

PUBLIC/FILE IN LIBRARY

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

MINUTES OF THE GOVERNING BOARD MEETING

August 25, 1980 - 7:30 p.m.
 Library-Classroom Complex -- Room 105

The regular meeting of the Board of Trustees was called to order by Trustee Price. Trustee Walther led the audience in the Pledge of Allegiance and Trustee Moore gave the Invocation.

CALL TO ORDER

Present:

PRESENT

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

Absent:

ABSENT

Mr. John C. Connolly, Member

Motion by Trustee Watts, seconded by Trustee Moore, and unanimously carried to adopt the agenda with the following revisions:

AGENDA ADOPTED
WITH REVISIONS

Addendum: Report 464 - Certificated Personnel,
 Regular Actions

Correction: Report 473 - Awards

Motion by Trustee McKnight, seconded by Trustee Moore, and unanimously carried to adopt the minutes of the regular meeting of July 28, 1980.

REGULAR MEETING
MINUTES ADOPTED

Motion by Trustee Moore, seconded by Trustee McKnight, and unanimously carried to adopt the minutes of the special meeting of August 4, 1980.

SPECIAL MEETING
MINUTES ADOPTED

Trustee McKnight read the action taken during the August 4, 1980, executive session. The motion is included in the minutes of that meeting.

CSEA President Driml reported on her recent attendance at the California School Employee Association (CSEA) annual convention held in San Diego. The Board complimented Ms. Driml on her dedication and enthusiasm.

REPORTS AND
COMMUNICATIONS

Mr. Sciarrotta, Dean of Administrative Services, presented the adopted 1980-83 CSEA Contract for the signatures of Trustee Price and Trustee McKnight.

Motion by Trustee Taylor, seconded by Trustee Moore, and unanimously carried to approve the consent calendar with the removal of Report 474 - Contract Services.

CONSENT CALENDAR

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

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

Trustee McKnight Meeting with Superintendent/
President
Saddleback College Main Campus
July 31, 1980

Trustee Connolly Meeting with Superintendent/
President
Saddleback College Main Campus
August 13, 1980

Trustee McKnight Meeting with members of the
Administration
Saddleback College Main Campus
August 13, 1980

Trustees Connolly, Irvine Company Reception for
McKnight, Price, Educational Leaders
and Walther Fashion Island, Newport Beach
August 14, 1980

Trustees Wishing
To Attend

In-Service Meetings
Saddleback College Main Campus/
North Campus
August 18 to August 22, 1980

BOARD OF TRUSTEE
CONFERENCES, ETC
CONTINUED

Trustees Wishing
To Attend

Mission Viejo Cultural Resource
Center (Opening)
Laguna Hills
August 27, 1980

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

Trustee Price
and McKnight

Leisure World Liaison Committee
Breakfast Meeting
Laguna Hills
August 20, 1980

The following certificates of achievement were
approved:

CERTIFICATES OF
ACHIEVEMENT

Vicki L. Allyn	Nursing, R.N.
Jean Louise Bedell	Early Childhood Studies
Sylvia J. Breen	Nursing, R.N.
Anne G. Foley	Real Estate
Patricia Anne Glesener	Early Childhood Studies
Carol A. Hadley	Nursing, R.N.
Judith A. Jemison	Nursing, R.N.
Deborah L. Kanda	Nursing, R.N.
Karen Kiehn	Ornamental Horticulture
Lori E. Lovejoy	Nursing, R.N.
Theodore S. Marten	Real Estate
Linda S. Maxfield	Early Childhood Studies
Adene P. Mosh	Travel Management
Carole M. Neidhardt	Early Childhood Studies
Lanphuong T. Nguyen	Accounting
Carolyn Ann Nielsen	Accounting
Joanne Parker	Nursing, R.N.
Mary Jo Pasternak	Nursing, R.N.
Jennifer Lynn Phelps	Cosmetology
Jerilyn Seacat	Nursing, R.N.
Denise L. Schultz	Nursing, R.N.
Mary Ann Semelsberger	Nursing, R.N.
Trudy L. Soneson	Medical Assistant
Ofelia Maria Stockwell	Travel Management
Gregory M. Tschida	Administration of Justice
Alexander Van Hoorn	Administration of Justice
Linda L. Wohlfarth	Real Estate
Kathleen A. Zegalia	Nursing, R.N.

The Board of Trustees approved the application for
a grant from the State Department of Education 204
(c) (2) funds for the CETA "Solar System Installer

GRANTS -
APPLICATION

Coordination Program" in the amount of \$95,049. These funds will continue the Saddleback program designed to train 53 solar energy technicians for the industry. The program which the Board approved on March 24, 1980 was revised to end September 30, 1980. This grant will continue the program from October 1, 1980 through September 30, 1981. There will be no cost to the district.

GRANTS -
APPLICATION
CONTINUED

The Board of Trustees approved the application to the Orange County Manpower Commission for a grant in the amount of \$237,297 for the CETA Youth Employment Training Program (YETP). These funds will provide for youth between the ages of 14 - 21 in our district for the period from October 1, 1980 through May 31, 1981. There is no cost to the district.

The Board of Trustees approved the expenditure of \$25 for membership dues for the South Coast EOPS Consortium, 1980-81. This is an organization of EOPS directors who represent various segments of California post-secondary institutions, committed to expanding educational and professional opportunities for underrepresented groups and disadvantaged students. The dues are provided by the EOPS state allocation at no expense to the district. The Board approved acceptance of the award on August 27, 1979.

GRANTS - OTHER

The Board of Trustees approved the following guest speaker. Funds for the speaker are provided by the CETA grant award for the Summer Youth Employment Program (SYEP), which was Board approved on June 23, 1980:

<u>Grant Program</u>	<u>Date</u>	<u>Guest Speaker</u>	<u>Honorarium</u>
SYEP	8/12/80	David Mitchell	\$50.00

The Board of Trustees approved a change in the source of funding for payments to the following personnel for duties to be performed for the EOPS Special Project. Funds will be provided by Vocational Education Sub-Part III Disadvantaged, Project #29 and not by EOPS Special Project as originally indicated. There will be no cost to the district. The Board approved their employment for this project on June 23, 1980.

Jan Beal - Vocational Education Developmental Skills Specialist - not to exceed \$720.

Lee Haggerty - Program Assistant - as needed,
not to exceed 19 hours per week.

GRANTS - OTHER
CONTINUED

Sally Erickson - Program Assistant - as needed,
not to exceed 19 hours per week.

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

APPOINTMENT OF
EXTENDED DAY/
SUBSTITUTE
FACULTY

<u>Applicant</u>	<u>Probable Assignment</u>
Allan, Richard S.	Music
Allebes, Margaretha	Foods and Nutrition
Allgood, David E.	English
Amirie, Susan D.	English as Second Language
Armstrong, Russell P.	Management
Beckley, Michael A.	Art (North Campus)
Bingaman, Nancy D.	Nursing (Substitute)
Binley, Jay J.	Physical Education (North Campus)
Brunn, Donald I.	Health Science
Busenbark, Camille O.	Special Education
Campbell, Karen M.	Psychology/Biology (North Campus)
Carr, Gary R.	Physical Education
Chen, Peter P.	Computer Information Science
Cramsie, Hilde	Spanish
Deeley, Donald	Drafting (North Campus)
Di Leon, David L.	History
Dixon, Betty R.	Office Administration (North Campus)
Dixon, Frank E.	Art (North Campus)
Fisher, William N.	Real Estate
Gantt, James S.	Chemistry
Gaschen, Fred M.	Physical Education
Gelles, Edith B.	English
Haldeman, Carol	Office Administration
Hall, Georgia B.	Physical Education (North Campus)
Hansen, James W.	Millwork & Cabinet
Hazlett, Margo J.	Interior Design
Hazzard, William L.	Computer Information Science
Hubler, Shirley M.	Office Administration (North Campus)
Johnson, Lawrence P.	Graphic Arts (North Campus)
Jones, Irene I.	Italian
Joyce, Charles E.	English
Kemp, Ralph E.	Physical Education
Kerr, Sarah T.	Emeritus Institute
Kroehle, Calla L.	Emeritus Institute
Lane, Paul G.	Mathematics
LeCompte, Joy B.	Office Administration (North Campus)

<u>Applicant</u>	<u>Probable Assignment</u>	APPOINTMENT OF EXTENDED DAY/ SUBSTITUTE FACULTY CONTINUED
Litvin, Ann	Emeritus Institute	
Lohnes, Doreen M.	Special Education	
Lubin, Herbert	Graphic Arts	
MacBride, Christy E.	Mathematics	
Maitland, Christine E.	Philosophy (North Campus)	
Morris, Tom E.	Biology	
Moses, Dennis P.	Management	
Mussachia, Michael M.	Science	
Nolan, John	Automotive (North Campus)	
Olds, Michael V.	History (North Campus)	
Olin, Larry C.	Millwork & Cabinet	
Parker, Timothy S.	Human Services	
Paskewitz, Bill Jr.	Art (North Campus)	
Patterson, Charlene	Real Estate	
Petropoulos, Mary E.	Emeritus Institute	
Pinkerton, Aaron L.	Printed Circuit Board (N.Campus)	
Roess, Frederick D.	Real Estate	
Rubenstein, Elaine J.	English	
Stoeckel, David P.	Real Estate (North Campus)	
Strauss, Esther T.	Office Administration	
Terry, Ladd J.	Art (North Campus)	
Toyeas, George E.	Machine Technology (North Campus)	
Urell, Robert C.	Accounting (North Campus)	
Via, Judith	English as Second Language	
Wallace, Stuart	Human Services	
Wang, Frances	Chemistry (North Campus)	
Wasulko, Yolanda	Office Administration (N. Campus)	
Westgarth, Julie A.	Marine Science (Substitute)	
Wilt, Peter W.	Mathematics	
Wolfson, Vera	Nursing (Substitute)	
Zelas, Kent W.	English (North Campus)	

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

Business Science

Blowers, Mary	Hockett, H. Douglas	Lowell, Jack B.
Christman, Carol	Holston, Susan J.	Miller, Roger
Fuchs, Philip	Jimenez, Phil	Mooney, James
Grody, Emanuel	LeRoux, Ardis A.	Watson, Eugene

Counseling and Guidance

Crane, Marian	Mancinelli, Janet D.	Vanasse, Alma
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Emeritus Institute

Hermann, Lillian B.
Hudson, Jean
Marcus, Elyse J.
McManus, Beryl J.

Pincus, Jeanette, F.
Stoody, Thelma R.
Weitz, Martin (Substitute)
Wine, Alta

APPOINTMENT OF
EXTENDED DAY/
SUBSTITUTE
FACULTY
CONTINUED

Fine Arts

Kogan, Victoria
Smith, Douglas

Webb, John
Nubel, Kaye

Humanities and Languages

Barany, Michelle H.
Dalby, Richard O.
Dennis, Karen J.

Disidoro, Peggy
Pangborn, Lori
Widdicombe, Jill D.

North Campus

Andrade, Renee
Barnaby, Deanna L.
Cohen, Robin
Denman, Linda A.
Fischer, Steven
Gamwell, Lynn W.
Garnier, Jacques
Gerry, Doris
Hellman, David

Katz, Howard C.
Larsen, Rebecca S.
Moore, Margaret
New, Bill
Powers, Gertrude M.
Rickner, Donald L.
Riegler, Kenneth C.
Wells, Allen L.
Yank, Esther

Physical Education

Gay, George
Katsulis, David

Moore, MacArthur

Social Science

Hertzog, Walter S.
Levens, Patrick

Williams, Russell

Multi-Disciplinary Studies

Bowler, June

Natural Science

Berkelhamer, Rudi

Wohlers, Robert W.

The following was appointed on an if-and-as-needed basis for the 1980-81 academic year, at the hourly rate stipulated in the salary schedule at the class to which she is qualified:

Applicant

Probable Assignment

APPOINTMENT OF
EXTENDED DAY/
SUBSTITUTE
FACULTY
CONTINUED

Lewis, JoAnn C.

Health Counselor (N. Campus)

The following, previously employed librarian was appointed on an if-and-as-needed basis for the 1980-81 academic year, at the hourly rate stipulated in the salary schedule at the class to which she is qualified:

Sue Corum (North Campus)

The following, previously employed coaches were appointed on an if-and-as-needed basis for the 1980-81 academic year:

Football (Assistant Coaches)

Minner, Doug	\$1,000.00
Moore, Mac	\$1,000.00

Women's Swimming (Head Coach)

Nelson, Mark \$1,500.00

The following was appointed on an if-and-as-needed basis for the 1980-81 academic year:

Basketball (Assistant Coach)

Gaschen, Fred \$1,000.00

The Board of Trustees approved the following Coordinators for the 1980-81 academic year with compensation of \$750 each per semester:

CERTIFICATED
PERSONNEL -
REGULAR ACTIONS

- Community Leadership Program Coordinator
Carolann Messner
- Construction Technology Coordinator
Alfred Kirsch
- Mathematics and Engineering Computer Center Co-ordinator Thomas Meyer
- Nutrition and Interior Design Coordinator
Ruth Jacobson

The Board of Trustees approved the following Coordinators at the North Campus for the 1980-81 academic year with compensation of \$750 each per semester:

ADDENDUM

- Business/Social Sciences Coordinator
Brendan Jundanian

Substitute, Student Services, North Campus, hourly equivalent of Grade 2, Step 1, \$5.119 per hour, on an if-and-as-needed basis, effective August 11, 1980.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Isabel Benell, Secretary Substitute, hourly equivalent of Grade 1, Step 1, \$5.446 per hour, on an if-and-as-needed basis, effective August 25, 1980.

Penny Lewis, Secretary Substitute, hourly equivalent of Grade 1, Step 1, \$5.446 per hour, on an if-and-as-needed basis, effective August 25, 1980.

Joni Natoli, Secretary II, Office of Continuing Education and District Data Processing, Grade 5, Step 2, \$525.50 per month (20 hours per week plus 4% shift differential), effective August 25, 1980. This is a replacement position for Nancy May.

Recommendation of Employment - Restricted Employees

Coaching Aide

Donald Butcher, Coaching Aide/Football, Athletics, part-time with pay not to exceed \$1,000, effective August 25, 1980.

William Egan, Coaching Aide/Football, Athletics, part-time with pay not to exceed \$1,000, effective August 25, 1980.

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

Geraldine G. Benson, Receptionist (R/Special Project), FICC Grant, Division of Multi-Disciplinary Studies, Grade 1, Step 1, \$839 per month, effective August 1, 1980 through October 31, 1980. This is a replacement position for Camilla Lentos.

Deana J. Carlson, Instructional Assistant/A.O.J. (R/Special Project), Division of Social Science, hourly equivalent of Grade 7, Step 1, \$6.256 per hour, part-time hourly (4 hours per week), effective August 23, 1980.

Cheryl L. Pettit, Instructional Assistant/A.O.J. (R/Special Project), Division of Social Science, hourly equivalent of Grade 7, Step 1, \$6.256 per hour, part-time hourly (4 hours per week), effective August 23, 1980.

Pamela Barr, Instructional Assistant (R/Special Project), LAP, hourly equivalent of Grade 7, Step 3, \$6.863 per hour (19 hours per week), effective August 25, 1980. This is a replacement position for Elanor Smith.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Babak Bolour, Instructional Assistant (R/Special Project), LAP, hourly equivalent of Grade 7, Step 1, \$6.256 per hour (19 hours per week), effective August 25, 1980. This is a replacement position for Ruby Runyan.

Gloria Quave, Instructional Aide (R/Special Project), LAP, hourly equivalent of Grade 7, Step 3, \$6.863 per hour (19 hours per week), effective August 25, 1980. This is a replacement position for Valerie Carrigan.

Lawrence C. Wagstaff, Instructional Assistant/A.O.J. (R/Special Project), Division of Social Science, hourly equivalent of Grade 7, Step 1, \$6.256 per hour, part-time hourly (4 hours per week), effective August 23, 1980.

Karl D. Wuest, Instructional Assistant/A.O.J. (R/Special Project), Division of Social Science, hourly equivalent of Grade 7, Step 1, \$6.256 per hour, part-time hourly (4 hours per week), effective August 23, 1980.

Reappointment of Instructional Assistant/A.O.J.
1980-81

The following part-time hourly Instructional Assistants/A.O.J. were reappointed for the 1980-81 academic year. The hours will be determined by the appropriate administrator and budget.

Dino Caiazzi	Joseph Kahapea
James Gularte	Russell Rose
Michael Hall	Richard Wemmer
Doug Jukich	

Recommendation of Employment of Radio Producer/Host

The following was employed as Radio Producer/Host at the rate of \$5.00 per hour effective August 21, 1980. The hours will be determined by the appropriate administrator and budget:

Paul Jarvis

Recommendation of Employment of EOPS Advisor

The following was employed as indicated at the rate of

\$3.50 per hour, effective September 1, 1980. The hours will be determined by the appropriate administrator and budget:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Diane Gallegos - EOPS Advisor

Reappointment of Clerk-Short Term 1980-81

The following clerk-short term was reappointed for the 1980-81 academic year:

Richard Liggitt

Recommendation of Employment of Clerk-Short Term 1980-81

The following were employed as clerk-short term at the rate of \$3.25 per hour, effective August 5, 1980. The hours will be determined by the appropriate administrator and budget:

Carol Carpenter

Marsha Meech

Recommendation of Employment - Student Employees

The following were employed on an if-and-as-needed basis at the rate of \$3.10 per hour:

Carolyn Cosgrove-Wake

David Jeffrey

Anthony Freeman

Ta Thi Le Thu

Brian Geier

John Schreiner

Dathie Guth

Philip R. Stiers

Craig Hammond

Carole Wapelhorst

Recommendation of Employment - CETA Title II-D

The following were employed under CETA Title II-D at no cost to the district:

<u>Name</u>	<u>Position</u>	<u>Monthly Salary</u>	<u>Effective Date</u>
Walter Dolan	Landscape Trainee, North Campus	\$649	8/18/80
Nguyen Hai Hoang	Instructional Aide Trainee	649	8/4/80
Arlene Ireland	Clerical Trainee	649	8/18/80

Recommendation of Employment of Human Resource Development Project Personnel

The following was employed as HRD Technician at the rate of \$5.00 per hour, effective September 2, 1980. The

hours will be determined by the appropriate administrator and budget:

Ronald K. Klein

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Recommendation of Employment of Grants Personnel

Rolf Schreiber, Student Assistant, LOCI Dialog Physics, National Science Foundation, was employed at the rate of \$3.10 per hour, effective April 1, 1980 to September 30, 1980. Hours will not exceed 19 hours per week.

The following youth who have been recruited for the work experience activity of the CETA 1980 Summer Youth Employment Program (SYEP), were approved effective July 2, 1980. Participants will be paid \$3.10 per hour and will be placed at various worksites within the Saddleback College area. There will be no cost to the district.

Darla Austin	Hiep C. Nguyen
Thu Van Thi Bui	Nhung T. Nguyen
Kevin Gardner	Charles Riley
Carl A. Hunter	Jim Sotelo
Mona S. M. Leung	Zina Williams
Jerry Monfort	

Change of Status/Reclassification

Nancy May, Secretary II, Continuing Education, change of position to Data Control Clerk, Continuing Education, hourly equivalent of Grade 7, Step 2, \$6.011 per hour, part-time hourly (25 hours per week), effective August 15, 1980.

Classified Personnel Reclassification Recommendations

The following were placed on the Classified Supervisory Salary Schedule, effective August 1, 1980. Monies have been budgeted for these reclassifications:

<u>Name of Employee</u>	<u>Job Title</u>	<u>New Salary Reclassification</u>
John Daniels	Buildings & Grounds Supervisor, North Campus	Class I, Step 6
Andrea Gallagher	Diversified Funds Supervisor	Class I, Step 4
Steve Miller	Warehouse Supervisor	Class I, Step 5
Edward Poettgen	Audio Visual Circulation Supervisor	Class II, Step 6
Gary Waller	Media Production Supervisor	Class II, Step 6

Payroll Adjustment - CETA Title II-B/Title IV Youth Programs

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

In compliance with the 9% pay increase granted the classified staff for the 1980-81 academic year (retroactive to July 1, 1980), the CETA Title II-B and Title IV Youth Programs' employees were granted a 7% pay increase retroactive to July 1, 1980, and the remaining 2% of the 9% wage increase effective October 1, 1980, at no cost to the district. Authorization for this pay increase has been received by the district from the Orange County Manpower Commission.

Personal Leave of Absence Request

Robert Herndon, Custodian, Maintenance and Operations, was granted an extension of his leave of absence to August 12, 1980.

Kathryn Locke, Secretary II, Office of Grants and Resource Development, was granted a leave of absence without pay from July 28 through August 11, 1980.

Resignation/Termination

John Schwartz, Instructional Assistant, Division of Fine Arts, resigned effective May 20, 1980. Payment was authorized for any accrued and unused vacation leave.

Michaelyn Mikolajczak, Career Guidance Specialist, Counseling and Guidance, resigned effective July 23, 1980. Payment was authorized for any accrued and unused vacation leave.

Kathleen Cowger, Instructional Assistant, Division of Fine Arts, resigned effective August 29, 1980. Payment was authorized for any accrued and unused vacation leave.

Elizabeth Sater, Secretary II, Health Sciences and Gerontology, resigned effective June 13, 1980. Payment was authorized for any accrued and unused vacation leave.

Theresa M. Favata-Garcia, Secretary I, Student Services, North Campus, resigned effective July 17, 1980. Payment was authorized for any accrued and unused vacation leave.

Resignation/Termination - Continued

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Dave Iverson, Radio Producer/Host, Radio Station, Library/Media Services, termination effective August 19, 1980.

K. Christopher Riegler, Natural Science Technician, Lead, Instructional Services, North Campus, resigned effective August 15, 1980. Payment was authorized for any accrued and unused vacation leave.

Caroline Howard, Senior Account Clerk, Business Services, resigned effective August 11, 1980. Payment was authorized for any accrued and unused vacation leave.

Tommy Groom, Landscape Trainee, Maintenance & Operations, North Campus, CETA Title II-D, resigned effective July 25, 1980.

Julie Kunnecke, Graphic Arts Trainee, Library/Media Services, CETA Title II-D, resigned effective August 7, 1980.

Sabrieh Kaabi, Clerical Trainee, Division of Mathematics & Engineering, CETA Title II-D, resigned effective August 15, 1980. Payment was authorized for any accrued and unused vacation leave.

Paul Jarvis, Clerical Trainee, Radio Station, Library/Media Services, CETA Title II-D, resigned effective August 14, 1980. Payment was authorized for any accrued and unused vacation leave.

Scott Mooneyham, Greenhouse Trainee, Maintenance & Operations, CETA Title II-D, resigned effective August 11, 1980.

Marilyn Moore, Production Assistant Trainee, Radio Station, Library/Media Services, CETA Title II-D, resigned effective August 15, 1980.

Susan East, Child Care Center Trainee, Student Services, CETA Title II-D, resigned effective August 13, 1980.

Emiko Suzukawa, Secretary II, CETA Youth Programs, termination effective September 30, 1980, due to decrease in funds. Payment was authorized for any accrued and unused vacation leave.

Resignation/Termination - Continued

Gerry Stepney, Recruitment Specialist, CETA Youth Programs, termination effective September 30, 1980, due to decrease in funds. Payment was authorized for any accrued and unused vacation leave.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS
CONTINUED

Martha Lazdins, part-time hourly Receptionist, Child Care Center, termination effective June 30, 1980.

Reorganization of Media Services Personnel

Due to the resignation of the Media Technology Specialist, the monies budgeted for this position were dispersed for the following personnel changes effective August 1, 1980:

Employ a Media Technician (12 months) - Grade 11
Align Supervisors (Classified Supervisory Salary Schedule - Class II)
Employ a Certificated Coordinator (Reprographics) \$1,500 per year
Employ a Secretary II (19 hours per week) in the Word Processing Center

The Community Services Education Programs, Recreation Programs and guest lecturers were approved as submitted. A list of the public programs and community services items is on file with these minutes.

PUBLIC PROGRAMS
AND COMMUNITY
SERVICES

The items on the awards list were approved for the action specified and payment was authorized upon delivery and acceptance of the items ordered, including the correction in the award amount for Item 3, Page 7 (R-1123). A copy of the awards list is on file with these minutes.

AWARDS

The following progress payment requests, submitted for ratification on awards previously approved by the Board of Trustees were approved:

PROGRESS
PAYMENTS

Project: Transition Plan (Handicapped), Increment I
Contractor: Joe Kay Construction Company
Contract Amount: \$71,410.00

Earned to Date	\$65,301.00
Less 10% Retention	6,530.00
Net Due, earned to date	<u>58,770.90</u>
Less previous payments	30,111.00
Amount Due, this request	<u>\$28,659.90</u>

Project: Transition Plan (Handicapped),
 Increment II
 Contractor: Joe Kay Construction Company
 Contract Amount: \$48,290.00

PROGRESS
 PAYMENTS
 CONTINUED

Earned to Date	\$44,163.20
Less 10% Retention	4,416.32
Net Due, earned to date	<u>39,746.88</u>
Less previous payments	13,106.00
Amount Due, this request	<u>\$26,640.88</u>

Project: Landscape, Pool Area/
 Softball Field
 Contractor: Magnus Company
 Original Contract Amount: \$61,026.00
 Approved change orders: 1,159.75
 Revised Contract Amount: \$62,185.75

Earned to Date (100%)	\$62,185.75
Less 10% Retention	6,218.58
Amount Due, earned to date	<u>55,967.17</u>
Less previous payments	54,027.77
Amount Due, this request	<u>\$ 1,939.40</u>

Renewal of the following institutional memberships
 were approved:

MEMBERSHIPS

Board of Trustees

Academic Senate for the California Community Colleges	\$375.00
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Natural Science Division

National Association - Scientific Materials Managers	5.00
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Fine Arts Division

American Society of Composers, Authors and Publishers	90.00
American String Teachers Association	18.00
American Theatre Association	55.00
College Art Association	50.00
Music Association of California Community Colleges	25.00
Speech Communication Association	75.00
Western Association of Art Museums	150.00
Western Speech Communication Association	25.00

Counseling - Special Services

MEMBERSHIPS
CONTINUED

Telecommunications for the Deaf \$ 5.00

Office of Instruction

New membership in the National Association of Community Leadership Organizations 100.00

Purchase orders 050913 through 051716, totaling \$1,156,742.49 were approved and payment was authorized upon delivery and acceptance of the items ordered. A copy of the purchase order list is on file with these minutes.

PURCHASE
ORDERS

District warrants 063325 through 063833, totaling \$641,206.20 were approved and ratified for payment. A copy of the district warrant list is on file with these minutes.

PAYMENT OF
BILLS

Payment of personnel services was ratified as follows:

PAYMENT OF
PERSONNEL
SERVICES

Certificated Payroll - \$543,446.16

Classified Payroll - \$569,989.98

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

GRANTS - AWARDS

Corporation for Public Broadcasting for Minority Training Grant for approximately \$8,144. These funds are provided for an eighteen month period beginning September 1, 1980. The required matching funds equal to the grant amount are contained within the existing radio station budget. The Board approved the application on January 14, 1980.

Corporation for Public Broadcasting in the amount of \$410.00 for an In-Service Training Grant. These funds provide training activities to improve special skills of present KSBR staff members. The required 50% matching funds are contained within the existing radio station budget. The Board approved the application on January 14, 1980.

National Telecommunications and Information Administration under the Public Telecommunication Facilities Program in the amount of \$15,703. The funds will be used to purchase needed equipment during the fiscal

year 1980-81. The required matching funds of \$5,235 are contained within the existing radio budget. The Board approved the application on November 26, 1979.

GRANTS - AWARDS
CONTINUED

It was recommended that the Board of Trustees approve an additional allocation of \$26,995 from the Orange County Manpower Commission to increase the number of participants from 175 to 201 served under the 1980 Summer Employment Program (SYEP). There is no cost to the district. The Board approved the application on March 24, 1980, and additional allocation on June 23, 1980.

It was recommended that the Board of Trustees approve the acceptance of the 1980-81 V.E.A. allocations based on the following modifications:

Subpart 2	- Vocational Education Instruction	- \$199,897
Subpart 3	- Program Improvement and Supportive Services and Administration	22,807
Subpart 5	- Consumer and Homemaking Education Instruction	3,406
Subpart 5	- Consumer and Homemaking Education Instruction in Economically Depressed Areas	2,081
Total	-	\$228,191

Motion by Trustee Taylor, seconded by Trustee Moore, and unanimously carried to approve the above recommendations as presented.

APPROVED

It was recommended that the following full-time instructors be approved for the 1980-81 academic year with employment to begin August 18, 1980:

EMPLOYMENT OF
FULL-TIME
CERTIFICATED
PERSONNEL

Certificated Employment - Main Campus

Frederick M. Bergthold, Jr., Electronics Instructor, Mathematics and Engineering. Approximate Salary: Class III, Step 16.

Peter J. Espinosa, EOPS (Extended Opportunity Programs and Services) Counselor, Division of Counseling and Guidance, effective September 1, 1980 for a 195 day contract. Pursuant to Education Code Section 87470 this position is subject to the availability of funds. Approximate Salary: Class III, Step 7.

Virginia L. Gamble, Assistant Instructor - Nursing (75%), Health Sciences and Gerontology. This is a replacement position for Paulette Welker. Approximate Salary: Class I, Step 3.

EMPLOYMENT OF
FULL-TIME
CERTIFICATED
PERSONNEL
CONTINUED

William J. Riley, III, Art Instructor and Gallery Director, Fine Arts. Approximate Salary: Class III, Step 7.

Audrey Yamagata-Noji, Vocational Counselor and V.E.A. Counselor/Specialist, Division of Counseling and Guidance, effective August 25, 1980 for the 1980-81 academic year. Pursuant to Education Code Section 87470, this position is subject to the availability of funds. Approximate Salary: Class III, Step 4.

Certificated Employment - North Campus

Robert Deegan, Counselor (Sabbatical Leave Replacement), Student Services, effective August 25, 1980. Approximate Salary: Class III, Step 3,

Carol Ann Muench, Nurse (Health Counselor), Student Services. Approximate Salary: Class I, Step 5.

Motion by Trustee Walther, seconded by Trustee Moore, and unanimously carried to approve the employment of full-time certificated personnel as submitted.

APPROVED

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

EMPLOYMENT OF
FULL-TIME
CLASSIFIED
PERSONNEL

Ratification of Employment

David Pecoraro, Laboratory Technician/Stage, Division of Fine Arts, Grade 15, Step 2, \$1,324 per month plus 4% shift differential, effective August 25, 1980. This is a replacement position for Ronald Aja.

Christina Carroll, Computer Science Specialist, Division of Mathematics and Engineering, Grade 10, Step 1, \$1,031 per month plus 4% per month shift differential, effective August 11, 1980. This is a replacement position for Dave Woodward.

Motion by Trustee McKnight, seconded by Trustee Walther, and unanimously carried to approve the employment of full-time classified personnel as submitted.

APPROVED

It was recommended that the following gift be accepted:

GIFT TO THE DISTRICT

Donor

Gift

Mr. Warren Morgan
Laguna Hills, California

Books

Motion by Trustee McKnight, seconded by Trustee Moore, and unanimously carried to accept the gift as presented.

ACCEPTED

The donor will be notified and a certificate of appreciation will be issued.

It was recommended that William Blurock & Partners, Architects, be authorized to prepare addendum documents to the plans and specifications for the electrical support system for the Saddleback College Main Campus at a cost not to exceed \$3,400.

ARCHITECTURAL SERVICES

Motion by Trustee Moore, seconded by Trustee Watts, and unanimously carried to approve the architectural services as submitted.

APPROVED

It was recommended that the Board of Trustees approve payment of the district 1980-81 assessment in the amount of \$1,688 to the Federal Affairs Council of the California Community Colleges, and that the Superintendent or the Assistant Superintendent/Business be authorized to execute the cooperative agreement. A copy of this cooperative agreement is on file with these minutes.

COOPERATIVE AGREEMENT - FEDERAL AFFAIRS COUNCIL

Motion by Trustee Walther, seconded by Trustee Taylor, and unanimously carried to approve the Cooperative Agreement - Federal Affairs Council as presented.

APPROVED

Board Policy 3300.1 - Donation/Purchase of Art Objects was presented for a first reading.

BOARD POLICY 3300.1 - DONATION/PURCHASE OF ART OBJECTS FIRST READING

Board Policy 3600 - Discarding Out-Dated Library Materials, was presented for a first reading.

BOARD POLICY 3600 - DISCARDING OUT-DATED LIBRARY MATERIALS FIRST READING

These two policies will be presented for a second reading at the next regular meeting.

Motion by Trustee Taylor, seconded by Trustee Moore, and unanimously carried to approve the contract services, which were removed from the consent calendar, as follows:

CONTRACT SERVICES

An additional payment of \$40 to John Childress as contractor for the performance of "My Fair Lady".

CONTRACT
SERVICES
CONTINUED

Robert Poolman as facilities planning consultant at a cost not to exceed \$18,000 for the 1980-81 fiscal year.

The following resolution, as verification of John DeLeva's status as an independent contractor, was approved by roll call vote:

WHEREAS, the Board of Trustees finds that the District is in need of specialized services; and .

WHEREAS, the Board has determined that such services are not available from public agencies or from District employees during the effective term of this contractual arrangement (March 22, 1980 through July 2, 1980) and that John DeLeva is specially competent; experienced and trained to render such services; and

WHEREAS, the Board is aware that the duties and liabilities incumbent on the Board are different from such duties and liabilities where it contracts with an employee as distinguished from an independent contractor; and

WHEREAS, the Board has read and understands the common law rules governing the nature of the relationship with an independent contractor; and

WHEREAS, the Board believes such rules establish contractor as independent rather than as employee; and

WHEREAS, the Board understands that the County Board of Education and County Superintendent of Schools and its agents and employees may incur liability if it is determined that contractor is an employee for any purpose and may incur costs if such claim is made;

NOW, THEREFORE, BE IT RESOLVED that the District will indemnify, defend and save harmless the County Board of Education and the County Superintendent of Schools from any and all costs, claims, losses and liability that the County Board and County Superintendent of Schools, or any of its agents and employees may incur by reason of any administrative, legal, arbitration, or judicial determination, or from any claim by the contractor or any third party, that an employment relationship exists.

Roll Call Vote:

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

Noes: None

Abstain: None

Absent: Trustee Connolly

CONTRACT
SERVICES
CONTINUED

APPROVED

The business services report was presented for
information only.

BUSINESS
SERVICES
REPORTS

Motion by Trustee Taylor, seconded by Trustee
Walther, and unanimously carried to adjourn to
executive session.

EXECUTIVE
SESSION

Meeting reconvened with the following action read
which was taken during executive session:

Motion by Trustee Moore, seconded by Trustee
Watts, and unanimously carried that Steven Ray
be expelled from the Saddleback Community College
District with his return to be reconsidered in
August 1981.

Motion by Trustee Moore, seconded by Trustee
Watts, and unanimously carried to adjourn the
meeting at 11:10 p.m.

ADJOURNMENT

The next regular meeting will be held on September 8,
1980, at 7:30 p.m.

SCHEDULE OF
MEETINGS

RA Lombardi

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