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

MINUTES OF THE MEETING OF THE GOVERNING BOARD

April 28, 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 Taylor led the audience in the Pledge of Allegiance and Student Trustee Mulcahy 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. 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

Absent:

- Mr. John C. Connolly, Member

A motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried, to adopt the agenda as presented, with the removal of Item Number 5 from Board Report Number 260, Awards, at the request of the administration.

AGENDA ADOPTED

A motion was made by Trustee McKnight, seconded by Trustee Taylor, and unanimously carried, to adopt the minutes of the regular meeting of April 14, 1980, as presented.

MINUTES ADOPTED

A motion was made by Trustee Watts, seconded by Trustee McKnight, and unanimously carried, to adopt the minutes of the special meeting of April 21, 1980, as presented.

MINUTES
ADOPTED

Trustee McKnight stated that the work/study session held on April 21, 1980, and conducted by Trustee Watts, concerning priorities, had been successful.

REPORTS AND
COMMUNICATIONS

He mentioned that the Oral Interpretation Festival had also been a very successful event.

Work/Study
Session
Oral Inter-
pretation Fes-
tival

Trustee McKnight announced that Mr. Wandling, Chairman of the Leisure World Liaison Committee for Saddleback College, has invited State Superintendent of Public Instruction Riles to speak at a meeting on May 15, 1980, at 10:30 a.m., in Leisure World Clubhouse 3. The Trustees are invited to attend.

State
Superintendent
Riles

He stated that the Trustees are also invited to attend the Cinco de Mayo festivities. A brochure outlining these events was distributed to the Trustees this evening.

Cinco de Mayo

Trustee Taylor congratulated Trustee Walther who had recently been elected Vice-President of the California Community and Junior College Association (CCJCA).

Trustee Walther
CCJCA Vice-
President

Trustee Walther told of the extra rehearsals that have been conducted by Music Instructor Wyma in preparation for the Mozart Alfresco Program to be held at the North Campus on May 9, 1980. She commended the instructor and the participants for contributing their time.

Mozart Alfresco
Program

She told of the recent Fine Arts Division successes: the Oral Interpretation Festival, April 24-26, 1980, and "An Evening with Vincent Persichetti" on April 25, 1980, the first in a series of spring musical events.

Fine Arts
Division

Trustee Price stated that he had received a copy of the California Community College Trustees (CCCT) revised by-laws. They will be duplicated and distributed to each Trustee as soon as possible.

CCCT By-Laws

Trustee Taylor stated that he had been informed by Ms. Eschbach, Division Director of Health Sciences and Gerontology, that Bill Number 6802 of the House of Representatives at Washington, D.C., which will hold the nursing training activities at the current level, is being considered. As Legislative Repre-

Nursing
Training
Bill Number 6802

sentative, he requested that the Board of Trustees authorize him to take the necessary action on behalf of the Board of Trustees in support of this bill.

REPORTS AND
COMMUNICATIONS
-CONTINUED-

A motion was made by Trustee Watts, seconded by Trustee McKnight, and unanimously carried to grant Trustee Taylor's request to take the necessary action on behalf of the Board of Trustees in support of Bill Number 6802 of the House of Representatives at Washington, D.C.

Bill Number 6802
-continued-

A motion was made by Trustee Watts, seconded by Trustee Walther, and unanimously carried, that a work/study session be held next Monday, May 5, 1980, at 7:30 p.m., concerning the priorities of the Board of Trustees.

SPECIAL MEETING
WORK/STUDY
SESSION -
TO BE HELD ON
MONDAY, MAY 5,
1980 - 7:30 P.M.

Trustee Moore arrived at the meeting at this time and made a motion that was seconded by Trustee Watts that the special meeting begin at 8:00 p.m. rather than at 7:30 p.m. After some discussion a vote was taken and each Trustee voted in opposition.

A motion was made by Trustee Walther, seconded by Trustee Moore, and unanimously carried, to amend the main motion by adding that the work/study session to be held on Monday, May 5, 1980, which will begin at 7:30 p.m., will be adjourned by 9:30 p.m.

TO ADJOURN BY
9:30 P.M.

Superintendent/President Lombardi introduced Mr. Leese, Representative of the Phi Delta Kappa Educational Foundation. Mr. Leese described Phi Delta Kappa, informed the Trustees of the recent charter of a local chapter, and presented a continuing life gift subscription of Phi Delta Kappa, the official journal of the fraternity, to the Saddleback Community College District.

SUPERINTENDENT/
PRESIDENT

Mr. Leese
Phi Delta Kappa

Superintendent/President Lombardi told of an evening he had spent at the home of Oral Interpretation Festival Coordinator Wells with a group of university and college professors from across the country who come to Saddleback each year to participate in the Oral Interpretation Festival.

Oral
Interpretation
Festival

He announced that last week Earth Day had been held at the North Campus and the address by Mr. Cahill, Director of the California Department of Parks and Recreation, had been well received.

Earth Day

Career Day will be held on Wednesday, April 30, and representatives from more than one hundred companies will be on campus as well as high school counselors.

REPORTS AND
COMMUNICATIONS
-CONTINUED-

Throughout the day on Monday, April 5, a variety of ceremonies related to Cinco de Mayo will be held.

Career Day
Cinco de Mayo

On May 13, the Scholarship Awards Banquet will be held at the El Adobe in San Juan Capistrano.

Scholarship
Awards Banquet

Assistant Superintendent Hart reported that on Thursday, April 24, he had attended a Senate Finance Subcommittee hearing concerning Assembly Bill 1171--the Community College Construction Act. The Department of Finance made an effort to substitute its own version, but the Chancellor's Office and the advisory committee, of which Dr. Hart is a member, prevailed and most of what was desired remained in the act, including the balanced college concept. Also in the bill are items requiring one hundred percent state financing for 1980-81, including working drawings for Saddleback's general classroom building.

Assembly Bill
1171

That evening, in Oakland, Dr. Hart made a presentation before the Board of Governors for the 1981-82 projects. The Board of Governors adopted all projects recommended by the Chancellor, including Saddleback's site development on the main campus, working drawings for the second cluster at the North Campus, and as a special priority item, the purchase of 20 additional acres.

Projects
Adopted by
the Board
of Governors

Academic Senate President Carroll announced that the Academic Senate is still working on a part-time hiring procedure and it is hoped to be presented to the Board of Trustees for a first reading at the next regular meeting.

ACADEMIC SENATE

He and Superintendent/President Lombardi will present an item on future released time for the Academic Senate President, hopefully also at the next regular meeting.

Faculty Association President Merrifield was present. He did not have a report to present to the Board of Trustees.

FACULTY
ASSOCIATION

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

CONSENT
CALENDAR

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
-CONTINUED-

Trustee Price requested that Board Report Number 251, Grants - Personnel, be removed from the consent calendar.

AMENDED

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

APPROVED

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

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

Trustee Walther	Meeting of the Orange County School Board Association Santa Ana April 16, 1980
Trustee McKnight	Meeting with the Superintendent/ President Saddleback College Main Campus April 21, 1980
Trustees Wishing to Attend	Earth Day Saddleback College North Campus April 22, 1980
Trustee Price	Meeting with the Assistant Superintendent - Provost, North Campus Saddleback College North Campus April 23, 1980
Trustee Moore	Meeting with the Superintendent/ President Saddleback College Main Campus April 29, 1980
Trustee Price	Meeting with the Superintendent/ President Saddleback College Main Campus April 30, 1980
Trustee Price	Business Science Awards Saddleback College Main Campus May 7, 1980

Trustees Wishing to Attend Scholarship Awards Banquet
San Juan Capistrano
May 13, 1980

Trustees Wishing to Attend The Spring 1980 Fashion Show
Saddleback College Main Campus
April 23, 1980

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

-CONTINUED-

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

Trustee McKnight Staff Development Colloquium
Mission Viejo
April 16, 1980

Trustees Wishing to Attend Southern California Oral Interpretation Festival
Saddleback College Main Campus
April 24-26, 1980

The following public program and community service items were approved:

PUBLIC PROGRAMS
AND
COMMUNITY
SERVICES

<u>Event/Date</u>	<u>Guest/Item</u>	<u>Honorarium/Expense</u>
Les Grands Ballets Canadiens April 22, 1980	Additional Fees for union labor	Not to exceed: \$ 3,800.00

Note: This event was originally approved by the Board on March 26, 1979.

Promotion for Summer Stock to be completed by May 15, 1980	Pat Manusov	100.00
	Steve Sivcovich	100.00

Jose Feliciano in Concert May 21, 1980	Fees for rental of lighting and sound system	2,100.00
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Note: This concert was approved by the Board on March 24, 1980.

Cultural Series 1980/1981		
September 28, 1980	Carlos Montoya	3,500.00
October 18, 1980	Marni Nixon "Out Front"	2,500.00

<u>Event/Date</u>	<u>Guest/ Item</u>	<u>Honorarium/ Expense</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES
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Cultural Series
1980-1981 -
continued
November 28, 1980

Les Ballets
Trockadero

\$ 5,500.00

January 24, 1981

De Monte Carlo
Opera a la Carte

2,000.00

Summer Company
Theatre Tryouts
April 1, 2, 1980

Polly O'Malley
Lyle Brooks

50.00

60.00

An Evening with
Ram Dass
April 30, 1980

Ram Dass
Hotel accommodations
and meals

Not to exceed:

200.00

Note: This program was Board approved on
February 11, 1980, including a \$1,500 honorarium
for Ram Dass.

North Campus
Spring Choral
Concert
May 9, 1980

Marston Smith
Jennifer Rubin
Michael Reiff
William Bausano

80.00

160.00

80.00

200.00

Note: This program was Board approved on
November 26, 1979.

Human Resource
Development

Suzanne Bustamante
Kay Farrell
Michaelyn Mikolajczak
Linda Moy
Marcia Mordkin
Julie Richwine
Thomas Sawyer
Barbara Storm
Bobbi Rich

108.00

270.84

240.00

112.50

120.00

360.00

360.00

120.00

37.50

Note: This project was approved by the Board on
July 9, 1979, provided that it would be self-
sustaining.

Cinco De Mayo
May 5, 1980

Mariachi Los Angeles
Mexican Ballet

500.00

3,000.00

(includes
\$1,000 district
funds and \$2,000
ASB funds)

El Pachuco Dancers

850.00

<u>Event/Date</u>	<u>Guest/Item</u>	<u>Honorarium/Expense</u>	PUBLIC PROGRAM AND COMMUNITY SERVICES
Earth Day April 22, 1980	Carla Garrity	\$ 40.00	

Note: This program was Board approved on November 26, 1979, with guest speakers to be named at a later date.

-CONTINUED-

In-Service, Staff Development April 16, 1980	Dr. John Lombardi	Not to exceed: 150.00	
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Environmental Studies Seminar May 1, 1980	Beverlee McClung	25.00	
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The following certificate of achievement was approved:

CERTIFICATE OF ACHIEVEMENT

Gertrud M. Oster - Gerontology, Recreation/Leisure

Board Policy 5308, Academic Renewal, was approved as presented. A copy is attached to these minutes.

BOARD POLICY 5308, ACADEMIC RENEWAL

Alma Cabeje, Assistant Instructor, Division of Health Sciences and Gerontology, was granted a leave of absence without pay for the 1980-81 fall semester.

CERTIFICATED PERSONNEL - REGULAR ACTIONS

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

APPOINTMENT OF EXTENDED DAY/SUBSTITUTE INSTRUCTORS

<u>Applicant</u>	<u>Probable Assignment</u>
Cowger, Kathleen	Art (Substitute)
Meyer, Paul	Administration of Justice (Substitute)

The following classified personnel regular actions were approved:

CLASSIFIED PERSONNEL - REGULAR ACTIONS

Employment

Jane Wright was employed as a secretary substitute, hourly equivalent of Grade 1, Step 1, \$4.994 per hour, on an if-and-as-needed basis, effective April 29, 1980.

Employment - Restricted Employees

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

The following were employed as restricted short-term employees, pursuant to Education Code 88003:

-CONTINUED-

Randall Kevin Martin was employed as a Recreation Leader, on an if-and-as-needed basis, at \$3.75 per hour, effective April 18, 1980. The hours will be determined by the appropriate administrator and budget.

Barbara Kipps, Tutor I, was employed as a Tutor I/EOPS Advisor/EOPS Recruiter, at the rate of \$3.50 per hour, effective February 11, 1980. The hours will be determined by the appropriate administrator and budget.

Katherine Murphy was employed as a Clerk-Short Term, at the rate of \$3.25 per hour, effective April 21, 1980. The hours will be determined by the appropriate administrator and budget.

The following were employed as Student Employees, on an if-and-as-needed basis, at the rate of \$3.10 per hour:

Ali S. Belagasem	Debbie Greiner
Mike Breslin	Cynthia Robertson
Anita Cunningham	Mario Saati

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

<u>Name</u>	<u>Position</u>	<u>Monthly Salary</u>	<u>Effective Date</u>
William Bracken	Instructional Aide Trainee	\$ 649	04-17-80
Georg'Ann Scott	Clerical Trainee	649	04-17-80
Shalee M. Zink	Clerical Trainee	649	04-15-80

Change of Status/Reclassification

The title of Joseph Sobieski, Safety Officer Supervisor, was changed to Assistant Director of Campus Safety, effective May 1, 1980. This is a title change only; no salary change is involved.

The work week of Donna Dyess, Data Control Lead, Admissions and Records, was changed due to medical reasons, from 40 hours to 20 hours per week, effective February 1 through March 26, 1980.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

The work week of Diane Davenport, Project Supervisor/ Human Resource Development, Community Services and Student Services, North Campus, was changed from a 25 percent to a 50 percent work week, effective May 1, 1980. This increase in hours is based on the continuous level of clients in the Human Resource Development Project during the months of March and April and the scheduled activities for May and June.

Payroll Adjustment

Joanne K. Swenson, Program Assistant, Community Services (part-time hourly), was granted a step adjustment from Grade 5, Step 2, to Grade 5, Step 3, \$6.011 per hour, effective January 7, 1980. This adjustment is due to verification of prior work experience indicating that she was not properly placed on the appropriate step of the Classified Salary Schedule at the time of employment.

Personal Leave of Absence Request

Gerline Hall, Administrative Secretary III, Office of Instruction, was granted a leave of absence without pay from July 14 through July 25, 1980, a total of ten (10) working days.

Elizabeth Sater, Secretary II, Division of Health Sciences and Gerontology, was granted a leave of absence without pay from June 16 through August 15, 1980, a total of forty-four (44) working days.

June Patterson, Secretary II, Program of Special Services, was granted a medical leave of absence from April 22 through May 30, 1980.

Nancy R. Hulse, Secretary II, Office of Business Services, was granted a leave of absence without pay from July 7 through July 18, 1980, a total of ten (10) working days.

Julie Pettengill, Instructional Assistant/Home Economics, Division of Business Science, was granted a leave of absence without pay from June 16 through August 8, 1980, a total of thirty-nine (39) working days.

Mark Thurman, Math and Engineering Technician (50%), Division of Mathematics and Engineering, was granted a leave of absence without pay from August 19 through August 29, 1980. Mr. Thurman is also permitted to carry over six (6) days of accumulated vacation leave to the 1980-81 academic year, to be used during the month of July 1980.

CLASSIFIED
PERSONNEL -
REGULAR ACTION

-CONTINUED-

Barbara Crader, Secretary II, EOPS Program, was granted a leave of absence without pay from June 3 through June 6, 1980, a total of four (4) working days.

Resignation/Termination

Gregory S. Iwasaki, Program Assistant/Computer Center, Instructional Services, North Campus, resigned effective April 11, 1980.

Nancy Paine, Recreation Leader, Community Services, resigned effective April 18, 1980.

Pamela Barr, Program Assistant, EOPS Program, resigned effective April 17, 1980.

The 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 Awards list, with the removal of item 5 as requested by the administration, were approved for the action specified, and payment was authorized upon delivery and acceptance of the items ordered.

AWARDS

(Item 5, Bid #484, Swimming Scoreboard/Timer - Aquatics Complex - Community Services - Bidder G. Fink & Associates - Amount \$41,818.05.)

A copy of the listing will be placed on file with these minutes.

The civil engineering firm of Williamson & Schmid was retained to perform the following services required for development of North Campus parking:

CONTRACT
SERVICES

Topographical survey and map, not to exceed	\$1,200
Civil Engineering services, not to exceed	6,300
Total	<u>\$7,500</u>

The Superintendent/President or the Assistant Superintendent/Business was authorized to execute an appropriate agreement for the above services.

CONTRACT SERVICES

-CONTINUED-

Robert Poolman was retained to perform Space Utilization Studies and Facilities Coordination at a fee not to exceed \$4,000. The Superintendent/President or the Assistant Superintendent/Business was authorized to execute an appropriate agreement for these services.

The following institutional memberships were approved:

MEMBERSHIPS

Academic Programs

Western Alliance of Arts Administrations (renewal) \$12.50

Business Science

International Fabricare Institute (renewal) 28.00

Social Science

American Anthropological Association 50.00 (Membership includes subscriptions to the American Anthropologist and the Anthropology Newsletter.)

The progress payment requests were approved or ratified on awards previously approved by the Board of Trustees. A copy of the progress payment requests will be placed on file with these minutes.

PROGRESS PAYMENTS

Purchase Orders 048768 through 049126, totaling \$327,545.57, were approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

A report of changes to purchase orders approved at previous meetings of the Board of Trustees, (pages 18 - 20), was also approved. A copy of the purchase order list will be placed on file with these minutes.

District Warrants 059997 through 060446, totaling \$248,016.57, were approved and ratified for payment. A copy of the warrant listing will be placed on file with these minutes.

PAYMENT OF
BILLS

Payment of personnel services was ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Classified Payroll for
March 1980 - \$523,731.88

A continuing discussion was conducted regarding the pros and cons of the district using a professional negotiator versus the current practice of using in-house administrators.

DISTRICT USE OF
A PROFESSIONAL
NEGOTIATOR

A motion was made by Trustee Taylor and seconded by Trustee Moore to establish a time line to attempt to solve all salary negotiations prior to August 1, 1980.

ESTABLISHMENT OF
A TIME LINE TO
ATTEMPT TO SOLVE
ALL SALARY
NEGOTIATIONS
PRIOR TO
AUGUST 1, 1980

Roll Call Vote:

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

The meeting was recessed at 8:50 p.m. and reconvened at 9:00 p.m.

RECESS/MEETING
RECONVENED

In response to Trustee Price's inquiry about the status of the rearrangement of trustee area boundaries, the Assistant Superintendent/Business provided the following information.

REARRANGEMENT
OF TRUSTEE
AREA
BOUNDARIES

At the meeting of January 28, 1980, the Superintendent/President and the Assistant Superintendent/Business presented Report No. 82, recommending to the Board that Dr. James Thorpe be retained to conduct a study relative to this subject and in accordance with the direction of the Board.

Compensation for this additional assignment was to be at the rate of \$25 per hour not to exceed a total of \$1,000, plus reimbursement for mileage expense at 18¢ per mile. Dr. Thorpe had prepared a proposal which had been presented to the Board.

An excerpt from the minutes of the meeting held on January 28, 1980, pertaining to this subject was also provided, indicating that the subject had been tabled at that time.

BOUNDARIES
-CONTINUED-

A motion was made by Trustee Taylor, seconded by Trustee McKnight, and unanimously carried, to enter into the agreement with Dr. Thorpe, with the target date being the November 1981 election.

DR. THORPE
RETAINED TO
CONDUCT A
STUDY
RELATIVE TO
THIS SUBJECT

A request was made by Trustee Moore, and direction was given by Trustee Price, that a report be prepared by the administration regarding the cost to the district in 1980 versus 1981.

A motion was made by Trustee Taylor, seconded by Trustee McKnight, and unanimously carried, to revise the motion to indicate that the target date will be dependent on the report of the consultant and a later decision by the Board of Trustees, rather than the November 1981 election.

The following resolution, commending the Saddleback Community College District Forensic Team, was presented for adoption:

RESOLUTION OF
COMMENDATION

WHEREAS, the Saddleback College Forensic Team, under the guidance of Coach Carolann Messner, has competed in a number of tournaments this academic year against hundreds of opponents from the two- and four-year college level; and

WHEREAS, the Saddleback speakers have consistently returned with high honors, exemplifying their expertise in all areas of forensic specialities; and

WHEREAS, Robb Nimmo, Bruce Morton, and Larry McBride were medalists at the State Championship tournament in March; and

WHEREAS, David Paulson, Priscilla Sanford, and Robb Nimmo were medalists and finalists in several events at the two major National Championships;

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

administration, faculty, and staff offer their congratulations to the entire Saddleback College Forensic Team and Coach Messner for their excellent season as outstanding representatives of the District.

RESOLUTION OF
COMMENDATION

-CONTINUED-

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

ADOPTED

Roll Call Vote:

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

Coach Carolann Messner, and team members David Paulson and Priscilla Sanford were present at the meeting to receive the commendation.

The Community Leadership Program--an Associate of Arts Degree--was presented for information. This program will be presented to the Curriculum Committee for approval; approval by the Board of Trustees will then be requested.

COMMUNITY
LEADERSHIP
PROGRAM -
ASSOCIATE OF
ARTS DEGREE
-INFORMATION-

The following field trip was presented for approval:

FIELD TRIP

Subject: Anthropology 5A/5B - Southwestern
Indian Cultures
Dates: May 26 - June 10, 1980 (two weeks)
Destinations: Arizona and New Mexico
Faculty: Christina Brewer
Units: 4

This is a lecture-field trip to prehistoric and contemporary cultures of Indians of the Southwest. Students will enroll in either Anthropology 5A or 5B. All travel, food and lodging expenses are to be paid by students (campgrounds will be utilized). Insurance is paid by the carrier. Approximately 18 students will be making this trip and cost per student will be approximately \$120.

A motion was made by Trustee Taylor, seconded by Trustee Watts, and unanimously carried, to approve the field trip as recommended.

APPROVED

The following grant awards were recommended for approval:

GRANTS -
AWARDS

A grant award in the amount of \$1,900 from the Health, Education and Welfare's College Library Resources Program for the fiscal year 1979-80, was presented for approval. The Board approved the application for this award on December 10, 1979.

An additional award for "Project HANDICAPPED: VOICES & ISSUES" in the amount of \$999 for the purpose of preparing a radio broadcast of KSBR, was presented for approval. The Board approved acceptance of the initial award for \$9,984 on March 24, 1980.

A motion was made by Trustee Taylor, seconded by Trustee McKnight, and unanimously carried, to approve the grant awards as presented.

APPROVED

It was recommended that the following youth who have been recruited for the work experience activity of the CETA In-School Youth Program, be approved. The effective date of employment is February 20, 1980, through the duration of the 1979-80 contract. Participants will be placed at various worksites within the Saddleback College area. They will be paid \$3.10 per hour, which will come from CETA funding with no cost to the District.

GRANTS -
PERSONNEL

Kathleen Cadman
Tung Than Le
Bill Ontiveros

It was recommended that the following guest speakers for the EOPS (Extended Opportunity Programs and Services) program, during the month of May, be approved:

<u>Speaker/Topic</u>	<u>Honorarium</u>
Teatro Ensemble de San Diego - Professional Chicano acting group, Cinco de Mayo Celebration	\$ 250
Herman Baca - Chairman of the Committee on Chicano Rights, Inc. Chicano rights movement	450
Rick Turner - Proposition 9, Effects on higher education	400

In response to a question by Trustee Price, the Trustees were informed that the speech by Mr. Turner concerning Proposition 9 will cover both the arguments in favor of and against this subject.

GRANTS -
PERSONNEL
-CONTINUED-

A motion was made by Trustee Moore, seconded by Trustee Walther, and unanimously carried, that the grants personnel items be approved as presented.

APPROVED

It had been hoped that recommendations concerning employment of full-time certificated personnel would be presented this evening; however, the interviewing process has not yet been completed.

EMPLOYMENT OF
FULL-TIME
CERTIFICATED
PERSONNEL

It was recommended that the following gifts be accepted:

Donor

Gift

GIFTS TO THE
DISTRICT

Mr. Lloyd C. Young
Rancho Santa Fe

A check in the amount of \$25.00 to the District, in memory of Mr. Robert C. Davidson of Laguna Hills. The donation will be placed in the District's General Scholarship Fund and acknowledgment will be sent to Mrs. Davidson.

Sav-On-Drugs, Inc.

Five sets of manuals, ten volumes each, for the District's NCR Computer System, for use by students in computer science and computer operations courses.

Phi Delta Kappa
South Orange
County

A continuing gift subscription of the Phi Delta Kappan, the official journal of the fraternity, to the district, to be listed in the name of the President of the Board of Trustees.

A motion was made by Trustee McKnight, seconded by Trustee Taylor, and unanimously carried, to accept the gifts as recommended.

ACCEPTED

The donors will be notified and a certificate of appreciation will be issued to each donor.

Assistant Superintendent Barletta reported that on March 26, 1979, the Board, by its action, announced that it proposed a "free-flow" arrangement with other community college districts. However, the Coast Community College District and

INTERDISTRICT
ATTENDANCE
AGREEMENT -
COAST COMMUNITY
COLLEGE DISTRICT

Saddleback Community College District entered into a cost agreement for the fiscal year ending June 30, 1980, because there existed at that time serious concern that the financial impact of "free-flow" students in either direction would have an adverse effect upon each district. The advent of AB 8 and the revised method of funding community colleges did in fact alleviate that concern. The agreement with Coast provides that payment shall be made at the apportionment rate per A.D.A. calculated by the Chancellor's Office of The California Community Colleges for the District of Residence adjusted by the rate received by the District of Attendance. The Coast District reports A.D.A. of 92.76 for Saddleback students; the Saddleback District reports A.D.A. of 57.38 for Coast students. These figures are for the 1979 fall semester.

INTERDISTRICT
ATTENDANCE
AGREEMENT-
COAST COMMUNITY
COLLEGE DISTRICT

-CONTINUED-

The Coast Community College District Board of Trustees has taken action to support the free-flow concept, and is now proposing to agree to the arrangement which was proposed by Saddleback Community College District a year ago.

It was recommended that the Saddleback Community College District affirm its proposal of March 26, 1979, and conclude a free-flow arrangement with Coast Community College District.

A motion was made by Trustee Taylor, seconded by Trustee Walther, and unanimously carried, that the Saddleback Community College District affirm its proposal of March 26, 1979, and conclude a free-flow arrangement with Coast Community College District.

APPROVED

The following business services reports were submitted for information:

BUSINESS
SERVICES
REPORTS

Associated Student Body Budget Report for March
Scholarship Fund - March 1980
Loan Fund - March 1980
National Direct Student Loan - Quarterly Report,
January 1 through March 31, 1980
HEW Trust Account

-INFORMATION-

The first tabulation of the 1980/81 budget was presented as follows:

FIRST
TABULATION
1980/81 BUDGET

The budget appropriation requests for fiscal year 1980/81 have been tabulated, and the following summary results have been obtained.

FIRST
TABULATION
1980/81 BUDGET

Total Requests, 1980/81	\$35,780,315
Total Expenditure Budget, 1979/80	28,955,685
Amount of Increase	6,824,630
Percent of Increase	23.6%

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The income estimate for 1980/81 is an unknown quantity at this time; however, for purposes of review, the income estimate for 1979/80 will be recognized as a hypothesis subject to several alternate adjustments.

Income Estimate, 1979/80	\$25,852,795
Adjusted Net Beginning Balance	3,138,031
Total	\$28,990,826
Adjustment for Current Assets	(35,141)
Total 1979/80 Net Budget	\$28,955,685

It is not likely that the same total available funds will exceed the 1979/80 Budget; it is highly probable that, if Proposition 9 is adopted in June 1980, a loss in income will be sustained. It is also not anticipated that the district will have an adjusted beginning balance of more than \$1,000,000. Predicated upon the given assumptions, comparable available budget funds for 1980/81 may not exceed \$26,900,000 and may drop to \$24,900,000.

The Superintendent/President and his budget review panel will convene to hold review sessions with every budget manager for the express purpose of obtaining a balanced budget for 1980/81, to be presented to the Board for its consideration at the meeting of May 12, 1980.

INFORMATION

In response to the Board of Trustees' requests that the Superintendent obtain an informal opinion from County Counsel concerning the minutes of the meetings of the governing board, the following information was provided:

LEGAL OPINION-
BOARD MINUTES

Three separate written opinions on file in the Office of the County Counsel have been obtained and were furnished to the Trustees. Predicated upon those opinions and upon discussions with Ms. Perry, Deputy County Counsel, the following answers were offered to questions by the Trustees.

1. The written record of the proceedings of the Board meetings are generally regarded as the legal and public minutes of the Board. Tape recordings may be reviewed in those instances when some question arises as to the action taken, or the intention of the Board manifest in the action taken.
2. The minutes need not be prepared in detail. The law only contemplates that the minutes are to record "all actions taken by the governing board".
3. County Counsel believes that there is no legal requirement that the minutes be approved by the Board. The actions taken speak for themselves.

LEGAL OPINION -
BOARD MINUTES

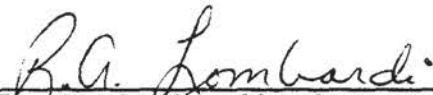
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In the opinions referred to above, there are also included some suggestions concerning the minutes.

INFORMATION

The meeting was adjourned at 9:35 p.m.

ADJOURNMENT



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