

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

MINUTES OF THE GOVERNING BOARD MEETING

April 27, 1982 - 7:30 p.m.
Classroom 502/503, Saddleback College North Campus
5500 Irvine Center Drive, Irvine

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

CALL TO ORDER

Present

PRESENT

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

BOARD MEMBERS

Dr. Robert A. Lombardi, Chancellor
Dr. Albert J. Grafsky, Vice Chancellor -
Business Services
Dr. Edward A. Hart, President - North Campus
Dr. William O. Jay, President - South Campus
Mr. Frank O. Sciarrotta - Dean of Administrative Services

STAFF MEMBERS

Motion by Trustee Walther, seconded by Trustee Moore, and unanimously carried to adopt the agenda with a replacement page 2 to Report 230* - Community Services Programs.

ADOPTED

Motion by Trustee McKnight, seconded by Trustee Moore, and unanimously carried to adopt the minutes of the Regular Meeting of April 13, 1982, as corrected.

ADOPTED

CONSENT CALENDAR

CONSENT CALENDAR

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

Motion by Trustee Walther, seconded by Trustee McKnight, and unanimously carried to approve the consent calendar.

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

Trustee McKnight Meeting with Chancellor and/or Staff
Saddleback College South Campus
April 9, 12, 19, 1982

Trustee Connolly Meeting with Chancellor
Saddleback College South Campus
April 19, 1982

Trustees Wishing Liaison Committee Meeting
to Attend El Toro
April 21, 1982

Trustee Taylor Meeting with President
Saddleback College South Campus
March 10 & April 21, 1982

Trustees Wishing Irvine Medical Center
to Attend Irvine
April 26, 1982

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

Trustees Wishing CCJCA Day in Sacramento
to Attend Sacramento
May 5, 1982

Trustees Wishing OCSBA Annual Meeting
to Attend Buena Park
May 19, 1982

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

Trustee's Reimbursement Claim for Use of Personal Auto for the months of January, February and March 1982, approved as follows:

BOARD OF TRUSTEES
REIMBURSEMENT
CLAIM FOR USE
OF PERSONAL AUTO

Student Trustee Rahn \$ 5.60

The following Certificates of Achievement:

CERTIFICATES
OF ACHIEVEMENT

Steven S. Cardwell Human Services - Alcohol/
Drug Abuse Studies

David T. Carroll Human Services - Alcohol/
Drug Abuse Studies

Ruth A. Liles Early Childhood Studies

Olga V. Tan Secretarial - Word
Processing

Jose L. Torres Human Services - Alcohol/
Drug Abuse Studies

The following, previously employed, part-time instructor (temporary employee) approved to teach on an if-and-as-needed basis for the 1981-82 academic year at the rate stipulated in the salary schedule at the appropriate classification:

APPOINTMENT OF
PART-TIME/
SUBSTITUTE
FACULTY

Community Services

McGeary, Alexander

The following classified personnel regular actions which have been allocated in the 1981-82 budget.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

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

Recommendation of Employment - Clerk-Short Term
(Restricted Employees)

Beatrice A. Clement Dorothy L. Etherton
Rose Ellen Echan Phyllis C. Hier

Clerk-Short Term at the rate of \$3.85 per hour, effective March 18, 1982. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Student Employees
(Restricted Employees)

Julie Brown Kelly Gonzales
Caroline Ezrapour James Vitale
Akiyo Honda Norine Williams

Student Employees on an if-and-as-needed basis,
\$3.35 per hour.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Change of Status

Warren Deacon, Assistant General Manager/Program
Director, Library and Instructional Services
(Radio Operations) change in work week from
40 to 20 hours per week, effective May 10
through August 13, 1982

Leave of Absence Without Pay

S. Patricia Stewart, Secretary II, Emeritus
Institute, requested a leave of absence without
pay from April 12 through April 28, 1982.

The following Community Services Programs:

COMMUNITY
SERVICES
PROGRAM

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Community Leadership May 12, 1982	Lori Giovannoni	\$ 125.00 (for plane fare)

The following are additional expenses incurred for
the Ballet Folklorico Mexicapan performance on
April 24, 1982.

30 Ushers @ \$5.00 each	\$ 150.00
1 Gate Supervisor @ \$10.00	10.00
3 Captains (Ushering) @ \$10.00 each	30.00
1 Bowl Manager	45.00
Total	\$ 235.00

Payment to Samuel French, Inc., was approved for
royalties for 21 performances of Death Of A Salesman.
The minimum royalty fee is \$1,260.00.

Payment of \$4,600 was approved to Reuben Mack
Associates for the performance of Ballet Folklorico
Mexicapan on April 24, 1982 to be held at the Irvine
Bowl in Laguna Beach.

The district shall retain the first \$8,000 of actual
ticket sales revenue and the district and the Company
(Reuben Mack, Associates) shall divide the actual
ticket sales revenue in excess of \$8,000 on a 50%-
50% basis. The district will be reimbursed \$1,850
by the California Arts Council.

The following which is part of the district's
general instructional program:

Geology 2 Historical John Minch
Geology
April 30 -
May 2, 1982

COMMUNITY
SERVICES
PROGRAMS
CONTINUED

All students will be responsible for their own transportation to and from the site, their own meals, and their own lodging. There will be no cost to the district.

Community Services Programs were approved. A list of these programs is on file with these minutes. The supplemental information was submitted to project an in-depth study of the proposed programs and is designed to show the potential of income and expenses of Community Services.

The items on the Awards list were approved for the action specified and payment was authorized upon delivery and acceptance of the items ordered. Each bidder recommended for an award has submitted the low bid meeting specifications and the recommended awards are within the approved budgetary allocations. A copy of the Awards list is on file with these minutes.

AWARDS

District warrants 081021 through 081413, totaling \$411,347.80, approved and ratified for payment. A copy of the warrants is on file with these minutes.

PAYMENT
OF BILLS

Payment of personnel services ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Classified payroll -- \$585,022.69

The following progress payment request was submitted for approval or ratification on awards previously approved by the Board of Trustees. The payment is within the budgetary allocations for the project listed, and the architect and the construction inspector have certified that the work covered by this payment has been satisfactorily performed.

PROGRESS
PAYMENTS

Project:	Main Campus Warehouse - Bid 578
Contractor:	Charles Noble Company
Contract Amount:	\$282,800.00
Approved Changes:	<u>7,160.00</u>
Revised Amount:	\$289,960.00

Earned to date	\$209,348.50
Less 10% retention	20,934.85
Net due earned to date	<u>188,413.65</u>
Less previous payments	<u>113,503.50</u>
Amount due this request	\$ 74,910.15

PROGRESS
PAYMENTS
CONTINUED

Purchase orders 064440 through 064598, totaling \$52,537.77 approved and payment authorized upon delivery and acceptance of the items orders. Also submitted for approval is a report of changes to purchase orders previously approved by the Board. A copy of the report is on file with these minutes.

PURCHASE
ORDERS

Surplus/obsolete items, Bid #17, listed on the report which is on file with these minutes, approved for sale to Michael J. Estes, 127 #A S. Lincoln, Fullerton, CA, for the sum of \$1,060.00 including tax.

SALE OF
SURPLUS/
OBSOLETE
PROPERTY

The requests for transfer of budget appropriation funds were submitted for approval. A copy of the transfers is on file with these minutes.

TRANSFER
OF FUNDS

REGULAR CALENDAR

REGULAR
CALENDAR

It was recommended that the Resolution - Community College Week be adopted by the Board of Trustees. A copy of the resolution is on file with these minutes.

RESOLUTION -
COMMUNITY
COLLEGE WEEK

Motion by Trustee Taylor, seconded by Trustee Price, and unanimously carried by roll call vote.

Roll Call Vote:

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

APPROVED

The Board of Trustees Requests list was submitted for information.

BOARD OF TRUSTEES
OTHER
INFORMATION

The Community Services Progress Report was presented for information and to complete a more detailed study of the community services programs through April 15, 1982.

COMMUNITY
SERVICES
PROGRESS REPORT

COMMUNITY
SERVICES
PROGRESS REPORT
CONTINUED

Motion by Trustee Moore, seconded by Trustee Walther, and carried to direct administration to complete an internal audit of receipts and expenses associated with items 18, 27 and 54 of Board Report 231; this report shall be submitted to the Board at second regular meeting in May.

APPROVED

The appropriate staff have reviewed and recommend the following gifts to the Saddleback Community College District be accepted:

GIFTS TO THE
DISTRICT

<u>Donor</u>	<u>Gift</u>
Group "W" of Nursing Class, Spring II, 1982	Two (2) copies of <u>Medical, Surgical Nursing</u> by Luckmann and Sorenson to be placed on reserve in the library for use by nursing students.
Alpha Microsystems Irvine	One (1) complete AM-1031 Alpha Micro system for use at the Career Development Center, North Campus.

Motion by Trustee Moore, seconded by Trustee Taylor, and unanimously carried to accept the gifts to the district.

ACCEPTED

The following request for institutional membership was submitted for approval:

MEMBERSHIP

Counseling and Guidance

The College Board/CEEB	\$250.00
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Motion by Trustee McKnight, seconded by Trustee Moore, and unanimously carried to approve the membership as presented.

APPROVED

Approval was requested for the property damage claim of Francis Edwards, Maintenance and Operations, in the amount of \$34.00. Mr. Edwards broke his glasses while performing his duties and this amount represents the difference between what the insurance company reimbursed and the actual cost of the glasses.

PROPERTY
DAMAGE CLAIM

Motion by Trustee Walther, seconded by Trustee Moore, and unanimously carried to approve the property damage claim as presented.

PROPERTY
DAMAGE CLAIM
CONTINUED
APPROVED

The Associated Student Body budget report was submitted for information.

BUDGET REPORT
INFORMATION

The meeting was adjourned to closed session at 9:20 p.m.

ADJOURNMENT

The following action was taken during closed session:

Moved, seconded and approved that administration prepare a resolution of commendation for Lee Eckert and Joe Ryan.

CLOSED SESSION

Moved, seconded and approved to accept with deep regret and good wishes the resignation of Chancellor R. A. Lombardi, effective May 15, 1982; authorized the Board Chairman and Chancellor to begin negotiating for an interim Chancellor.

The next regular meeting of the Board of Trustees will be Tuesday, May 11, 1982.

SCHEDULE OF
MEETINGS

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