

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

The regular meeting of the Governing Board of the Saddleback Junior College District was held in the Library of the Crown Valley Elementary School, 29292 Crown Valley Parkway, South Laguna, California, Monday, July 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. Zitnik gave the invocation.

There were present:

PRESENT

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

BOARD MEMBERS

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the minutes of the regular meeting held on June 23, 1969, as mailed.

MINUTES OF  
6-23-69 APPROVED  
AS MAILED

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the minutes of the special meeting held on July 2, 1969, as corrected:

MINUTES OF  
7-2-69 APPROVED  
AS CORRECTED

Correct paragraph 2, page 2, to, "Motion by Mr. Vogel, duly seconded, that credit for sick leave cannot be given for other than during the regular contract period. Mr. Vogel withdrew motion; Mr. Brannon withdrew second. It was requested that further study be conducted with regard to the matter."

Correct paragraph 5, page 3, to, "Mr. Collins reported that a Federal District Court in California had sanctioned a more specific dress code, and therefore recommended that Board Policy 5400, STUDENTS DRESS CODE, be modified subject to further consideration of the Associated Student Body."

Dr. Bremer read a letter from the County of Orange regarding a public hearing to be held on July 23, 1969, concerning a proposed annexation to the City of Tustin. He stated that the annexation would not affect the District.

COMMUNICATIONS

Dr. Bremer read a letter from the San Clemente Chamber of Commerce and Kiwanis Club to the Members of the Board of Trustees for their information with regard to campus disorders.

COMMUNICATIONS

Dr. Bremer reported that the Accrediting Commission for Junior Colleges, Western Association of Schools and Colleges, had voted to accept Saddleback College as a Recognized Candidate for Accreditation for a one-year period ending June 30, 1970. He recommended that the self-study evaluation be conducted during the 1969-70 academic year and that the accreditation visit be requested for the Fall of 1970.

ACCREDITATION  
STATUS

RECOGNIZED  
CANDIDATE

Motion by Mr. Brannon, duly seconded and unanimously carried, that the accreditation self-study evaluation be conducted during the 1969-70 academic year, and to apply for renewal of the Recognized Candidate category for a second year, and to request an accreditation visit for the Fall of 1970.

Dr. Bremer informed the Board of Trustees that nominations for School Board Members to serve as representatives to CSBA Delegate Assembly from the 20th constituency will run through August 15. He requested that the Members of the Board consider whether or not to nominate a Member as representative.

CSBA DELEGATE  
ASSEMBLY  
NOMINATIONS

It was requested that the above matter be deferred to the regular Board Meeting to be held August 11, at which time a report will be presented to the Board of Trustees concerning the District's membership in organizations and their dues.

DEFERRED UNTIL  
8-11-69

Mr. Lowrey, District Architect, reported on the permanent campus. He informed the Board of Trustees of the number of buildings which have been moved to the permanent campus, the condition of the playing field, and the effect of the plumbers' strike on the construction.

PERMANENT CAMPUS

Mr. Collins requested that the proposed Board Policies be deferred until the Business Manager's report had been given.

BOARD POLICIES  
DEFERRED

Mr. Barletta stated that the District's tentative General Fund and Building Fund Budgets would be published in the Daily Sun Post on July 30, 1969, and the Laguna News Post and Tustin News on July 31, 1969.

GENERAL FUND  
AND BUILDING  
FUND BUDGETS

Mr. Barletta stated that the total assessed valuation for 1969-70 amounted to \$483,774,051. Of that amount, he reported that \$463,377,353 was secured. He also informed the Board of Trustees that the amount to be added for public utilities and the adjustment for the agricultural preserve would not materialize until August. On the basis of these anticipated adjustments and the percentage collectible, he estimated that the assessed valuation for taxing purposes would be \$446,006,508. On the basis of the assessed valuation reported, he recommended that the General Fund Budget be established as follows:

GENERAL FUND BUDGET

Total (approved 6-23-69)	\$ 2,404,836
Add lease payment	81,822
Total proposed expenditures	\$ 2,486,658
Assets and General Reserve	4,500
Undistributed reserve	172,707
	\$ 2,663,865

GENERAL FUND  
BUDGET --  
TENTATIVE

Motion by Mr. Zitnik, duly seconded and unanimously carried, to adopt the revised tentative General Fund Budget for 1969-70 as presented.

ADOPTED

Mr. Barletta recommended that the estimated expenditures for the Building Fund Budget be revised by the amount of \$35,799 with the proposed budget for 1969-70 to be as follows:

BUILDING FUND  
BUDGET --  
TENTATIVE

BUILDING FUND BUDGET

Administration	\$ 10,000
Fixed Charges	1,600
Sites	100,000
Improvement of Site	977,317
Buildings	4,745,292
Books	100,500
Equipment	432,941
	\$ 6,367,650

Motion by Mr. Brannon, duly seconded and unanimously carried, to adopt the revised tentative Building Fund Budget for 1969-70 as presented.

ADOPTED

Mr. Barletta stated that the Board of Trustees had adopted a Resolution of intent to dedicate an easement for road purposes to the County of Orange at the meeting held on June 23, 1969, and, consequently, a public hearing was set to be heard at the meeting on July 14. He recommended that, if no protests were made, the Secretary to the Board of Trustees be authorized to execute a deed dedicating such easement.

PUBLIC HEARING

RE: EASEMENT  
FOR ROAD PURPOSES

Mr. Collins informed the members of the audience of the public hearing and asked if anyone wished to make comments or protest, or if they wished the legal description to be read.

There were no comments, protests, or a request to have the legal description of the deed read.

Motion by Mr. Zitnik, duly seconded and unanimously carried, that the public hearing be closed.

PUBLIC HEARING  
CLOSED

Motion by Mr. Brannon, duly seconded and unanimously carried, to adopt the Resolution authorizing the Secretary to the Board of Trustees to execute a deed dedicating an easement for public street and highway purposes to the County of Orange.

ADOPTED

ROLL CALL VOTE:

AYES: MEMBERS: BRANNON, COLLINS, & ZITNIK

NOES: MEMBERS: NONE

ABSENT: MEMBERS: BACKUS & VOGEL

Mr. Brannon withdrew motion and Mr. Zitnik withdrew second in order that the Resolution be read.

MOTION WITHDRAWN

Mr. Brannon read the Resolution to the members of the audience and moved, duly seconded and unanimously carried, to adopt the Resolution authorizing the Secretary to the Board of Trustees to execute a deed dedicating an easement to the County of Orange for public street and highway purposes.

RESOLUTION  
ADOPTED

ROLL CALL VOTE:

AYES: MEMBERS: BRANNON, COLLINS, & ZITNIK

NOES: MEMBERS: NONE

ABSENT: MEMBERS: BACKUS & VOGEL

Mr. Barletta reported that W. J. Shirley, Inc., had requested progress payment Number 2 in the amount of \$114,300. The architects and inspector had certified and recommended payment.

PAYMENT NO. 2  
W. J. SHIRLEY,  
INC.

Motion by Mr. Zitnik, duly seconded and unanimously carried, that progress payment Number 2 in the amount of \$114,300 be authorized to W. J. Shirley, Inc.

AUTHORIZED

Mr. Barletta reported that electrical services would be installed around August 1, 1969, and recommended that a construction advance payment in the amount of \$5,773 be authorized to the San Diego Gas and Electric Company.

SAN DIEGO GAS  
& ELECTRIC CO.  
PAYMENT REQUESTED

Motion by Mr. Brannon, duly seconded and unanimously carried, to authorize an advance payment in the amount of \$5,773 to the San Diego Gas and Electric Company.

AUTHORIZED

Mr. Barletta recommended that the following bids, which are the lowest meeting specifications, be awarded as indicated:

BIDS

R-3738	Growth Chamber & Accessories	Sherer-Gillett Company	\$ 1,774.50
R-3737	Instant Ocean Culture System	Ward's of California	779.10
49	Various Items (Science)	Van Waters & Rogers Central Scientific Co. Sargent-Welch Scientific Co. Wards Natural Science Establishment	875.24 23.63 307.17 1,526.11

50	Files	The Welch Company	1,942.40	BIDS
		Bassett Office Furniture	383.25	
51	Library Shelving	Burt C. Gentle Company	5,556.76	
52	Library Carrels	Educational Electronics	5,916.00	
45	Furniture	Culver-Newlin	1,021.28	
		Wilshire Leasing, Inc.	1,625.22	
		American Seating Company	5,306.71	
		The Welch Company	1,615.95	
		Palm Stationers	553.35	
		Virco Mfg. Corp.	9,303.37	
		Standard Pressed Steel Company	4,394.99	

Motion by Mr. Zitnik, duly seconded and unanimously carried, that the above bids be awarded as presented. APPROVED

Mr. Barletta recommended that Bid 44, for thirty-one electric typewriters, be awarded to Royal Typewriter Company, lowest bidder meeting specifications, in the amount of \$8,121.23. He reported that the Remington Rand Corporation did submit a bid lower than the Royal Company; however, after the instructional staff and the division chairman had examined the typewriters, they concurred that they did not meet specifications in the following three areas: BID -- TYPEWRITERS

1. No automatic margin control
2. No touch control
3. Non-uniform scales

Mr. Brainerd, Sales Manager for Remington Rand Corporation, objected to the specifications as written and stated that his typewriters did not meet specifications which were written for a specific machine. He stated that Remington Rand's bid was the lowest and that his company was entitled to the award.

A discussion ensued. It was explained that the specifications were written for a specific machine in order to provide diversity in the instructional program.

Motion by Mr. Zitnik, duly seconded and unanimously carried, to award Bid 44, for thirty-one electric typewriters, to Royal Typewriter Company, lowest bidder meeting specifications, in the amount of \$8,121.23. AWARDED TO ROYAL TYPEWRITER CO.

Mr. Barletta reported that Sully-Miller Company's bid of \$29,626 was the only one received for the storm drains. It was recommended by Dr. Bremer that the bid be rejected since it was \$8,176 in excess of the original estimate. STORM DRAIN BID

Motion by Mr. Zitnik, duly seconded and unanimously carried, to reject Sully-Miller Company's bid for storm drains in the amount of \$29,626 for rebids and to place it on the August 4, 1969, agenda. REJECTED

Mr. Barletta recommended that Bid 46 for weight-lifting equipment be awarded to Universal Athletic Sales Company, lowest bidder meeting specifications, in the amount of \$14,232.23.	WEIGHT LIFTING EQUIPMENT BID
Motion by Mr. Zitnik, duly seconded and unanimously carried, to award the above bid as recommended.	APPROVED
Mr. Collins adjourned the regular meeting for recess at 10:25 P.M.	RECESS
Mr. Collins reopened the regular meeting at 10:35 P.M.	REOPENED MEETING
Motion by Mr. Brannon, duly seconded and unanimously carried, to approve Purchase Orders 1931 through 1986, totaling \$30,373.21, and to authorize payment upon delivery and acceptance of items ordered.	PURCHASE ORDERS APPROVED
Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve District Warrants 96-02812 through 96-02864, totaling \$59,547.52, and to ratify for payment.	DISTRICT WARRANTS APPROVED
Mr. Barletta presented a Resolution to the Board of Trustees with regard to authorizing that money received from junior college tuition funds be credited to the special reserve fund of the District for the use of buildings and equipment, and recommended its approval.	RESOLUTION JUNIOR COLLEGE TUITION FUNDS
Motion by Mr. Brannon, duly seconded and unanimously carried, to adopt the above Resolution as recommended.	ADOPTED
ROLL CALL VOTE: AYES: MEMBERS: BRANNON, COLLINS, & ZITNIK NOES: MEMBERS: NONE ABSENT: MEMBERS: BACKUS & VOGEL	
Mr. Barletta requested that the Board of Trustees authorize the administration to process bids to the lowest bidders meeting specifications prior to Board approval but subject to ratification of the Board of Trustees.	REQUEST APPROVAL TO PROCESS BIDS
Motion by Mr. Zitnik, duly seconded and unanimously carried, to authorize the administration to purchase essential budgeted items where time is a factor, subject to ratification by the Board of Trustees.	AUTHORIZED
Dr. Bremer informed the Board of Trustees that SB 508 had cleared the Education Committee and would be heard by the Ways and Means Committee on July 22, 1969. He recommended that attendance for one or more persons be authorized with actual and necessary expenses paid.	SB 508 ATTENDANCE AT 7-22-69 MEETING REQUESTED
Motion by Mr. Zitnik, duly seconded and unanimously carried, to authorize attendance for one or more persons at the hearing on SB 508 in Sacramento on July 22, 1969, with actual and necessary expenses paid.	AUTHORIZED

Dr. Bremer reported that SB 773 had been signed into law on June 22, 1969.

SB 773

Mr. Collins adjourned the regular meeting to Executive Session at 10:55 P.M.

EXECUTIVE SESSION

Mr. Collins reopened the regular meeting and reported that the the following personnel action had transpired in Executive Session:

REGULAR MEETING

Motion by Mr. Zitnik, duly seconded and unanimously carried, that Miss Carole Baker be employed as Library Clerk, Grade 16, Step 2, \$460 per month, effective July 15, 1969.

LIBRARY CLERK  
EMPLOYED

Motion by Mr. Brannon, duly seconded and unanimously carried, to reclassify Robert Hill, Building Inspector, from Grade 39, Step 4, \$887 per month to Grade 43, Step 4, \$978 per month, effective July 15, 1969.

BUILDING  
INSPECTOR  
RECLASSIFIED

Motion by Mr. Zitnik, duly seconded and unanimously carried, that Mr. Ronald R. Ramstead's son must attend Saddleback College during the 1969-70 academic year.

INTERDISTRICT  
PERMIT REFUSED

Motion by Mr. Zitnik, duly seconded and unanimously carried, that Jerry C. Davidson be employed as an instructor in the Division of Business Science for the 1969-70 academic year, Class III, Step 10, \$12,800.

INSTRUCTOR  
JERRY C. DAVIDSON

Motion by Mr. Zitnik, duly seconded and unanimously carried, that Monte C. LaBonte be employed as an instructor in the Division of Languages and Fine Arts for the 1969-70 academic year, Class II, Step 13, \$13,400.

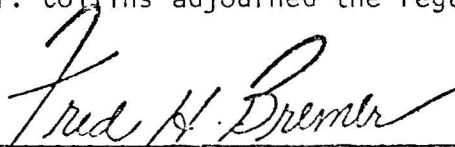
INSTRUCTOR  
MONTE C. LaBONTE

Motion by Mr. Brannon, duly seconded and unanimously carried, that Dr. Robert P. Ralls be employed as Team Physician for the 1969-70 academic year at a fee of \$750.

TEAM PHYSICIAN  
DR. RALLS

Mr. Collins adjourned the regular meeting at 12:08 A.M.

ADJOURNMENT



Fred H. Bremer  
Fred H. Bremer, Secretary to the Board of Trustees