

SADDLEBACK JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
April 28, 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 28, 1969, at 7:45 P.M.

REGULAR MEET

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. Zitnik gave the invocation.

There were present:

PRESENT

- Mr. Patrick Backus
- Mr. Alyn Brannon
- Mr. Michael Collins
- Mr. Hans Vogel (arrived 7:55 P.M.)
- Mr. Louis Zitnik

BOARD MEMBERS

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

STAFF MEMBERS

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the minutes of the regular meeting held on April 28, 1969, as mailed.

MINUTES OF
4-28-69 APPROVED
AS MAILED

Dr. Bremer read a memo, addressed to the Board of Trustees and the President of the College, from the Saddleback College Classified Employees Association, expressing appreciation for approval of the salary proposal.

COMMUNICATIONS

Dr. Bremer distributed copies of the History of Saddleback College to the Board Members. The History was prepared by Melvin Mitchell, Director of College and Community Services.

Dr. Bremer distributed a report to the Board of Trustees regarding the Trustee Election held on April 15, 1969.

Dr. Bremer reported that a further study was conducted regarding the proposed Electronics and Registered Nursing Programs which were deferred at the regular meeting held on April 14, and that the administration was recommending that the two programs be deferred until 1970-71.

VOCATIONAL-
TECHNICAL
PROGRAMS

Motion by Mr. Zitnik, duly seconded and unanimously carried, to defer the Electronics and Registered Nursing Programs until 1970-71

DEFERRED UNTIL
1970-71

Mr. Zitnik stated that it was not feasible to institute the Vocational-Technical Programs at this time because of the high cost per freshman student for the initial year of operation and the sophomore program for the second year of operation, but that the programs would be considered for the third year when the cost per student would be lower.

Dr. Bremer presented a recommendation to the Board of Trustees with regard to changing existing courses and adding new courses to the curriculum for the 1969-70 academic year, and requested that it be adopted as presented.

COURSE CHANGES
AND ADDITION OF
NEW COURSES
PROPOSED

A discussion ensued.

Motion by Mr. Vogel, duly seconded and carried, that action with regard to changing existing courses and adding new courses to the curriculum for the 1969-70 academic year be deferred until the regular meeting to be held on May 12, 1969. Mr. Backus voted no.

DEFERRED UNTIL
May 12, 1969

It was requested that a more detailed report be presented to include courses which are electives and which are required, and courses which could be eliminated without affecting the overall curriculum.

Dr. Bremer reported that Dr. Calvin Flint and Dr. Harry Wiser of the Accrediting Commission for Junior Colleges would visit the College on Wednesday, May 7, 1969, and that they had requested to meet with representatives of the Board.

ACCREDITATION
VISIT --
MAY 7, 1969

Mr. Collins and Mr. Zitnik stated that they would be available to meet with Dr. Flint and Dr. Wiser.

Dr. Bremer presented a proposal with regard to instituting a Foreign Student Program for the 1969-70 academic year with a limit on the number of students to be accepted, and recommended that it be adopted.

FOREIGN STUDENT
PROGRAM

Motion by Mr. Zitnik, duly seconded and unanimously carried, to adopt the Foreign Student Program for the 1969-70 academic year as presented.

ADOPTED

Mr. Mitchell, Director of College and Community Services, presented a report on the permanent campus groundbreaking ceremonies scheduled for May 1, 1969, at 2:45 P.M.

GROUNDBREAKING
CEREMONIES
MAY 1, 1969

Dr. Bremer presented the proposed Constitution as adopted by the Associated Student Body Government, along with specific changes recommended by the Administration as follows:

ASSOCIATED
STUDENT BODY
CONSTITUTION

Line 8, Preamble:

"involvement in the campus life; promote communications"

Motion by Mr. Vogel, duly seconded, to accept the change as recommended by the administration.

Mr. Backus amended the above motion, duly seconded and unanimously carried, that Line 8, Preamble, read as follows:
"involvement in the campus life; promote communications within the college and between the college and the community."

On the amended motion, it was duly seconded and unanimously carried, to adopt the change.

Line 9,10, Page 2

"The emblem of this organization shall be a mounted Gaucho with a lasso in his hand."

There were no objections.

Line 22,23,24, Page 2:

"All certificated staff members of Saddleback College shall be honorary members. Honorary members may not vote or hold office in this organization."

Motion by Mr. Backus, duly seconded and carried, to accept the change as recommended by the administration. Mr. Brannon voted no.

Line 5,6,7, Page 3:

Eliminate -- "Life membership in this organization may be granted to individuals for outstanding service to Saddleback College by at least a majority vote of the Associated Student Body Senate."

Motion by Mr. Zitnik, duly seconded and unanimously carried, that lines 5,6, and 7, be deleted from the Associated Student Body Constitution as recommended by the Administration.

Line 9, Page 3:

"be recommended by the Student Senate to the Board of Trustees during the previous Spring Quarter."

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the change as recommended by the administration.

Line 14, Page 3:

"Clause 1. All elective officers shall carry at least 12 units each quarter."

There were no objections.

Line 10,11, Page 6:

"Section 4. All programs for raising revenue shall originate in the Senate and shall be approved by the Dean of Students."

Stan Kenyon stated that the students should have the right to raise funds and asked why the Coordinator of Student Activities who advises the Associated Student Body was not authorized to approve fund-raising programs.

Dr. Bremer stated that the Coordinator of Student Activities is responsible to the Associate Dean of Students and for that reason he recommended the change to read as follows:

"Section 4. All programs for raising revenue shall originate in the Senate and shall be approved by the Coordinator of Student Activities."

ASSOCIATED
STUDENT BODY
CONSTITUTION

Line 13,14, Page 6:

"Under the direction of the Coordinator of Student Activities, the Senate shall approve all expenditures of the Associated Student Body fund not budgeted."

There were no objections.

Line 25,26, Page 6:

"b. To approve requests from the Associated Students."

Motion by Mr. Vogel, duly seconded and unanimously carried, to accept the recommendation as presented by the administration.

Line 22,23, Page 8:

"effective following approval of at least two-thirds of the Senate and at least two-thirds of the voting student body in a general election."

There were no objections.

Motion by Mr. Zitnik, duly seconded, that line 19, page 3, shall read: "shall maintain a 2.0 grade point average at all times."

Mr. Zitnik withdrew motion; Mr. Brannon withdrew second.

Motion by Mr. Backus, duly seconded and unanimously carried, that lines 19,20,26,27, and 28, page 3, read: "shall have at least a 2.0 grade point average in the quarter of candidacy and for the previous quarter."

Motion by Mr. Vogel, duly seconded and unanimously carried, to accept the preliminary draft of the Associated Student Body Constitution with the administration's recommended changes.

PRELIMINARY
DRAFT OF CON-
STITUTION
APPROVED

Mr. Collins reported that he had attended the CJCSCGA Conference in Palm Springs on April 24 - 26, 1969, and stated that our student delegation was to be complimented on their conduct and for a fine job.

CJCSCGA CONFERENCE
REPORT

Mr. Collins adjourned the meeting for recess at 11:25 P.M.

RECESS

Mr. Collins reopened the meeting at 11:35 P.M.

REOPENED MEETING

Dr. Bremer reported that the Western Airlines Training Center had donated to the District one three-unit seating section and one two-unit seating section to be used in the stewardess training program and recommended that the Board accept the gift.

GIFT

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the gift from the Western Airlines Training Center and that an appropriate letter of appreciation be sent.

ACCEPTED

Dr. Bremer recommended that Lee Rhodes be approved to attend the National Conference on Oceans, Industry and the Educator in Long Beach, on May 5 - 7, 1969, with necessary and actual expenses paid.

CONFERENCE
REQUEST FOR
LEE RHODES

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

APPROVED

Dr. Bremer recommended that a special meeting be called for the purpose of reviewing District Board Policies and for a report from the Associated Student Body Officers with regard to the State Conference held in Palm Springs on April 24 - 26.

SPECIAL BOARD
MEETING RECOM-
MENDED

Motion by Mr. Brannon, duly seconded and unanimously carried, to call a Special Board Meeting on June 2, 1969, at 7:45 P.M., as recommended.

SPECIAL BOARD
MEETING APPROVED
FOR 6-2-69

Dr. Bremer reported that he had met with Dr. Hobson, Educational Consultant, and the District Architect with regard to the permanent buildings. He explained that an Institutional Planning Committee comprised of three administrators, three instructors, two students, and two lay people was formed, as well as a committee for Fine Arts, for Math-Science, and for the Library. The first meeting will be held May 6.

EDUCATIONAL
CONSULTANT --

INSTITUTIONAL
PLANNING
COMMITTEE

Dr. Bremer reported that the Humanities Subcommittee of the General Advisory Committee had presented a recommendation to the administration with regard to released time for directors of co-curricular activities. He recommended that the proposal be amended whereby the maximum number of hours allowed (0 to 6) be limited to the quarter where there are productions and with the provision that no additional instructors be employed in order to effect the policy.

RELEASED TIME
FOR CO-CURRICULA
ACTIVITIES

Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve the released time for directors of co-curricular activities as recommended.

APPROVED

Mr. Barletta recommended that the Superintendent or Business Manager be authorized to execute the agreement between the District and the Civil Engineering Firm of Jennings, Halderman, and Hood for additional civil engineering services required by the District at a fee not to exceed \$12,900. Mr. Collins proposed that paragraph "C" of the agreement be deleted.

AGREEMENT --
JENNINGS,
HALDERMAN, AND
HOOD

Motion by Mr. Brannon, duly seconded and unanimously carried, to authorize the Superintendent or the Business Manager to execute the agreement with the civil engineering firm of Jennings, Halderman, and Hood as recommended and deleting paragraph "C" from the agreement.

APPROVED

Mr. Barletta requested authorization to proceed to work out an arrangement with the Moulton-Niguel Water District with regard to an easement which is required for servicing and reading the water meter.

EASEMENT --
MOULTON-NIGUEL
WATER DISTRICT

Mr. Lowrey, District Architect, stated that Boyle Engineering had indicated that the meter must be placed in a vault outside the school property line. He recommended, however, that the easement be approved as a possible alternate solution.

Motion by Mr. Vogel, duly seconded and unanimously carried, to authorize the administration to proceed with the arrangements for an easement in lieu of placing the meter in a vault.

Mr. Lowrey stated that site work on the permanent campus was on schedule. He reported that a pre-construction conference to coordinate all activities has been scheduled with Shirley, Inc., on May 1, 1969.

PERMANENT CAMPUS
REPORT

Mr. Barletta presented a proposed calendar regarding certificated and classified payrolls and pupil attendance accounting for the 1969-70 academic year and recommended its adoption.

DISTRICT
CALENDAR
1969-70

Motion by Mr. Zitnik, duly seconded and unanimously carried, to adopt the calendar relating to certificated and classified payrolls and pupil attendance accounting for the academic year of 1969-70 as presented.

ADOPTED

Mr. Barletta requested that the Board authorize the Superintendent and Business Manager to make suitable arrangements for temporary office facilities for the months of July, August, and possibly part of September.

TEMPORARY
OFFICE
FACILITIES

Motion by Mr. Backus, duly seconded and unanimously carried, to authorize the administration to make arrangements for temporary office facilities as requested.

Mr. Barletta reported that the District's architectural firm of Ramberg and Lowrey had requested payment in the amount of \$66,891.84, which is 70 percent of its service.

ARCHITECT'S
REQUEST FOR
PAYMENT

Motion by Mr. Backus, duly seconded and unanimously carried, to approve payment in the amount of \$66,891.84, to the architectural firm of Ramberg and Lowrey.

PAYMENT

Mr. Barletta stated that James A. Roberts Associates, Inc., Climatologists, had requested payment in the amount of \$2,130.54, and that the District Architect had approved this request.

CLIMATOLOGISTS'
REQUEST FOR
PAYMENT

Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve payment in the amount of \$2,130.54 to James A. Roberts Associates, Inc., for services performed through March.

APPROVED

Motion by Mr. Backus, duly seconded and unanimously carried, to approve Purchase Orders 1568 through 1633, totaling \$15,295.11, and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS
APPROVED

Motion by Mr. Backus, duly seconded and unanimously carried, to approve District Warrants 96-02336 through 96-02314, totaling \$18,131.61, and to ratify payment.

DISTRICT
WARRANTS
APPROVED

Motion by Mr. Brannon, duly seconded and unanimously carried, to ratify the payment of personnel services as follows:

PAYMENT OF
PERSONNEL
SERVICES
RATIFIED

Certificated Payroll	9A	\$50,256.36
Classified Payroll	9B	<u>19,248.44</u>
Total		\$69,504.80

Mr. Barletta recommended that a portion of the permanent campus be used for grazing sheep between the months of May and July.

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

Dr. Bremer reported that SB 773, regarding the land exchange, will be heard by the Committee on Education on April 30.

LEGISLATION
SB 773

Dr. Bremer reported that he had met with the presidents of the other new colleges and Dr. McPherran in San Francisco on April 17 regarding SB 508. The Bill was amended to provide State assistance for new colleges based on a ratio of assessed valuation of the district the year prior to its first effective year and projected resident weekly student contact hours five years after instruction begins. He reported that the Bill will be heard by the Finance Committee on May 1, and recommended that Mr. Collins be authorized to attend the hearing with actual and necessary expenses paid.

SB 508

Motion by Mr. Brannon, duly seconded and unanimously carried, to authorize Mr. Collins to attend the hearing on May 1, 1969, with actual and necessary expenses paid.

MR. COLLINS
AUTHORIZED TO
ATTEND HEARING

Mr. Collins adjourned the regular meeting to executive session at 12:45 A.M.

EXECUTIVE
SESSION

Mr. Collins reopened the regular meeting at 2:20 A.M., and stated that the following personnel action transpired in executive session:

Motion by Mr. Zitnik, duly seconded and unanimously carried, that Norman K. Harrison be employed as Security Officer 1, Grade 10, Step 1, \$2.249 per hour, effective May 1, 1969.

SECURITY OFFICER
NORMAN HARRISON

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the resignation of Beverly Cantrell, Clerk-Typist, effective May 1, 1969.

RESIGNATION --
BEVERLY CANTRELL

Mr. Barletta requested authorization to employ a clerk-typist, half-time/full-time assignment, with the provision that the name of the person employed would be submitted for Board approval at the next regular meeting.

AUTHORIZATION
REQUESTED TO
EMPLOY CLERK-
TYPIST

Motion by Mr. Brannon, duly seconded and unanimously carried, to authorize the administration to employ a clerk-typist as requested.

Motion by Mr. Brannon, duly seconded and unanimously carried, to employ Michael W. Flaherty as an instructor for the 1969-70 academic year, Class 2, Step 9, \$11,800, Division of Business Science.

MICHAEL FLAHERTY

Motion by Mr. Backus, duly seconded and unanimously carried, to employ Tom J. Gaines as an instructor for the 1969-70 academic year, Class 2, Step 13, \$13,000, Division of Languages and Fine Arts.

TOM J. GAINES

Motion by Mr. Zitnik, duly seconded and unanimously carried, to employ Calvin L. Nelson as an instructor for the 1969-70 academic year, Class 4, Step 8, \$12,600, Division of Science, Mathematics, Engineering and Technology.

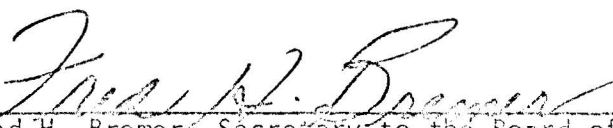
CALVIN NELSON

Motion by Mr. Backus, duly seconded and unanimously carried, to employ Robert C. Hoffman as an instructor for the 1969-70 academic year, Class 2, Step 2, \$9,000, Division of Social Science.

ROBERT HOFFMAN

Mr. Collins adjourned the meeting at 2:25 A.M.

ADJOURNMENT



Fred H. Bremer, Secretary to the Board of Trustees