

UBLIC/FILE IN LIBRARY

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

MINUTES OF THE GOVERNING BOARD MEETING

September 14, 1981 - 7:30 p.m.  
Library Classroom Building -- Room 105

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

CALL TO ORDER

Present:

PRESENT

- Mr. William L. Watts, President
- Prof. Eugene C. McKnight, Vice-President
- Ms. Harriett S. Walther, Clerk
- Mr. John C. Connolly, Member
- Mr. Robert L. Moore, Member
- Mr. Larry W. Taylor, Member
- Mr. Jerry Rahn, Student Member

BOARD MEMBERS

The Saddleback Community College District Board of Trustees finds that Trustee Price was absent while performing services for the district outside the meeting, and said Trustee Price shall be paid for the meeting in accordance with Education Code Section 72425.

- Dr. Robert A. Lombardi, Superintendent/President
- Mr. Roy N. Barletta, Assistant Superintendent -  
Business Services
- Dr. Edward A. Hart, Assistant Superintendent -  
Provost, North Campus
- Dr. William O. Jay, Assistant Superintendent -  
Dean of Instruction
- Mr. Frank O. Sciarrotta, Dean of Administrative  
Services
- Mr. Jack A. Swartzbaugh, Dean of Students

STAFF MEMBERS

Motion by Trustee Walther, seconded by Trustee McKnight, and unanimously carried to adopt the agenda as presented.

AGENDA ADOPTED

Motion by Trustee Walther, seconded by Trustee McKnight, and unanimously carried to adopt the minutes of the regular meeting of August 24, 1981.

MINUTES ADOPTED

Motion by Trustee Taylor, seconded by Trustee Walther, and unanimously carried to prepare a resolution for adoption by the Board in memory of David Sariego and to direct the Superintendent/President to send appropriate condolences to the family.

REPORTS AND  
COMMUNICATIONS

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.

CONSENT CALENDAR

Motion by Trustee Walther, seconded by Trustee McKnight, and unanimously carried to approve the consent calendar with the following items removed:

Report 447 - Awards  
Report 450 - Payment of Bills

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

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

Trustee McKnight	In-Service Meetings Saddleback College Main Campus August 17, 18, 19 & 20, 1981
Trustees McKnight, Price, Taylor, and Walther	Breakfast Meeting Saddleback College North Campus August 21, 1981
Trustees McKnight, Price and Walther	Orange County Community College Fair South Coast Plaza, Costa Mesa August 22, 1981
Trustee Walther	Meeting with Students Saddleback College North Campus August 26; September 1, 9, 14, 1981
Trustee McKnight and Walther	College Hour Saddleback College Main Campus September 2, 1981
Trustee Connolly	Meeting with Superintendent/President Saddleback College Main Campus September 2, 1981
Trustee Walther	Student Council Meeting Saddleback College North Campus September 3, 1981

Trustee McKnight Meeting with Members of Administration  
Saddleback College Main Campus  
September 8, 1981

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

Trustee Walther Orange County School Boards  
Association Meeting  
Santa Ana  
September 16, 1981

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

Trustees Wishing OCSBA Dinner Meeting  
to Attend Anaheim  
September 30, 1981

Trustee Taylor ETA Retirement and Personal/  
Personnel Program  
Maui, Hawaii  
June 21-26, 1981  
(Excused absence from board  
meeting of 6-22-81; correction  
to original request of 3-23-81)

Trustee Price National Association of Community  
Leadership  
Organizations Conference  
St. Petersburg, Florida  
September 12-15, 1981  
(Excused absence from board  
meeting of 9-14-81; correction  
to original request of 4-13-81)

The following Certificates of Achievement:

CERTIFICATES OF  
ACHIEVEMENT

Lieselotte A. Biarbe Fashion Merchandising  
Susan Lynne Ward Early Childhood Studies

Acceptance of the following award allocations:

GRANTS - AWARDS

EOPS Program - The EOPS project will continue to  
seek the goal of strengthening all supportive  
programs and services designed to retain students  
and facilitate their successful participation in  
educational pursuits. This allocation is from  
the Chancellor's office. Project Director: Pete  
Espinosa. Award Amount: \$121,649.

Veterans' Cost-of-Instruction - This is to assist  
the district in providing instruction to veterans.

Project Director: Patrick Grant. Award Amount:  
\$15,242.

GRANTS - AWARDS  
CONTINUED

College Library Resources Program - The goal of this grant is to assist the college in acquiring books and related library materials under Title II-A of the Higher Education Act of 1965. These funds are to be used between October 1, 1981 and September 30, 1982. There will be no cost to the District. Applications were approved by the board on 4-13-81. Main Campus Project Director: Bill Weisgerber. Award Amount: \$1,200. North Campus Project Director: Gary Korn. Award Amount: \$1,200.

The following part-time faculty (temporary employees) 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

<u>Applicant</u>	<u>Probable Assignment</u>
Adams, Stephanie	Human Services
Agee, Bill	Photography
Becker, Bruce	Computer Science
Becktold, Gordon	Spanish
Berdine, William	Management
Blacker, Robert	Computer Science
Brigham, Judith	Computer Science
Cistone, Linda	ESL, North Campus
Daniel, Michiel	Art, North Campus
Dawson, Karen	Nursing
DiMichele, David	Art, North Campus
Edson, Barbara	Nursing Substitute
Egan, William	Physical Education
Fowler, Phillip	Human Services
Futrell, James	Construction Technology
Geiser, Daniel	Computer Science
Haggard, Raymond	Computer Science, North Campus
Harvey, Peter	Computer Lab, North Campus
Hixon, William	Astronomy
Hollinger, Robin	Nursing
Holtz, David	Construction Technology
Horimoto, Gary	Music
Hosseinzadeh, Zel	Spanish
Humple, Carol	Access Program (Emeritus)
Kelso, Catherine	Mathematics
Leveson, Nancy	Computer Science, North Campus
Limebrook, William	Mathematics
Mabius, Shirley	Speech
Mather, Jean	English
Mendizabel, Hortencia	ESL Substitute

Morton, Ruth	Clothing and Textiles
Murray, Janne	English
Myers, Robert	English
Nelson, Howard	Agriculture
Newland, Stephen	English, North Campus
Nick, JoAnn	Nursing Substitute
Pearsall, Kenneth	Offset Printing
Peterson, Dave	Chemistry
Rightler, Richard	Travel Management
Robles, Louis	Drafting Technology
Roley, William	Environmental Studies Sub.
Sanford, Donald	Aviation
Satterlee, Angela	Office Administration
Skaron, Steve	Chemistry
Steinhoff, Kenneth	Computer Science
Strahler, Elaine	Photography
Stucky, Mark	Cable TV Sub, North Campus
Thompson, Pamela	Computer Science
Uharriet, Lilian	Office Administration
Weinreich, Philip	Merchandising
Yee, Kay	Art

APPOINTMENT OF  
PART-TIME/  
SUBSTITUTE FACULTY  
CONTINUED

The following, previously employed part-time faculty (temporary employees) on an if-and-as-needed basis for the 1981-82 academic year at the rate stipulated in the salary schedule, at the classification to which each is qualified:

Business Science and Technology

Barnaby, Deanna	Powers, Gertrude
Chase, Stephen	Sheppard, Francis
Forrester, John	Vise, Kenneth
Holm, Dale	Yank, Esther
Ingram-Cotton, Brenda	

Counseling and Guidance

Hodge, Vern

Emeritus Institute

Frisbee, Stanley  
Orr, Mary  
Wandling, Harry

Fine Arts

Englert, Dave	Schramel, P. J.
Janner, Paul	Thomas, Frank

Health, Physical Education, Recreation and Athletics

APPOINTMENT OF  
PART-TIME/  
SUBSTITUTE FACULTY  
CONTINUED

Sciarrotta, Ann

Humanities and Languages

Aschembeck, Mary  
Carter, Kenneth  
Dozier, Patricia

Hopper, Jane  
Irvine, John  
Schultz, Delores

Multi-Disciplinary Studies

Greene, Barbara

North Campus

Beckley, Mike  
Brown, Joan  
DeJong, Jennifer  
Fox, Dennis  
Gerry, Doris  
Heintz, Linda  
Johnson, Kate  
Moore, Margaret

Perry, Stephen  
Quinn, Brian  
Sneed, Claire  
Stanich, Diana  
Turnkette, Kenneth  
Whalen, David  
Wasulko, Yolanda

Social Science

Hertzog, Walter

Special Programs

Schechter, Norma

Diane Healey, North Campus, previously employed, health center personnel, appointed on an if-and-as-needed basis for the 1981-82 academic year at the rate stipulated in the salary schedule, at the classification to which she is qualified.

The following as HRD Project Counselor, North Campus, for the 1981-82 academic year at the rate stipulated in the salary schedule, at the class to which she is qualified:

Applicant

Probable Assignment

Peralta, Dorothy

HRD Project Counselor

Fluor Apprenticeship Program

Fluor Engineers and Constructors, Inc., Saddleback Community College District, and the Department of

Apprenticeship Standards have developed a Design Apprenticeship Program. The Program has been approved by the Chancellor's Office for California Community Colleges and the Department of Apprenticeship Standards. The Program will be initiated during the fall semester 1981. The following courses will be scheduled:

APPOINTMENT OF  
PART-TIME/  
SUBSTITUTE FACULTY  
CONTINUED

Piping Design - Apprenticeship

Engineering Technology 191 - Engineering Piping  
Technology  
Engineering Technology 192 - Underground Piping  
Technology  
Engineering Technology 193 - Fired Equipment  
Engineering Technology 194 - Industrial Compressors  
Installation  
Drafting 191 - Piping Technology

Control Systems - Apprenticeship

Drafting 192 - Flow Diagram Drafting  
Engineering Technology 184 - Computer Aided Planning  
Engineering Technology 196 - Control Systems

Electrical - Apprenticeship

Engineering Technology 197 - Electrical

Structural Planning - Apprenticeship

Engineering Technology 195 - Basic Structural Planning

The following list of Fluor Corporation employees, all having California Community College credentials, to teach the courses listed above at no cost to the district to be approved retroactively from August 24, 1981:

Bain, Ramsay	Iriarte, Lorenzo
Biedenbach, Stephen	Matsuda, Howard
Cabaret, Delmar	McMillan, Daniel
Curry, Kenneth	Moore, Carrol
Eastwod, Leonard	Robinson, Warren
Goldstein, Arthur	Smithson, Rupert
Guillen, Guillermo	Zeppieri, Robert
Hanson, Wayne	

Additional Compensation

The following coordinators for the 1981-82 academic year at the rate of \$1,250 per semester:

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS

Martha Maruca - Business Coordinator  
Dave Campbell - Interdisciplinary Studies  
Coordinator, Acting

CERTIFICATED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

Professional Development Leave

H. Lee Walker, Professor, Division of Humanities and Languages, requested a professional development leave under the provisions of the Certificated Employee Master Agreement 1980-83, Article VIII, #8 with the benefits listed under #14, letter A, Unpaid Leave for Professional Development, effective November 20, 1981 through the 1981-82 academic year.

Resignation/Termination

Robert Pettengill resigned as Real Estate Coordinator, effective with the end of the 1981-82 academic year.

Revision of Contract

The 65 percent contract of Jerilyn Chuman, VEA Counselor, revised to 75 percent contract, effective with the 1981-82 academic year.

The following classified personnel regular actions which have been allocated in the 1981-82 budget:

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS

Recommendation of Employment - Main Campus

Jeanne Bjorkland, Instructional Assistant/Photography, Division of Fine Arts, hourly equivalent of Grade 7, Step 1, \$6.881 per hour, part-time hourly (29 hours per week), effective August 31, 1981. This is a replacement position for William Janes.

Carole J. Judy, Instructional Assistant/Art, Division of Fine Arts, hourly equivalent of Grade 7, Step 1, \$6.881 per hour, part-time hourly (19 hours per week), effective September 3, 1981. This is a replacement position for Ralph Bond.

James Kelly, Radio Operator/Announcer, \$4.490 per hour, part-time hourly (16 hours per week), effective August 31, 1981. This is a replacement position for Lisa Lupo, who reduced her load to 3 hours per week.



Melissa Latham, Program Assistant Substitute, hourly equivalent of Grade 5, Step 1, \$6.583 per hour, on an if-and-as-needed basis, effective August 27, 1981.

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

Carol Pennington, Program Assistant Substitute, hourly equivalent of Grade 5, Step 1, \$6.583 per hour, on an if-and-as-needed basis, effective August 27, 1981.

Jan Nassar, Secretary I, Special Services, hourly equivalent of Grade 1, Step 3, \$6.583 per hour, part-time hourly (20 hours per week), effective September 1, 1981. This is a replacement position for Kathleen McMeans.

Philomena Vaughan, Receptionist Substitute, hourly equivalent of Grade 1, Step 1, \$5.994 per hour, on an if-and-as-needed basis, effective September 3, 1981.

Carole Wapelhorst, Printing Assistant Substitute, hourly equivalent of Grade 5, Step 1, \$6.583 per hour, on an if-and-as-needed basis, effective August 24, 1981.

Recommendation of Employment - North Campus

Charlotte Debter, Program Assistant (50%), Continuing Education, Grade 5, Step 1, \$553.00 per month, effective September 1, 1981. This is a replacement position for Dana Carol Rosson.

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

Recommendation of Employment - Coaching Aide  
(Restricted Employee)

Mark Alan Stowell, Coaching Aide/Baseball, Division of Health, Physical Education, Recreation and Athletics, part-time with pay not to exceed \$1,250, effective August 24, 1981.

Recommendation of Employment - Professional Model  
(Restricted Employees)

Paul Herbst, Professional Model, if-and-as-needed basis, \$6.60 per hour, effective October 1, 1981.

Jeanne Paulette Jones, Professional Model, if-and-as-needed basis, \$6.60 per hour, effective September 21, 1981.

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

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

Brian Keith Clifton  
Donald Leslie Coleman  
Raymond P. Lardie

Rick R. Rivadeneyra  
Paul Charles Workman

Instructional Assistant/A.O.J., hourly equivalent of Grade 7, Step 1, \$6.881 per hour, effective September 1, 1981. The hours will be determined by the appropriate administrator and budget.

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

Dorothy L. Etherton  
Lois Anne Fildmeier  
Gwen Fillis  
Laurie Flannery  
Everett Goodrich  
Elaine Hawthorne  
Joyce Holz  
Ruth Ann Klamm

Virginia McDonald  
Patricia Miller  
Irene Nowell  
John E. Olsen  
Gail Omberg  
Gregory Omberg  
Dorothy Quinn  
Ellen Towle

Clerk-Short Term at the rate of \$3.85 per hour, effective August 1, 1981. The hours will be determined by the appropriate administrator and budget.

Reappointment of Clerk-Short Term 1981-82  
(Restricted Employees)

Donna Liggitt  
Richard Liggitt

Clerk-Short Term reappointed for the 1981-82 academic year.

Recommendation of Appointment - Interpreter I  
(Restricted Employee)

Cheryl Barnes employed as Interpreter I at the rate of \$5.50 per hour, effective August 24, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Tutor I (Restricted  
Employees)

Pascale Audetat  
Cruz Chavez  
Marie Colucci  
Kimberly M. Conely

Juneann DeCasas  
Bijan Haeri, Jr.  
Yukari Haeda  
Ruth Hanson

Fanny Labin  
Hugh Marley  
Soria Sebti  
Lupe Soto

Gita Taybi  
Sharon Thomas  
Jane Vetter  
Michelle Wingert

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

Tutor I at the rate of \$3.85 per hour, effective July 7, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Project Clerk  
(Restricted Employee)

MaryAnn McManus employed as Project Clerk at the rate of \$5.00 per hour, effective September 21, 1981. The hours will be determined by the appropriate administrator and budget.

Recommendation of Employment - Student Employees  
(Restricted Employees)

Dwayne A. Banks  
Kris Bollingmo  
Bradley R. Boone  
Don Boudreau  
Leonard Bright  
Desiree Cannon  
Sik Chin Ching  
Jone L. Craig  
Roy Crumpton  
Gail Cunningham  
Gary Davis  
William Figueroa  
Gwen Fornataro  
Chris K. Foster  
Lizbeth Grant  
Robert Gray  
Steven Greco  
Hien T. D. Ha  
Harry Howard  
Donna Hughes  
Lan-Phuony Hyngh  
Phung-Thranh Huynh  
Charles Johnson  
Jennifer Johnson  
Chris Jonte  
Dawn Kemp  
Randy Kletbeck  
Diane Kurnick  
Abe Lahdo  
Sharon K. Lamberg

Ronald J. Lapre  
Paula Lavarini  
Barbara A. Leonard  
Charles T. Mahaffay  
Virginia Maher  
Paul Mareks  
Esteban Moreno  
Connid Murphy  
Fay Nakaguchi  
Rebecca L. Nemser  
Viet Nguyen  
Mahrou Sara Nima  
Irem Ayse Ozyurek  
Dolores Ponsolle  
Ghada Quashair  
Mark Reed  
Linnel C. Riford  
Christina Roberts  
Sherrie Rodriguez  
Lisa Renee Rogers  
Miladie Saylor  
Errol Mae Shale  
Lola A. Sommer  
Daphne J. Stephens  
Doris E. Trujillo  
Judy Wagner  
Shawn Wentzel  
Todd Westover  
Kevin Wilkeson

Student employees, if-and-as-needed basis, \$3.35 per hour.

Recommendation of Employment - CETA YETP  
(Restricted Employees)

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

Eric M. Asby	Jolene McGrath
Greg M. Coffin	Sterline Martin
David E. Day	Melissa Pinon
Michael T. Klos	Shalimar Richards
Nghia Le	Craig D. Watt

Recruited for the work experience activity of the CETA Summer Youth Employment Program (YETP) August 10 through August 30, 1981. The participants will be paid \$3.35 per hour and will be placed at various worksites within the Saddleback College area. There will be no cost to the district since funds are covered by CETA funding.

<u>Student</u>	<u>Amount of Check</u>
Son T. Bui	\$ 50
Kurt Chavez	50
Chao-Chih Chen	50
Wen-i Chen	50
Yueh-Chun Chen	50
Hoang Oanh Do	75
Cherie Fields	50
Page Garrett	50
Leslie Gates	50
Anh T. Huynh	50
Jill Harvey	50
Alisha Kipling	50
Leslie Lampson	100
Nghia Le	75, 45
Marilyn Minturn	50
Thomas Mosby	75
Binh Nguyen	75, 45
Truyen K. Nguyen	75, 45
Thinh Pham	75, 45
Hien S. Phan	50
Ngoc Phan	50
Tung Phan	75, 40
Theodora Poole	50
Muoi Quach	50
Duy Dung Ta	50
Lethu Ta	50
Monghai Ta	50
Huong Tran	75, 45
James White	50

Students paid under the Extended Opportunity Programs and Services (EOPS), September 4, 1981.

Change of Status/Reclassification

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

James Pettengill, Public Information Coordinator, Public Information Office, change of classification from Grade 5 to Grade 10, effective September 1, 1981.

Sally Erickson and Marilyn Leeburg are grant funded, (V.E.A. sources) and began hourly employment as Program Assistants on August 17, 1981. These employees will have instructional assistant responsibilities beginning August 24, 1981. They have been paid as program assistants in the past due to funding limitation. This year, V.E.A. Subpart 4 will provide additional funding which will provide the money to pay these employees in keeping with tasks they are assigned.

Leave of Absence Without Pay

Arlene Ireland, Clerical Trainee/Leisure World, Division of Health Sciences and Gerontology, CETA Title II-B requested a leave of absence without pay for August 7, 11-14 and 21, 1981.

Resignation/Termination

Craig Coria, Instructional Assistant/Speech, Division of Fine Arts, resigned effective August 5, 1981. Payment is authorized for any accrued and unused vacation pay.

Mary Dooley, Clerical Trainee, Library and Instructional Services, CETA Title II-D, resigned effective August 21, 1981. Payment is authorized for any accrued and unused vacation pay.

Thao Duong, Instructional Assistant, Learning Assistance Program, resigned effective August 14, 1981. Payment is authorized for any accrued and unused vacation pay.

Pearl Lakes, Program Assistant, Continuing Education, resigned effective August 11, 1981. Payment is authorized for any accrued and unused vacation pay.

Barbara Legere, Clerical Trainee, Multi-Disciplinary Studies, CETA Title II-D, resigned effective September 30, 1981. Payment is authorized for any accrued and unused vacation pay.

Helen V. Lloyd, Clerical Trainee, Social Science Faculty Offices, CETA Title II-D, resigned effective August 20, 1981. Payment is authorized for any accrued and unused vacation pay.

CLASSIFIED  
PERSONNEL -  
REGULAR ACTIONS  
CONTINUED

Leanora Pursell, Secretary I, Financial Aid Office, resigned effective September 14, 1981. Payment is authorized for any accrued and unused vacation pay.

Nanci Phillips, Instructional Assistant/Reading Lab, Division of Humanities and Languages, resigned effective August 15, 1981. Payment is authorized for any accrued and unused vacation pay.

Kenneth Strassburg, Printing Assistant, Library and Instructional Services, resigned effective August 21, 1981. Payment is authorized for any accrued and unused vacation pay.

Jean Thompson, Admissions and Records Account Clerk II, Student Services, North Campus, resigned effective September 25, 1981. Payment is authorized for any accrued and unused vacation pay.

Due to the unavailability of funding for the CETA Youth Program, the following positions will be terminated effective September 30, 1981:

<u>Employee Name</u>	<u>Position</u>
Judy Bartholomew	CETA Youth Program Coordinator
Pam Brown	CETA Job Developer
James Chanoski	Career Guidance Specialist
Virginia Gooch	Career Guidance Specialist
Alex Guillen	CETA Youth Program Assistant Coordinator
A. Lee Haggerty	Community Resource Specialist/ Evaluator
Roseann Hamlin	Secretary II
Imelda Hermosillo	Career Guidance Specialist
Felipe Manzaneque	Career Guidance Specialist
Jeane McPhee	Career Guidance Specialist
Sharon Nussenbaum	Career Guidance Specialist
Sandrella Plotner	Career Guidance Specialist
Rebecca Rios	Career Guidance Specialist
Louise Stocks	Secretary I
Heidi Wolach	Career Guidance Specialist

Guest artists for the 1981-82 Community Services  
Celebrity Series:

PUBLIC PROGRAMS  
AND COMMUNITY  
SERVICES

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>	PUBLIC PROGRAMS AND COMMUNITY SERVICES CONTINUED
October 8, 9, 1981 (Amendment from that originally approved on June 8, 1981)	Lynn Chang	\$1,200.00	
		Not to exceed \$1,400.00	
Celebrity Series February 2, 3, 1981	Daniel Adni	Not to exceed 1,300.00	
Celebrity Series April 21, 22, 1982	Beverly Hoch	Not to exceed 1,400.00	
Celebrity Series January 23, 24, 1982	Opera A La Carte	7,500.00	
Celebrity Series April 24, 1982	Ballet Folklorico Mexicapan	5,500.00	
Celebrity Series March 7, 1982	Jazz Tap Ensemble	5,000.00	
Grand Canyon Backpack November 13, 25-29, 1981	Gary James	250.00	
Sailing for Singles October 30- November 1, 1981	Steve Olsen	300.00	

The following are technical costs for the American Ballet Theatre II performance on September 25, 1981 at the Irvine Bowl:

Laguna Beach

Application Fee	\$10.00
Restroom and Grounds Service	15.00
	<u>25.00</u>

Marilyn Woods/Bowl Staff

Ushers - 30 @ \$6 each	\$180.00
House Manager	45.00
Assistant Manager	25.00
	<u>\$250.00</u>

Insurance

\$500,000 liability insurance	<u>\$100.00</u>
Total	\$375.00

Additional technical costs and salaries for bowl personnel will be incurred the evening of the performance. These costs will be presented to the board when they are determined.

PUBLIC PROGRAMS  
AND COMMUNITY  
SERVICES  
CONTINUED

Until October 1, 1981	Ken Dupuy Joyce Eagleton	\$25.00/hour Hours to be determined at recording time
Various dates to be determined for on- going production of KSBR/Coastline Community College		

Sociology 10 September 16, 1981	Jerilyn Chuman	\$25.00
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The change order was submitted for approval as outlined below.

CHANGE ORDER

Project:           Miscellaneous Site Development -  
                      North Campus  
Contractor:       Kawai Brothers

Change Order No. 1 - This change order covers additional time and materials needed to comply with requirements of Soils Engineering report for preparation of the library/classroom building pad.

Original contract amount	\$102,500
This change order, add	9,000
Revised contract amount	<u>\$111,500</u>

The following renewal of institutional memberships were submitted:

MEMBERSHIPS

Board of Trustees

Association of Community College Trustees \$1,030.00

Fine Arts

Speech Communication Association	80.00
College Art Association of America	60.00
Western Speech Communication Association	25.00
Music Association of California Community Colleges	35.00
National Association of Community Leadership Organizations	100.00

Grants and Resource Development

CASE (Council for Advancement and Support of Education)	275.00
South Coast EOPS Consortium	25.00



Payment of personnel services ratified as follows:

PAYMENT OF  
PERSONNEL SERVICES

Certificated payroll, August - \$469,286.43

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

PAYMENT TO  
ARCHITECT

Project: Miscellaneous Site Work, Playfields,  
North Campus

Fee: \$20,000.00 (Estimated construction  
cost \$257,000.00)

Due on account to date - 80%	\$16,000.00
Less previous payments	-0-
Amount due this request	<u>\$16,000.00</u>

The following progress payment requests were submitted on awards previously approved by the Board of Trustees. The payments are within the budgetary allocations for the projects listed and the architect and the construction inspector have certified that the work covered by these payments has been satisfactorily performed.

PROGRESS PAYMENTS

Project: North Campus Site Development  
(Bid 42-2)

Contractor: Kawai Brothers  
Contract Amount: \$102,500.00

Earned to date	\$33,300.00
Less 10% retention	3,330.00
Net due earned to date	<u>29,970.00</u>
Less previous payments	23,049.00
Amount due this request	<u>\$ 6,921.00</u>

Project: Graphic Arts Remodel/Photo Lab  
Expansion

Contractor: Dynafab Educational Environment  
Corporation  
Contract Amount: \$93,300.00

Earned to date	\$59,580.00
Less 10% retention	5,958.00
Net due earned to date	<u>53,622.00</u>
Less previous payments	14,544.00
Amount due this request	<u>\$39,078.00</u>

Project: Social Science and Special Programs  
Buildings

Contractor: Dynafab Educational Environment  
Corporation

Contract Amount: \$635,000.00  
 Approved Changes: 842.92  
 Revised Amount: \$635,842.92

PROGRESS PAYMENTS  
 CONTINUED

Earned to date \$632,602.92  
 Less 10% retention 63,260.29  
 Net due earned to date 569,342.63  
 Less previous payments 546,028.13  
 Amount due this request \$ 23,314.50

It was requested that the Board ratify beneficial occupancy of the Social Science and Special Programs Buildings by the district as of August 24, 1981, the beginning of the fall semester.

Project: Air Conditioning/Sound Control, Fine Arts Building  
 Contractor: Graham, Bros. Heating & Air Conditioning, Inc.  
 Contract Amount: \$11,627.00

Earned to date (100%) \$11,627.00  
 Less 10% retention 1,162.70  
 Net due earned to date 10,464.30  
 Less previous payments -0-  
 Amount due this request \$10,464.30

It was recommended that the Board of Trustees accept this project as complete and authorize the filing of a Notice of Completion. Payment of the retention amount will be made 35 days after the filing date of said notice.

Purchase Orders 060288 through 060761, totaling \$348,527.65, approved and payment authorized upon delivery and acceptance of the items ordered. A copy of the list is on file with these minutes. Also submitted for approval is a report of changes to purchase orders previously approved by the Board of Trustees.

PURCHASE ORDERS

The sale of surplus property was submitted for ratification by the Board of Trustees. A copy of the list is on file with these minutes.

SALE OF  
 SURPLUS PROPERTY

Student Insurance for 1981-82 was obtained through the Student Insurance Company of Los Angeles as outlined below:

STUDENT INSURANCE

Student Accident Coverage - \$27,000.00

This premium will be paid from the Student Health Fee Fund in two equal installments.

(There is an increase of \$2,250 over the 1980-81 premium.)

STUDENT  
INSURANCE  
CONTINUED

Athletic Coverage

- a. Coverage for team members to a maximum of \$10,000. (Increase of \$1,425 in premium.) ... \$7,425.00
- b. Extended coverage for team members to a maximum of \$100,000. (No change in premium.) ... \$1,750.00

Transfer of budget appropriation funds were submitted. A copy of this list is on file with these minutes.

TRANSFER OF FUNDS

REGULAR CALENDAR

REGULAR CALENDAR

It was recommended that the items on the Awards list be approved for the action specified, and that payment be authorized upon delivery and acceptance of the items ordered. A copy of the list is on file with these minutes.

AWARDS  
(PULLED FROM  
CONSENT)

Each bidder recommended for an award has submitted the low bid meeting specifications, and the recommended awards are within the approved budgetary allocations.

Motion by Trustee McKnight, seconded by Trustee Walther, and carried to approve the Awards list. Trustee Taylor voted no.

APPROVED

It was recommended that District Warrants 074228 through 074785, totaling \$679,094.19, be approved and ratified for payment. A copy of the warrants is on file with these minutes.

PAYMENT OF BILLS  
(PULLED FROM  
CONSENT)

Motion by Trustee Moore, seconded by Trustee McKnight, and carried to approve the Payment of Bills as presented. Trustee Walther abstained.

APPROVED

The ballot for the California Community College Trustees Board of Directors for 1981 was presented for consideration.

CALIFORNIA  
COMMUNITY COLLEGE  
TRUSTEES (CCCT)  
BOARD OF DIRECTORS  
1981 ELECTION

The Trustees will vote and return their ballot to the Superintendent/President for tabulation and submission to CCCT prior to the voting deadline of September 30, 1981.

Board President Watts has requested that the Board reconsider the utilization of the approximately 20 acres known as the Marguerite Parkway campus land.

RECONSIDERATION OF  
THE MARGUERITE  
PARKWAY DEVELOPMENT

In order to undertake this reconsideration, a number of approaches were submitted for consideration and are on file with these minutes.

RECONSIDERATION OF  
THE MARGUERITE  
PARKWAY DEVELOPMENT

Motion by Trustee Walther, seconded by Trustee Moore, and unanimously carried to direct administration to recommend criteria, guidelines, and procedures for the Board's consideration regarding possible uses of the Marguerite Parkway land.

The Board of Trustees Request list was submitted for information.

BOARD OF TRUSTEES  
REQUEST LIST

It was recommended that Albert J. Graftsky, Jr. be approved as Assistant Superintendent/Business Services, effective December 1, 1981. Salary: \$56,096. A copy of Dr. Graftsky's profile is on file with these minutes.

APPOINTMENT OF  
ASSISTANT  
SUPERINTENDENT/  
BUSINESS SERVICES

Motion by Trustee Moore, seconded by Trustee Walther, and unanimously carried to approve the appointment as presented.

APPROVED

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

EMPLOYMENT OF  
FULL-TIME  
CLASSIFIED  
PERSONNEL

Jack Darrow, Custodian, Maintenance and Operations, Grade 7, Step 1, \$1,156 per month, effective September 1, 1981. This is a replacement position for Scott Newman.

Paul I. Haven, Groundskeeper II, Maintenance and Operations, Grade 8, Step 3, \$1,297 per month, effective September 8, 1981. This is a replacement position for Wesley Marsters.

Martha Sue Kosmides, Library Clerk I, Library and Instructional Services, Grade 5, Step 3, \$1,211 per month, effective September 14, 1981. This is a replacement position for Joyce Machynia.

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

APPROVED

It was recommended that Board Policy 4211, Classified Management Retirement Incentive Plan be revised to include supervisory and confidential employees. This is the only group of employees that do not have the benefit of a retirement incentive plan, and it is appropriate that they be included in the plan established by the District.

BP 4211, RETIREMENT  
INCENTIVE FOR  
CLASSIFIED,  
MANAGEMENT, SUPER-  
VISORY & CONFIDENTIAL  
EMPLOYEES

Motion by Trustee Taylor, seconded by Trustee McKnight, and unanimously carried to approve BP 4211.

APPROVED

It was recommended that the Board accept the following gift to the District:

GIFT TO THE DISTRICT

<u>Donor</u>	<u>Gift</u>
Saddleback Medical Center, Laguna Hills	One detachable arm wheelchair

Motion by Trustee Walther, seconded by Trustee Moore, and unanimously carried to accept the gift.

ACCEPTED

The 1981-82 budget for the Associated Student Body was presented for approval.

ASSOCIATED STUDENT BODY BUDGET FOR 1981-82

Motion by Trustee Walther, seconded by Trustee McKnight, and unanimously carried to table the agenda item.

The following requests pertaining to contract services were submitted for approval:

CONTRACT SERVICES

Public Information Office - Over a period of approximately two months, John DeLeva performed specific assignments for the Public Information Office in connection with marketing and public relations projects. The Board approved Mr. DeLeva's services at a fee not to exceed \$1,000 at the meeting of July 13, 1981. The School Claims Office of the Orange County Department of Education has declined to process payment to Mr. DeLeva until the Board adopts a resolution verifying his status as an independent contractor.

Public Information Office - Resolution

It was therefore recommended that the Board adopt the resolution on file with these minutes in order to meet the requirements of the County.

ADOPTED

Motion by Trustee Moore, seconded by Trustee Taylor and carried by roll call vote:

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

Sea Mentor Skipper - Ratification is requested for the appointment of Philip Adams to serve as skipper of the Sea Mentor for the field course listed below.

Sea Mentor

Marine Science 31B, June 20-22, 1981 - 3 days  
@ \$75 = \$225.00

Motion by Trustee Moore, seconded by Trustee Walther, and unanimously carried to approve the appointment of Philip Adams as presented.

CONTRACT SERVICES  
(CONTINUED)

The meeting was adjourned to closed session at 9:20 p.m.

ADJOURNMENT

CLOSED SESSION

CLOSED SESSION

All action which transpired will be reported at the next regular meeting.

The next regular meeting of the Board of Trustees will be held on Tuesday, September 29, 1981, at 7:30 p.m.

SCHEDULE OF  
MEETINGS

*R. A. Lombardi*

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