

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92675

The Special Meeting of the Governing Board of the Saddleback Community College District was held in the Board Room at 28000 Marguerite Parkway, Mission Viejo, California, Thursday, January 4, 1973, at 8:00 P.M.

SPECIAL MEETING

Mr. Backus, President of the Board of Trustees, called the meeting to order; Mr. Brannon led the audience in the Pledge of Allegiance; and Mr. Lund gave the Invocation.

There were present:

PRESENT

Mr. Patrick Backus
Mrs. Donna Berry
Mr. Alyn Brannon
Mr. Michael Collins
Mr. John Lund
Mr. James Marshall
Mr. Hans Vogel

BOARD MEMBERS

Fred H. Bremer, Ph.D., Superintendent/President
R. L. Platt, Dean of Instruction
Roy N. Barletta, Business Manager

STAFF MEMBERS

Mr. Backus administered the Oath of Office for Governing Board Membership to Donna C. Berry and to James W. Marshall, who were appointed to the Board of Trustees on December 13, 1972.

SWEARING-IN
CEREMONY

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the Minutes of the Regular Meeting held on December 4, 1972, as presented.

MINUTES OF
12-4-72
APPROVED

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the Minutes of the Special Meeting held on December 7, 8, 11, 12, 13, 1972, as presented.

MINUTES OF
12-7,8,11,12,
13,1972 APPROVED

The following communication items were presented in addition to those which had been mailed to the Board of Trustees prior to the meeting:

COMMUNICATIONS

1. Dr. Bremer reported that he had received notification from the Board of Governors of the California Community Colleges that the nonresident tuition fee for 1973-74 had been set, pursuant to Education Code Section 25508.8, at \$27.00 per semester unit, or \$18.00 per quarter unit, not to exceed \$800.00 for the academic year.

NONRESIDENT
TUITION FEE
FOR 1973-74

2. Dr. Bremer presented an unofficial enrollment report for the 1972-73 Winter Quarter. The report included enrollments by classes, classes cancelled, and classes retained with less than an enrollment of 12. The enrollment for full-time students carrying 12 units or more was 1,619, and for part-time students carrying less than 12 units was 2,362, for a total enrollment of 3,981.

ENROLLMENT
REPORT -
WINTER QUARTER
1972-73

Dr. Bremer presented to the Board of Trustees for its adoption the following Resolution and Order of Biennial Trustee Election and Consolidation of the Election:

RESOLUTION
TRUSTEE ELECTION
APRIL 17, 1973

WHEREAS, the election of governing Board members is ordered by law pursuant to Section 1111 of the Education Code to fill the offices of members whose terms expire on June 30 next succeeding the election, now be it

RESOLVED, that pursuant to the authority of Education Code Sections 1307 and 1323, the County Superintendent of Schools, Orange County, is hereby informed of the specifications of the elections order for the forthcoming Biennial Governing Board Election to be held on Tuesday, April 17, 1973.

The County Superintendent is further ordered to consolidate this election in accordance with Education Code Sections 1331 and 1332.

Motion by Mr. Collins, duly seconded and unanimously carried, to adopt the above Resolution and Order of Biennial Trustee Election and Consolidation of the Election as presented.

ADOPTED

ROLL CALL VOTE:

AYES: MEMBERS: BACKUS, BERRY, BRANNON, COLLINS, LUND, MARSHALL
AND VOGEL

NOES: MEMBERS: NONE

ABSENT: MEMBERS: NONE

Dr. Bremer informed the Members of the Board of Trustees that the sixth anniversary of the formation of the District would materialize on February 14, 1973, and requested that a date be determined for the meeting for that month.

BOARD MEETING
DATE FOR
FEBRUARY

Motion by Mr. Lund, duly seconded and unanimously carried, that, in lieu of the Regular Meeting scheduled on February 5, 1973, a Special Meeting be called on February 14, 1973, at 8:00 P.M.

BOARD MEETING
SCHEDULED FOR
FEBRUARY 14

Dr. Bremer reported that a meeting had been held on December 14, 1972, with representatives of the Board of Trustees and the Administration of the Orange County Community Colleges concerning regional planning for occupational programs. He explained that the representatives had concurred that cooperation among the institutions could be encouraged if the method of calculating A.D.A. was changed from district of residence to district of enrollment.

OCCUPATIONAL
PROGRAMS

Dr. Bremer therefore presented to the Board of Trustees for its adoption a Resolution requesting that legislation be enacted to compute state apportionment on the basis of district of enrollment rather than district of attendance.

Motion by Mr. Brannon, duly seconded, to adopt the Resolution promoting more effective regional planning by supporting the principle of changing the calculation of A.D.A. for community colleges from one based upon community college district of residence to one based upon district of enrollment.

A lengthy discussion ensued concerning the above Resolution.

Motion by Mr. Vogel, duly seconded and unanimously carried, that the above motion be tabled until the Special Meeting on February 14, 1973, and that the Resolution be revised to reflect a retention of local control and to continue to regulate attendance at other colleges through the use of the inter-district attendance permit.

MOTION TABLED
UNTIL MEETING
ON FEBRUARY
14, 1973

Dr. Bremer recommended that the following conferences be approved with actual and necessary expenses paid:

CONFERENCE
REQUESTS

1. Roy N. Barletta -- Conference of the California Association of School Business Officials, Southern Section - San Clemente Inn - February 15 - 16, 1973.
2. John Flood, Robert Jacobsen, William Kelly, and George Kurlak -- Conference of the California Personnel and Guidance Association - San Diego - February 9 - 12, 1973.
3. Jack Swartzbaugh -- Conference of the California Personnel and Guidance Association - San Diego - February 10 - 12, 1973.
4. Robert W. Ferguson -- Conference of the California Association of Administration of Justice Educators - Monterey - March 8 - 10, 1973.

BARLETTA

FLOOD, JACOBSEN,
KELLY, & KURLAK

SWARTZBAUGH

FERGUSON

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the above conference requests as recommended.

APPROVED

Dr. Bremer requested that the Board of Trustees make a determination with regard to the possibility of offering swimming and water polo during the 1973-74 academic year.

SWIMMING &
WATER POLO

Motion by Mr. Vogel, duly seconded and carried, that swimming and water polo be instituted into the program at the beginning of the 1973-74 academic year.

APPROVED FOR
1973-74

Mr. Brannon voted no.

Mr. Barletta presented Progress Payment Number 17, submitted by P & A Construction Company, Inc. and recommended its approval as follows:

PROGRESS PAYMEN
NUMBER 17,
P & A CONSTRUC-
TION CO., INC.

LIBRARY-CLASSROOM COMPLEX

Revised Contract Price - \$3,176,919.55	
Total earned as of 12-31-72	\$2,745,675.15
Less 10% retention	274,567.52
Net due on earned to date	<u>2,471,107.63</u>
Advance, materials on site	8,100.00
Total payment allowed to date	<u>2,479,207.63</u>
Less previous payments	2,331,841.05
Total amount payable this estimate	\$ 147,366.58

Motion by Mr. Collins, duly seconded and unanimously carried, to approve Progress Payment Number 17, in the amount of \$147,366.58, to P & A Construction Company, Inc.

APPROVED

Mr. Barletta presented to the Board of Trustees for its approval Change Order Number Seven, amounting to \$2,374.51, in conjunction with the Library-Classroom Complex. He explained that, as a result of the Change Order, the completion date of the Library-Classroom Complex would be extended to April 7, 1973.

CHANGE ORDER
NUMBER SEVEN -
LIBRARY-CLASSROOM
COMPLEX

A discussion ensued by the Members of the Board of Trustees, the Administration, and the District Architect's representative concerning the time extension for completion of the building.

Motion by Mr. Collins, duly seconded and unanimously carried, to approve Change Order Number Seven in conjunction with the Library-Classroom Complex as recommended.

APPROVED

Mr. Barletta presented Progress Payment Number 1, submitted by J. B. Allen and Company, and recommended its approval as follows:

PROGRESS PAYMENT
NUMBER 1 - J. B.
ALLEN & CO.

SCIENCE-MATHEMATICS BUILDING

Contract Price - \$3,934,600.00	
Total earned as of 12-20-72	\$ 71,448.00
Less 10% retention	7,144.80
Net due on earned to date	\$ <u>64,303.20</u>
Less previous payments	-0-
Total amount payable this estimate	\$ 64,303.20

Motion by Mr. Collins, duly seconded and unanimously carried, to approve Progress Payment Number 1, in the amount of \$64,303.20, to J. B. Allen and Company.

APPROVED

Mr. Barletta recommended that payment in the amount of \$1,400.00 be authorized to the Accrediting Commission for Junior Colleges, representing the fee for the accreditation visit on February 6 - 8, 1973.

FEE FOR
ACCREDITATION
VISIT

Motion by Mr. Collins, duly seconded and unanimously carried, to authorize payment in the amount of \$1,400.00 to the Accrediting Commission for Junior Colleges as recommended.

APPROVED

Mr. Barletta recommended that the following payments be authorized to Len Miller & Associates for annual premiums as indicated:

PAYMENT REQUEST
LEN MILLER &
ASSOCIATES

- | | |
|---|-----------------|
| 1. Comprehensive liability policy including automobile schedules. | \$ 9,590.00 |
| 2. Fire and extended coverage. | <u>7,071.00</u> |
| | \$16,661.00 |

Motion by Mr. Collins, duly seconded and unanimously carried, to approve payment in the amount of \$16,661.00 to Len Miller & Associates as recommended.

APPROVED

Mr. Barletta reported that the classified employees had submitted a request that salary and/or wage payments be made in two installments each month; namely, the 10th and the 25th. In accordance with the provisions of Education Code Section 21114, Mr. Barletta recommended that the Board of Trustees approve the request.

REQUEST THAT
SALARY PAYMENTS
FOR CLASSIFIED
EMPLOYEES BE
IN TWO MONTHLY
INSTALLMENTS

Motion by Mr. Lund, duly seconded and unanimously carried, to approve as recommended the request that salary and/or wage payments be made in two installments each month for classified employees.

APPROVED

Mr. Barletta recommended that the following bids, which were the lowest meeting specifications, be approved and that payment be authorized upon delivery and acceptance of the items ordered:

BIDS

- | | | | |
|---------|---------------------------------------|--|------------|
| R-17655 | Stereo Tape System | Magnetic-TVI | \$1,244.36 |
| R-7862 | Repair Roof Leaks on Buildings B,T,&J | Armstrong Roofing Company
Not to Exceed | \$1,750.00 |

Motion by Mr. Lund, duly seconded and unanimously carried, to award the above bids as recommended, and to authorize payment upon delivery and acceptance of the items ordered.

APPROVED

Motion by Mr. Brannon, duly seconded and unanimously carried, that Purchase Orders 11077 through 11289, totaling \$178,730.95, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE
ORDERS
APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, that District Warrants 96-13655 through 96-13902, totaling \$227,208.71, be approved and ratified for payment.

DISTRICT
WARRANTS
APPROVED

Motion by Mr. Collins, duly seconded and unanimously carried, to ratify the following payment of personnel services:

PAYMENT OF
PERSONNEL
SERVICES RATIFI

- | | | |
|----------------------|----|--------------|
| Certificated Payroll | 5A | \$160,888.57 |
| Classified Payroll | 5B | 47,412.36 |

Dr. Bremer reported that he would be attending a meeting on January 10, 1973, with Dr. McPherran of the California Community Colleges and the Superintendents of the six newest community colleges concerning the possibility of having legislation enacted to extend the provisions of Senate Bill 508. He also reported that Governor Reagan had vetoed Senate Bill 95.

LEGISLATIVE
REPORT

Mr. Backus adjourned the Special Meeting into Executive Session at 9:40 P.M.

EXECUTIVE
SESSION

Mr. Backus reopened the Special Meeting at 10:25 P.M., and reported that the following personnel action had transpired in Executive Session:

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the resignation of Suzanne Raber, Clerk Typist 1, effective December 29, 1972, and to make payment for any earned vacation and/or compensatory time.

RESIGNATION -
SUZANNE RABER

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the following classified employment:

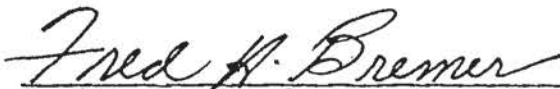
CLASSIFIED
EMPLOYMENT

1. Patricia Miklas, Clerk Typist 1, Grade 18, Step 2, \$502.00 per month, effective January 5, 1973.
2. Richard E. Amtower, Substitute Custodian, \$3.214 per hour on an "as-needed" basis, effective January 5, 1973.

MIKLAS
AMTOWER

Mr. Backus adjourned the Special Meeting at 10:30 P.M.

ADJOURNMENT



Fred H. Bremer, Secretary to the Board of Trustees