

SADDLEBACK JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
April 14, 1969

The regular meeting of the Governing Board of the Saddleback Junior College District was held in the Board Room at 26522 Crown Valley Parkway, Mission Viejo, California, Monday, April 14, 1969, at 7:45 P.M.

REGULAR MEETING

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

There were present:

PRESENT

Mr. Alyn Brannon
Mr. Michael Collins
Mr. Hans Vogel
Mr. Louis Zitnik

BOARD MEMBERS

Roy N. Barletta, Business Manager
Fred H. Bremer, Ph. D., Superintendent/President

STAFF MEMBERS

There were absent:

ABSENT

Mr. Patrick Backus

BOARD MEMBER

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the minutes of the regular meeting held on March 24, 1969, as corrected:

MINUTES OF
3-24-69 APPROVED
AS CORRECTED

Page 158, paragraph 10, correct to read: Mr. Lowrey, District Architect, stated that plans and specifications on the site work and the new buildings were released. He reported estimated costs on the following:

CORRECTION

Moving the existing buildings	\$ 158,000
New buildings	504,000
Casework, partitions, and miscellaneous	72,000
Rough site work	169,936
Finished site work	<u>550,522</u>
Total	\$1,454,458

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the minutes of the special meeting held on April 7, 1969, as mailed.

MINUTES OF
4-7-69 APPROVED
AS MAILED

Dr. Bremer distributed CJCA News Bulletins to the Board Members.

COMMUNICATIONS

Dr. Bremer informed the Members of the Board of a series of conferences to be held on May 1 - 3, 1969, regarding negotiations under the Winton Act. The fee for attendance is \$50 per person.

CONFERENCE

Motion by Mr. Zitnik, duly seconded and unanimously carried, to authorize one or more Members of the Board to attend the conference on May 1 - 3, 1969, with actual and necessary expenses paid.

ATTENDANCE
APPROVED

Mr. Collins stated that it was requested that the order of the agenda be changed to review bids as the first item. There were no objections.

Mr. Barletta presented a bid summary of the bid opening held on Friday, April 11, 1969, at which time bids for construction of the new interim facilities and relocation of the existing facilities were submitted by W. J. Shirley, Inc., and Speedspace Corporation. The bids are as follows:

BIDS -- NEW
BUILDINGS AND
RELOCATION OF
EXISTING
BUILDINGS

<u>COMPANY</u>	<u>PURCHASE</u>	<u>LEASE</u>
W. J. Shirley, Inc.	Proposal A \$ 500,000	Proposal A \$ 640,000
	Proposal C <u>1,000,000</u>	Proposal C <u>1,000,000</u>
	Total \$1,500,000	Total \$1,640,000
Speedspace Corporation	Proposal A \$ 441,018	Proposal A \$ 501,109
	Proposal C <u>1,198,294</u>	Proposal C <u>1,198,294</u>
	Total \$1,639,312	Total \$1,699,403

Mr. Barletta stated that after further review of the bid submitted by W. J. Shirley, Inc., it was noted that names of various subcontractors had been omitted. At that point, he introduced Mr. Engebretsen, Deputy County Counsel, and asked that he answer questions regarding the legality of the bid.

Mr. Engebretsen stated that he had reviewed the bid and it appeared that there was no cause to disqualify since the contractor would assume the work of the subcontractors.

The Speedspace Corporation representative stated that the specifications for bidding provided that the bidder submit plans of a completed project similar in size and scope and approved by the Office of Architecture and Construction, and, to his knowledge, W. J. Shirley, Inc., had not complied.

Mr. Engebretsen stated that there were no requirements that the project be identical and that W. J. Shirley, Inc., had completed a project which would meet requirements. He recommended that the irregularity in the specifications with regard to the plans submitted by W. J. Shirley, Inc., be waived since the bid did comply.

Motion by Mr. Vogel, duly seconded and unanimously carried, to adopt the following Resolution to waive the irregularity in the specifications as recommended by County Counsel.

RESOLUTION --
TO WAIVE
IRREGULARITY IN
BID

WHEREAS, the bid proposal submitted by W. J. Shirley, Inc., complies with specifications prepared by the District and its architect, with the exception that W. J. Shirley, Inc., provided the District drawings and specifications of a similar previously constructed project approved by the Office of Architecture and Construction but which is not of similar size and scope, and

WHEREAS, W. J. Shirley, Inc., has completed jobs of similar size and scope which have been approved by the Office of Architecture and Construction, but which drawings and plans were not submitted with the bid of W. J. Shirley, Inc., and

WHEREAS, the District's architect has examined the plans and is familiar with the work previously performed by W. J. Shirley, Inc., and is satisfied that the jobs previously performed by the contractor indicate the ability of said contractor to complete the Saddleback interim facilities in a proper workmanlike manner.

NOW, THEREFORE BE IT RESOLVED, that this Board waives the irregularity in the proposal submitted by W. J. Shirley, Inc., to the extent that it pertains to the failure of W. J. Shirley, Inc., to submit plans approved by the Office of Architecture and Construction on a job of similar size and scope.

ROLL CALL VOTE:

AYES: MEMBERS: BRANNON, COLLINS, VOGEL, AND ZITNIK

ADOPTED

NOES: MEMBERS: NONE

ABSENT: MEMBERS: BACKUS

Mr. Vogel stated that the Site Committee and the Administration had met on Sunday, April 13, 1969, to review the bids and recommended that the District purchase the buildings on a cash basis.

Motion by Mr. Vogel, duly seconded and unanimously carried, to award the contract to W. J. Shirley, Inc., lowest bidder meeting specifications, for purchase and erection of new facilities, relocation of existing facilities, and other necessary work in the amount of \$1,500,000.

BID AWARDED TO
W. J. SHIRLEY,
INC.

Mr. Collins adjourned the meeting for recess at 9:20 P.M.

RECESS

Mr. Collins reopened the regular meeting at 9:30 P.M.

REOPENED MEETING

Dr. Bremer reported that a meeting had been held with the Board Committee, Saddleback Faculty Association Salary Committee, and Administration to discuss the revised certificated salary proposal developed by Mr. Vogel. They concurred that the minimum salary be \$8000 at step 1, with class increments of \$600 and step increments of \$400; that the schedule be based on a cost-of-living index to provide automatic increases; and that full credit be given for previous experience.

CERTIFICATED
SALARY SCHEDULE

Motion by Mr. Vogel, duly seconded and unanimously carried, to adopt the certificated salary schedule, effective at the beginning of the 1969-70 academic year, as recommended.

ADOPTED

Mr. Zitnik stated that the Board Committee had reviewed the classified salary proposal and recommended that it be adopted as presented by the Saddleback Classified Salary Committee.

CLASSIFIED
SALARY PROPOSAL

Motion by Mr. Zitnik, duly seconded and unanimously carried, to adopt the classified salary proposal, effective July 1, 1969, as presented.

ADOPTED

Dr. Bremer presented an unofficial enrollment report for information to the Board for the 1968-69 Spring Quarter. The report included enrollments by classes, classes cancelled, and classes retained with less than an enrollment of 12. The unofficial total enrollment is as follows:

Full-time students carrying 12 units or more	528
Part-time students carrying less than 12 units	<u>527</u>
Total	1055

UNOFFICIAL
ENROLLMENT REPORT
SPRING QUARTER

Dr. Bremer recommended that the Board approve the introduction of an Electronics Program and a Registered Nursing Program into the curriculum for the 1969-70 academic year.

ELECTRONICS
PROGRAM AND
REGISTERED
NURSING PROGRAM

Mr. Brown explained that a survey of the various firms in Orange County indicated a need for an Electronics Program. The results of the survey were then presented to the members of the Vocational-Technical Subcommittee who then recommended to the Administration that the Electronics Program be instituted into the curriculum. He estimated that the cost of the program would be approximately \$37,527.42.

Mr. Brown stated that a survey had been conducted with regard to a Registered Nursing Program and that the results were presented to the Vocational-Technical Subcommittee for review. The Subcommittee recommended that the program be added to the curriculum. He also explained the requirements for starting a program and the availability of a cooperating hospital. The estimated total cost for 1969-70 was \$22,050, and the estimated total cost for 1970-71 was \$55,555.

The Board discussed the two proposed programs, and Mr. Collins requested that action be deferred until the regular meeting of April 28, 1969, to allow the Budget Committee the necessary time to meet with the Administration to review the budget.

DEFERRED UNTIL
4-28-69

Dr. Bremer distributed lists of General Advisory Members to the Board Members and requested that they appoint members to the various subcommittees in lieu of those who had resigned. He requested that this information be submitted at the regular Board Meeting to be held April 28, 1969.

GENERAL ADVISORY
MEMBERS

Mr. Mitchell, Director of College and Community Services, reported that groundbreaking ceremonies for the permanent campus have tentatively been scheduled for May 1, 1969, at 3:00 P.M. The Board Members concurred on the date and requested that Mr. Mitchell continue with the plans.

GROUNDBREAKING
CEREMONIES
May 1, 1969

Mr. Barletta reported that the County Superintendent of Schools has requested that his office be notified of the District's auditing firm no later than May 1, 1969. He recommended that the firm of Hanson, Peterson, Cowles, and Sylvester be retained to perform the annual audit for the fiscal year 1968-69 at a fee not to exceed \$750.

ANNUAL AUDIT

Motion by Mr. Brannon, duly seconded and unanimously carried, to appoint the firm of Hanson, Peterson, Cowles, and Sylvester to perform the annual audit for the fiscal year ending June 30, 1969, at a fee not to exceed \$750.

HANSON, PETERSON
COWLES, AND
SYLVESTER FIRM
APPOINTED

Mr. Brannon reported that several changes had been made with regard to the District Master Plan prepared by Adrian Wilson Associates and Ellerbroek/Koteles/Fox & Associates, and recommended that final payment of \$7500 be authorized.

FINAL PAYMENT
TO AWA/EKF
RECOMMENDED

Motion by Mr. Brannon, duly seconded and unanimously carried, to authorize final payment of \$7500 to Adrian Wilson Associates and Ellerbroek/Koteles/Fox & Associates for their services performed in connection with the District Master Plan.

AUTHORIZED

Motion by Mr. Zitnik, duly seconded and unanimously carried, that Purchase Orders 1527 through 1567, totaling \$2,787.36, be approved and that payment be authorized upon delivery and acceptance of items ordered.

PURCHASE ORDERS
APPROVED

Motion by Mr. Brannon, duly seconded and unanimously carried, that District Warrants 96-02285 through 96-02335, totaling \$11,622.67, be approved and ratified for payment.

DISTRICT WARRANT
APPROVED

Dr. Bremer reported that a meeting with regard to SB 508 would be held in San Francisco, Thursday, April 17, 1969, and requested that he be authorized to attend with actual and necessary expenses paid.

MEETING -- SB 508
SAN FRANCISCO

Motion by Mr. Zitnik, duly seconded and unanimously carried, to authorize the Superintendent/President to attend the meeting in San Francisco with regard to SB 508, with actual and necessary expenses paid.

APPROVED

Mr. Collins adjourned the regular meeting to Executive Session at 12:10 A.M.

ADJOURNED TO
EXECUTIVE
SESSION

Mr. Collins reopened the regular meeting at 12:35 A.M., and reported that the following personnel action transpired in Executive Session:

REOPENED MEETING

Motion by Mr. Zitnik, duly seconded and unanimously carried, that summer school count as a probationary quarter for students who were dismissed from Saddleback College because of a low grade point average for two consecutive quarters, and that Larry Miller and other students dismissed for scholastic reasons be allowed to reenter Saddleback College at the beginning of the Fall Quarter, 1969.

STUDENTS
DISMISSED FOR
SCHOLASTIC
REASONS

Motion by Mr. Zitnik, duly seconded and unanimously carried, that the resignation of Max E. Berger, Security Officer, effective April 1, 1969, be accepted.

RESIGNATION
ACCEPTED --
MAX E. BERGER

Motion by Mr. Brannon, duly seconded and unanimously carried, that Robert Hill be employed as Building Inspector, Grade 39, Step 4, Monthly Salary \$887, effective April 16, 1969.

BUILDING
INSPECTOR
APPROVED

Motion by Mr. Zitnik, duly seconded and unanimously carried, that all certificated personnel currently employed at Saddleback College, be elected for the 1969-70 academic year as recommended.

CURRENT CERTIFICATED EMPLOYEES ELECTED FOR 1969-70

Motion by Mr. Zitnik, duly seconded and unanimously carried, that the following instructors be employed for the 1969-70 academic year:

INSTRUCTORS APPROVED 1969-70

DIVISION OF COUNSELING AND GUIDANCE

Carolyn W. Estrem, Class 2, Step 7, \$10,500, plus 10 percent
George M. Kurlak, Class 2, Step 6, \$9,675, plus 10 percent

ESTREM
KURLAK

DIVISION OF LANGUAGES AND FINE ARTS

Helen S. Feyler, Class 2, Step 3, \$8,550
Dale M. Larson, Class 2, Step 5, \$9,300

FEYLER
LARSON

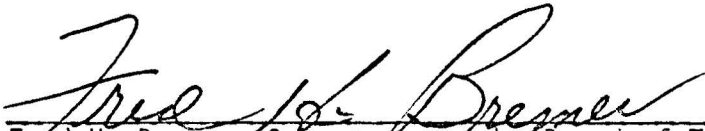
DIVISION OF SCIENCE, MATHEMATICS, ENGINEERING, AND TECHNOLOGY

James G. Lindblad, Class 2, Step 9, \$10,800
James I. Reese, Class 2, Step 6, \$9,675

LINDBLAD
REESE

Mr. Collins adjourned the meeting at 12:40 A.M.

ADJOURNMENT


Fred H. Bremer, Secretary to the Board of Trustees