

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

MINUTES OF THE BOARD OF TRUSTEES
June 25, 1984 - 7:30 p.m.
Library 105 - South Campus

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

CALL TO ORDER

Members of the Board of Trustees

PRESENT

Ms. Harriett Walther, President
Ms. Shirley Gellatly, Member
Prof. Eugene McKnight, Member
Mr. Robert Price, Member
Mr. William Watts, 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. Edward Hart, President - North Campus
Ms. Constance Carroll, President - South Campus

Faculty Association

Dr. Sharon MacMillan, President

Academic Senate

Mr. Al Brightbill, President

CSEA Representative

Mr. Michael Parks, President

Motion by Trustee Watts, seconded by Trustee Price, to approve the agenda with the replacement pages and addition of Tab V, Item D: Information Systems Project: Agreement with Consultant. Motion carried.

AGENDA
APPROVED

Motion by Trustee McKnight, seconded by Trustee Watts, to approve the minutes of the meetings of May 23, 29, and June 11, 1984. Motion carried.

MINUTES
APPROVED

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 McKnight, seconded by Trustee Watts, to approve the consent calendar. Motion carried.

APPROVED

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

REQUEST TO ATTEND CONFERENCES AND MEETINGS

Trustee Walther Meeting with Chancellor South Campus May 29, 1984

Trustee McKnight Meeting with Staff South Campus May 29, June 4, 7, 14, 1984

Trustees Moore & Walther Foundation Meeting Mission Viejo June 7, 1984

Trustee Walther Meeting with Chancellor South Campus June 15, 1984

Trustee Gellatly Meeting with Chancellor South Campus June 18, 1984

A new lecture/speaker series, Saddleback College Presents, will make its initial presentation with a one-day conference focusing on women's health care issues. This event is sponsored by both Saddleback College North and South Offices of Community Services in cooperation with St. Joseph's Hospital of Orange. The conference is scheduled for Saturday, March 16, 1985, at the Anaheim Convention Center. The scheduled keynote speaker is Dr. Joyce Brothers. Compensation is set at \$4,800 plus travel expenses. Income is expected to offset all costs as shown in the Exhibit on file with these minutes.

NEW SPEAKER'S SERIES: "SADDLEBACK COLLEGE PRESENTS"

The Board of Trustees approved Dr. Joyce Brothers in the amount of \$4,800 plus travel expenses as the first presenter in the "Saddleback College Presents" speaker series.

The Emeritus Institute of Saddleback College South employees the services of uniquely qualified members of the adult community to supervise and assist in the South Campus Emeritus Program. These services include both planning and operational assistance. A contract for a special services consultant is necessary to perform the services required by the South Campus Emeritus Institute. Mr. Rex Tyner, who performed these services during 1983-84, was again recommended to continue in this assignment for 1984-85.

CONTRACT:
SOUTH CAMPUS
EMERITUS
INSTITUTE
PROGRAM

The Board of Trustees approved a contract with Killian Management Services, Inc., in the amount of \$17,750 for Rex Tyner's services as denoted in the Exhibit on file with these minutes.

Providing direct educational services to industries in the community is a high priority of the Saddleback Community College District. Saddleback College North has been working with local firms interested in contracting for educational services, including instruction and training. In the course of this ongoing identification of industry needs, Charlton Associates, Irvine, has been in contact with Saddleback College North to develop an on-site training program in supervisory skills for the firm's employees. The program is requested for the period of July 10 to July 30, 1984. The Board of Trustees approved an identical contract with Charlton Associates at its June 11, 1984, meeting for the dates of June 12 to June 30, 1984.

EDUCATIONAL
SERVICES
AGREEMENT:
CHARLTON
ASSOCIATES

An educational services agreement has been negotiated with Charlton Associates, whereby the company agrees to pay for the training program provided by Saddleback College North.

The Board of Trustees approved the educational services agreement with Charlton Associates, Irvine, as indicated in the Exhibit on file with these minutes.

A list of students eligible for certificates of achievement were provided for Board of Trustees approval. The Board of Trustees approved the granting of certificates to the students list on the exhibit on file with these minutes.

CERTIFICATES
OF ACHIEVEMENT

The following Certificated Staff personnel Actions were approved:

CERTIFICATED
PERSONNEL
ACTIONS

Shari Frank, Part-time Instructor, Vocational Education, North Campus, was compensated from VEA Subpart 2 monies, not to exceed \$1,259 for marketing the Printed Circuit program and placing students with local industry during

Summer Session 1984.

Leona Piety, Part-time Photography Instructor, Emeritus Institute, South Campus, was reissued an Eminence Credential in accordance with California Education 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 eminently qualified in accordance with the criteria listed in the California Education Code.

William Williams was appointed Acting Assistant Dean of Liberal Arts and Humanities, South Campus, during the remainder of the 1984 Summer Session and the 1984 Fall Semester, June 25 through December 21, 1984. This appointment rescinds the action previously approved by the Board of Trustees on March 12, 1984, granting Mr. Williams an administrative leave and a reassignment to an instructor position effective with the 1984 Fall Semester.

Certificated Part-Time/Substitute Staff

<u>Applicant</u>	<u>Probable Assignment</u>
Katherine Clark	English
Donald L. Davis	Economics
Shirley R. Lampert	Biology

The Board of Trustees approved the following Classified Personnel Actions:

CLASSIFIED
STAFF
PERSONNEL
ACTIONS

Robert J. Oliveras was employed as Safety Officer, Safety and Security, District, Grade 17, Step 1, \$9.101 per hour, plus 5% shift differential, 8 hours per week, effective June 26, 1984.

Michael John Lybarger was employed as Safety Officer Substitute, Safety and Security, District, Grade 17, Step 1, \$9.101 per hour, plus 5% shift differential, on an if-and-as-needed basis, effective July 1, 1984.

Josephine D. Eller was employed as Secretary II Substitute, Grade 5, Step 1, \$6.773 per hour, on an if-and-as-needed basis, effective June 20, 1984.

Bernadette Figueroa was employed as Child Care Assistant Substitute, Children's Center, South Campus, Grade 1, Step 1, \$6.130 per hour, on an if-and-as-needed basis, effective June 26, 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.

Anne Cummings	Rachel Hauck
Frederick Cutler	Pat Shaw
Michelle Gaskill	Mia Waller
Peggy Haines-Harju	

The following named students were employed as Student Employees at the rate of \$3.35 per hour, effective June 26, 1984.

Daniel Corn	Anne Ng
Bernadette Figueroa	Joanne Sanchez
Lynn Fordiani	Diep Tran
Laura Foster	Pha Tran
Richad Kappel	

Donna K. Audibert, Community Services Coordinator, Continuing Education and Community Services, North Campus, was given a change of status to Student Services Specialist, Student Services, North Campus, Grade 15, Step 3, effective July 1, 1984.

Barbara Cohen, Administrative Secretary III, Continuing Education and Community Services, North Campus, was given a change of status to Business Clerk, Office of the President, North Campus, Grade 11, Step 6, effective July 1, 1984.

Patrick Grant, Veterans/Student Affairs Coordinator, Student Development, South Campus, was given a change of status to Fiscal Agent, Office of the President, South Campus, Classified Management Salary Schedule, Class IV, Step 6, effective July 1, 1984.

James Lee Wilson, Safety Officer (hourly), Safety and Security, District, was given a change of status to Safety Officer, Weekends and Holidays, Grade 17, Step 2, \$9.565 per hour, plus 5% shift differential, 24 hours per week, effective June 26, 1984.

Susan Clark, Acting Public Information Officer, North Campus, temporary assignment extended from June 30 to August 31, 1984.

Susan Lemkin, Public Information Coordinator, South Campus, temporary assignment extended from June 30 to August 31, 1984.

Lorna Hixon, Secretary II, Library/Media Services, North Campus, given a change of status from 20 to 29 hours per week, effective July 1, 1984.

Daniel Schafer, Library Clerk I, Library/Media Services,

North Campus, given a change of status from 20 to 25 hours per week, effective July 1, 1984.

Ruth Jones, Program Assistant, Student Financial Assistance Office, South Campus, was given a change of status from 15 to 40 hours per week, effective July 1, 1984.

Deborah Marsh, Secretary I, Student Financial Assistance Office, South Campus, was given a change of status from 25 to 40 hours per week, effective July 1, 1984.

Judith Kelly, Secretary II, Fiscal Services, District, was given a leave of absence without pay, effective July 3 through July 6, and July 23 through July 27, 1984.

The following individuals were approved as volunteers for the Health and Wellness Center, North Campus.

Jeffrey S. Amman
Linette Lai

Karen Fleck, J.T.P.A. Specialist, Vocational Education, North Campus, layoff effective June 30, 1984. Payment is authorized for any unused vacation.

Carol Hahn, J.T.P.A. Specialist, Vocational Education, North Campus, layoff effective June 30, 1984. Payment is authorized for any unused vacation.

Sharon Frank, J.T.P.A. Career Placement Specialist, Vocational Education, North Campus, layoff effective June 30, 1984. Payment is authorized for any unused vacation.

Ileen Murray, J.T.P.A. Career Placement Specialist, Vocational Education, North Campus, layoff effective June 30, 1984. Payment is authorized for any unused vacation.

Greg Moore, Instruction Assistant/J.T.P.A. (hourly), Vocational Education, North Campus, layoff effective June 30, 1984. Payment is authorized for any unused vacation.

Ann L. Olsen, Secretary I/EOPS (hourly), Student Services, North Campus, layoff effective July 12, 1984.

Sue Henger, Secretary II (75%), Fine Arts & Communications, South Campus, resigned effective June 29, 1984.

Steve Jam, Instructional Assistant (hourly), Fine Arts and Communications, South Campus, resigned effective June 30, 1984. Payment is authorized for any unused

vacation.

Diane Hager, Executive Secretary to the Chancellor and Board of Trustees, District, resigned effective July 6, 1984. Payment is authorized for any unused vacation.

The Board of Trustees approved for honorarium payment the Saddleback Company Theatre Performing Artists as follows:

HONORARIUM:
SADDLEBACK
COMPANY
THEATRE
PERFORMING
ARTISTS

<u>Production</u>	<u>Artist</u>	<u>Honorarium</u>
The Fantasticks	Patricia Foster, Accompanist	\$1,900
Oliver	Dorothy Lynn, Vocal Director	1,200

The Board of Trustees approved the additional North Campus Community Services programs, presenters and compensation for Summer Session 1984 as follows:

NORTH CAMPUS
COMMUNITY
SERVICES
PROGRAMS &
PRESENTERS

College for Young People
(co-sponsored with Tustin Unified School District)

- Art Education
- Computers I and II
- Typing/Keyboarding

Dates: Session I: 7/9/84 to 7/19/84
 Session II: 7/23/84 to 8/2/84

Presenters: Lynn Brandt
 Woodley Butler
 Susan Cline
 Vic Zuniga
 (A student aide will be assigned
 each presenter)

Compensation: \$20.00 per hour - presenter
 5.50 per hour - aide

Fee: \$50.00 per class
 90.00 (per session for two classes)

The Saddleback Community College Community Services Departments at each campus publish a brochure detailing the courses and services offered to the community for a fee. In order to obtain the best possible price on the typesetting, pasteup and printing of these brochures, the District seeks competitive bids from qualified printing companies.

AWARD OF BID:
COMMUNITY
SERVICES
BROCHURES

A total of five bids were received by the District and opened on June 1, 1984, with Hogar Publishing Company,

Colton, submitting the lowest bid for typesetting, pasteup and printing of a 40-page Fall 1984 brochure for \$12,699.36; a 40-page Spring 1985 brochure for \$12,699.36; and a 32-page Summer 1985 brochure for \$11,343.76; for a total amount of \$36,742.48.

The Board of Trustees approved the award of Bid #684 for the printing of the Community Services brochures for Fall 1984, Spring 1985, and Summer 1985, to Hogar Publishing Company, Colton, in the amount of \$36,742.48 (excluding sales tax).

For several years the District has contracted for maintenance services on various copiers. For the current year we examined the need for maintenance contracts on each individual piece of equipment.

AWARD OF BID:
PRESENTATIVE
MAINTENANCE
CONTRACTS
FOR COPIERS
& OFFSET
MACHINES

Bid #25 for various maintenance agreements was opened and evaluated on June 7, 1984. Bids were sent to twenty companies with five responding. The low bidders were those listed in the exhibit on file with these minutes.

The Board of Trustees approved the award of Bid #25 for preventative maintenance services on copiers and offset machines to the low bidders listed in the exhibit on file with these minutes, in an amount not to exceed \$82,908.

For several years the District has contracted for maintenance for various pieces of equipment. For the current year each administrator was asked to examine the need for maintenance contracts for the equipment under his or her supervision.

AWARD OF BID:
PREVENTATIVE
MAINTENANCE
CONTRACTS
FOR OFFICE
MACHINES &
EQUIPMENT

Bid #24 for various maintenance agreements was opened and evaluated on June 12, 1984. Bids were sent to thirteen vendors with ten responding.

The Board of Trustees approved the award of Bid #24 for preventative maintenance services to the low bidders listed in the exhibit on file with these minutes, in an amount not to exceed \$27,501.

The District contracts for the removal of trash on both campuses for health and sanitary reasons. On June 1, 1984, bids were opened and evaluated. Ten vendors were invited to bid. Three responses were received with Dewey's Rubbish Service, Irvine, submitting the lowest bid.

AWARD OF BID:
TRASH DISPOSAL
SERVICES

The Board of Trustees approved the award of Bid #20 for trash disposal services to Dewey's Rubbish Service, Irvine, in an amount not to exceed \$18,000 for the South Campus and \$5,220 for the North Campus.

Warrants 098585 through 099255, totaling \$722,592.18 were approved. A copy of the list is on file with these minutes.

PAYMENT OF
BILLS

Purchase Orders 076969 through 077194, totaling \$284,449.28 were approved. A copy of the list is on file with these minutes.

PURCHASE
ORDERS

NEW BUSINESS

NEW BUSINESS

A number of significant pieces of legislation presently is moving through both houses of the State Legislature. If enacted, these measures would have a major impact on local community college districts throughout the state in such areas as college mission, matriculation, standardized testing, contract education, articulation, private donations and others.

LEGISLATIVE
UPDATE

Staff reviewed and evaluated 14 of the key measures presently pending action in the Legislature and provided a summary of each and its status in Sacramento as of June 20 (a copy is on file with these minutes). Based upon potential impact on Saddleback College--both positively and negatively--staff has recommended that the Board of Trustees take positions of support on some bills, opposition to one bill, support "if amended" positions on two bills and no immediate position on several others.

The Chancellor recommended the Board of Trustees take the positions suggested by staff and direct that these positions be communicated to key Legislators in Sacramento.

Motion by Trustee Watts, seconded by Trustee Gellatly, to take the positions suggested by staff and direct the communication of those positions to key Legislators in Sacramento. Motion carried.

APPROVED

To better define the educational needs of the community, Saddleback College conducted a telephone survey of selected adults residing in its service and border area. This survey of 502 adults, 460 residing within the boundary of the Saddleback Community College District, was conducted during March and April 1984.

TELEPHONE
SURVEY OF
THE SADDLEBACK
COMMUNITY
COLLEGE
DISTRICT

The findings of the survey, a description of the methodology used, and the survey instrument are included in this study report and copies were provided for information to the Board of Trustees.

Motion by Trustee Watts, seconded by Trustee McKnight, to accept the telephone survey for information. Motion carried.

APPROVED

Saddleback College issued 900 non-student library cards to members of the community during the 1983 calendar year. The College has provided free library cards to non-students for many years. Currently Orange Coast College and Golden West College charge non-students a \$10.00 fee, and Cypress College requires a \$12.00 non-student fee.

LIBRARY
CHARGE FOR
NON-STUDENTS

Library materials (print, non-print, and periodicals) are used extensively by non-student users, especially during afternoon and evening hours, and the library staff spends numbers of hours serving non-students, restricting time available to students and faculty. A \$10.00 non-student library fee would help defray some of the costs for providing services and improve the library overall for the benefit of all users.

The Chancellor recommended the Board of Trustees accept for review and study a non-student library charge as shown in the exhibit on file with these minutes.

ACCEPTED
FOR REVIEW
& STUDY

Motion by Trustee McKnight, seconded by Trustee Price, to accept for review and study a non-student library charge as presented and to investigate the feasibility of allowing faculty members in feeder districts use the library for no charge. Motion carried.

Motion by Trustee Watts, seconded by Trustee Price, that any financial consideration and time period be removed from the board agenda item. Motion carried.

A Summer Session enrollment/ADA report was provided to the Board of Trustees for information.

SUMMER SESSION
ENROLLMENT/
ADA REPORT

The Board of Trustees approved at the June 11, 1984, meeting a tentative budget which included new and replacement full-time faculty. The need for each position was considered in view of impending budget reductions and the direction of the instructional program.

EMPLOYMENT OF
FULL-TIME
CERTIFICATED
STAFF

The personnel actions necessary to staff these positions have been completed and the following individuals were recommended:

North Campus

<u>Name/Position</u>	<u>Status</u>	<u>Approximate Salary</u>
Lawrence Oldewurtel Mathmatics/Computer & Information Science	Replacement	\$31,192.00

South Campus

Dixie Bullock Asst. Dean/Health Sciences & Human Services	Replacement	49,084.00
Bonnie Rogers Asst. Dean/Learning Resources	New	49,084.00
Walther DeAgüero Accounting/Business Law/Management	Replacement	31,192.00
Alex Llorente Accounting/Business Law/Management	Replacement	26,318.00
Murton Willson Architecture	Replacement	31,192.00

The Chancellor recommended the Board of Trustees approve the employment of the full-time certificated personnel as presented for the 1984-85 academic year.

APPROVED

Motion by Trustee Watts, seconded by Trustee Price, to approve the full-time certificated personnel as presented. Motion carried.

Planning for the construction of a new access road which will extend the existing Campus main road from the area of the new General Classroom Building now under construction to Marguerite Parkway has been approved by the Board of Governors of the California Community Colleges. The State Board will recommend to the Governor that working drawings and construction for this project be funded in the 1985-86 State Budget.

EMPLOYMENT OF
ARCHITECT:
PREPARATION OF
PROJECT
PLANNING
PACKAGE (PPP)
FOR SOUTH
CAMPUS
ACCESS

In order to be included in the Governor's 1985-86 Budget, each project must have a Project Planning Package (PPP) outlining the nature and scope of each project submitted by September 15, 1984. It is important that the District's architect, The Blurock Partnership, have approved to proceed with the schematic phase of design and develop detail cost in preparation of the Project Planning Package (PPP) submittal. Funds for this work are budgeted in the 1984-85 Special Reserve Funds for capital outlay.

The Chancellor recommended the Board of Trustees employ The Blurock Partnership to perform the architectural and engineering planning required for the submittal to the

Board of Governors of a Project Planning Package (PPP) for the "South Campus Site Development Sl Access Road," with fees to be paid in accordance with conditions of the agreement between the District and The Blurock Partnership dated October 18, 1976.

Motion by Trustee Watts, seconded by Trustee Price, to approve the employment of The Blurock Partnership as presented. Motion carried.

APPROVED

Motion by Trustee Price, seconded by Trustee McKnight, that the civil engineering report be brought back to the Board of Trustees as soon as it is completed. Motion carried.

Motion by Trustee Price, seconded by Trustee Watts, to review and update the masterplan as soon as possible, with particular emphasis on roads. Motion carried.

For the past four years, the District has employed Aldrich Computer Services, Inc., to maintain, modify, correct, and update the computer programs used in its computer based student registration system. District staff proposes renewal of this contract for the 1984-85 year, for an amount not to exceed \$35,000.

CONTRACT:
ALDRICH
COMPUTER
SERVICES, INC.

The Chancellor recommended the Board of Trustees approve a contract with Aldrich Computer Services, Inc., for the data processing consultant services as presented in the proposal on file with these minutes.

For the year 1983-84, the Board of Trustees approved entering into a contract with Turner Data Systems, Inc., for the rental of computer terminal ports and disk storage in support of the "Student Interactive Guidance and Information" (SIGI) system which provides assistance to students and community members in making career decisions through a series of testing and counseling sessions.

CONTRACT:
STUDENT
INTERACTIVE
GUIDANCE &
INFORMATION
SYSTEM (SIGI)

The contract with Turner Data Systems expires on June 30, 1984. In order to continue to provide ongoing guidance service to students and other members of the community seeking vocational assistance, the contract needs to be renewed. The total cost for Turner Data providing a year's service is \$5,544.

The Chancellor recommended the Board of Trustees approve the contract with Turner Data Systems, Inc., as shown in the exhibit on file with these minutes.

CONTRACT:
TURNER DATA
SYSTEMS, INC. -
BUSINESS &
PERSONNEL
SERVICES.

On January 22, 1979, the District entered into a contract with Turner Data Systems, Inc., for the provision of data processing services to the District. These services

provide support to the District's Business and Personnel Services areas. Paragraph 2 "Escalation Clause" of the Agreement provides that it will be amended annually to provide for changes in costs in accordance with utilization of equipment and the Consumer Price Index changes in the Orange County area.

Turner Data and the District's data processing staff have met and calculated the changes required by the Agreement. These calculations have been verified by the Business Office staff and are embodied in a proposed amendment to the Agreement. Net change in the contract cost to the District for the next eleven months is \$11,390.40.

The Chancellor recommended the Board of Trustees approve the amendment to the Agreement with Turner Data Systems, Inc., in accordance with the proposal which is on file with these minutes.

On May 27, 1980, the District entered into a contract with Turner Data Systems, Inc., for provision of data processing hardware maintenance and management services. These services provide support to the District's Student Registration System. Paragraph 3 "Escalation Clause" of the Agreement provides that it will be amended annually to provide for changes in costs in accordance with the use of equipment and the Consumer Price Index in the Orange County area.

CONTRACT:
TURNER DATA
SYSTEMS, INC. -
STUDENT
REGISTRATION
SYSTEM

Turner Data and the District's data processing staff have met and calculated the changes required by the Agreement. These calculations have been verified by the Business Office staff and are incorporated in a proposed amendment to the Agreement. Net change in the contract cost to the District for the eleven months beginning July 1, 1984, is \$7,139.50.

The Chancellor recommended the Board of Trustees approve the amendment to the Agreement with Turner Data Systems, Inc., in accordance with the proposal on file with these minutes.

Motion by Trustee Watts, seconded by Trustee Price, to approve agenda items Tab V, Item C-2: Aldrich Computer Services, Inc.; Tab V, Item C-3: Student Interactive Guidance and Information System (SIGI); Tab V, Item C-4: Turner Data Systems, Inc. - Business and Personnel Services; and Tab V, Item C-5: Turner Data Systems, Inc., Student Registration System. Motion carried.

APPROVED

As an alternative to the immediate purchase of North Campus Parcels 3 and 4, the District entered into a lease with option to purchase with The Irvine Company. The lease provides the College an opportunity to use the land

LICENSE
AGREEMENT:
SOUTHERN
CALIFORNIA
EDISON

for educational purposes. As part of its agricultural operations, The Irvine Company has had a license from the South California Edison Company to raise crops on the approximately 22 acres contiguous to parcels 3 and 4, which lie under the high voltage power lines. Because parcels 3 and 4 have been leased to the College, The Irvine Company is no longer interested in cultivating the Southern California Edison Company land and has notified Edison that the license will be discontinued on June 30, 1984.

Southern California Edison Company has offered the College the opportunity to license the 22 acres at an annual cost of \$100 per acre. If the College declines this offer, the Edison Company will offer a license to private parties. Having license to the property will allow the District to control its use and will insure that the use is compatible with College operations. Funds are budgeted in the Direct Campus Services Fixed Costs area.

The Chancellor recommended the Board of Trustees approve the license agreement with the Southern California Edison Company for use of the 22 acres adjacent to North Campus parcels 3 and 4, at an annual total cost of \$2,204. The Chancellor further recommended he or the Vice Chancellor for Fiscal Services and Operations be authorized to execute the lease agreement on behalf of the District.

Motion by Trustee Watts, seconded by Trustee Gellatly to approve the license agreement with the Southern California Edison Company as presented. Motion carried.

APPROVED

The Constitution of the State of California, Article IV, Section 17, prohibits governmental agencies from increasing the salaries of employees after services are rendered. However, the District may reserve the right to adjust employee salaries by declaring that the matter of salaries for the upcoming fiscal year were under study before the start of the fiscal year. The Board, having reserved this right, must also adopt an interim salary schedule.

RESOLUTIONS:
INTERIM
SALARY SCHEDULE

Due to current negotiations with employee groups and lack of firm information regarding revenues, it is not possible to make final decisions regarding salaries for classified, certificated or administrative personnel for the 1984-85 fiscal year.

The Chancellor recommended the Board of Trustees adopt Resolutions #84-30, 84-31, and 84-32 (on file with these minutes) regarding classified, certificated and administrative salary schedules for 1984-85 fiscal year.

Motion by Trustee Price, seconded by Trustee McKnight, to adopt the resolution as presented. Motion carried by roll call vote. APPROVED

Roll Call Vote:

Ayes: Trustee Gellatly, McKnight, Price, Walther and Watts ROLL CALL VOTE
Noes: None
Absent: Trustee Connolly and Moore
Abstain: None

Computer Management Services Incorporated (CMSI), a computer resource management firm with extensive experience in providing higher education and government agencies a wide range of computer-related services, has prepared a proposal for the identification and accomplishment of an academic support and administrative systems plan for the College. INFORMATION SYSTEMS PROJECT

The Chancellor recommended the Board of Trustees accept for review and study the proposed work plan for a Saddleback Community College Academic and Administrative Systems Study.

Motion by Trustee Watts, seconded by Trustee Walther, to accept the Academic and Administrative Systems Study for review and study.


Motion by Trustee Price, seconded by Trustee McKnight, to table the agenda item until the Friday, June 29, at the Board of Trustees/Chancellor Workshop. Motion carried. TABLED

CORRESPONDENCE

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

There being no further business, the meeting was recessed to Closed Session at 10:00 p.m. CLOSED SESSION

The next regular meeting of the Board of Trustees is scheduled for Monday, July 9, 1984, at 7:30 p.m.



Larry P. Stevens
Secretary to the Board of Trustees