

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

The Annual Organizational Meeting of the Governing Board of the Saddleback Junior College District was held in the Board Room at 28000 Marguerite Parkway, Mission Viejo, California, Monday, July 13, 1970, at 7:55 P.M.

ANNUAL 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. John Lund  
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

There were absent:

ABSENT

Mr. Patrick Backus

BOARD MEMBERS

Mr. Collins called for the election of Board Officers for 1970-71.

ELECTION OF  
BOARD OFFICERS

Mr. Lund nominated Mr. Vogel for the office of President of the Board.

Mr. Brannon nominated Mr. Backus for the office of President of the Board.

Mr. Collins closed the nominations for the office of President of the Board. He requested that voting for that office be conducted by secret ballot subsequent to the nominations for the remaining offices.

NOMINATIONS FOR  
PRESIDENT CLOSED

Mr. Lund nominated Mr. Brannon for the office of Vice President of the Board. No other nominations being made, on motion by Mr. Lund, duly seconded and unanimously carried, Mr. Brannon was declared duly elected to said office.

VICE PRESIDENT  
MR. BRANNON

Mr. Vogel nominated Mr. Lund for the office of Clerk of the Board. No other nominations being made, on motion by Mr. Vogel, duly seconded and unanimously carried, Mr. Lund was declared duly elected to said office.

CLERK  
MR. LUND

Mr. Brannon nominated Mr. Collins for the Representative to the Nominating Committee for membership to the County Committee on School District Reorganization. No other nominations being made, on motion by Mr. Brannon, duly seconded and unanimously carried, Mr. Collins was declared duly elected to said office.

REPRESENTATIVE  
TO COUNTY  
COMMITTEE  
MR. COLLINS

Dr. Bremer received the ballots for the office of President of the Board, and reported that Mr. Vogel had received two yes votes, one no vote, and one abstention.

Motion by Mr. Lund, duly seconded and unanimously carried, that the Members of the Board unanimously elect Mr. Vogel to the office of President of the Board of Trustees.

PRESIDENT  
MR. VOGEL

Dr. Bremer recommended that Regular Board Meetings for 1970-71 be held on the second and fourth Mondays of every month at 7:45 P.M., in the District Board Room at 28000 Marguerite Parkway, Mission Viejo, California.

REGULAR BOARD  
MEETINGS -  
SECOND & FOURTH  
MONDAYS

Motion by Mr. Collins, duly seconded and unanimously carried, that Regular Board Meetings for 1970-71 be held as recommended.

APPROVED

Mr. Vogel adjourned the Annual Organizational Meeting into the Regular Meeting at 8:05 P.M.

ADJOURNED TO  
REGULAR MEETING

Motion by Mr. Lund, duly seconded and unanimously carried, that the minutes of the Regular Meeting held on June 22, 1970, be approved as presented.

MINUTES OF  
6-22-70 APPROVED

Dr. Bremer informed the Members of the Board that he had written, at their request on June 22, a letter to the Orange County Board of Supervisors with regard to the estimated loss of revenue for 1970-71 as a result of the Williamson Act, and that he had received an excerpt of the minutes of the Board of Supervisors' meeting which indicated that the letter had been received and filed. Mr. Vogel requested that Dr. Bremer contact the Board of Supervisors for additional information.

COMMUNICATIONS

BOARD OF  
SUPERVISORS --  
ESTIMATED LOSS  
OF REVENUE

Dr. Bremer informed the Board of Trustees that he had received a letter from Dr. Archie McPherran, Assistant Chancellor, California Community Colleges, informing him that the proposed Science-Mathematics Building project had been approved by both the California Community Colleges and the State Department of Finance with the recommendation that preliminary plans and cost estimates, to be the basis for inclusion of necessary funds in the Governor's 1971-72 budget, be submitted no later than October 1, 1970.

SCIENCE-  
MATHEMATICS  
BUILDING PROJECT

Mr. Collins commended the Administration and the District Architect for their efforts concerning the proposed Science-Mathematics Building project.

Mr. Collins reported that he had received a memorandum from the Chancellor's office of the California Community Colleges regarding Assemblyman Greene's request that the Board of Governors consider permitting community college students time and credit to work on passage of Assembly Bills 1460 and 1674.

COMMUNICATIONS  
AB 1460 - 1674

A discussion ensued concerning the above Bills.

Motion by Mr. Collins, duly seconded and unanimously carried, to deny the request of Assemblyman Greene, and to notify the Chancellor's office immediately of the action taken.

Dr. Bremer requested that Mr. Barletta present a report concerning the budget reports for 1970-71.

BUDGET REPORTS  
1970 - 71

Mr. Barletta reported that he had received a report late Monday from the County Assessor's office indicating that the District's total secured assessed valuation for 1970-71 amounted to \$569,785,774. Of this amount, he estimated that approximately \$28,000,000 was from public utilities.

Mr. Barletta recommended that the Publication Budget for 1970-71 be established as follows:

GENERAL FUND

Administration	\$ 224,482.00
Instruction	1,751,348.00
Health Services	1,635.00
Operation of Plant	235,064.00
Maintenance of Plant	104,932.00
Fixed Charges	266,209.00
Student Transportation	<u>20,525.00</u>

Total Current Expense of Education \$ 2,604,195.00

Community Services	41,632.00
Capital Outlay	20,760.00
Tuition	<u>525,000.00</u>

Total Expenditures (Excluding Undistributed Reserve) \$ 3,191,587.00

BUILDING FUND

Administration	10,000.00
Fixed Charges	1,500.00

Capital Outlay 4,056,586.00

Total Budget \$ 4,068,086.00

SPECIAL RESERVE FUND

BUDGET REPORTS  
1970 - 71

Capital Outlay \$ 4,709.00

Dr. Bremer recommended that the two cent decrease, which was made in the undistributed reserve on June 22, be replaced as a result of the assessed valuation being greater than the estimate previously presented.

The Members of the Board discussed the Budget reports in detail.

Motion by Mr. Collins, duly seconded and unanimously carried, that the undistributed reserve be increased to \$50,000.

UNDISTRIBUTED  
RESERVE--\$50,000

Mr. Vogel appointed Mr. Collins as Chairman of the Site Committee. Mr. Collins reported that the Site Committee had met on several occasions with the administration and the District Architect concerning progress on the permanent campus. He stated that the District Architect would present a report with regard to the permanent Library-Classroom Complex and the Science-Mathematics Building.

LIBRARY-CLASSROOM  
COMPLEX AND  
SCIENCE-  
MATHEMATICS  
BUILDING

Mr. Lowrey presented schematics of the Library-Classroom Complex to the Board of Trustees and recommended their approval. He explained that the utilization of each level stressed total flexibility. He mentioned a tentative calendar which indicated that construction would begin in February, 1971; that construction would be completed in July, 1972; and that the building would be ready for occupancy in September, 1972.

DISTRICT  
ARCHITECT'S  
REPORT AND  
RECOMMENDATION

Mr. Vogel requested that the Library-Classroom Complex be completed in 13 months instead of 16 months, and ready for occupancy in July, 1972.

Mr. Vogel recommended that special work-study meetings be scheduled concerning the permanent Library-Classroom Complex, and that the meetings be held in the District Architect's office.

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the schematics for the permanent Library-Classroom Complex, and to authorize the District Architect to proceed with the design development phase.

SCHEMATICS FOR  
LIBRARY-  
CLASSROOM COMPLEX  
APPROVED

Mr. Lowrey reported that schematics for the permanent Science-Mathematics Building would be presented on August 17 with the recommendation that they be approved on August 24. He also stated that preliminary plans would be presented on September 21 with the recommendation that they be approved on September 28, in order to meet the deadline of October 1, 1970, for presentation to the California Community Colleges.

SCIENCE-  
MATHEMATICS  
BUILDING

<p>Motion by Mr. Collins, duly seconded and unanimously carried, to authorize the District Architect to proceed with the schematics on the permanent Science-Mathematics Building.</p>	<p>AUTHORIZATION-- SCHEMATICS ON SCIENCE-MATH BUILDING</p>
<p>Dr. Bremer recommended that a Public Hearing be called on August 3, 1970, at 7:45 P.M., concerning the adoption of the budgets for 1970-71</p>	<p>PUBLIC HEARING 8-3-70</p>
<p>Motion by Mr. Collins, duly seconded and unanimously carried, that a Public Hearing be called on Monday, August 3, 1970, at 7:45 P.M., concerning the adoption of the 1970-71 Budget and the undistributed reserve as amended.</p>	<p>APPROVED</p>
<p>Dr. Bremer recommended that Automotive Technology be included in the curriculum for 1970-71. He explained that the general education courses will be offered on campus, and that the laboratory work will take place at the Mission Viejo High School on an extended-day basis.</p>	<p>AUTOMOTIVE- TECHNOLOGY</p>
<p>Motion by Mr. Collins, duly seconded and unanimously carried, that Automotive Technology be included in the curriculum for 1970-71 as recommended.</p>	<p>APPROVED</p>
<p>Dr. Bremer recommended that the Board of Trustees approve the employment of a Director of Nursing for the 1970-71 academic year as a preliminary to offering nursing instruction the following year.</p>	<p>EMPLOYMENT OF DIRECTOR OF NURSING</p>
<p>Motion by Mr. Collins, duly seconded and unanimously carried, to approve the employment of a Director of Nursing for the 1970-71 academic year as recommended.</p>	<p>APPROVED</p>
<p>Dr. Bremer recommended that Education 60, Teacher Aide, be approved by the Board of Trustees. He explained that the course was developed as an accomodation to the Laguna Unified School District and would be offered during extended-day if there is sufficient enrollment.</p>	<p>EDUCATION 60 -- TEACHER AIDE</p>
<p>Motion by Mr. Brannon, duly seconded and unanimously carried, that Education 60, Teacher Aide, be approved as recommended.</p>	<p>APPROVED</p>
<p>Dr. Bremer recommended that courses in Early Childhood Education be approved for the 1970-71 academic year in the extended-day program and that they be contingent upon having sufficient enrollments.</p>	<p>COURSES -- EARLY CHILDHOOD EDUCATION</p>
<p>Motion by Mr. Collins, duly seconded and unanimously carried, that courses in Early Childhood Education be approved for the 1970-71 academic year as presented.</p>	<p>APPROVED</p>
<p>Dr. Bremer reported that Mr. Shearer had contacted him and requested that he be permitted to appear before the Board of Trustees at a later date.</p>	

Dr. Bremer presented a proposed Board Policy to the Board of Trustees concerning dissemination of printed materials and recommended its adoption.

BP - DISSEMINATION OF PRINTED MATERIALS

Motion by Mr. Lund, duly seconded and unanimously carried, to adopt the above Board Policy as recommended.

ADOPTED

Dr. Bremer presented the following revised Board Policy to the Members of the Board and recommended its adoption:

BP 4108 -- REVISED

4108 -- CERTIFICATED PERSONNEL - RELATED EXPERIENCE

Add "At the time of initial employment," as the beginning of paragraph one.

Motion by Mr. Lund, duly seconded and unanimously carried, that Board Policy 4108 be adopted as revised.

ADOPTED

Dr. Bremer presented an enrollment report for the 1970 summer session. The report included enrollments by classes, classes combined and classes cancelled, with a total enrollment of 745 students.

1970 SUMMER SESSION ENROLLMENT

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the summer session enrollment report as presented.

ACCEPTED

Dr. Bremer reported that the American Red Cross had requested use of College facilities to conduct a five-week First Aid Course during the summer.

USE OF FACILITIES FOR FIRST-AID COURSE

Motion by Mr. Brannon, duly seconded and unanimously carried, that approval be granted to the American Red Cross for use of College facilities to conduct a five-week First Aid Course during the summer.

Dr. Bremer reported that it had been necessary to effect two internal budget transfers in the following amounts:

BUDGET TRANSFERS

\$463.75 -- Classified salaries to administrative salaries.

\$5,427.29 -- Classified salaries to extended-day program.

Mr. Barletta recommended that payment as indicated be authorized to the following:

PAYMENT REQUESTS

LeRoy Crandall and Associates	\$ 5,900.00
W. J. Shirley, Inc.	203.26
Jennings-Halderman-Hood	2,472.50

Mr. Barletta recommended that Change Order No. 5 to W. J. Shirley, Inc., be approved and that payment be authorized in the amount of \$2,984.50, upon completion and execution of all required documents.

CHANGE ORDER NO. 5

Mr. Collins reported that the Site Committee had met with the District Architect concerning the above payment requests and Change Order, and that it was the recommendation of the Site Committee that they be approved as indicated above.

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the above payment requests and Change Order No. 5 as presented.

APPROVED

Mr. Barletta presented the following bids, which were the lowest meeting specifications, and recommended their approval:

BIDS

79	Stores Supplies	Palm Stationers	\$ 121.25
		Palfrey's Educational Aids	78.12
		State School Supply	354.73
		Pioneer Stationers	1,196.50
		Stationers Corporation	341.96
R-7590	Track (General Supplies)	Conlin Brothers, Inc.	5.99
		Leo-Paul Athletic Supply	1,608.08
		Boege's Sporting Goods	18.69
		Orange Sporting Goods	171.05
R-7594	Medical Supplies	Tim McAuliffe, Inc.	37.80
		Leo-Paul Athletic Supply	23.21
		Conlin Brothers, Inc.	103.05
		School Health Supply	71.55
		Arcade First-Aid & Safety Supply Company	6.83
		Scherer Company	128.58
		Deckert Surgical Co.	81.00
		Spartan	2,707.96
R-7591	Football (General Supplies)	Leo-Paul Athletic Supply	526.05
		Orange Sporting Goods	173.67
		Spartan	73.50
		San Clemente Sporting Goods & Camera Center	479.09
R-8217	Storage Cabinets	Eezee Fixtures	1,037.40
80	Dodge Sportsman Vans	Jerry Goodwin Dodge, Inc.	8,969.86

Motion by Mr. Brannon, duly seconded and unanimously carried, to award the above bids as presented.

APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, to approve Purchase Orders 4341 through 4416, totaling \$17,629.06, 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 96-5152 through 96-5267, totaling \$18,833.31, be approved and ratified for payment.

DISTRICT  
WARRANTS  
APPROVED

Dr. Bremer informed the Board of Trustees that AB 208 had been signed by the Governor on June 23, 1970. The Bill changes dates of certain legal holidays and becomes effective January 1, 1971.	LEGISLATION
Mr. Vogel adjourned the Regular Meeting into Executive Session at 11:15 P.M.	EXECUTIVE SESSION
Mr. Vogel reopened the Regular Meeting at 11:30 P.M., and reported that the following personnel action had transpired in Executive Session:	REGULAR MEETING
Motion by Mr. Collins, duly seconded and unanimously carried, to approve the following classified personnel recommendations:	CLASSIFIED RECOMMENDATIONS
<u>Employment</u>	<u>EMPLOYMENT</u>
Theresa Courtright - Library Clerk, Grade 19, Step 2, \$495 per month, effective July 14, 1970.	COURTRIGHT
Vladimir Kubr - Bio-Chemistry Laboratory Technician, Grade 29, Step 3, \$663 per month, effective August 3, 1970.	KUBR
Eileen M. Johnson - Clerk Typist 1, Grade 16, Step 2, \$460 per month, effective August 3, 1970.	JOHNSON
Janet McKibbon - Clerk Typist 1, Grade 16, Step 4, \$3.017 per hour, on an "if-and-as-needed" basis.	McKIBBON
<u>Ratification of Employment</u>	
Joseph Saliba - Security Officer 1, \$2.874 per hour, effective July 3, 1970.	SALIBA
Motion by Mr. Lund, duly seconded and unanimously carried, to approve the extension of John Flood's salary - based on \$18,700 per annum - during the months of July and August.	SALARY EXTENSION FLOOD
Motion by Mr. Lund, duly seconded and unanimously carried, that George Denney be approved to serve as Chairman, Division of Languages for the 1970-71 academic year, Class 5, Step 14, plus \$1,000.	CHAIRMAN, DIV. OF LANGUAGES - DENNEY
Motion by Mr. Lund, duly seconded and unanimously carried, that Frank O. Sciarrotta be approved to serve as Chairman, Division of Science for the 1970-71 academic year, Class 5, Step 13, plus \$1,000.	CHAIRMAN, DIV. OF SCIENCE - SCIARROTTA
Motion by Mr. Lund, duly seconded and unanimously carried, that Gertrude C. Baker be approved to serve as Director of Nursing for the 1970-71 academic year, Class 4, Step 7, plus \$1,000.	DIRECTOR OF NURSING - BAKER



Motion by Mr. Collins, duly seconded and unanimously carried, to approve the following new extended-day instructors for 1970-71 on an "if-and-as-needed" basis.

NEW EXTENDED-DAY INSTRUCTORS

Division of Business Science

Franklin S. Hurd	\$8.00 per hour
Jack D. Weber	8.00 per hour
Ann M. Cordrey	8.00 per hour

Division of Health, Physical Education and Athletics

Jimmie L. Axton	\$8.00 per hour
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Division of Technology

Stanley D. VanSpanje	\$8.00 per hour
Karl G. Woodson	8.00 per hour

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the following former Saddleback College extended-day instructors on an "if-and-as-needed" basis for the 1970-71 academic year:

FORMER EXTENDED-DAY INSTRUCTORS

Division of Business Science

Shirley E. Davis	\$8.50 per hour
Glenn V. Dill	8.50 per hour
John W. Forrester	8.50 per hour
Darrell M. Kibby	8.00 per hour
Henry E. Rohwer	8.00 per hour

Division of Mathematics and Engineering

Garth O. Rogers	\$8.50 per hour
Michael Nardozza	8.00 per hour
David G. Adams	8.00 per hour
Ronald V. Berggren	8.00 per hour
Vern G. Kroeger	8.00 per hour

Division of Social Science

Bruce A. Hand	\$8.00 per hour
John O'Connell	8.00 per hour

Mr. Vogel adjourned the Regular Meeting at 11:35 P.M.

ADJOURNMENT

  
Fred H. Bremer, Secretary to the Board of Trustees