

PUBLIC/FILE IN LIBRARY

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

MINUTES OF THE MEETING OF THE GOVERNING BOARD

March 10, 1980 - 7:30 p.m.
Library-Classroom Complex -- Room 105

The regular meeting of the Board of Trustees was called to order by Trustee Price. Trustee Watts led the audience in the Pledge of Allegiance and Trustee McKnight 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. 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 Taylor, seconded by Trustee Watts, and unanimously carried to adopt the agenda with a correction to Board Report Number 172, Advertisement Solicitations - Entertainment Programs.

AGENDA ADOPTED
AS CORRECTED

A motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried to adopt the minutes of the meeting of February 25, 1980, with the following corrections:

MINUTES ADOPTED
AS CORRECTED

Page 5 - Meeting of the Orange County Community College Trustees

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.

MINUTES ADOPTED
AS CORRECTED

-CONTINUED-

The following words are to be added to the foregoing sentence:

...in the new Department of Education in
Washington, D.C.

Page 6 - Academic Senate

Academic Senate President Carroll 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.

Reference to part-time personnel should be corrected to full-time personnel.

Page 25 - Marguerite Parkway Project -
Revision of Resolution of Intent

The motion to adopt the resolution of intent as submitted, with the date of the public meeting revised to the 27th day of May, 1980, should include the rescission of the resolution that was adopted on February 11, 1980, which was the intention of and included in the recommendation to the Governing Board.

Superintendent/President Lombardi was instructed to informally request a County Counsel opinion concerning the minutes of the meetings of the Governing Board: if they or the tape recordings of the meetings are the legal record of the meetings, if the minutes need to be prepared in such detail, and if it is necessary for the Board of Trustees to adopt/approve the minutes.

Trustee Moore reported that he had recently contacted Assemblyman Greene for a clarification of the use of his name at a previous board meeting with reference to the development of Marguerite Parkway. On March 7, Trustee Moore had met with Assemblywoman Bergeson, and as a follow-up to

REPORTS AND
COMMUNICATIONS

MEMBERS OF THE
BOARD OF TRUSTEES

that meeting, data concerning the Marguerite Parkway Project has been sent to her for information.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

Trustee Taylor, Legislative Representative, reported on a memorandum received from the Division Director of Health Sciences and Gerontology asking the Board of Trustees support in defeating Assembly Bill 2434, which contains provisions similar to those contained in Senate Bill 666 which the Board of Trustees successfully opposed.

Marguerite
Parkway Project

Assembly Bill
2434

Assembly Bill 2434 contains provisions that allow an LVN to become an RN upon completion of two years of practice as an LVN and submission of a letter of recommendation from a physician, nurse, pharmacist, psychologist, or physical therapist.

A motion was made by Trustee Moore, seconded by Trustee Watts, and unanimously carried to oppose Assembly Bill 2434 in its present form.

Trustee Taylor reported that Assembly Bill 1171, a community college construction act, has been approved by the Senate Education Committee as amended. It will now go before the Finance Committee.

Assembly Bill
1171

Trustee Taylor formally requested that an item be placed on the agenda for the meeting of March 24, 1980, for consideration of the establishment of professional negotiators to handle employee contracts. The members of the Board of Trustees were in concurrence with this request.

Professional
Negotiators
to be considered

Trustee Walther reported that, as Delegate Assembly Representative to the California Community and Junior College Association (CCJCA) she has received its 1980 Position Statement on Legislation. She requested that this document be duplicated and that a copy be sent to each Trustee. She plans to attend a meeting of the CCJCA Delegate Assembly representatives in Los Angeles on April 18-19, 1980.

CCJCA
1980 Position
Statement on
Legislation

She reported that last Wednesday she had been honored to be a guest of the Women's Studies Center on campus as a part of the Women in History Week events.

Women in
History Week

Trustee Price reminded the Trustees that a special meeting of the Board of Trustees has been called for Monday, March 17, 1980, at 8:00 p.m. It will be a work/study session on the facilities master plan.

He plans to attend a drive-in conference sponsored by the California Community and Junior College Association on Vocational Education, to be held at Mt. San Antonio College on March 13, 1980, with Mr. Everett Brewer, Associate Dean of Instruction/Occupational Programs.

Superintendent/President Lombardi announced that the Saddleback College basketball team will enter the state Tournament playoffs beginning next weekend.

He commended the paramedics for their prompt and efficient action when they were called to the Main Campus due to an unfortunate occurrence last week.

He reported that Saddleback will be honored this week through Dr. McKinney, Associate Dean of Instruction/Academic Programs, who will present the pre-concert lecture when the Los Angeles Philharmonic Orchestra appears in Orange County.

Superintendent/President Lombardi announced that Mr. Richardson, Counseling and Guidance, is submitting retirement this evening. He thanked him for his good service and for his good spirit.

Dr. Carroll, President of the Academic Senate, did not have a report to present. He will respond to the Academic Senate's proposed policy for the hiring of full-time certificated personnel at the appropriate time during the meeting.

He announced that he plans to attend the statewide Academic Senate Meeting in San Francisco, April 9-11.

Mrs. Driml, President of the California School Employees Association, did not have a report to present.

REPORTS AND COMMUNICATIONS

-CONTINUED-

Special Board Meeting -
March 17, 1980

Drive-In Conference
Vocational Education

SUPERINTENDENT/
PRESIDENT

Paramedics

Dr. McKinney

Mr. Richardson
to Retire

ACADEMIC SENATE

CALIFORNIA
SCHOOL EMPLOYEES
ASSOCIATION

Mr. Merrifield, President of the Faculty Association, stated that with the support of the Board of Trustees, the administration, and the Associated Student Body, it would like to sponsor a voter registration drive.

REPORTS AND
COMMUNICATIONS

-CONTINUED-

FACULTY
ASSOCIATION

ASB CHAIRMAN,
NORTH CAMPUS

Mr. Bruce Weissenberger, Associated Student Body Chairman, North Campus, requested that the drive be extended to the North Campus.

It was announced that a conference on the possibilities of Proposition 9 will be held in Sacramento on March 24-25, sponsored by the California School Boards Association. This item will be placed on the next agenda.

CSBA Conference -
Proposition 9

It was recommended that the Board of Trustees approve Planning Task Number 30: An Academic Master Plan for the Saddleback Community College District. Documentation has been distributed to all Board members, presentations relative to the particulars of the plan have been provided, and Associate Dean of Instruction Brewer, Chairman of the Planning Group for Planning Task Number 30, was present to respond to questions. He stressed that the plan is an ongoing task and that when it is revised that all of the suggestions that have been made by the Trustees will be taken into consideration.

PLANNING TASK
NUMBER 30:
AN ACADEMIC
MASTER PLAN
FOR THE
SADDLEBACK
DISTRICT

A motion was made by Trustee Walther, seconded by Trustee Watts, and unanimously carried to approve Planning Task Number 30: An Academic Master Plan for the Saddleback District, as presented.

APPROVED

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

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

APPROVED

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

BOARD OF TRUSTEES
REQUESTS TO
ATTEND CON-
FERENCES,
MEETINGS, ETC.

Trustees Wishing to Attend	Meeting of the Trustees of the Orange County Community College Districts Santa Ana, California April 10, 1980	BOARD OF TRUSTEE REQUESTS TO ATTEND CONFERENCES, MEETINGS, ETC.
Trustee Walther	Project People Task Force Dinner Meeting Los Angeles, California April 17, 1980	
Trustee Walther	California Community and Junior College Association Delegate Assembly Meeting Los Angeles, California April 18-19, 1980	
Trustees Wishing to Attend	California Community College Trustees Annual Conference Monterey, California May 15-18, 1980	
Trustees Wishing to Attend	Association of Community College Trustees Annual Convention Honolulu, Hawaii October 7-11, 1980	
Attendance at the following, with minimal mileage only to be paid, was approved:		
Trustee McKnight	Visit to Saddleback College North Campus February 21, 1980	
Trustee Walther	Visits to Saddleback College North Campus February 22 and 27, 1980	
Trustee McKnight	Meeting with the Superintendent/ President Saddleback College Main Campus February 26, 1980	
Trustee Price	Meeting with the Superintendent/ President Saddleback College Main Campus February 27, 1980	

Trustee Walther Women in History Week Events
Saddleback College Main Campus
March 5, 1980

Trustees Wishing Rio Hondo College Drive-In
to Attend Conference
Whittier, California
March 7, 1980

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

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>
Fine Arts Week		
March 24, 1980	Norman Seeff	\$ 300.00
March 24, 1980	Howard Roberts	500.00
March 25, 1980	Mel Franks	500.00
March 28, 1980	Johnny Guarnieri	500.00
A Week With		
Vincent Persichetti		
April 23, 1980	Gary Foster	200.00
April 23, 1980	Mary Jane Newman	100.00
April 23, 1980	Lou Anne Neil	200.00
April 25, 1980	Tony Plog	250.00
Free Lance Writers		
Market for the 80's		
March 18, 1980	Sally Jenkins	75.00
	Chuck Luce	75.00
	Frank McGee	75.00
	Tom Self	75.00
	Martin Waldman	75.00
Psych 1 Intro-	Clara Riley	25.00
ductory class		
March 14, 1980		
Bio/Psych 44	Shirley Davis	50.00
Human Sexuality		
Class		
March 17, 18, 1980		
Calligraphy:	Dolores Morante	300.00
Beginning	Facility Rental	225.00
Chancery Italic		
Handwriting		
April 8, 15, 22, 29, 1980		
May 6, 13, 1980		

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	<u>PUBLIC PROGRAMS AND COMMUNITY SERVICES</u>
Afternoons with Art: Tour and Lecture Series May 10, 1980	Ralph Bond Bus Transportation Food Facility Rental	\$ 100.00 300.00 140.00 40.00	
Afternoons with Art: Tour and Lecture Series March 29, 1980	Mark Nelson	50.00	
An Evening with Ram Dass April 30, 1980	Terri Petrila	33% of net	
Basic Brush-Up Typing Workshop February 23, 1980	Gertrude Powers, (substituted for Lola Attinger, who was ill)	80.00	
A Cookbook Approach to Developing Computer Applications April 9, 16, 23, 30, 1980	Paul Philpot Books	100.00 plus 50% of net over \$1,500 6.00 each	
The above program was approved on November 26, 1979. This is a change in honorarium from "over \$1,000" to "over \$1,500."			
Portrait Sculpture Workshop March 1, 8, 15, 22, 29, 1980	Model Fee, (18 hrs. @ \$4.50)	81.00	
The above program was approved on November 26, 1979. There is a need for an extra model to accommodate the number of students who enrolled.			
The Human Resource De- velopment Program (HRD) Counselors and Career Technicians	Thomas Sawyer Karen Mazzaresse Joan Liger Barbara Storm Marsha Mordkin Suzanne Bustamante	120.00 30.00 240.00 140.00 120.00 90.00	
Handicapped Awareness Day North Campus April 10, 1980	Ms Barbara Palombi, (two presentations)	Not to exceed: \$50.00 (\$25.00 each presentation)	

The following certificates of achievement were approved:

CERTIFICATES
OF ACHIEVEMENT

Cecilia Healy	Nursing, R.N.
Mary Ann Holmberg	General Office
Charlene McDonald	Custom Dressmaking
Carol Ann Bingham	Human Services
Ciria Duron Nunez	Nursing, R.N.
Su Hung Nguyen	Electronic Technology
Margaret G. Schaefer	Nursing, R.N.
Burton J. Walsh	Real Estate

The following Grants applications were approved:

GRANTS -
APPLICATIONS

An application to the Chancellor's Office Fund for Instructional Improvement for 1980-81 was approved. Required matching funds are approximately 15% of the total requested, and are easily met by the instructors' salaries or other in-kind expenses.

Assessment of Prior Learning (APL),
Requested Amount: Approximately \$30,000

Role Exchange for Education and Practice (REEP),
Requested Amount: Approximately \$10,000

Individualized Videotape Instruction Modules
for Introductory Statistics,
Requested Amount: Approximately \$10,000

Composition Course Integration Project,
Requested Amount: Approximately \$10,000

In-Service Training for Emeritus Institute
Faculty,
Requested Amount: Approximately \$15,000

An application to the National Endowment for the Humanities (NEH) for a Consultant Grant was approved. No district funds are required.

An application to the Corporation for Public Broadcasting for a Women's Training Grant was approved. No district funds are required.

An application to the Orange County Manpower Commission for a Private Industry Council (PIC) grant was approved. This grant will be for a program to train 15 solar technicians/installers. This is a joint pro-

ject with the newly emerging solar industry in our country, and is a model of cooperation. The state Office of Appropriate Technology has been working with us to develop curriculum. Funds will be used for an instructor, necessary equipment, and student stipends in the amount of \$85,000.

GRANTS -
APPLICATIONS

-CONTINUED-

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

GRANTS -
PERSONNEL

<u>Student</u>	<u>Amount</u>
Adams, Gloria	\$225
Barry, Kevin	62
Belmonte, Elizabeth	75
Cao, Nang Gia	133
Capolupo, Mary	94
Cheng, Fanny	80
Ching, Sik Chiu	50
Coble, Kenneth	75
Cortez, Rolando	106
Dang, Phuong	300
De Baun, Gigi	100
Devlin, Melody	100
Duong, Hang	57
Gibson, Susan	62
Hinkle, Virgie	100
Holcomb, Jennifer	200
Kaperneka, Venetia	50
Lampson, Leslie	100
Lopez, Maria	50
McDonald, Crystal	75
McInnes, Claudia	100
Madueno, Isabel	85
Magee, Kevin	100
Maxfield, Linda	100
Mines, Barney	75
Nelson, Jeffrey	113
Pagoaga, Jorge	283
Pagie, Stephone	71
Paul, Dolores	75
Pennington, Margaret	100
Perez, Luz M.	90
Pham, Sinh V.	188
Segervall, Julie Ann	75
Smith, Jeffrey	75
Taylor, Jamie	50
Valles, Paula	106
Villalobos, Martha	110

<u>Student</u>	<u>Amount</u>
Villalobos, Efrain	\$ 110
Vu, Anh Thi (Kim)	70
Vu, Nam Xuan	100
Wade, Gail	125
Whitney, Jay	56

GRANTS -
PERSONNEL

-CONTINUED-

The following classified personnel regular actions were approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment Saddleback College -
Main Campus

Isabel Diamond, Instructional Assistant, Special Services, Student Services, hourly equivalent of Grade 7, Step 1, \$5.738 per hour plus 4% shift differential, part-time hourly (6 hours per week) effective February 26, 1980.

Jill Lucas, Radio Operator/Announcer, Radio Station, Library/Media Services, \$3.745 per hour, effective March 1, 1980. The hours will be determined by the appropriate administrator and budget. This is a replacement position for Mark Myers.

Ann Christine King, Senior Health Sciences Technician (50%), Division of Health Sciences and Gerontology, Grade 17, Step 3, \$666 per month, effective February 22, 1980. This is a replacement position for Michael Thornton.

Amara Lynn Graps, Instructional Assistant/Astronomy, Division of Natural Science, hourly equivalent of Grade 7, Step 1, \$5.738 per hour, part-time hourly (10 hours per week), effective February 20, 1980. This is a replacement position for Tom Guiguere.

Ratification of Employment Saddleback College -
North Campus

Louise Steinberg, Program Assistant/Art, Instructional Services, hourly equivalent of Grade 5, Step 3, \$6.011 per hour, part-time hourly (10 hours per week), effective March 3, 1980. This is a replacement position for Sally Armstrong-Bond.

Dana Carol Rosson, Program Assistant (50%), Office of Continuing Education, Grade 5, Step 1, \$461 per month plus 4% shift differential, effective March 3, 1980. This is a replacement position for Cameron Hills.

Recommendation of Employment of Senior Recreation Leader

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Mark LaBonte was employed as Senior Recreation Leader on an if-and-as-needed basis at \$4.50 per hour, effective February 26, 1980. The hours will be determined by the appropriate administrator and budget.

-CONTINUED-

Recommendation of Employment - Restricted Employees

The following were employed as Restricted Short-Term Employees pursuant to Education Code 88003:

Pamela Barr, Program Assistant (R/Special Project), EOPS, Student Services, hourly equivalent of Grade 5, Step 3, \$6.011 per hour, part-time hourly (19 hours per week), effective February 25, 1980. This is a temporary position depending upon the availability of EOPS Special Project funds.

Sally Ericksen, Program Assistant (R/Special Project), EOPS, Student Services, hourly equivalent of Grade 5, Step 1, \$5.488 per hour, part-time hourly (19 hours per week), effective February 25, 1980. This is a temporary position depending upon the availability of EOPS Special Project funds.

Recommendation of Employment - CETA Title II-D

The following were employed under CETA Title II-D at no cost to the district.

<u>Name</u>	<u>Monthly Salary</u>
Helen Lloyd	\$ 607
Richard Lynn	607
Tamara Delcarpio	607

Recommendation of Employment of Clerk-Short Term 1979-80

The following were 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.

Joyce Kelly
Charlotte Setzer
Morton Setzer

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

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

The following were employed as indicated at the rate of \$3.50 per hour, effective January 1, 1980. The hours will be determined by the appropriate administrator and budget.

-CONTINUED-

Erich Adams	Tutor I
Paul I. Allec	Tutor I
Babak Bolour-Foroushan	Tutor I
Lucie Boross	Tutor I
Ralph E. Carson	Tutor I
Massud Djalilzadeh	Tutor I
Patricia S. Gaston	Tutor I
Jesus Gonzalez	EOPS Advisor
Elizabeth A. Harjoe	Tutor I
Michele Heckscher	Tutor I
Mark A. Howell	Tutor I
Kevin Joyce	Tutor I
Ahmad M. Ketabforoush	Tutor I
James Kipps	Tutor I
Diane D. Leclair	Tutor I
Nora Link	Tutor I
Edward B. McNew	Tutor I
Renee Paulin	Tutor I
Harvey Riggs	Tutor I
Nouranvar Sadjadi	Tutor I
Kathryn A. Stareck	Tutor I
Perry Vandenberg	Tutor I
Lisa Weissenberger	Tutor I
Robin Witnauer	Tutor I
Susan M. Yarman	Tutor I

Recommendation of Employment - Student Employees

The following were employed as student employees, on an if-and-as-needed basis, at \$3.10 per hour:

Jaime Aguilar	Carole Leondardi
Steven Brown	Crystal McDonald
Jyoti Bumia	Joey Miracle
Joan DeLair	Mahmoud Naghash
Lucinda Gronbach	Michael Rosene
Toni Hagopian	Susan Senkbeil
Steve Hall	Janice Spousta
Emete Hassan	Pamela Steinriede
Eleanor Howell	Samuel Stodder
Mark Hull	Mark Thimsen
Julie Kingston	Mark Valance
	Charles Webster

Change of Status/Reclassification

The following classified positions were re-classified as follows, effective March 1, 1980:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Classified Employees Salary Schedule

<u>Name</u>	<u>Classification Title</u>	<u>From</u>	<u>To</u>
Rosemary Billings	Executive Secretary	Grade 18	Grade 20
Robin Leftwich	Public Information Specialist	Grade 14	Grade 15
Jean Lukas	Secretary II Lead	Grade 5	Grade 7
Ruth Putnam	Mailroom Clerk	Grade 1	Grade 5
John Scialli	Community Services Specialist, Lead	Grade 9	Grade 11
Eloise Smith	Executive Secretary	Grade 18	Grade 20

Classified Management Salary Schedule

<u>Name</u>	<u>Classification Title</u>	<u>From Class</u>	<u>To Class</u>
Brian Donoghue	Theatre Manager	III, Step 5	II, Step 1
Donald Richner	Community Services Assist./Education Director	III, Step 3	II, Step 1
Terry Yapp	Community Services Assist./Recreation Director	III, Step 3	II, Step 1

Payroll Adjustment - CETA Title II-B/Title IV Youth Programs

In compliance with the 7% pay increase granted the classified staff for the 1979-80 academic year (retroactive to July 1, 1979), CETA Title II-B and Title IV Youth Programs' employees were granted a 7% pay increase retroactive to October 1, 1979, at no cost to the district. Authorization for this pay increase has been received by the district from the Orange County Manpower Commission.

Personal Leave of Absence Request

Louise Hoagland, Secretary I (hourly), Career Placement Center, was granted a leave of absence without pay from March 10, 1980 through April 18, 1980.

Roberta Cassady, Secretary I (hourly), Financial Aid Office, was granted a leave of absence without pay from March 17, 1980 through April 4, 1980.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Resignation/Termination

-CONTINUED-

Mark Myers, Radio Operator/Announcer, Radio Station, Library/Media Services, resigned effective February 25, 1980.

Dayle E. Shoemaker, Library Aide Trainee, Library/Media Services, CETA Title II-D, resigned effective February 21, 1980.

Mark LaBonte, Recreation Leader, Community Services, resigned effective February 20, 1980.

Charles Williams, Custodian II, Maintenance and Operations, was terminated for cause effective February 28, 1980.

Manuel Hernandez, Program Assistant, EOPS, Student Services, resigned effective February 25, 1980.

Barbara Brisco, Instructional Assistant, Special Services, Student Services, resigned effective December 21, 1979.

Donald Duncan, Custodian II, Maintenance and Operations, resigned effective March 28, 1980. Payment is authorized for any accrued and unused vacation leave.

Benita M. Reinick, Custodian II, Maintenance and Operations, resigned effective March 5, 1980. Payment is authorized for any accrued and unused vacation leave.

Douglas K. Stoddard, a resident of the City of Irvine, has presented a claim against the district and others for personal injuries and damages in connection with a traffic incident which occurred in the vicinity of the North Campus on December 4, 1979. The Board of Trustees denied liability in the matter of Douglas K. Stoddard, and agreed that the claim be referred to the district's insurance carrier.

CLAIM AGAINST
THE DISTRICT

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

TRANSFER OF
FUNDS

The items on the attached 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

A request for payment presented by Institutional Management Consultants was approved as follows:

PAYMENT OF CONSULTANT

Contract dated September 13, 1980:
Task "D" - Implementation Procedures and
Request for Proposal ... \$2,600.00

The following requests for institutional memberships were approved:

MEMBERSHIPS

Humanities and Languages

Association of Departments of English \$ 40.00
(renewal)

Multi-Disciplinary Studies

Modern Language Association of America 40.00
(renewal)

Admissions and Records

Pacific Association of Collegiate 25.00
Registrars and Admissions Officers
(renewal)

In-Service/Faculty & Staff Development

North American Consortium for Staff 500.00
Development
(new)

Purchase Orders 047553 through 047863, totaling \$203,704.30, were approved and payment was authorized upon delivery and acceptance of the items ordered. A copy of the purchase order listing is on file with these minutes.

PURCHASE ORDERS

District Warrants 058304 through 058688, totaling \$295,848.29, 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 SERVICE

Certificated Payroll for February 1980 - \$833,967.73

Trustee Moore acknowledged receipt of a listing of district advisory committees and members which had been given to each Trustee at his request by Associate Dean of Instruction Brewer. He requested that additional information, including the schedule of the advisory committee meetings, be provided.

BOARD OF TRUSTEES
OTHER

It was recommended that the Superintendent/President be authorized to continue serving as the District's representative to the Orange County Marine Institute.

DISTRICT
REPRESENTATION
TO THE
ORANGE COUNTY
MARINE
INSTITUTE

A motion was made by Trustee Watts, seconded by Trustee McKnight, and unanimously carried to authorize Superintendent/President Lombardi to continue serving as the District's representative to the Orange County Marine Institute.

APPROVED

The following information was provided by the administration concerning parking:

PARKING

Excerpted From Education Code Section 72247

The governing board of a community college district may require of students in attendance in grades 13 and 14 and employees of the district, the payment of a toll, in an amount not to exceed twenty dollars (\$20) per semester or forty dollars (\$40) per regular school year to be fixed by the board, for parking services. Such toll shall only be required of students and employees using such services.

All such tolls collected shall be deposited in the general fund of the district and shall be expended only for parking services or for purposes of reducing the costs to students and faculty of the college of using public transportation to and from the college.

Tolls collected for use of parking services provided for by investment of student body funds under the authority of Section 76064 shall be deposited in a special fund for repayment to the student organization.

"Parking services", as used in this section, means the purchase, construction, and operation and maintenance of parking facilities.

Existing Board Policy

On April 9, 1979 the Board of Trustees adopted the following policy statement: Under the authority of

Education Code Section 72247, the Governing Board of the Saddleback Community College District does hereby declare that, in order to maintain and provide parking services, it shall require of students and employees using the parking facilities of the District the payment of a toll. The toll and method of collection shall be established by the Board of Trustees prior to each academic year.

PARKING

-CONTINUED-

In accordance with the above policy, the following was submitted for the Board's approval:

It was recommended that, commencing with the fall 1980 semester, students using the district parking facilities will pay \$10.00 per semester. There will be no charge for summer session. (Using a figure of 12,000 district students for the two semesters would provide \$240,000 in revenue.) Those buying the \$10.00 permit will be issued a decal and those not wishing to buy the permit will be able to use parking meters. The parking meter charges for thirty minutes and unlimited parking meters would be 10¢ per hour or 25¢ for 2-1/2 hours.

Trustee McKnight suggested that the following guidelines be included in the Board's action:

1. Inasmuch as the law prevents charging students alone - or employees alone - we will, therefore, have to schedule the charging of fees when the issue is resolved through collective bargaining.
2. It is understood that additional burdens will fall upon the Safety Office to supervise and implement the fee program. Therefore, we will make concerted efforts during the regular budget hearing to assist and to add to the safety staff at the North Campus and the Main Campus.
3. We will utilize the lots and installation of meters as indicated on the maps prepared by the Director of Safety and the Dean of Students.
4. To afford easy access to parking facilities by those purchasing decals, we will expand the capacity for cars at a few sites suggested by the Director of Campus Safety by providing tem-

porary asphalt lots. Although this work will be paid from parking fees, perhaps a way will be found to finance early completion.

PARKING

-CONTINUED-

5. All employees, administrators, and students will be required to purchase decals for \$10.00 per semester. Part-time faculty with only one or two classes, employees working half-time or less, and students taking only one class will pay \$5.00 per semester.

6. Parking lot users who wish to share a car pool may jointly purchase an identification card for \$10.00 per semester. Such cost would be shared among those in the car pool. (This item is included at the suggestion of Trustee Harriett Walther.)

7. Parking meters will be available for use by everyone, including visitors. Guest parking permits shall be requested for special occasions.

8. Beginning Friday evening and through Saturday until Sunday night, all lots will be open and free to the public, staff, and students.

A motion was made by Trustee Taylor, seconded by Trustee Watts, and carried that commencing with the fall 1980 semester, students using the district parking facilities will pay \$10.00 per semester. There will be no charge for the summer session. Those buying the \$10.00 permit will be issued a decal and those not wishing to buy the permit will be able to use parking meters. The administration will develop a plan for some free parking spaces in Parking Lot Number 1 at the Main Campus and some free parking spaces at the North Campus.

APPROVED

Roll Call Vote:

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

The meeting was recessed at 9:10 p.m. and reconvened at 9:25 p.m.

RECESS
RECONVENED

The following certificated personnel regular actions were presented for approval:

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

Recommendation of Employment

It was recommended that Richard W. Langert, M.D., be employed as physician, Student Health Center, Student Services, \$32.00 per hour, effective March 11, 1980. He will be replacing Dr. Edward Stadler.

Personal Leave of Absence

Nancy Shake, Media Technology Specialist, Library/Media Services, requested a leave of absence without pay for the months of May and June 1980.

Resignation/Retirement

It was recommended that the resignation of Bill Mulligan, Instructor and Basketball Coach in the Division of Health, P.E., Recreation and Athletics, be approved effective May 22, 1980.

It was recommended that the retirement of Carroll Richardson, Counselor, Division of Counseling and Guidance, be approved effective May 22, 1980.

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

APPROVED

The Academic Senate's proposed policy for the hiring of full-time certificated faculty was presented as an informational item. The proposed policy is procedure oriented and is not in conflict with existing Board Policy 4001.

ACADEMIC SENATE'S
PROPOSED POLICY -
INFORMATION

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

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL

Ratification of Employment

Raymond Gabriel, Custodian II, Maintenance and Operations, Grade 7, Step 1, \$964 per month plus 4% per month shift differential, effective March 2, 1980. This is a replacement position for Charles Williams.

Recommendation of Employment

Nancy Rae Hulse, Secretary II, Office of Business Services, Grade 5, Step 3, \$1,010 per month, effective March 17, 1980. This is a replacement position for Patricia C. Martin.

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL

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

APPROVED

It was recommended that the following gift be accepted:

GIFT TO THE
DISTRICT

Donor

Gift

Mr. E. F. Scoutten
Laguna Hills

A raccoon coat donated to
the Theatre Department of
the Fine Arts Division

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

ACCEPTED

The Board of Trustees is required to designate an agent to act on behalf of the District for the purpose of obtaining federal financial assistance under the Disaster Relief Act (Public Law 288, 93rd Congress). It was, therefore, recommended that the Board adopt the following resolution designating the Assistant Superintendent/Business as agent, to execute the application for disaster relief for damage caused by the recent storms.

RESOLUTION -
DISASTER RELIEF

BE IT RESOLVED BY the Board of Trustees of Saddleback Community College District that Roy N. Barletta, Assistant Superintendent/Business, is hereby authorized to execute for and in behalf of the Saddleback Community College District, a public entity established under the laws of the State of California, this application and to file it in the appropriate State office for the purpose of obtaining certain Federal financial assistance under the Disaster Relief Act (Public Law 288, 93rd Congress) or otherwise available from the President's Disaster Relief Fund; and

BE IF FURTHER RESOLVED that the Saddleback Community College District, a public entity established under the laws of the State of California,

hereby authorizes its agent to provide to the State and to the Federal Disaster Assistance Administration (FDAA), Department of Housing and Urban Development (HUD) for all matters pertaining to such Federal disaster assistance the assurances and agreements printed on the reverse side hereof.

RESOLUTION -
DISASTER RELIEF

Passed and approved this 10th day of March, 1980.

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

ADOPTED

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: None

The present contract for the operation of the college bookstore expires on June 30, 1980. The operation of the bookstore by the District has been under study for several years. The present status of that study may be summarized as follows:

BOOKSTORE
CONTRACT

The District proposes to construct a suitable facility within the next five years. The project, at a cost of \$6,850,000 has been included in the Five-Year Construction Plan filed with the Chancellor of the California Community Colleges on February 1, 1980. It is not likely that the project will be funded 100% by the State, if at all. A proposed method of funding the project in whole or in part will be selected from one of the following:

1. Revenue Bonds - interest and redemption payments will be made from revenue generated by the enterprise activities of the bookstore and food services, managed and operated by the District.

2. Long-term Lease/Purchase- payments made from revenue generated by the enterprise activities of the bookstore and food services, managed and operated by the District.

3. A combination of the above, plus some subsidy from District funds.

In the meantime, however, proposals have been submitted by the present contractor, Follett Corporation, and by Campus Service, a newly-formed organization but with many years of community college bookstore experience. The proposals of both have been reviewed and studied carefully by the staff, including committees chaired by Dean Swartzbaugh and Associate Dean Kelly.

BOOKSTORE
CONTRACT

-CONTINUED-

It appears that the proposal and offer of Campus Service is the one that will produce the greater income and service to the students. All parties concur in the recommendation that a contract be awarded to Campus Service for a period of three years, renewable yearly for the following two years. It was further recommended that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute the appropriate contract documents.

A motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried that a bookstore contract be awarded to Campus Service for a period of three years, renewable yearly for the following two years, and that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute the appropriate contract documents.

APPROVED

The present contract with the North Orange County Community College District for data processing services for Admissions and Records and for instructional purposes requires substantial modifications in scope and cost. A report by Dr. Calvin Nelson is being furnished to the Trustees which describes the situation as it presently exists, and includes a recommendation. The Superintendent/President and the Assistant Superintendent/Business have reviewed this matter and concur with Dr. Nelson's recommendation.

DATA
PROCESSING
SERVICES

It was requested that the Board authorize the staff to prepare a request for competitive proposals from data processing vendors in the private sector of the market. A further report and recommendation will be submitted to the Board after proposals from vendors are received and studied.

A motion was made by Trustee Moore, seconded by Trustee Watts, and unanimously carried to authorize the staff to prepare a request for competitive proposals from data processing vendors in the private sector of the market for data processing services.

DATA PROCESSING
PROPOSALS TO BE
REQUESTED

The revenue of approximately \$8,225 from the sale of display advertisements during the 1979 Spring Semester was nearly enough to cover the cost of printing 15,000 Summer Company Theatre programs and 11,000 Concert Series programs used during the entire 1979-80 series of theatre and cultural events.

ADVERTISEMENT
SOLICITATION -
ENTERTAINMENT
PROGRAMS
(AS CORRECTED)

It was recommended that the following persons be approved to solicit display advertisements on a 15% commission basis for the 1980 Summer Stock Program and for the 1980-81 Family and Concert Series Program:

Troy Washburn
Michelle Wetmore
Joan Sidell

It was further recommended that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute a contract with each of the above-named individuals for the purpose of soliciting such advertisements.

A motion was made by Trustee Moore, seconded by Trustee Taylor, and unanimously carried to approve the above-named persons to solicit display advertisements on a 15% commission basis for the 1980 Summer Stock Program and for the 1980-81 Family and Concert Series Program, and to authorize the Superintendent/President or the Assistant Superintendent/Business to execute a contract with each of the above-named individuals for the purpose of soliciting such advertisements.

APPROVED

It was recommended that William Blurock & Partners, Architects, be retained by the district to perform the following architectural services on a time-and-materials basis at a cost not to exceed \$60,000.00.

ARCHITECTURAL
SERVICES

For Architectural Services on both campuses, to assist Faculty and Administration in Schematic, Preliminary, Working Drawings and Construction of the following projects:

Saddleback College

ARCHITECTURAL SERVICES

-CONTINUED-

1. Relocation of third floor Library classrooms.
2. Remove present two classroom relocatables.
3. Add 10 - 14 classroom cluster at Upper Campus for Humanities and Languages, including foreign language laboratory. Lease-purchase for 7 - 10 years.
4. Add ten classroom cluster relocatables, lease only, on lower campus.
5. Add 4,000 square-foot warehouse building to lower campus in modular building component for future additions.

Irvine Center

1. Add small warehouse modular building allowing for future addition, including site work.
2. Plan possible 2 - 4 classroom cluster, lease-purchase, for future addition of Library and classrooms, including site work.

It was further recommended that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute a contract amendment for the above services.

A motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried that William Blurock and Partners, Architects, be retained by the district to perform the above architectural services on a time-and-materials basis at a cost not to exceed \$60,000 and that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute a contract amendment for the above services.

APPROVED

An amendment to the Option Agreement that the district has with The Irvine Company for the remaining 80 acres of the 100-acre site identified as the North Campus was proposed. The object of the amendment is to describe a new configuration of the remaining 80 acres into separate 20-acre parcels, identified as Exhibit B-1. The new arrangement is acceptable to the district and better serves the Master Plan concept of the North Campus.

AMENDMENT TO
OPTION AGREEMENT
NORTH CAMPUS
SITE

It was recommended that the Superintendent/President or the Assistant Superintendent/Business be authorized to execute the Amendment No. 1 to

Option Agreement as presented, a copy of which will be placed on file with these minutes.

AMENDMENT TO
OPTION AGREEMENT
NORTH CAMPUS SITE

Following the execution of the above-mentioned Amendment No. 1 by the district and The Irvine Company, it was recommended that the Superintendent/President or the Assistant Superintendent/Business be authorized to perform the following charge: Delivery to The Irvine Company of a written notice to exercise an option under the terms and conditions of the Option Agreement and Amendment No. 1 thereto, as described below.

-CONTINUED-

The district elects at this time to purchase a portion of the remaining land identified as Parcel 1 in Exhibit B-1 consisting of 20 acres at a purchase price of \$45,000 per acre, and requests that The Irvine Company create an escrow within 10 business days after receipt of notice of exercise of option; escrow shall close no later than June 30, 1980.

A motion was made by Trustee Moore, seconded by Trustee Taylor, and unanimously carried to authorize the Superintendent/President or the Assistant Superintendent/Business to execute Amendment Number 1 to the Option Agreement (North Campus Site) and to deliver to The Irvine Company a written notice to exercise an option under the terms and conditions of the Option Agreement and Amendment Number 1 thereto, as described above.

APPROVED

The following Business Services reports were submitted for information:

BUSINESS
SERVICES
REPORTS -
INFORMATION

Scholarship Fund - January 1980

Loan Fund - January 1980

Health, Education and Welfare Trust Account Report

A report of pending legislation was submitted for information.

LEGISLATIVE
REPORT -
INFORMATION

The Trustees adjourned into an executive session at 10:25 p.m.

ADJOURNMENT -
EXECUTIVE SESSION

In open session the following action transpired:

It was recommended by the District's Chief Negotiator that pages 46 and 47 of the 1979-1980 Certificated Employee Master Agreement, ratified by the Board of Trustees on November 13, 1979, be removed and that new pages 46 and 47 be inserted.

CERTIFICATED
EMPLOYEE
MASTER
AGREEMENT

The new pages 46 and 47 would be identical to the old pages with the exception that the District agreed to raise the bottom hourly salary by 7% from \$18.00 per hour to \$19.25 per hour effective January 1, 1980.

A motion was made by Trustee Watts, seconded by Trustee Connolly, and unanimously carried, to approve the above recommendation as presented.

APPROVED

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

ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, March 24, 1980.

SCHEDULE OF
MEETINGS

R.G. Lombardi

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