
PARKWAY PROJECT -
REVISION OF
RESOLUTION OF
INTENT

A revision of said resolution has been drafted; the Orange County Counsel has reviewed it and has indicated that the revised resolution now complies with the statutory provisions.

MARGUERITE
PARKWAY PROJECT
REVISION OF
RESOLUTION OF
INTENT

It was recommended that the resolution which was adopted on February 11, 1980, be rescinded and that the proposed revised resolution submitted herewith be considered for adoption.

-CONTINUED-

The administration requested that the date of the public meeting be revised to the 27th day of May, 1980.

A motion was made by Trustee Moore and seconded by Trustee Taylor to adopt the resolution as submitted, with the date of the public meeting revised to the 27th day of May, 1980.

A motion was made by Trustee McKnight and seconded by Trustee Connolly, to amend Paragraph 6 of the Resolution to read as follows:

WHEREAS, the district intends to use a portion of the building to be constructed which will provide an area of not less than 10,000 square feet for district offices, storage facilities, classroom and conference rooms, and student services, and also to obtain on-site improvements for parking which will provide not less than an additional 600 spaces in the existing parking lot

Roll Call Vote:

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

The main motion was then voted upon and carried to adopt the resolution as follows: *and to rescind the resolution that was adopted on February 11, 1980.*

RESOLUTION
ADOPTED

WHEREAS, Sections 81390 to 81403 of the California Education Code makes 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, California; and

RESOLUTION
ADOPTED

-CONTINUED-

WHEREAS, the district has identified in the existing approximately 200-acre parcel an area of not less than 16 acres located at its westerly boundary running along Marguerite Parkway from its existing entrance northerly to the end of its property boundary, the width of said strip to be determined so as to obtain a net area of 16 acres; and

WHEREAS, the district requires additional facilities for district purposes; and

WHEREAS, the district intends to use a portion of the building to be constructed which will provide an area of not less than 10,000 square feet for district offices, and also to obtain on-site improvements for parking which will provide not less than an additional 600 spaces in the existing parking lot,

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Saddleback Community College District does hereby declare its intention to receive and consider proposals for joint occupancy of school property in accordance with the provisions of Section 81390 et seq. of the Education Code; and Notice is hereby given that on the 27th day of May 1980, at 7:30 p.m., the Governing Board will hold its regular public meeting and will consider all plans or proposals submitted; and

BE IT FURTHER RESOLVED, that the Secretary of the Board of Trustees is hereby directed to give Notice of the aforesaid public meeting by publication pursuant to Section 81398 of the Education Code.

Roll Call Vote:

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

It was recommended that the existing contract with the architectural firm of William Blurock and partners be amended to include the following North Campus projects:

EMPLOYMENT OF
ARCHITECT -
NORTH CAMPUS
PROJECTS

Update Facilities Master Plan for North Campus

EMPLOYMENT OF
ARCHITECT -
NORTH CAMPUS
PROJECTS

To assist the faculty and administration in updating and comprehensively defining the facilities Master Plan for the North Campus. The fee for this service is to be based on time and materials, and is not to exceed \$4,500.

-CONTINUED-

Concurrently, with the development of the district's Academic Master Plan (draft), the North Campus staff has been developing its model for educational clusters. Moreover, a definitive facilities Master Plan is required by the Chancellor's Office, The California Community Colleges.

Preliminary Plans - Cluster #2

To assist the North Campus faculty and administration in developing preliminary plans for Cluster #2. The fee for this service is not to exceed \$25,000, which may be reimbursed by the State of California if this project is approved for funding.

A funding application has been submitted, and these plans are required for submitting the Preliminary Plan Package due October 1, 1980.

A motion was made by Trustee Taylor, seconded by Trustee Watts, and unanimously carried to approve the employment of the architect for the North Campus projects as recommended.

APPROVED

The Community Services Department and the North Campus propose to continue the development of an on-going needs assessment/planning process. This year's plan concentrates on the pivotal industrial complexes in the Irvine and Santa Ana-Tustin areas of the district. The project will (1) develop hard data to aid planning of both credit and noncredit programs for these industrial complexes, and (2) produce a tested planning/assessment process which can be applied to other constituencies of the district.

EDUCATIONAL
NEEDS
ASSESSMENT
PROPOSAL -
NORTH CAMPUS

The proposal provides for completion of a substantial assessment of the education needs of the Irvine and Santa Ana-Tustin industrial complexes, and this data will be applied directly to the Academic Master Plan (Planning Task 30). In addition, the process developed will be considered as a model for utilization throughout the district.

It was requested that Dr. Jerry LaRocca, of Planning/Resource Associates and a part-time instructor at the North Campus, be appointed as a consultant to carry out this project at a fee not to exceed \$11,570 in accordance with the following schedule:

EDUCATIONAL
NEEDS
ASSESSMENT
PROPOSAL -
NORTH CAMPUS

-CONTINUED-

Consultation and overhead, 42 days	-	\$ 9,450.00
Clerical assistance, 53 days	-	2,120.00
		<u>\$11,570.00</u>

In addition to the above expense, Community Services estimates their staff requirements on the project at a cost not to exceed \$2,800 for a total project expense of \$14,370.

During 1978-79, Dr. LaRocca was approved to carry out an in-service staff development project entitled "The Development of a Needs Assessment Process for Determining Educational Needs."

It was requested that the Assistant Superintendent/Business be authorized to execute a contract with Dr. LaRocca for his services in connection with the Educational Needs Assessment at a total cost not to exceed \$11,570.00 including clerical assistance.

A motion was made by Trustee Watts, seconded by Trustee Taylor, and unanimously carried to approve the Educational Needs Assessment Proposal for the North Campus as presented.

APPROVED

In a continuing effort to provide a broader community coverage with the KSBR radio signal, Hugh Paul, Consulting Radio Engineer, and Stephen Van Wagoner, Station Engineer, have designed a translator station service for the Laguna Beach community. Due to the hilly terrain along the coast, the residents in this community find it difficult to receive a high-quality radio signal. The system design will utilize a translator apparatus located on a high point overlooking the community which will receive the KSBR signal and rebroadcast to Laguna Beach on a different frequency.

KSBR RADIO
SERVICE
EXPANSION

The site for the translator station has been identified and is now being used as a water reservoir by the Laguna Beach County Water District. Discussions with the Water District Board have concluded in permission for KSBR to also use the site with no rental fees.

Total equipment and installation costs have been determined not to exceed \$5,000. A grant application to fund 75% of these costs has been approved by the Board of Trustees (Report 1071, meeting of November 26, 1979) and submitted to the National Telecommunication and Information Administration. The appropriate federal Communication Commission applications have also been filed. Based on an estimated project cost of \$5,000, the cost to the district in matching funds would amount to \$1,250.

KSBR RADIO
SERVICE
EXPANSION

-CONTINUED-

It was recommended that the Superintendent or the Assistant Superintendent/Business be authorized to file a conditional use permit application with the City of Laguna Beach, and to conclude the lease arrangements with the Laguna Beach County Water District.

A motion was made by Trustee Taylor, seconded by Trustee Connolly, and unanimously carried to approve the KSBR radio service expansion as recommended.

APPROVED

The meeting was adjourned at 11:35 p.m.

ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, March 10, 1980.

SCHEDULE OF
MEETINGS.

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