

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

MINUTES OF THE BOARD OF TRUSTEES MEETING

Library Classroom Building - Room 105
May 17, 1983 - 7:30 p.m.

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

CALL TO ORDER

Members of the Board

PRESENT

Professor Eugene C. McKnight, President
Mr. William L. Watts, Vice President
Mr. John C. Connolly, Member
Mr. Larry W. Taylor, Member
Ms. Harriett S. Walther, Member
Mr. Edwin Millhouse, Student Trustee

Administrative Officers

Dr. Larry Stevens, Chancellor
Dr. Albert J. Gafsky, Vice Chancellor - Business Services
Mr. Robert Bosanko, Interim President - South Campus
Dr. Edward A. Hart, President - North Campus
Mr. Frank O. Sciarrotta, Dean of Administrative Services

Saddleback Community College Academic Senate

James Thorpe

Motion by Trustee Walther, seconded by Trustee Watts, to approve the agenda as presented. Motion carried.

AGENDA APPROVED

Trustee Watts read the following action of the Closed Session of April 20, 1983.

CLOSED SESSION

1. The grievance of Ms. Cheryl A. Nichols, previously employed short-term clerk, was disallowed; however, the Chancellor was directed to make every effort to notify and encourage her to apply for any position for which she is qualified.

2. The following action regarding Interim President Robert Bosanko was approved:
 1. Retirement to become effective June 29, 1983, with emeritus privileges.
 2. Continued as a consultant to the extent that present Board Policy 4125, Item II, and AB 3038 allow (maximum of \$5,650 per year)
 3. District to pay the Teacher's Retirement Fund the amount determined by the System (approximately \$15,000 per year) for the next three years (1983-84, 1984-85, and 1985-86) in accordance with SB 962, which was amended by AB 2811.

Motion by Trustee Watts, seconded by Trustee Connolly, to approve the minutes of the Work Study Session of April 20, and minutes of the Regular Meeting of May 2. Motion carried.

MINUTES
APPROVED

The following resolution for Student Trustee Jennifer Herman was read:

RESOLUTION
STUDENT TRUSTEE

WHEREAS, the Saddleback Community College District Board of Trustees has encouraged active participation of students in the decision-making process through strong support of the Student Trustee, and;

WHEREAS, Jennifer Herman has served as Student Trustee during the 1982-83 Academic Year, advocating on behalf of all Saddleback Students and representing their needs and concerns, and;

WHEREAS, Jennifer Herman has earned the respect of her fellow Trustees both at Saddleback and at the state level through her energetic, thoughtful and hardworking approach to problem-solving, and;

WHEREAS, Jennifer Herman's accomplishments were rewarded during the recent District Scholarship Banquet, when she was presented with several scholarships, including a major regional award from Rotary International for a year's study abroad.

NOW, THEREFORE BE IT RESOLVED that the Saddleback Community College District Board of Trustees, faculty, staff, students and administration offer congratulations to Jennifer Herman for her achievements both in the classroom and as 1982-83 Student Trustee.

Motion by Trustee Watts, seconded by Trustee Walther, to adopt the resolution by roll call vote. Motion carried. APPROVED

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

Trustee McKnight administered an Oath of Office to the new Student Trustee, Edwin Millhouse. OATH/OFFICE STUDENT TRUSTEE

Resolutions were read and presented to Faculty Members Fred Hassouna and Dorothy Spidell for their service to the District. A copy of each resolution is on file with these minutes. RESOLUTIONS FACULTY MEMBERS

Motion by Trustee Watts, seconded by Trustee Walther, to adopt the resolution for Dorothy Spidell by roll call vote: Motion carried. APPROVED

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

Motion by Trustee Connolly, seconded by Trustee Walther, to adopt the resolution for Fred Hassouna by roll call vote: Motion carried. APPROVED

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

A resolution was presented for the Board of Trustees' adoption with regard to the classified staff retiring effective June 30, 1983. A copy is on file with these minutes. RESOLUTION RETIRING CLASSIFIED STAFF

Motion by Trustee Connolly, seconded by Trustee Watts, to adopt the resolution for classified staff by roll call vote. Motion carried. APPROVED

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

North Campus Dean Dale Larson made a brief presentation to the Board of Trustees on the Irvine Medical Center. IRVINE MEDICAL CENTER

He presented information on People for an Irvine Community Hospital (PICH) and the upcoming Certificate of Need Public Hearing scheduled for June 21, 1983.

PUBLIC HEARING
6-21-83

Faculty Member Peter Morrison presented copies of The Elephant Ear to the Board of Trustees and gave some background information on how the publication was conceived and the work that went into its development.

PRESENTATION

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.

CONSENT CALENDAR

Motion by Trustee Walther, seconded by Trustee Watts, to approve the consent calendar with the removal of Item F-Employment of Guest Speakers. Motion carried.

APPROVED

The Board of Trustees approved the requests for travel and/or mileage as follows:

REQUESTS TO
ATTEND CON-
FERENCES AND
MEETINGS

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

- | | |
|-------------------------------|--|
| Trustees Wishing
to Attend | "What's Right With Education"
Display
Mission Viejo Mall
April 23, 1983 |
| Trustees Wishing
to Attend | Oral Interpretation Festival
South Campus
April 23, 1983 |
| Trustee Walther | "Jazz in the Afternoon" KSBR
Newport Beach
May 1, 1983 |
| Trustee McKnight | Meeting with Chancellor
South Campus
May 2 and 9, 1983 |
| Trustees Wishing
to Attend | Scholarship Banquet
Laguna Hills
May 12, 1983 |

Trustees Wishing
to Attend

Liaison Meeting
Laguna Hills
May 17, 1983

REQUESTS TO
ATTEND CONFER-
ENCES/MEETINGS
(Continued)

Trustees Wishing
to Attend

Pinning Ceremony
South Campus
May 19, 1983

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

Trustees wishing
to Attend

OCSBA Dinner Meeting
Orange
May 18, 1983

The following students were granted a Certificate
for the Completion for the programs listed.

STUDENT CER-
TIFICATES OF
ACHIEVEMENT

Business Science

Hai Trung Nguyen
Dolly E. Smit

Business Information Science
Computer Information Science

Fine Arts

Richard S. Brace

Media Arts Technology - Television

Human Services Programs

Marcia Schneider

Generalist

Mathematics and Engineering

Robert Maxine Stearn
William D. Kopp, Jr.

Architecture
Computer Science/Electronics

The Board of Trustees approved the following appoint-
ments of 1983 Summer Session faculty:

APPOINTMENT OF
1983 SUMMER
SESSION FACULTY

Beck, Colleen
Hagerty, Ann
Weisrock, Tom

Full-Time Librarian
Full-Time Librarian
Full-Time Librarian

Wardman, Clyde M.

Library/Instructional Services
Part-Time Instructor

Part-Time Instructors - Social Science

Bowler, John
Bowler, June
Buckels, Ferrell
Carroll, Don
Ehlow, Albert

Shaw, Gary
Simpson, Keith
Semelsberger, Francis
Teetor, Stephen
Wagstaff, Larry

Brad Bouch	Paul Lovely
Lyle Brooks	Virginia Maher
Alan Call	Mark McCoy
Amy Ermatinger	Marbeth Munoz
George Field	Michael Ogle
Donna Fitzgerald	Deborah Pearl
Gwen Fornataro	Rochelle Robinson
Hal Forsen	James Ryan
	Christy Sauter

CLASSIFIED
PERSONNEL ACTIONS
(Continued)

Barbara Clarke, Account Clerk I, Business Science, requested a leave of absence without pay, effective June 20 through August 5, 1983.

The following individuals announced their retirement from the District effective June 30, 1983:

June Bowman, Payroll Supervisor
Andrew J. Jacobs, Groundskeeper I
Vladimir Kubr, Maintenance II- Building
Irene Nadeau, Athletics & P.E. Equipment Attendant

The Board of Trustees approved the following EOPS Grants to students for approximately \$200.

EXTENDED
OPPORTUNITY
PROGRAMS &
SERVICES

Pat Benoit	Thomas Mosby
Cuong Dang	Thanh Nguyen
Tamberin Didio	Jean Ortiz
Sen Dinh	Hoa Pham
Truong Do	Ngoc Phan
Bernadette Figueroa	Mark Priddy
Diane Gipson	Muoi Quach
Hoa Hong	Thu Quach
Thua Huynh	Geraldine Quillen
Nghia H. Le	Alberto Sandoval
Lugo Araceli	Mai Vu
Susan Miller	

The Board of Trustees approved the personnel actions for fee based non-credit summer programs as presented. A copy of the list is on file with these minutes.

FEE BASED
NON-CREDIT
SUMMER PROGRAM

Warrants 089813 through 090171, totaling \$228,272.18, were submitted for Board approval. A copy of this list is on file with these minutes.

PAYMENT OF
BILLS

Purchase Orders 070874 through 071038, totaling \$56,421.66 were submitted for Board approval. A copy of the list is on file with these minutes.

PURCHASE
ORDERS

NEW BUSINESS

Fred Hassouna (architecture) has announced his retirement effective June 30, 1983. Mr. Hassouna has been a member of the faculty since 1975. The Board of Trustees of Saddleback College is pleased to take this opportunity to publicly thank Fred Hassouna for his years of devoted service to the College and to wish him the very best in his future endeavors.

RETIREMENTS:
CERTIFICATED
STAFF

Dorothy Spidell (librarian) has announced her retirement effective June 30, 1983. Ms. Spidell was the first reference librarian employed by the College in 1968. The Board of Trustees of Saddleback College is pleased to take this opportunity to publicly thank Dorothy Spidell for her years of devoted service to the College and to wish her the very best in her future endeavors.

The Chancellor recommended the Board of Trustees approve the retirement of Fred Hassouna and Dorothy Spidell effective June 30, 1983.

Motion by Trustee Walther, seconded by Trustee Watts, to approve the retirements of Fred Hassouna and Dorothy Spidell effective June 30, 1983. Motion carried.

APPROVED

For the summer of 1982, the contract for Jerry Guy (Handicapped Student Services Coordinator) was extended for ten days for Extra Contractual Activities (non-teaching) to perform project activities (handicapped) during July. Expenditures of this type are included in our claim each year for excess cost reimbursement from state funds.

CONTRACT
EXTENSION

The services of Jerry Guy are needed during July to perform the following project activities: (1) completion of Monitor and Review compliance items for Handicapped Students Programs and Services (HSP&S); (2) completion of ADA and budget forms for HSP&S; (3) conduct evaluation of current computerized documentation and tracking system; (4) develop and plan in-service schedule for Special Services staff; (5) review and evaluate proposed Learning Disabilities process to be implemented in fall semester; (6) conduct student evaluation of Special Services.

The Chancellor recommended the Board of Trustees approve a contract extension for Jerry Guy (Handicapped Student Services Counselor) for a maximum of ten days during the month of July, 1983.

Motion by Trustee Taylor, seconded by Trustee Walther, to approve a contract extension for Jerry Guy as presented. Motion carried.

APPROVED

For the summer of 1982, the contract for Ron Hastings (Specialist-Physically Handicapped) was extended for ten days for Extra Contractual Activities (non-teaching) to perform project activities (handicapped) during July. Expenditures of this type are included in our claim each year for excess cost reimbursement from state funds.

CONTRACT
EXTENSION

The following services by Ron Hastings are required during July and August: (1) develop and maintain transportation services for disabled students; (2) recruit and train student aides for Adaptive P.E.; (3) recruit student aides (i.e. mobility, readers) for fall semester; (4) supervise wheelchair tennis program; (5) coordinate new student orientation; (6) develop budget for wheelchair sports program.

The Chancellor recommended the Board of Trustees approve a contract extension for Ron Hastings (Specialist-Physically Handicapped) for a maximum of ten days during the months of July and August, 1983.

Motion by Trustee Taylor, seconded by Trustee Watts, to approve a contract extension for Ron Hastings (Specialist-Physically Handicapped) as presented. Motion carried.

APPROVED

On July 13, 1983, the Board of Trustees approved a leave of absence without pay for Dr. Peter Borella (Physical and Geographical Oceanography) for the 1982-83 academic year. The National Science Foundation assumed the responsibility for paying Dr. Borella's salary and benefits for the 1982-83 academic year through the District payroll

SUMMER PAYROLL
AUTHORIZATION

Dr. Peter Borella will be continuing his work for the National Science Foundation for the summer 1983 under the same condition as the 1982-83 agreement with that organization. In order for Dr. Borella to be paid for his summer work, the Orange County Department of Education requires this personnel action to be approved by the Board of Trustees. This amount is paid to the District by the National Science Foundation.

The Chancellor recommended the Board of Trustees approve that Dr. Peter Borella (Physical and Geographical Oceanography) receive \$3,842.20 on August 1 and September 1, 1983, as stipulated in the agreement between the District and the National Science Foundation.

Motion by Trustee Watts, seconded by Trustee Walther, to approve that Dr. Peter Borella receive \$3,842.20 on August 1 and September 1, 1983, as presented. Motion carried.

APPROVED

The Saddleback Company Theatre will produce Man of La Mancha, Mr. Roberts and Ali Baba and the Forty Thieves during the Sixth Season. The Equity Actors are to be employed for the amounts shown on the Exhibit which is on file with these minutes.

SADDLEBACK
COMPANY THEATRE
SUMMER 1983

The Chancellor recommended that the Board of Trustees approve the individual contracts as presented.

Motion by Trustee Watts, seconded by Trustee Connolly, to approve individual contracts for The Saddleback Company Theatre as presented. Motion carried.

APPROVED

The increasing complexities of two functions within the Chancellor's Office--Public Information/Community Relations and the Board of Trustees--presently require the introduction of word and data processing equipment to assure continued efficient and effective operation. These offices presently produce tens of thousands of document pages each year in the form of press releases, publications copy, correspondence, reports, agendas, minutes and other materials. In addition, there is a growing need for access to timely information to assist in management decision making. Currently these offices perform their tasks primarily through the use of office equipment that requires extension re-keystroking for production and revision and which provides no means of mass storage for ready access to information.

REQUEST FOR BIDS:
WORD AND DATA
PROCESSING
EQUIPMENT

Specifications have been developed for a system of four interactive word processing work stations in the Public Information/Community Relations Office (serving both North and South Campuses) and a compatible word processing station for the office of the Chancellor/Board of Trustees. As specified, the system would provide the greatest flexibility and adaptability toward a future system to serve all campus office areas.

The Chancellor recommended the Board of Trustees approve a request for bids for an interactive word/data processing system for the Public Information/Community Relations and the Office of the Chancellor/Board of Trustees.

Motion by Trustee Watts, seconded by Trustee Walther, to approve a request for bids for an interactive word/data processing system as presented. Motion carried.

APPROVED

The existing contract between the District and Campus Cuisine provides for an annual renewal after the end of three years at the option of the District.

FOOD SERVICES
CONTRACT:
SOUTH CAMPUS

The Chancellor recommended the Board approve the amendment to the Agreement with Campus Cuisine extending the contract with the District through June 30, 1984. A copy of the Amendment is on file with these minutes.

Motion by Trustee Watts, seconded by Trustee Connolly, to approve the Amendment to the Agreement with Campus Cuisine as presented. Motion carried.

APPROVED

At its meeting of March 28, 1983, the Board of Trustees approved a series of capital projects including the construction of a Shower and Lockerroom Building and Faculty Offices at the North Campus; and Classroom Building, Faculty Offices and Parking Lot Improvements at the South Campus. The architect has submitted proposals for engineering on each of the projects for the amounts shown on the Exhibit which is on file with these minutes.

CONTRACT SER-
VICES: THE
BLUROCK
PARTNERSHIP

The Chancellor recommended, in accordance with the Board action of March 28, 1983, that The Blurock Partnership be reimbursed for each project as indicated.

Motion by Trustee Watts, seconded by Trustee Taylor, that The Blurock Partnership be reimbursed for each project as presented. Motion carried.

APPROVED

The California Education Code Section 85210 provides that the Board of Trustees by Resolution, and with the approval of the County Superintendent of Schools, may amend the District Budget to provide for the expenditure of funds of unanticipated revenues, the amount of which was unknown at the time of the adoption of the final budget.

BUDGET AMEND-
MENT: CONTRACT
AWARD

At its meeting of March 28, 1983, the Board of Trustees approved a contract with the Southern California Edison Company to provide educational services for company employees for the period April 13, 1983, through June 16, 1983, for the revenue and expenditures under this contract, the budget must be amended by resolution which is on file with these minutes.

The Chancellor recommended that the Board of Trustees approve the adoption of the Resolution as presented.

Motion by Trustee Taylor, seconded by Trustee Connolly, APPROVED
to adopt the resolution amending the budget as presented
by roll call vote. Motion carried.

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

Education Code Section 85201 provides that the Board of RESOLUTION:
Trustees, by resolution, authorize the County Super- TRANSFER OF
intendent of Schools to make such transfers from APPROPRIATIONS
contingency funds as are necessary to allow payment of
obligations while maintaining a balance in each of the
major objects of expenditures.

At the end of each fiscal year, the Board of Trustees
is asked to grant authority to make transfers necessary
to balance expenditure accounts to the County Super-
intendent of Schools.

The Chancellor recommended that the Board approve the
Resolution authorizing the County Superintendent
to make necessary year-end transfers. A copy of the
resolution is on file with these minutes.

Motion by Trustee Watts, seconded by Trustee Connolly, APPROVED
to approve the resolution authorizing the County
Superintendent to make necessary year-end transfers
as presented, by roll call vote. Motion carried.

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

A great deal of storage space in the District warehouse TRANSFER OF
is currently unused. The reason for this is that pallet- FUNDS: DISTRICT
ized shelving was not included in the original plans for WAREHOUSE
the construction of the warehouse. The Blurock Partner-
ship has analyzed the problem and determined that instal-
lation of shelving is feasible, but that the State Fire
Code requires a sprinkler system be included with the
shelving. The total cost of the project is not expected
to exceed \$20,000, and sufficient funds are available from
the South Campus President's contingency to facilitate a
transfer.

The Chancellor recommended approval of the transfer of
\$20,000 from the South Campus President's contingency fund
to the District Warehouse remodeling budget for the instal-
lation of palletized shelving by J & J Equipment Company
and a sprinkler system.

Motion by Trustee Watts, seconded by Trustee Connolly, to approve the transfer of \$20,000 from the South Campus President's Contingency Fund to the District Warehouse remodeling budget as presented. Motion carried.

APPROVED

The Chancellor recommended the following gifts be approved for acceptance by the Board of Trustees.

GIFTS TO THE DISTRICT

<u>Donor</u>	<u>Gift</u>	<u>Donor's Estimated Value</u>
Beckman Instruments, Inc. Anaheim	OM-14 Oxygen Analyser Centrifuge-Airfuge	\$3,750 5,590
Community Cablevision Company Newport Beach	Cash for Cable Television Technology Program	500
Orange County Metropolitan Branch of the American Electroplaters Society	Cash for Printed Circuit Technology	50
R. D, Caracci Enterprises Corona	Service/Recondition 2 Rectifiers for Printed Circuit Technology Program	500
Times Mirror Cable Television Laguna Niguel	Cash for Cable Television Technology Program	500
Western Technology Anaheim	37 slides - Screen Printing in the Printed Circuit Industry	250
Helen Jones Cockeyville, Maryland	1500 jazz albums for Radio Station	1,350
Computers Unlimited Dana Point	Cash for Purchasing mini-computers for Radio Station	500
Jeanette F. York Laguna Beach	Cash for Panasonic PVS 200 Video Recorder for Speech Dept.	750
Mrs. A. L. Beardsley Laguna Hills	Wheelchair for Special Services	250
Eleanor W. Turner Laguna Hills	Wheelchair for Special Services	195

Motion by Trustee Connolly, seconded by Trustee Watts, to approve acceptance of the gifts. Motion carried.

APPROVED

CORRESPONDENCE

The correspondence was submitted for Board of Trustees information and review.

CORRESPONDENCE

INFORMATION AND/OR REPORTS

Chancellor Stevens requested Executive Assistant William Schreiber to give a brief legislative report to the Board of Trustees.

LEGISLATIVE REPORT

REPORTS AND/OR COMMENTS

Trustee Walther discussed a "model resolution" support-measures to increase tax revenues and asked that the Saddleback Board of Trustees consider adopting such a resolution. A copy of the resolution is on file with these minutes.

MODEL RESOLUTION

Motion by Trustee Walther, seconded by Trustee Taylor, to adopt the resolution supporting measures to increase tax revenues. Motion carried by roll call vote.

ADOPTED

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

The meeting was recessed to Closed Session at 9:06 p.m.

RECESSED TO CLOSED SESSION

The next regular meeting of the Board of Trustees will be Monday, June 13, 1983, at 7:30 p.m.

Larry P. Stevens

Larry P. Stevens
Secretary to the Board of Trustees