

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

MINUTES OF THE GOVERNING BOARD MEETING

May 11, 1982 - 7:30 p.m.  
Library Classroom Building - Room 105

The Regular Meeting of the Board of Trustees was called to order by Trustee Connolly. Trustee Watts led the audience in the Pledge of Allegiance and Trustee Connolly 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. Larry W. Taylor, Member  
Mr. William L. Watts, Member  
Mr. Jerry Rahn, Student Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Chancellor,  
Dr. Albert J. Graftsky, 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 Watts, seconded by Trustee McKnight, and unanimously carried to adopt the agenda with an addendum to Report 260\* - Awards.

AGENDA  
ADOPTED

Motion by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve the minutes of the Special Meeting of April 20, 1982, and the Regular Meeting of April 27, 1982.

MINUTES  
ADOPTED

Student Trustee Rahn presented a plaque to Chancellor Lombardi on behalf of the South Campus ASB.

REPORTS AND  
COMMUNICATIONS

Motion by Trustee Price, seconded by Trustee Walther, and unanimously carried to include at the special meeting of May 18, 1982 a discussion of the screening and interviewing procedure for the selection of Chancellor.

REPORTS AND  
COMMUNICATIONS  
CONTINUED

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 Price, and unanimously carried to approve the consent calendar with the removal of Report 252 - Classified Personnel, Regular Actions.

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

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

Trustee Walther	B'nai B'rith Women Leisure World April 12, 1982
Trustee McKnight	Meeting with staff Saddleback College South Campus April 22, 1982
Trustees Connolly and Walther	Foundation Meeting El Toro April 30, 1982
Trustee McKnight	Meeting with staff Saddleback College South Campus April 30, 1982
Trustees Wishing to Attend	Human Development Open House Saddleback College South Campus May 8, 1982
Trustees Wishing to Attend	Men's/Women's Swim Banquet Mission Viejo May 11, 1982
Trustee Taylor	OCSBA Meeting (Nomination Committee) Orange May 12, 1982

Trustees Wishing  
to Attend

Scholarship Awards Banquet  
Laguna Hills  
May 13, 1982

Trustees Wishing  
to Attend

School of Nursing Pinning Ceremony  
Saddleback College South Campus  
May 21, 1982

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

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

Trustee Taylor

Meeting with staff  
Saddleback College South Campus  
April 29, 1982

The following application:

Foundation for Community Service Cable Television  
1982 Grants Program - To assist in the production  
of thirteen weekly television news programs to be  
aired over the local cable channels as a pilot  
project. Matching funds are in-kind services  
provided by the Media Services departmental budget.  
Requested amount: \$3,965.

GRANT -  
APPLICATION

The following part-time faculty (temporary employee)  
was appointed to teach for the 1981-82 academic  
year at the rate stipulated in the salary schedule,  
at the class to which each is qualified.

APPOINTMENT OF  
PART-TIME/  
SUBSTITUTE FACULTY

Applicant

Probable Assignment

Muniz, Karl

Theatre

The following previously employed, part-time  
faculty (temporary employees) were 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 class to which each is qualified.

Fine Arts

Gould, Blake  
Patterson, Jeff

Full-time faculty were approved for the 1982 summer  
session on an if-and-as-needed basis at the rate  
stipulated in the salary schedule at the class to  
which each is qualified. A copy of the list is on  
file with these minutes.

APPOINTMENT OF  
SUMMER SCHOOL  
CERTIFICATED  
PERSONNEL

The following librarians (full-time or part-time) were approved for the 1982 summer 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  
CONTINUED

Beck, Colleen	Kaufman, Larry
Corum, Susan	Spidell, Dorothy
Courtright, Terry	Tash, Steve
Everett, Dave	Weisrock, Tom
Hagerty, Ann	

The following health center personnel (full-time and part-time) were appointed on an if-and-as-needed basis for the 1982 summer session at the rate stipulated in the salary schedule at the class to which each is qualified.

Boster, Sally	Muench, Carol
Dellota, Lois	Wentsel, Joy

The following previously employed health center personnel were appointed on an if-and-as-needed basis for the 1982 summer session at the appropriate hourly rate.

Atkinson, Margaret	Kelly, Kevin
Badin, Thomas	Langert, Richard
Karassik, Steven	Lyon, William

The following full-time counselors were approved for the 1982 summer session on an if-and-as-needed basis at the rate stipulated in the salary schedule at the class to which each is qualified.

Bergman, Howard	Garino, Dom
Brown, Joan	Hodge, Kathie
Clasby, Anne	Kurlak, George
Deegan, Bob	Mikolajczak, Miki
Fletcher, Ginny	Paukstis, Kathy
Flood, John	Potratz, Rich
Froehlich, Bob	

Previously employed part-time faculty (temporary employees) were approved to teach for the 1982 summer session on an if-and-as-needed basis at the rate stipulated in the salary schedule at the class to which each is qualified. A copy of the list is on file with these minutes.

The following were appointed on an if-and-as-needed basis for the 1982 summer session 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>
Bjorklund, Jeanne M.	Photography
Hart, William E.	Computer Science
Lynn-Hill, David	Human Services
Nesbitt, Elizabeth A.	Earth Sciences

Coordinators - North Campus

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS

The following Coordinators were approved for payment of Summer Project 1981 academic year:

- Terry Burgess
- Bren Jundanian
- Peter Morrison
- Frank Pangborn

Payment for a summer project of 65 hours not to exceed \$1,250 for each Coordinator, for the Office of Instruction, beginning the summer of 1981 and to be completed by June 30, 1982. Monies for this project have been budgeted.

Terminations

Due to cutbacks in CETA Title II-B State Vocational Education Funding the following funded instructors will be terminated as of June 1, 1982:

- John Batok, CETA Solar Instructor
- Frank Palessiro, CETA Welding Instructor

Eminence Credential

An Eminence Credential was issued to Leona Piety, part-time photography instructor for the Emeritus Institute in accordance with Calif. Ed. Code 87299. The faculty of the related department and the administration of the college have concurred that (a) a need exists, and (b) the applicant is eminent in accordance with the criteria listed in the Calif. Ed. Code listed above.

The following Community Services Programs were approved:

COMMUNITY  
SERVICES  
PROGRAMS

John Cauble is the proprietor for The New Theatre (TNT) and agent for the Equity stars listed below.

The district will pay John Cauble \$12,435.10 on May 20, 1982. That amount is explained below.

COMMUNITY  
SERVICES  
PROGRAMS  
CONTINUED

<u>Event</u>	<u>Guest</u>	<u>Honorarium</u>
<u>The Music Man</u>	Martha MacFarland	\$ 2,609.25
	Richard Doyle	2,609.25
<u>Death of a Salesman</u>	Jacqueline Scott	3,608.25
	Wayne Grace	3,608.25

The ANGELS, a branch of The Foundation for Saddleback Community College District, will pay for the remainder of the Equity personnel. This amount will equal \$10,996.65.

The following guest artists for The Saddleback Company Theatre's production of The Music Man.

Crandall Diehl	\$ 3,300.00
(one half of amount to be paid June 15)	
Patti Hubler	1,200.00
(final amount to be paid June 24)	

An honorarium of \$200.00 for Henry Brandon for his guest performance at the Southern California Oral Interpretation Festival on May 1, 1982 was approved.

A one round-trip ticket each from New York to Los Angeles was approved for Steve Elmore and Sue Anne Gershenson, summer stock starts in The Music Man. The cost at this time amounts to \$676.00 for both sets of tickets.

A royalty payment of \$6,650 was approved to Music Theatre International for the Saddleback Company Theatre production of The Music Man.

Payment of the following items for the Saddleback Company Theatre's production of The Music Man was approved:

Music Theatre International	
Rental of Scores, Scripts and	
Orchestration	\$1,000.00
Costume Rental	5,000.00
Set Materials	12,000.00
Lighting Materials	1,000.00

The following additional expenses were incurred for the performance of Ballet Folklorico Mexicapan at the Irvine Bowl on Saturday, April 24, 1982:

Base Fee	\$ 200.00	
Operations Manager (48 hrs x \$20/hr)	960.00	COMMUNITY SERVICES PROGRAMS CONTINUED
Stage Crew (25 hrs x \$14.50/hr)	362.00	
Clean up before and after Concert bowl concessions, bowl and grounds	100.00	
Two security guards (8 hrs x \$9/hr)	72.00	
	<u>\$1,694.50</u>	
Less deposit	300.00	
Balance due	<u>\$1,394.50</u>	

Event originally Board approved September 14, 1981.

The additional Community Services Programs as outlined on the list on file with these minutes were approved. The supplemental information is 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 following guest speakers were approved. Monies have been budgeted for the honorariums as indicated. The following items are part of the district's general instructional program.

PUBLIC AND  
INSTRUCTIONAL  
PROGRAMS

Sign Language Workshop	Etta Stecker	\$140.00
March 27, 1982	Russell Stecker	140.00
	Debbie Wilkinson	50.00

Nuclear Emergencies & Radiation Hazards	Jack Briggs	250.00
April 3, 1982		

Emergency Care Equipment & Trauma Center Care	Jeff Burnell	50.00
May 15, 1982	Paul Russell	50.00
	Lori Burnell	50.00
	Carol Lowrey	50.00

Bentley Lab Class	Art Billington	200.00
May 15, 1982		

Sociology 10	Andrea Ysias	25.00
August 3, 1982		

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



AWARDS  
CONTINUED

Bids have been requested and proposals have been received for expansion of food service operations at the North Campus. Staff have determined that the best proposal has been submitted by Greg's Food Service. Greg's Food Service proposes to construct and deed to the college an 1800 square foot building for cafeteria operations which will be compatible with the design of the campus. In return for this, the district will agree to engage in a five year contract with that firm.

The Board authorized the Chancellor and/or the Vice Chancellor/Business Services to enter into contract negotiations with Greg Food Service.

District warrants 081414 through 081662, totaling \$124,107.05, 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

Certificated payroll -- \$1,349,667.99

Purchase orders 064599 through 064725, totaling \$70,792.12, approved and payment was authorized upon delivery and acceptance of the items ordered. Also submitted for approval was a report of changes to purchase orders previously approved by the Board. A copy of the list is on file with these minutes.

PURCHASE ORDERS

The 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 following classified personnel regular actions which have been allocated in the 1981-82 budget be approved by the Board of Trustees.

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

Change of Status

Melinda Ohlman, Account Clerk I (hourly), Business Services, change of position to Secretary I, Administrative Services, Grade 1, Step 4, \$1,156 per month, effective June 14, 1982. This is a replacement position for Mary Lou DeLeva.



It was recommended that the following be employed as Restricted Short-Term Employees pursuant to Education Code 88003:

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

It was recommended that the following be employed as Clerk-Short Term at the rate of \$3.85 per hour, effective April 21, 1982. The hours will be determined by the appropriate administrator and budget.

Phyllis C. Hier  
Cheryl A. Nichols

Recommendation of Employment of Production Staff  
For Summer Stock (Restricted Employees)

It was recommended that the following be employed as production staff of the Summer Stock Saddleback Company Theatre at \$5.00 per hour, effective April 26, 1982. Monies have been budgeted for this project. Hours will be determined by the appropriate administrator and budget.

John Blasina	Randal Klefbeck
June Doris Boykins	Virginia Maher
Cynthia Breakfield	Paul Mareks
Lyle Brooks	Mark McCoy
Adele Butler	Mary Beth Muniz
Peter Cesnakas	Jeff D. Owen
Gary Davis	Karen Packer
Cristan Eckstein	Daniel Ray Savage

Recommendation of Employment of Radio Producer/  
Host (Restricted Employee)

It was recommended that the following be employed as Radio Producer/Host at the rate of \$5.50 per hour, effective April 26, 1982. Hours will be determined by the appropriate administrator and budget.

Daryl Lembke

Recommendation of Employment - Student Employees  
(Restricted Employees)

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

Brendan Ahern  
Kevin Barry  
Deborah Pearl  
Connie Powers

Vida Rossi  
Linda Stanley  
Tuan Vu

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

Recommendation of Employment - EOPS  
(Restricted Employees)

It was recommended that the following qualified students be paid under the Extended Opportunity Programs and Services (EOPS), May 3, 1982:

<u>Student</u>	<u>Amount of Check</u>
Joy Allen	\$ 100.00
Kyle Hauer	75.00
Judith Meador	100.00
Thanh Y. Nguyen	100.00
Thinh Phan	100.00
Dung Uong	100.00

Resignation/Termination

Carla Calwell, Program Assistant, Financial Aid, resigned effective June 1, 1982. Payment was authorized for any accrued and unused vacation pay.

Motion by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve the classified personnel - regular actions as presented.

APPROVED

It was recommended that the Resolution of Commendation presented herewith be adopted:

RESOLUTION OF  
COMMENDATION

WHEREAS, the Saddleback Community College District Governing Board and administration have given strong support to the innovative ideas and instructional concepts of a superior District faculty; and

WHEREAS, Business Sciences Professors Lee Eckert and Joe Ryan contributed their time and broad expertise to development of an Entrepreneurship program that has become a national model for small business education; and

WHEREAS, Professors Eckert and Ryan have taught more than 6,000 students the principles and methods of successful small business; and

WHEREAS, more than 1,000 of their former students are achieving significant rewards through their own businesses, some of which now are multi-million dollar operations; and

RESOLUTIONS OF  
COMMENDATION  
CONTINUED

WHEREAS, Professors Eckert and Ryan on May 6 were honored for their efforts with the prestigious Award for Excellence in Private Enterprise Education from the Freedoms Foundation at Valley Forge.

NOW, THEREFORE, BE IT RESOLVED that the Saddleback Community College District Governing Board, administration, faculty and staff congratulate Professors Eckert and Ryan for the unparalleled achievements of their Entrepreneurship Program and the national recognition they have brought to themselves and their college.

Motion by Trustee Watts, seconded by Trustee Walther, and carried by roll call vote.

APPROVED

Roll Call Vote:

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

Motion by Trustee Taylor, seconded by Trustee Watts, and unanimously carried to suspend the rules in order to consider the following resolution for adoption:

WHEREAS, Chancellor Robert A. Lombardi came to the Saddleback Community College District on September 1, 1974 at a time when the District was on the verge of its most dynamic growth period; and

WHEREAS, Dr. Lombardi brought to Saddleback a broad range of experience in higher education and a keen awareness of the unique capabilities of community colleges to meet diverse student needs in creative and innovative ways; and

WHEREAS, Dr. Lombardi was instrumental in the enhancement of an already superior faculty and staff and the growth of the curriculum from 500 to more than 2,500 class offerings; and

WHEREAS, under Dr. Lombardi's leadership, the District began to realize its longstanding

goals of campus construction, completing numerous new buildings and other facilities and the exciting new North Campus to serve the northern region; and

RESOLUTION OF  
COMMENDATION  
CONTINUED

WHEREAS, Dr. Lombardi's strong personal conviction that community colleges should be positive influences on students has significantly changed the image of Saddleback College in the community, leading to a nearly five-fold enrollment growth to almost 30,000 students since he arrived; and

WHEREAS, Dr. Lombardi leaves his position as Chancellor of the Saddleback Community College District on May 15, 1982 to pursue an opportunity in the private sector.

NOW, THEREFORE BE IT RESOLVED that the Governing Board, faculty, staff and management offer the highest commendation to Dr. Lombardi for his years of effective, creative and democratic leadership and wish him well in his future endeavors.

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

APPROVED

Roll Call Vote:

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

The Board of Trustees Requests list was submitted for information.

BOARD OF TRUSTEES  
OTHER  
INFORMATION

The Dental Assistant Program was originally presented to the Board at the meeting of April 13, 1982. The documents for this program are on file with these minutes and were provided for the Board's review in considering the approval of this program.

CURRICULAR  
ADDITIONS

It was recommended that the Dental Assistant Program be approved for the Saddleback Community College District.

Motion by Trustee Walther, seconded by Trustee Price, and unanimously carried to approve the Dental Assistant Program as presented.

APPROVED

Motion by Trustee McKnight, seconded by Trustee Walther, and carried to remove Report 251 - Recommendation for Coordinators (Chairs) from the regular calendar and consider the item in closed session.

RECOMMENDATION  
FOR  
COORDINATORS  
(CHAIRS)

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>
Knights of Columbus Council #6332 El Toro	\$320 cash donation to be used in the Special Services Program
Everett Brewer Laguna Hills	Donation of a bicycle to be used by the Natural Science Division
Weyhaeuser Company Dana Point	Donation of chemicals to be used by the Natural Science Division

Motion by Trustee Walther, seconded by Trustee Watts, and unanimously carried to accept the gifts as presented.

ACCEPTED

Presented for the Board's approval was an amendment to the agreement with Campus Services, Inc., for the operation of the bookstore on the North Campus and the South Campus. A copy of the amendment is on file with these minutes.

AMENDMENT TO  
BOOKSTORE  
CONTRACT

The amendment provides for a new item under the "Retail Selling Prices": New Required Textbooks Priced Net from Publisher. "THE CONTRACTOR shall sell such new required textbooks priced at a 25% margin above invoiced net-cost where no list price is stated from the publisher. No freight costs will be added for net priced textbooks."

It was recommended that the Chancellor or the Vice Chancellor/Business Services be authorized to execute the above-referenced amendment.

Motion by Trustee Watts, seconded by Trustee Walther, and unanimously carried to approve the amendment to the bookstore contract as presented.

APPROVED

PAYMENTS TO THE ARCHITECT

William Blurock & Partners, Architects, have submitted the following requests for payments on projects previously approved by the Board. The payment requests were submitted for ratification.

Project: North Campus Library  
Fee: \$61,600

Amount due on account to date (100%) \$61,600.00  
Less previous payments 55,440.00  
Amount due this request \$ 6,160.00

Project: North Campus Library  
(Furnishings and Fixed Equipment)  
Fee: \$12,000

Amount due on account to date (100%) \$12,000.00  
Less previous payments 6,000.00  
Amount due this request \$ 6,000.00

Motion by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve the payments to the architect as presented.

APPROVED

It was recommended that the Board of Trustees adopt the resolution which is on file with these minutes, allowing 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

Motion by Trustee Watts, seconded by Trustee Walther, and unanimously carried by roll call vote.

Roll Call Vote:

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

A report regarding self-insurance relative to Workers' Compensation was submitted for the Board's information.

WORKERS' COMPENSATION - SELF-INSURANCE INFORMATION

The following budget reports were attached for the information of the Board:

BUDGET REPORTS INFORMATION

1. Income Summary Report
2. Budget Report Summary by Object Code
3. Budget Report Summary by Department

BUDGET REPORTS  
INFORMATION  
CONTINUED

The meeting was adjourned to closed session as 9:20 p.m. Action taken will be reported at the next meeting.

ADJOURNMENT  
CLOSED SESSION

The next meeting of the Board of Trustees will be a special meeting on Tuesday, May 18, 1982 at 7:30 p.m.

SCHEDULE OF  
MEETINGS

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