

SADDLEBACK JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
April 13, 1970

The Regular Meeting of the Governing Board of the Saddleback Junior College District was held in the Music Room at 28000 Marguerite Parkway, Mission Viejo, California, Monday, April 13, 1970, at 7:45 P.M.

REGULAR MEETING

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

There were present:

PRESENT

Mr. Patrick Backus
Mr. Alyn Brannon (arrived 9:05 P.M.)
Mr. Michael Collins
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

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the minutes of the Regular Meeting held on March 23, 1970, as presented.

MINUTES
3-23-70
APPROVED

Dr. Bremer distributed miscellaneous communication items to the Members of the Board. He also presented to the Board of Trustees, for its consideration, the following Resolution commending Mr. Zitnik for his service to the District:

COMMUNICATION

RESOLUTION -
MR. ZITNIK

WHEREAS, Louis Zitnik was elected to the first Board of Trustees of the Saddleback Junior College District, and,

WHEREAS, Louis Zitnik served during the difficult years of the formation and development of the District from February 14, 1967, to March 16, 1970, and,

WHEREAS, Louis Zitnik was effective in contributing to the development of sound educational and fiscal policies for the District, and,

WHEREAS, the manner in which Louis Zitnik assisted in the performance of the duties of the Board of Trustees resulted in the beginning of classes at Saddleback College on September 23, 1968.

NOW, THEREFORE BE IT RESOLVED, that the Members of the Governing Board of the Saddleback Junior College District commend and thank Louis Zitnik highly for his faithful and dedicated service.

Motion by Mr. Backus, duly seconded and unanimously carried, to adopt the Resolution commending Mr. Zitnik as presented.	ADOPTED
ROLL CALL VOTE:	
AYES: MEMBERS: BACKUS, COLLINS, & VOGEL	
NOES: MEMBERS: NONE	
ABSENT: MEMBERS: BRANNON	
Dr. Bremer introduced Mrs. Grignon, Mrs. Lange, and Mr. Larson, representatives of the faculty, and stated that they would make a short presentation to the Board to the Board of Trustees with regard to the English Composition Program at the College.	PRESENTATION BY FACULTY REPRESENTATIVES
The faculty representatives explained the English courses presently being taught and the additional course planned for the 1970-71 academic year.	
Mr. Collins expressed appreciation to the English Department for the fine presentation.	
Dr. Bremer presented the proposed Academic Calendar for 1970-71 to the Board of Trustees and recommended its adoption.	ACADEMIC CALEND. 1970-71
Motion by Mr. Backus, duly seconded and unanimously carried, to approve the Academic Calendar for 1970-71 as recommended.	APPROVED
Dr. Bremer reported that Mrs. James Utt wished to donate to the College a number of books owned by the Congressman. He recommended that the Board of Trustees approve the acceptance of the gift and that the Superintendent/President be authorized to write an appropriate letter of appreciation.	GIFT -- BOOKS FROM MRS. UTT
Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the acceptance of the gift from Mrs. Utt as recommended.	APPROVED
Dr. Bremer reported that a survey had been conducted with regard to the rental fee for Commencement regalia. Based on the survey, he recommended that graduates assume the responsibility for paying a rental fee of \$7.00 each for their Commencement regalia consisting of cap, gown, tassel and hood. He further recommended that the District assume the cost of renting the necessary regalia for the faculty and members of the Board of Trustees at a total price of approximately \$570.	COMMENCEMENT REGALIA
Motion by Mr. Backus, duly seconded and unanimously carried, to approve the above recommendation as presented.	APPROVED
Dr. Bremer presented the following proposed Board Policies to the Members of the Board and recommended that they be adopted:	PROPOSED BOARD POLICIES
4009 -- PERSONNEL - DRIVERS FOR COLLEGE-SPONSORED ACTIVITIES	4009
Motion by Mr. Backus, duly seconded and unanimously carried, to adopt Board Policy 4009, with item 5 changed as follows:	ADOPTED

5. All private vehicles shall carry public liability and property damage insurance of not less than \$50,000/\$100,000 and \$25,000.

4077.2 -- PERSONNEL - PERSONAL LEAVE (With Loss of Pay) 4077.2

Motion by Mr. Backus, duly seconded and unanimously carried, to adopt Board Policy 4077.2 as presented. ADOPTED

4084 -- PERSONNEL - EMPLOYEE USE OF DISTRICT-OWNED MOTOR VEHICLE 4084

Motion by Mr. Backus, duly seconded and unanimously carried, to adopt Board Policy 4084 as recommended. ADOPTED

5102 -- STUDENTS - TUITION REFUND (Revised) 5102

Motion by Mr. Vogel, duly seconded and unanimously carried, to adopt Board Policy 5102 as presented. ADOPTED

Dr. Bremer presented the following conference requests to the Board of Trustees and recommended that they be approved with actual and necessary expenses paid: CONFERENCE REQUESTS

Reynold Kero - Chemistry Workshop - Hayward - April 17, 1970. KERO

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the above conference request as presented. APPROVED

Doyle McKinney - Seminar of the Western Speech Association - Portland, Oregon - November 23, 1970. MCKINNEY

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the above conference request as recommended. APPROVED

Jack Swartzbaugh - Conference of Deans of Men and Activity Chairmen - Oakland - May 6 - 9, 1970. SWARTZBAUGH

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the above conference request as presented. APPROVED

Dr. Bremer reported that a request for use of the District's facilities on April 25, 1970, from the Y Indian Guides of Saddleback Valley, had been received too late to be placed on the agenda. He explained that the requested location had been used annually by the Organization for kite flying, and recommended that the Board of Trustees approve the request. USE OF DISTRICT FACILITIES -- Y INDIAN GUIDES

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the above request as recommended. APPROVED

Mr. Barletta reported that the following request had been received from W. J. Shirley, Inc. for final payment under the contract and payment of the retention. He explained that the request had been approved by the District Architect, and that 35 days had elapsed since the notice of completion had been filed with the Orange County Recorder. He recommended that the Board of Trustees approve the request for payment.

PERMANENT CAMPUS

W. J. SHIRLEY,
INC. REQUEST
PAYMENT

Original Contract Price	\$1,500,000.00
Change Order No. 1	16,367.32
Change Order No. 2	2,982.12
Change Order No. 3	876.92
Change Order No. 4	7,568.46
Total Revised Price	<u>\$1,527,794.82</u>
Previous Payments	<u>1,368,203.72</u>
Balance Due	\$ 159,591.10

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the above request for payment to W. J. Shirley, Inc. as recommended.

APPROVED

Mr. Barletta reported that W. J. Shirley, Inc. had requested that the Superintendent release a certified check in the amount of \$27,000. He explained that the check is being held by the District as a guarantee of complete performance and satisfactory completion of the work, pending acceptance by the Superintendent.

W. J. SHIRLEY,
INC.
CERTIFIED CHECK

Dr. Bremer reported that the lighting situation had not been corrected and that the weeds had not been removed. He recommended that the certified check be retained by the District pending completion of all work to the satisfaction of the Superintendent.

Motion by Mr. Backus, duly seconded and unanimously carried, that the certified check in the amount of \$27,000 be retained by the District, subject to the conditions stated above.

RETAINED BY
DISTRICT

Mr. Barletta reported that Sully-Miller Contracting Company had requested its 10% retention payment. He explained that 35 days had elapsed since the notice of completion had been filed with the Orange County Recorder, and recommended that the Board of Trustees authorize payment as follows:

SULLY-MILLER
CONTRACTING CO.
REQUEST FOR
PAYMENT

Original Contract Price	\$ 253,661.00
Change Order No. 1	--
Change Order No. 2 - deduct	(40,757.35)
add	4,324.94
Total Revised Price	<u>\$ 217,228.59</u>
Previous Payments	<u>195,505.73</u>
Balance Due	\$ 21,722.86

Motion by Mr. Vogel, duly seconded and unanimously carried, to authorize payment to Sully-Miller Contracting Company as recommended.	AUTHORIZED
Mr. Barletta presented to the Board of Trustees a tuition billing from the Pasadena Area Junior College District in the amount of \$368.48 and recommended that payment be authorized.	TUITION BILLING PASADENA AREA JUNIOR COLLEGE DISTRICT
Motion by Mr. Backus, duly seconded and unanimously carried, to authorize tuition payment to the Pasadena Area Junior College District as recommended.	APPROVED
Mr. Barletta recommended that the Firm of Hanson, Peterson, Cowles & Sylvester be appointed to perform the annual audit of the District's records for the fiscal year beginning July 1, 1969, and ending June 30, 1970, for a fee not to exceed \$1,150.00, and that the Superintendent/President or Business Manager be authorized to execute the required agreement.	ANNUAL AUDIT -- FIRM OF HANSON, PETERSON, COWLES & SYLVESTER
Motion by Mr. Backus, duly seconded and unanimously carried, to appoint the Firm of Hanson, Peterson, Cowles & Sylvester to audit the District's records for the fiscal year beginning July 1, 1969, and ending June 30, 1970, for a fee not to exceed \$1,150.00.	APPOINTED
Mr. Barletta presented the following bids, which were the lowest meeting specifications, and recommended their approval.	BIDS
R-5928 Chemistry Inst. Equip. Sargent-Welch Company \$1,462.13	
R-5927 Chemistry Inst. Equip. Scientific Products \$1,431.68	
R-6911 Chevrolet Station Wagon Tommy Ayres Chevrolet \$3,279.17	
Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the above bids as recommended.	APPROVED
Motion by Mr. Backus, duly seconded and unanimously carried, to approve Purchase Orders 3671 through 3840 and Purchase Orders 3842 through 3901, totaling \$33,096.11, and to authorize payment upon delivery and acceptance of the items ordered.	PURCHASE ORDERS APPROVED
Motion by Mr. Brannon, duly seconded and unanimously carried, to approve District Warrants 96-4347 through 96-4528, totaling \$201,064.01, and to ratify for payment.	DISTRICT WARRANT APPROVED
Dr. Bremer presented Legislative Report Number 5 to the Members of the Board for their information. It was requested that AB 724 be researched and that a report be presented at the Regular Meeting on April 27 with regard to the status of the Bill.	LEGISLATIVE REPORT #5

Mr. Collins stated that applications for the vacancy on the Saddleback Junior College District Board of Trustees, Area 3, will be accepted through 11:59 P.M. on April 27, 1970, and that candidates would be interviewed and a replacement appointed at the Regular Meeting on May 11, 1970.

TRUSTEE AREA 3
VACANCY

Mr. Collins asked the members of the audience if they wished to address the Board of Trustees.

ORAL
COMMUNICATIONS

Mr. Bothwell, Associated Student Body President, requested that the Board of Trustees reconsider that portion of the dress code pertaining to hair.

A lengthy discussion ensued by the Board of Trustees, Administration, students, and members of the audience.

Mr. Collins adjourned the Regular Meeting into Executive Session at 11:27 P.M.

EXECUTIVE
SESSION

Mr. Collins reopened the Regular Meeting at 12:05 A.M., and reported that the following personnel action had transpired in Executive Session:

REGULAR MEETING

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the termination of Mr. Robert Hill, Building Inspector, effective March 25, 1970.

TERMINATION -
MR. HILL

Motion by Mr. Backus, duly seconded and unanimously carried, that Virgil R. Moore be employed as Groundsman I, Grade 18, Step 2, \$483 per month, effective May 4, 1970.

EMPLOYMENT -
MR. MOORE

Motion by Mr. Brannon, duly seconded and unanimously carried, that Dr. Willard F. Libby, Professor of Chemistry at the University of California, Los Angeles, be paid an honorarium of \$50.00 to speak to the students on April 22, 1970.

\$50.00
HONORARIUM -
DR. LIBBY

Motion by Mr. Vogel, duly seconded and unanimously carried, that the following critics, along with the fee for each, be approved for the Fine Arts Festival to be held from May 21 - 24, 1970:

CRITICS APPROVED
FINE ARTS
FESTIVAL

Dr. Charlotte Lee	Northwestern University	\$260.00
Dr. Leslie Coger	Southwestern Missouri State. Col.	175.00
Dr. Janet Bolton	University of Southern Calif.	75.00
Dr. Virginia Floyd	University of Arizona	75.00
Mr. Charles Aidman	Actor	200.00

Mr. Collins adjourned the Regular Meeting at 12:10 A.M.

ADJOURNMENT


Fred H. Bremer, Secretary to the Board of Trustees