

PUBLIC/FILE IN LIBRARY

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

MINUTES OF THE GOVERNING BOARD MEETING

May 11, 1981 - 7:30 p.m.
Library-Classroom Complex -- Room 105

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

CALL TO ORDER

Present:

PRESENT

- Mr. William L. Watts, President
- Prof. Eugene C. McKnight, Vice-President
- Ms. Harriett S. Walther, Clerk
- Mr. John C. Connolly, Member
- Mr. Robert L. Moore, Member
- Mr. Robert L. Price, Member
- Mr. Larry W. Taylor, Member
- Mr. David Feurtadot-Smith, 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

Motion by Trustee Connolly, seconded by Trustee Price, and unanimously carried to adopt the agenda as presented.

AGENDA ADOPTED

Motion by Trustee Walther, seconded by Trustee Price, and unanimously carried to approve the minutes of the regular meeting of April 27, 1981, with the following statement added at the close of paragraph two, page 643: Trustee Walther opposed.

MINUTES APPROVED WITH CORRECTION

Trustee Taylor, Legislative Chairperson, presented an update on SB 246, authored by Senator Schmitz, and inquired if the Board wished to continue its opposition to the bill since it is now moving through the legislature.

Motion by Trustee Moore, seconded by Trustee Walther, and unanimously carried that the Board continue its opposition to SB 246.

Frank Sciarrotta, Dean of Administrative Services, gave a presentation on the Orientation Program for New Employees.

Pete Espinosa, Programmer for the Multi-Cultural Celebration Committee, and committee members Carol Bander, Lee Haggerty, Mike Merrifield, Audrey Yamagato-Noji and Janice Smith reported on the recent Multi-Cultural Celebration.

CONSENT CALENDAR

CONSENT
CALENDAR

The 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 on 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 by the Board immediately following the consent calendar.

Motion by Trustee Taylor, seconded by Trustee Price, and unanimously carried to approve the consent calendar with the removal of item 1 (Bid R-02557), page 2 of report 244 - Awards.

APPROVED
(WITH REMOVAL
OF ITEM 1)

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

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

Trustee McKnight Meeting with Superintendent/
President
Saddleback College Main Campus
April 27, 1981

Trustee McKnight Meeting with Members of
Administration
Saddleback College Main Campus
May 5, 1981

Trustee Price Meeting with Members of Staff
Saddleback College Main Campus
May 5, 1981

Trustees Wishing to Attend	Lariat Awards Banquet San Juan Capistrano May 7, 1981
Trustee McKnight	Business Science Awards Ceremony Saddleback College Main Campus May 11, 1981
Trustees Wishing to Attend	Scholarship Awards Banquet San Juan Capistrano May 14, 1981
Trustee Wishing to Attend	Channel 6 Appearance Laguna Hills May 12, 1981
Trustees Wishing to Attend	School of Nursing Pinning Ceremony Saddleback College Main Campus May 17, 1981
Trustee McKnight Trustee Price	Leisure World Liaison Meeting Laguna Hills May 19, 1981
Trustees Wishing to Attend	Saddleback College Commencement Saddleback College Main Campus May 19, 1981

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

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

Trustee Taylor	Legislative Meetings Sacramento May 4, 1981
Student Trustee Feurtadot-Smith	CCJCA's Day in Sacramento Sacramento May 6, 1981
Student Trustee Feurtadot-Smith	CCCT's Annual Conference San Diego May 14 - 17, 1981

The following certificates of achievement:

CERTIFICATES
OF ACHIEVEMENT

Barbara M. Ashe	Gerontology - Program Planning/ Recreation
Lori J. Goldberg	Business Management
Marco A. Mitrowke	Human Services
Evelyn Sweet	Educational Assistant
Robert J. Venegas	Administration of Justice

Permission was requested to submit a proposal in the amount of \$91,220 to the California State Department of Education, Manpower Education Section, Title 204(C)(2) funds, to continue the CETA Solar Installer Training Program under the direction of Annette Hayes, MDS Division. The cycle will be from October 1, 1981 through September 30, 1982, and will provide ten slots to be turned over three times during the fiscal year. There will be no cost to the district.

GRANTS -
APPLICATION

The following, previously employed faculty (temporary employees) were appointed on an if-and-as-needed basis for the 1980-81 academic year at the rate stipulated in the salary schedule, at the class to which each is qualified.

APPOINTMENT OF
EXTENDED DAY/
SUBSTITUTE
FACULTY

<u>Name</u>	<u>Probable Assignment</u>
McCullough, Gerald R.	Theatre
Puckett, Robert L.	AOJ Reserve Academy

The following, full-time faculty were approved to teach in the summer 1981 session on an if-and-as-needed basis at the rate stipulated in the salary schedule, at the class to which each is qualified.

APPOINTMENT OF
SUMMER SCHOOL
CERTIFICATED
PERSONNEL

<u>Name</u>	<u>Division</u>
Agnew, Priscilla	Humanities & Languages
Arntson, L. Joyce	North Campus
Bedford, Jan	Physical Education
Bergman, Howard	Counseling
Bessette, Nancy	Physical Education
Bishopp, Greg	Fine Arts
Bremer, Fred	North Campus
Brewer, Christina	Social Science
Brummel, Bill	Physical Education
Burgess, Terrence	North Campus
Cabeen, Russell	Social Science
Carroll, Thomas	Humanities & Languages
Channing, Michael	Humanities & Languages
Christensen, Carl	Social Science
Clancy, Jack	Social Science
Cohen, Robert	Fine Arts
Cunerty, Bill	Physical Education
Dachslager, Howard	North Campus
Darr, Ralph	Physical Education
Dawson, Donald	Social Science
Deegan, Robert	North Campus
Denney, George	Humanities & Languages
Egasse, Jeanne	North Campus
Ewbank, Edward	Math & Engineering
Fennell, Patrick	Fine Arts
Ferguson, Robert	Social Science

Flood, John	Social Science
Floser, Walter	North Campus
Friedemann, Harold	Natural Science
Friedenreich, Ken	North Campus
Gaines, Thomas	Fine Arts
Garcia, Anthony	Humanities & Languages
Glenn, Hugh	North Campus
Grignon, Patricia	Humanities & Languages
Grossman, Craig	North Campus
Hastings, Ronald	Special Programs
Hayashi, Masato	North Campus
Heffernan, Bill	Humanities & Languages
Holston, William	Social Science
Hopa, Ngapare	North Campus
Horvath, Wayne	Fine Arts
Jacobs, Paula	Special Programs
Johnson, Zane	Natural Science
Jones, Lawrence	Fine Arts
Jundanian, Brendan	North Campus
Kero, Reynold	Natural Science
Kim, Yong	Natural Science
Kirk, William	Fine Arts
Kish, Andrew	Social Science
Kopfstein, Robert	Humanities & Languages
Lane, James	Fine Arts
Leslie, Thomas	Natural Science
Lindblad, James	Natural Science
Littell, Phil	Natural Science
Luesebrink, Marjorie	North Campus
MacMillan, Sharon	Social Science
Marmolejo, Francisco	North Campus
Mathur, Raghu	Natural Science
McCorkell, Shirley	Social Science
McCullough, Richard	Natural Science
McDonald, James	Social Science
McLendon, Curtis	Natural Science
Messner, Carolann	Fine Arts
Meyer, Thomas S.	Math & Engineering
Minch, John	Natural Science
Mitchell, Melvin	Social Science
Morgan, Thomas	Fine Arts
Newman, Terry	Fine Arts
Olson, Robert	Social Science
Otta, William	Social Science
Phillips, William	Social Science
Resnick, Gary	Natural Science
Rhodes, Lee	Natural Science
Riegle, Kenneth	North Campus
Roelen, Jay	Physical Education
Rudmann, Gerald	North Campus
Ryan, Joseph	North Campus
Sherrer, Betty	Physical Education
Stuetz, Richard	Physical Education
Swearingen, Ken	Physical Education

APPOINTMENT OF
SUMMER SCHOOL
CERTIFICATED
PERSONNEL
CONTINUED

Sworder, Steven	Math & Engineering
Tarui, Kazumitsu	Math & Engineering
Thorpe, James F.	Math & Engineering
Valencic, Joseph	Natural Science
Valencic, Robin	Natural Science
Walker, Donald	Fine Arts
Walker, H. Lee	Humanities & Languages
Watkins, Ray	Math & Engineering
Wyma, Jan	North Campus
Yamagata-Noji, Audrey	Counseling
Zucker, Richard	North Campus
Chuman, Jerilyn	Special Programs

APPOINTMENT OF
SUMMER SCHOOL
CERTIFICATED
PERSONNEL
CONTINUED

The following librarians (full-time or part-time) were approved for the summer 1981 session on an if-and-as-needed basis at their per diem rate:

Beck, Colleen	Hagerty, Ann
*Corum, Susan	*Kaufman, Larry
Courtright, Terry	Tash, Steve
*Everett, David	Weisrock, Tom

*North Campus

The following, previously employed, health center personnel were appointed on an if-and-as-needed basis for the 1981 summer session:

Atkinson, Margaret	Lyon, William
Karassik, Steven	Sadai, Jonathan
Kelly, Kevin	Savlov, Steve
Langert, Richard	

The following health center personnel were appointed on an if-and-as-needed basis for the 1981 summer session at their per diem rate:

Dellota, Lois

The following, previously employed, part-time faculty (temporary employees) were approved to teach in the summer 1981 session on an if-and-as-needed basis at the rate stipulated in the salary schedule, at the class to which each is qualified.

Emeritus Institute

Arias, Otila	Blek, Charles
Armstrong, Marianne	Bower, Sandra
Baracani, Chris	Brown, David
Bennet, C. Phyllis	Carr, Janys
Bernzweig, Lynn	Conner, Brenda J.

APPOINTMENT OF
SUMMER SCHOOL
CERTIFICATED
PERSONNEL
CONTINUED

Farley, S. Brent
Field, Marian
Freeman, Jean L.
Freeman, Robert O.
Gardiner, Maureen
Gillett, Arleen
Grode, Murray
Hahn, Jacqueline
Haroldson, Ruth
Herold, Ralph
James, Gwendolyn
Kellogg, Patricia
Kelly, Roland
Kerr, T. Sarah
Lancey, Barbara
Lastelic, Carol
Licon, Amador
Luters, Virginia
Mayer, Jeanne

McManus, Beryl
McNary, Edward
Moore, Robert
Nichols, Glenn
Piety, Leona
Porter, Robert
Princiotta, Joe
Revenaugh, Mikki
Sahdala, Virginia
Schellhase, Marlis
Stein, Ruth M.
Sullivan, Mary C.
Talbot, Byron
Thorp, LaVon
Watson, Katherine
Willbrandt, Loyce
Wine, Alta
Ziegler, Isabelle

Fine Arts

Anderson, Richard
Bayhan, Ronald
Brightbill, Juanita
Evans, Thomas
Foster, Patricia

Miller, Brian
Smith, James R.
Strout, J. Thomas
Webb, John W.

Health Sciences

Fickling, Jan
Merlino, Robert

O'Hearn, Gail
Preston, Edward

Humanities & Languages

Becktold, Lynda
Bower, Joan K.
Dozier, Patricia
Duffy, Martha
Hartley, Dean
Hecht, Susan
Joyce, Charles

Keen, Patricia
Meyn, Virginia
Oliver, Ilse K.
Penn, Diane
Phillips, Nanci
Schafer, Howard
Watson, Katherine

Mathematics & Engineering

Lebowitz, Jerry A.
Lief, Sherrill
Nicol, David E.

Rogers, Garth
Weiss, Sandra C.

Multi-Disciplinary Studies

Parker, Timothy

Seibert, Cynthia

Natural Science

Keith, John

North Campus

Allan, Katherine
Bailey, Jim
Benedict, Donna
Blek, Charles
Brown, Joan
Burns, Dayne C.
Byerly, Jack
Capaldi, Fredrick
Clover, Susan
Cosmakos, Tina
Cowger, Kate
Cross, Sue
Culhane, James
Curry, Tom
Deeley, Donald
Denman, Linda
Emmert, Patsy
Francis, Eugenia
Giraldin, Michael
Grane, Barbara
Hall, Georgia
Hangartner, John
Harms, John
Heintz, Linda

Horn, Jeffrey
Howe, Richard
Ishimine, Tomataka
Jurado, Carmen
Kantor, Jane
Katz, Howard
Keating, James
Keen, Patricia
Ledbetter, Kathleen
Lorenzen, Carl
Mather, Robert
McDermott, Anne
Miller, Allan
Petropoulos, Mary
Sandahl, Dixie
Sawyer, Athena
Siegel, Kenneth
Singhania, Ram
Squillace, Anthony
Thompson, Joyce
Tierney, Elizabeth
Urell, Bob
Webb, Jim
Whitten, Rodger

APPOINTMENT OF
SUMMER SCHOOL
: CERTIFICATED
PERSONNEL
CONTINUED

Physical Education

Adair, Marshall
Kerwin, Cynthia
Minner, Douglas

Schick, Barbara
Shambrook, Maud

Social Science

Bath, Larry
Brown, Carol
Giguere, Arthur

Hoffmeister, Sandra
Lang, Elroy
Sisca, Anthony

Occupational Programs

Berry, Ronald
Bowers, Kenneth

Dull, Ronald
Van Cott, Richard

The following, previously employed, certificated personnel were approved for the summer 1981 session for Summer Stock Theatre.

Foster, Patricia R.
Gould, Owen B.
McCarthy, Betty J.

McCullough, Gerald R.
Patterson, Jeffrey L.
Trevino, Daniel

The following were appointed on an if-and-as-needed basis for the 1981 summer session at the rate stipulated in the salary schedule, at the class to which each is qualified:

APPOINTMENT OF
SUMMER SCHOOL
CERTIFICATED
PERSONNEL
CONTINUED

<u>Applicant</u>	<u>Probable Assignment</u>
Gustafson, Dianne K.	Nursing (Substitute)
Honaker, Kenneth D.	Nursing
Jenner, Paul G.	Fine Arts (Substitute)
Mitchell, Barbara	Health Sciences
Silvey, Mary M.	Mathematics
Turknette, Kenneth E.	Speech (North Campus)

The following classified personnel regular actions which have been allocated in the 1980-81 budget:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment - Main Campus

Betty Bishop, Secretary I/Secretary II Substitute, hourly equivalent of Grade 1, Step 1, \$5.447 per hour, and Grade 5, Step 1, \$5.983 per hour, on an if-and-as-needed basis, effective May 1, 1981.

Holly Catalina, Secretary I/Secretary II Substitute, hourly equivalent of Grade 1, Step 1, \$5.447 per hour, and Grade 5, Step 1, \$5.983 per hour, on an if-and-as-needed basis, effective April 28, 1981.

Reda Costello, Secretary I/Secretary II Substitute, hourly equivalent of Grade 1, Step 1, \$5.447 per hour, and Grade 5, Step 1, \$5.983 per hour, on an if-and-as-needed basis, effective May 15, 1981.

Eileen Roth, Secretary I, Community Services, hourly equivalent of Grade 1, Step 2, \$5.702 per hour, part-time hourly (29 hours per week), effective May 4, 1981. This is a replacement position for Sue Ann Murray.

Recommendation of Employment - Restricted Employees

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

Glenn Langnes, Media Specialist, Library/Media Services, hourly equivalent of Grade 15, Step 1, \$7.517 per hour, on an if-and-as-needed basis to set up for the Board of Governors Meeting, effective April 30 through May 1, 1981.

Recommendation of Employment - Instructional
Assistant/A.O.J. (Restricted Employees)

Paul A. Falk
William R. Trudeau

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Hourly equivalent of Grade 7, Step 1, \$6.256 per hour, effective May 1 through June 30, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment of Clerk-Short Term
1980-81 (Restricted Employees)

Leta M. Cohen	Trashonda L. Roberson
Marion Cope	Sarah Swift
Catherine Glass	Jacqueline N. Ullerich
Marjorie Marlow	Martha Villalobos
Jean G. Miller	

At the rate of \$3.50 per hour, effective April 24, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Tutor I (Restricted
Employees)

Belrun Johnston
Laura Saari
Bonnie Throop

At the rate of \$3.50 per hour, effective January 20, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Peer Advisor
(Restricted Employee)

Hazel A. Porter

At the rate of \$3.50 per hour, effective May 26, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Human Resource Development
Project Personnel (Restricted Employees)

Linda Heintz, Counselor, at the hourly rate of \$20.00, effective April 4, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Student Employees
(Restricted Employees)

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Scott Armstrong	Cheryl Oldham
Robert Crouch	Lisa Penna
Jacquín Clare Dole	Mudi Quach
Homayoun Hamidi	Lynn Sloop
Thai Heip	Gwyn Townsend
Holly Lorene	Mariann Watson
Michael Negley	

If-and-as-needed, \$3.35 per hour.

Recommendation of Employment - Grants Personnel
(Restricted Employees)

Sally Erickson, Career Guidance Specialist, CETA Youth Programs, Grade 12, Step 2, \$1,234 per month, effective May 11 through September 30, 1981.

Sharon Nussenbaum, Career Guidance Specialist, CETA Youth Programs, Grade 12, Step 2, \$1,234 per month, effective May 11 through September 30, 1981.

Sandrella Plotner, Career Guidance Specialist, CETA Youth Programs, Grade 12, Step 1, \$1,179 per month, effective April 22, 1981. This is a replacement position for Jamie Sutton.

Heidi Wolach, Career Guidance Specialist, CETA Youth Programs, Grade 12, Step 2, \$1,234 per month, effective April 22 through September 30, 1981.

Recommendation of Employment - EOPS Personnel
(Restricted Employees)

The following qualified students were paid under the Extended Opportunity Programs and Services, May 4, 1981.

<u>Student</u>	<u>Amount of Check</u>
Fanny Cheng	\$ 36
Sinh Pham	225
Theodora Poole	300

Leave of Absence

Jeanne Furuta, Secretary II, Division of Natural Science, requests a leave of absence without pay from June 12 through September 18, 1981.

Peggy Stangle, Secretary I, Safety Department, requests a leave of absence without pay from June 29 through July 27, 1981.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Julie Westgarth, Instructional Assistant, Division of Natural Science, requests a leave of absence without pay from April 3 through July 27, 1981.

Change of Status/Reclassification

David Bangston, Utility Person-Electrician, Maintenance and Operations, change of position to Maintenance II-Electrician, Grade 18, Step 3, \$1,486 per month, effective May 1, 1981. This is a replacement position for Jimmy McLemore.

Robert Dobro, Groundskeeper II, Maintenance and Operations, change of position to Utility Person-Warehouse, Procurement and Stores, Grade 10, Step 4, \$1,293 per month, effective May 15, 1981. This is a replacement position for Robert Huston.

Ruth Putnam, Mailroom Clerk, Procurement and Stores, 12-month employee change to 11-month employee, effective July 1, 1981.

Janet Simonetti, Administrative Secretary IV, Admissions and Records, change in work week from 40 to 24 hours effective May 1 through June 30, 1981.

Resignation/Termination

Jacquelyn Armstrong, Instructional Assistant, Special Services, resigned effective May 31, 1981. Payment is authorized for any accrued and unused vacation pay.

Judy Asseln, Library Aide Trainee, CETA Title II-D, Library-Media Services, resigned effective April 30, 1981. Payment is authorized for any accrued and unused vacation pay.

Richard Christman, Sports Information Director/Media Specialist, Public Information Office, resigned effective May 8, 1981. Payment is authorized for any accrued and unused vacation pay.

Michael Gulbin, Theatre Carpenter Aide, CETA Title II-D, Division of Fine Arts, resigned effective April 29, 1981. Payment is authorized for any accrued and unused vacation pay.

Retirement

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

William E. Kelcey, Custodian, Maintenance and Operations, retired effective May 29, 1981. Payment is authorized for any accrued and unused vacation pay.

Dick H. Sandstedt, Athletic and P.E. Equipment Attendant, Division of Health, Physical Education, Recreation and Athletics, retired effective August 1, 1981. Payment is authorized for any accrued and unused vacation pay.

The following guestspeakers were approved. Monies have been budgeted for the Honorariums as indicated.

PUBLIC PROGRAMS
AND
COMMUNITY
SERVICES

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Continuing Education for Nurses May 15, 1981	Etta Stecker	\$ 125.00
	Larry Stewart	50.00
	Russell Stecker	75.00
	Interpreters (2-3)	Hourly rate not to exceed 300.00
Continuing Education for Nurses May 16, 1981	Lloyd H. Martin	400.00
	Roland Summit	200.00
Continuing Education for Nurses May 29, 1981	Frank S. Romero	400.00

On Saturday, June 6, 1981, 10:00 a.m. until 4:00 p.m., the Division of Health Sciences and Gerontology is planning to participate in, and co-sponsor with Hoag Hospital of Newport Beach, a Women's Health Fair to be held on the North Campus of Saddleback College. The district is providing location, parking and security.

Saddleback College in Concert #90 June 6, 1981	Don Walker	1,500.00
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Don Walker was originally Board approved on March 23, 1981 for \$4,500.00 for two concerts to be held on June 7, 1981; since then a third concert has been added.

The payment of personnel services was ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Certificated Payroll, April - \$1,277,323.58

The following requests for contract services were approved:

CONTRACT
SERVICES

Ms. H. Garnier Schlichting was approved to complete a study which will result in the development of an evaluation instrument for the Interdisciplinary Studies Program at a fee not to exceed \$200. The project will be completed prior to June 30, 1981.

The existing data processing contract with Aldrich Computer Services, a proprietorship, was assigned to the new corporate entity of Aldrich Computer Services, Inc.

The following progress payment request was submitted for ratification on an award previously approved by the Board. The payment requested is within the budgetary allocation for the project indicated and the architect and the construction inspector have certified that the work covered by this payment has been satisfactorily performed.

PROGRESS
PAYMENTS

Project: Relocatable Social Science and
Special Programs Buildings
Contractor: Dynafab Educational Environment
Corporation
Contract Amount: \$635,000.00

Earned to date	\$292,855.00
Less 10% retention	<u>29,285.50</u>
Net due earned to date	263,569.50
Less previous payments	<u>37,080.00</u>
Amount due this request	\$226,489.50

The items on the Awards list (except Item 1 - Bid R-02557, page 2 of Report 244), were approved for the action specified and payment was authorized upon delivery and acceptance of the items ordered. A copy of the Awards list is on file with these minutes.

AWARDS

Purchase orders 057748 through 057963, totaling \$163,055.43 were approved and payment was authorized upon delivery and acceptance of the items ordered. Also submitted was a report of changes to purchase orders previously approved by the Board of Trustees. A copy of the purchase order list is on file with these minutes.

PURCHASE
ORDERS

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES CONTINUED
Workshop activities for Summer Stock May 15-29, 1981 Payment is due June 1, 1981	Jeff Patterson	\$ 1,000.00	

Workshop activities/ Children's Theatre June 1-15, 1981 Payment is due July 1, 1981	Marylynn Cornwall	800.00	
	Gerald McCulloch	800.00	

Six weeks/Director of Sound of Music. Payments to be in two equal checks of \$1,500; one each on June 1 and June 18, 1981	David Bell	3,000.00	
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Five weeks/rehearsal and performances in Sound of Music. Payments to be in two equal checks of \$875; one each on June 10 and July 2, 1981.	Jane Westbrook	1,750.00	
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Sound of Music Auditions May 3, 1981	Steve Sivcovich	100.00	
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John Cauble is the Proprietor for The New Theatre TNT
and agent for the following Equity stars:

Sound of Music	Susan Watson	6,061.00
	Stephen Arlen	4,300.00
	Marlys Watters	Not to exceed 2,570.00

On Golden Pond	Wylie Harker	3,250.00
	Wayne Grace	Not to exceed 2,570.00
	Iris Korn	Not to exceed 2,700.00

All fees due Susan Watson, Stephen Arlen and Wylie Harker
will be paid to John Cauble by the Patron of the Arts
and ANGELS. The district was requested to pay John Cauble
on May 20, 1981 the fees due Marlys Watters, and on
June 15, 1981 the fees due Iris Korn and Wayne Grace as
indicated above.

District Warrants 071176 through 071686, totaling \$300,751.90 were ratified and approved for payment. A copy of the District Warrants is on file with these minutes.

PAYMENT OF BILLS

Requests for transfer of budget appropriation funds were submitted for approval. A copy of the transfer of budget appropriation funds list is on file with these minutes.

TRANSFER OF FUNDS

REGULAR CALENDAR

REGULAR CALENDAR

Item 1, (Bid R-02557) page 2 of Report 244, Awards - Change Order for materials for security alarm system for the Fine Arts Building - was presented. Discussion followed concerning its use.

AWARDS (ITEM 1 - REMOVED FROM CONSENT CALENDAR)

Motion by Trustee Watts, seconded by Trustee Price, and carried to approve Item 1, Bid R-02557, Report 244, as presented. Trustee Taylor opposed.

APPROVED

It was recommended that the Resolution of Commendation for the Saddleback College men's swimming team be adopted by the Board of Trustees. A copy of the Resolution is on file with these minutes.

RESOLUTION OF COMMENDATION

Motion by Trustee Walther, seconded by Trustee Moore, and unanimously carried to adopt the foregoing resolution by roll call vote.

ADOPTED

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

Under the Board of Trustees requests, the following actions were taken:

BOARD OF TRUSTEES
OTHER

Motion by Trustee Walther, seconded by Trustee Moore, and unanimously carried to add the following item to the requests:

Development of a policy on resolutions of commendations.

Motion by Trustee Price, seconded by Trustee Walther, and unanimously carried that the item, Community Services - Report on Profit/Loss Status, be presented on a quarterly basis in lieu of a monthly basis and that it include a report by the business office and by the community services office.

Motion by Trustee Price, seconded by Trustee Moore, and carried that a program on grants be developed.

BOARD OF TRUSTEE
OTHER
CONTINUED

The meeting was adjourned for recess at 9:20 p.m., and reconvened at 9:35 p.m.

: RECESS

It was requested that the Board of Trustees approve the awarding of the following Faculty-Staff In-Service Grants for 1981-82. Projects below were selected by a peer review committee and are subject to the availability of funds in the next year's budget.

GRANTS - AWARDS

	<u>Project Title</u>
Name: Madelyn Benson Division: ESL/North Campus Amount: \$898	English for Special Purposes for Industry
Name: Stan Curtis Division: MDS/CETA Amount: \$610	Individualized Learning Modules for Graphic Arts Training
Name: Walter Floser Division: Natural Science North Campus Amount: \$500	Module Program on Gas Chromotography
Name: Steve Tash Division: Library/Media Amount: \$1,205	Using the Saddleback College Library's Computerized Information Retrieval Services for Staff Development
Name: James F. Thorpe Division: MDS/IDS Amount: \$840	Application Videotapes for <u>Living with Technology</u> Course
Name: Tom Weisrock Division: Library/Media Amount: \$662	Current Literature Awareness Service

It was requested that the Board of Trustees approve the following grant awards:

Project Special (Special Paraprofessionals Educating Children in Active Learning) from the Department of Education in the amount of \$55,000 for continuation of the grant for the period from June 1, 1981 to May 31, 1982. This is a human development program to train handicapped students as educational assistants.

Foster Parent Training and Community Development Project from the Chancellor's Office for the amended

amount of \$7,700 instead of \$14,352 approved by the Board on April 13, 1981. This is a cooperative program with Cypress College to provide foster parents with information, training and resources in parenting skills.

GRANTS - AWARDS
CONTINUED

In-Service Training Program, from the Corporation for Public Broadcasting (CPB) in the amount of \$1,000. This will enable the station manager of KSBR to attend an advanced management training program from May 31 - June 13, 1981.

Motion by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve the above awards as amended by the deletion of the award in the amount of \$1,285 for the computerization of the Astronomy Inventory and Equipment Check-out system in the Division of Natural Sciences.

APPROVED
(WITH DELETION)

At the request of James Hines, Professor in the Division of Humanities and Languages, it was recommended that his sabbatical leave granted for the 1981-82 academic year be revised to the fall semester only; it was further requested that Leona McGrew, Director of the Health Sciences and Gerontology Division be granted an Administrative Sabbatical leave from June 15 through August 14, 1981.

SABBATICAL
LEAVES

Motion by Trustee Walther, seconded by Trustee Price, and unanimously carried to approve the above requests as presented.

APPROVED

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

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL

Recommendation of Employment - Main Campus

Thomas Henry Dunham, Custodian, Maintenance and Operations, Grade 7, Step 3, \$1,153 per month, plus 5% per month shift differential, effective May 18, 1981. This is a replacement position for William Kelcey.

Motion by Trustee Walther, seconded by Trustee Connolly, and unanimously carried to approve the above recommendation as presented.

APPROVED

It was recommended that the following gifts be accepted:

GIFTS TO THE
DISTRICT

Board Vice-President McKnight presented to the district a flag of the United States of America

in memory of his younger brother, Sumner V. McKnight.

GIFTS TO THE DISTRICT

Donor

Gift

North American Industries Westlake Village, CA	Drill press - floor mount Bench grinder 6" vise Mobil crane hoist Arbor press kit
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Motion by Trustee Walther, seconded by Trustee Connolly, and unanimously carried to accept the gifts.

ACCEPTED

It was recommended that the following resolution be adopted, which allows the county Superintendent of Schools to make the necessary transfers between the undistributed reserve and any classification or classifications to permit the payment of obligations of the district incurred during the school year.

RESOLUTION - TRANSFER OF APPROPRIATIONS

IT IS HEREBY RESOLVED that, at the close of the fiscal year, the County Superintendent of Schools may make such transfers between the Reserve for Contingencies and any expenditure classification or classifications, or balance any expenditure classification of the budget of the district for such school year, as are necessary to permit the payment of obligations of the district incurred during such school year. (Education Code Section 85201).

Motion by Trustee Moore, seconded by Trustee Walther, and unanimously carried to adopt the resolution by roll call vote.

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

Noes: None

Abstain: None

Absent: None

It was recommended that Leo Meyer and Associates be retained to carry out the remaining phases of the Educational Needs Assessment - Irvine and Tustin Industrial Complexes at a fee not to exceed \$7,500. The work to be completed includes (1) development of a needs assessment questionnaire and (2) gathering and reporting the date.

EDUCATIONAL NEEDS ASSESSMENT - IRVINE AND TUSTIN INDUSTRIAL COMPLEXES

It was requested that the Superintendent or the Assistant Superintendent/Business be authorized to execute an agreement with Leo Meyer and Associates for the above services at a fee not to exceed \$7,500.

EDUCATIONAL
NEEDS
ASSESSMENT
CONTINUED

Motion by Trustee Moore, seconded by Trustee Walther, and carried to approve the above recommendation and request as presented and obtain County Counsel advice to include a royalty arrangement if a marketable product results from the service.

APPROVED

The following bids for North Campus construction projects are scheduled:

AUTHORIZATION
FOR
CONSTRUCTION
AWARDS

<u>Bid No.</u>	<u>Project</u>	<u>Date</u>
40	Relocatable Library/Classroom Building	5-18-81
41	Relocatable Shower/Locker Facility	5-15-81
42	Miscellaneous Site Development	5-15-81
R-6795	Modification of Buildings 200 and 400	5-21-81

It was requested that the Superintendent or the Assistant Superintendent/Business be authorized to make an award for any one or all of the above bids to the lowest bidder meeting specifications, provided the lowest bid is within the budget estimate. Any awards that are made will be reported to the Board for ratification at the next meeting.

Motion by Trustee Moore, seconded by Trustee Connolly, and carried to authorize the Superintendent or the Assistant Superintendent/Business to make an award for any one or all of the above bids as presented. Trustee Taylor opposed.

APPROVED

The following request for payment on a project previously approved by the Board of Trustees has been submitted by William Blurock & Partners, Architects.

PAYMENT TO
ARCHITECT

Project: General Classroom Building
Fee: \$384,350.00 (Est. Construction Cost,
\$5,905,831.00)

Due on account to date - 50%	\$192,175.00	PAYMENT TO ARCHITECT CONTINUED
Less previous payments	126,206.50	
Amount due this request	<u>\$ 65,968.50</u>	

The contract with the architect provides for payment of fees in accordance with the following schedule:

Schematic Design Phase	-15% of fee based on tentative cost estimate
Design Development Phase	-to 35% of fee based on preliminary cost estimate
Construction Documents (50%)	-to 50% of fee based on estimated project cost
Construction Documents (100%)	-to 75% of fee based on estimated project cost
Bid Award made	-to 80% of fee adjusted to accepted bid price

Motion by Trustee Moore, seconded by Trustee Walther, and unanimously carried to ratify payment to the architect as presented.

An Associated Student Body Budget Report for the period ending April 30, 1981 was submitted for information. A copy is on file with these minutes.

BUSINESS SERVICES
REPORTS
INFORMATION

A report of pending legislation was submitted for information. A copy is on file with these minutes.

LEGISLATIVE
REPORT
INFORMATION

A progress report on the 1981-82 budget was submitted for information.

PROGRESS REPORT
1981/82 BUDGET

The meeting adjourned at 10:40 p.m.

ADJOURNMENT

The next regular meeting of the Board of Trustees will be May 26, 1981 at 7:30 p.m.

SCHEDULE OF
MEETINGS

R. A. Lombardi

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