

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

MINUTES OF THE BOARD OF TRUSTEES MEETING

North Campus - A/311
May 29, 1984 - 6:00 p.m.

STUDY SESSION

STUDY SESSION

The Study Session of the Board of Trustees was called to order by Trustee Walther. Chancellor Stevens asked Vice Chancellor Grafsky to review the budget model projection for the Board of Trustees and budget changes which had been made since May 14.

Motion by Trustee Moore, seconded by Trustee Gellatly, to begin the regular meeting at 8:00 p.m. due to the time necessary to finish the discussion on the 1984-85 Tentative Operating Budget. Motion carried.

A review of a proposal for the Radio Station was presented for the Board of Trustees information and action.

Motion by Trustee Price, seconded by Trustee McKnight, to accept and implement the KSBR proposal as presented.

Substitute motion by Trustee Moore, seconded by Trustee Connolly, to delay action on the radio station until such time as a mission statement for the radio station has been written and approved by the Board of Trustees. Substitute motion failed - 3 noes

The question was called for on the original motion to accept and implement the proposal. Motion carried - 4 ayes and 2 noes.

REGULAR MEETING

REGULAR MEETING

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

Members of the Board of Trustees

PRESENT

Ms. Harriett Walther, President
Mr. John Connolly, Vice President
Mr. Robert Moore, Clerk
Mrs. Shirley Gellatly, Member
Prof. Eugene McKnight, Member
Mr. Robert L. Price, Member

Administrative Officers

Dr. Larry Stevens, Chancellor
Mr. David Habura, Vice Chancellor Educational Services
Dr. Albert J. Grafsky, Vice Chancellor Fiscal Services
Dr. Maria Sheehan, Director of Personnel
Dr. Ed Hart, President - North Campus
Ms. Constance Carroll, President - South Campus

Faculty Association

Mr. Tom Evans

Academic Senate

Dr. Peter Morrison, President

CSEA Representative

Ms. Helen Locke

Motion by Trustee Moore, seconded by Trustee McKnight, to approve the agenda with the addition of V - D "Other." Motion carried.

Motion by Trustee McKnight, seconded by Trustee Gellatly, to approve the minutes of the Regular Meeting of May 14, 1984, with the indication that the meeting was adjourned at 1:15 a.m. Motion carried.

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 the items prior to the vote unless it is requested that specific items be discussed or removed from the consent calendar, in which case that item will be considered immediately following the consent calendar.

Motion by Trustee Moore, seconded by Trustee Price, to approve the consent calendar as presented. Motion carried.

APPROVED

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

TRUSTEES
REQUESTS TO
ATTEND
CONFERENCES &
MEETINGS

Trustee McKnight Meeting with the Chancellor
South Campus
May 17, 1984

Trustee Walther Meeting with the Chancellor
South Campus
May 17, 1984

Trustee Connolly, Foundation Meeting
Moore & Walther El Toro
May 17, 1984

Trustee McKnight Meeting with the Chancellor
South Campus
May 21, 1984

Trustee McKnight Meeting with Executive Council
North Campus
May 22, 1984

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

Trustee McKnight, Liaison Meeting
Price El Toro
May 15, 1984

Trustees Wishing Board of Governors Meeting
to Attend Sacramento
May 31 - June 1, 1984

Trustees Wishing OCSBA Annual Meeting
to Attend Orange
May 30, 1984

The following certificated staff personnel actions were approved:

CERTIFICATED
STAFF PERSONNEL
ACTIONS

Patrick Fennell (Theatre), Fine Arts and Communications, South Campus, to be compensated from the 1984-85 Summer Stock budget, not to exceed \$1,000 as director for the Saddleback Company Theatre Summer 1984 production of "Fantasticks."

<u>Applicant</u>	<u>Probable Assignment</u>
Jane Radner	Office Administration
James Sigafos	Computer & Information Science

The following Classified Staff Personnel Actions were approved:

CLASSIFIED STAFF
PERSONNEL ACTIONS

Geofrey English was employed as Performing Arts Coordinator, Fine Arts and Communications, South Campus, Classified Management, Class I, Step 1, effective May 30, 1984.

James Sternberg was employed as Information Processor, Office of Personnel and Employee Relations, District, Grade 7, Step 1, plus \$55 per month for Confidential employee designation, effective May 30, 1984.

Albert Duarte was employed as Custodian Substitute, Grade 7, Step 1, \$7.113 per hour plus 5% shift differential, on an if-and-as-needed basis, effective May 30, 1984.

Tim A. Pedone was employed as Custodian Substitute, Grade 7, Step 1, \$7.113 per hour plus 5% shift differential, on an if-and-as-needed basis, effective May 30, 1984.

Paul Tippit was employed as Custodian Substitute, Grade 7, Step 1, \$7.113 per hour, plus 5% shift differential, on an if-and-as-needed basis, effective May 30, 1984.

Cathy Cantrell was employed as Instructional Assistant Substitute, Grade 7, Step 1, \$7.113 per hour, on an if-and-as-needed basis, effective May 30, 1984.

Ila Lee Leatherman was employed as Child Care Center Assistant Substitute, Grade 1, Step 1, \$6.130 per hour, on an if-and-as-needed basis, effective May 30, 1984.

The following individuals were employed as Project Clerks, North and South Campuses, at the rate of \$5.00 per hour, on an if-and-as-needed basis, effective May 30, 1984.

Jim J. Cavin
Phuoc Nguyen

Connie Powers
Jeannette Young

The following individuals were employed as Tutor, South Campus, at the rate of \$3.85 per hour, on an if-and-as-needed basis, effective May 30, 1984.

Andre Prince
Monica Velez

William Dougherty was employed as Clerk-Short Term, North Campus, at the rate of \$4.05 per hour, on an if-and-as-needed basis, effective May 30, 1984.

Dung N. Phan was employed as EOPS Advisor, South Campus, at the rate of \$3.85 per hour, on an if-and-as-needed basis, effective May 30, 1984.

The following individuals were employed as Production Staff for Summer Stock, Saddleback Company Theatre, Fine Arts and Communications, South Campus at the rate of \$5.00 per hour.

Landy Babakhanbak	Christine Harbs
Cynthia H. Breakfield	Steve Harvey
Lyle Brooks	Sharon Lamberg
Ruby Casarez	Joanne McGovern
Julie Craig	Michael Ogle
Amy Ermatinger	James Ryan
Sal Galliano	Christy Sauter

The following named students were employed as Student Employees at the rate of \$3.35 per hour, effective May 30, 1984.

Joseph Fox	Roxane McCardy
Kevin Hickman	Blanche Schmitz
John Eric Langdale	Lorraine Stark
Kimberlee Jacobsen	Lori Steedman

William Hernandez, Custodian, Buildings and Grounds, South Campus, was given a change of status to Lead Custodian, Grade 9, Step 4, effective June 1, 1984.

Stephen Kelly, Instructional Assistant/Greenhouse (hourly), Technology and Applied Science, South Campus, resignation effective May 18, 1984. Payment is authorized for any unused vacation.

Johanna Weiner, Natural Science Technician, School of Physical Sciences and Technologies, North Campus, resignation effective May 31, 1984. Payment is authorized for any unused vacation.

Frances R. White, Secretary II (hourly), Special Programs/EOPS, South Campus, resignation effective June 29, 1984.

In 1978-79 a competitive wage scale was adopted for the payment of Interpreters for the hearing impaired. The Program of Special Services, South Campus, has had few deaf students in the past and the pay scale at Saddleback has sufficed. Last year the Campus had one deaf student requiring six hours per week of interpreting time.

The present pay schedule for Interpreters allows for three rates: \$5.50, \$6.60 and \$7.70 per hour. This

schedule is not competitive enough to attract an interpreter for the few hours per week which will be needed to accommodate the deaf student who will be attending South Campus in the Fall.

The Board of Trustees approved the following revised Pay Rate for Interpreters for the Deaf:

REVISED PAY
RATE FOR
INTERPRETERS

Interpreter I - \$7.00 per hour
Interpreter II - 8.50 per hour
Interpreter III - 10.00 per hour

The Board of Trustees approved the following Saddleback Company Theater Performing Artists for honorarium payment:

SADDLEBACK
COMPANY
THEATRE
PERFORMING
ARTISTS

<u>Production</u>	<u>Artist</u>	<u>Honorarium</u>
Barefoot in the Park	David Mears, Actor	\$ 500
	Debbie Pearl, Actress	500
The Fantasticks	Richard Allen, Vocal	2,000
	Kathryn Allen	400
	Patricia Foster	1,500
Oliver	John Ellington, Vocal	1,000
	Tom Mavison, Choreo.	1,100
	Terry Newman, Musical	1,000

John Cauble is the proprietor for The New Theatre (TNT) and agent for the Equity stars listed below. The Board approved payment to John Cauble in the amount of \$3,141.50 to cover pension and welfare and Equity workmen's compensation, in addition to the stipends listed.

<u>Production</u>	<u>Artist</u>	<u>Honorarium</u>
Oliver	Richard Doyle, Equity Actor	\$3,000
	John Napierala, Equity Actor	3,000
	Teri Ralston, Equity Actor	5,000

Warrants 097894 through 098251, totaling \$564,574.43 were approved for payment as indicated in the Exhibit on file with these minutes.

PAYMENT OF BILLS

Purchase Orders 076682 through 076832, totaling \$61,906.03, were approved for payment as indicated in the Exhibit on file with these minutes.

PURCHASE ORDERS

NEW BUSINESS

Vice Chancellor Habura presented a status report on the College Information System.

COLLEGE
INFORMATION
SYSTEM

At its meeting of May 14, 1984, the Board of Trustees awarded a contract for the construction of the South Campus General Classroom Building. California Administrative Code, Title 21, Public Works, requires that various specialized tests and inspections be made during construction of community college buildings. The District has employed Irvine Testing Laboratory, Inc., Irvine, to perform testing and specialized inspection on previous construction projects.

TESTING &
SPECIALIZED
INSPECTION

The Chancellor recommended the Board of Trustees approve a contract with Irvine Testing Laboratory, Inc., Irvine, in an amount not to exceed \$60,000 for testing and specialized inspection service to be performed in conjunction with the construction of the South Campus General Classroom Building.

At its meeting of May 14, 1984, the Board of Trustees awarded a contract for the construction of the South Campus General Classroom Building. California Administrative Code, Title 21, Public Works, requires that specialized soils tests and inspections be made by a qualified engineer on all community college construction projects. Moore and Taber, Consulting Engineers and Geologists, Anaheim, are qualified soils engineers who performed the soils testing used during the design of the General Classroom Building.

SOILS TESTING
& INSPECTION

The Chancellor recommended the Board of Trustees approve a contract with Moore and Taber, Consulting Engineers and Geologists, Anaheim, in an amount not to exceed \$25,000 for soils testing and inspection in conjunction with the construction of the South Campus General Classroom Building.

Motion by Trustee Price, seconded by Trustee Moore, to approve contracts with Irvine Testing Laboratory, Inc., as presented and Moore and Taber, Consulting Engineers and Geologists, as presented. Motion carried.

APPROVED

As required by Education Code 85023(a), the Board is required to adopt a Tentative Budget for submittal to the County Superintendent of Schools not later than July 1 of each year. A 1984-85 Tentative Operating Budget was presented to the Board for review and study at its regular meeting May 14, 1984.

1984-85 TENTATIVE
OPERATING BUDGET

The Chancellor recommended the Board of Trustees adopt the budget presented at its May 14 meeting as Saddleback Community College District's 1984-85 Tentative Operating Budget. It was further recommended the Board direct the Chancellor to submit the adopted budget to the County Superintendent of Schools.

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Motion by Trustee Moore, seconded by Trustee Gellatly, to table the adoption until June 11, 1984. Motion carried.

MOTION TO TABLE
APPROVED

Motion by Trustee Moore, seconded by Trustee Gellatly, to call a Special Meeting of the Board of Trustees for June 11, 1984, at the North Campus at 6:30 p.m. in order to further discuss the 1984-85 Tentative Budget. Motion carried.

SPECIAL MEETING
APPROVED

The District's option to purchase the fourth (known as Parcel #3) and fifth (known as Parcel #4) 20 acre parcels of land for the North Campus site has been extended on several occasions due to a lack of, or competition for, funds. Most recently, the purchase was delayed in order to insure that the District would have sufficient funds on hand to match the state \$6.2 million grant for the construction of the South Campus General Classroom Building.

OPTION TO
PURCHASE
PARCEL #1 -
NORTH CAMPUS

Upon adoption of the 1984-85 budget and its becoming effective on July 1, 1984, the matching funds for the General Classroom Building will be assured and the funds for the purchase of Parcel #3 will be freed.

The Chancellor recommended the Board of Trustees adopt Resolution 84-22 exercising the District's option to purchase Parcel #3 and authorize the Chancellor or the Vice Chancellor, Fiscal Services and Operations, to open an escrow and accept a deed on behalf of the District. A copy of the resolution is on file with these minutes.

Motion by Trustee Moore, seconded by Trustee Price, to adopt Resolution 84-22 and authorize the Chancellor or Vice Chancellor, Fiscal Services and Operations, to open an escrow and accept a deed on behalf of the District. Motion carried by roll call vote.

APPROVED

Roll Call Vote:

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

The Chancellor recommended the following gifts be accepted on behalf of Saddleback College:

GIFTS TO THE
DISTRICT

<u>Gift</u>	<u>Donor</u>
\$300.00	Home Savings of America El Toro

One Drafting Table
One Art O Graphic
Model 55C2, Graphics
Production Machine

Marksite Enterprises
Irvine

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the gifts to the District. Motion carried.

APPROVED

The following Budget Reports were submitted for information and review:

BUDGET STATUS
SUMMARIES

General Fund Income Summary
General Fund Expenditure Summary by Function
General Fund Expenditure Summary by Object
Parking Service Income & Expenditures
Community Services Income & Expenditures
Radio Station Income & Expenditures

INFORMATION & REPORTS

A financial update report on the Foundation was presented to the Board of Trustees for their information.

FOUNDATION:
FINANCIAL UPDATE

A legislative update report was presented to the Board of Trustees for information.

LEGISLATIVE
UPDATE

CORRESPONDENCE/COMMENTS/ACTION

Motion by Trustee McKnight, seconded by Trustee Price, to call a Special Meeting of the Board of Trustees on June 4, 1984, at 5:30 p.m. to discuss personnel matters. Motion carried.

SPECIAL MEETING
APPROVED

Five Saddleback College athletic teams this Spring have won conference championships and several have moved on to state championship competition and have enjoyed great success.

RESOLUTIONS:
MEN'S TENNIS;
WOMEN'S TENNIS;
GOLF; MEN'S
TRACK; BASEBALL

Board resolutions have been drafted in recognition of the accomplishments of the five Spring championship teams and copies are on file with these minutes.

The Chancellor recommended the Board of Trustees adopt Resolutions 84-23, 84-24, 84-25, 84-26 and 84-27 honoring the Spring championship teams of Saddleback College.

APPROVED

Motion by Trustee Moore, seconded by Trustee Price, to adopt the resolutions as presented. Motion carried by roll call vote:

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ROLL CALL VOTE:

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

The correspondence was transmitted to the Board of Trustees for information and review.

CORRESPONDENCE

There being no further business the meeting was recessed to Closed Session at 10:30 p.m.

ADJOURNMENT



Larry P. Stevens
Secretary to the Board of Trustees