

SADDLEBACK COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
July 26, 1971

The Regular Meeting of the Governing Board of the Saddleback Community College District was held in the Board Room at 28000 Marguerite Parkway, Mission Viejo, California, Monday, July 26, 1971, at 7:45 P.M.

REGULAR ME.

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

There were present:

PRESENT

- Mr. Patrick Backus
- 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

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the Minutes of the Regular Meeting held on June 28, 1971, as presented.

MINUTES OF
6-28-71
APPROVED

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the Minutes of the Special Meeting held on July 14, 1971, as presented.

MINUTES OF
7-14-71
APPROVED

Dr. Bremer distributed miscellaneous communication items to the Members of the Board of Trustees for their information.

COMMUNICATIONS

Dr. Bremer presented to the Board of Trustees a tabulation of bids and alternates in conjunction with the Library-Classroom Complex. He recommended that the low base bid in the amount of \$3,171,000, submitted by the P & A Construction Company, be accepted; that authorization be granted to execute the contract documents prior to August 10, 1971; and that the successful bidder be authorized to proceed with the construction as of August 10, 1971.

BIDS --
LIBRARY-CLASSROOM
COMPLEX

Motion by Mr. Backus, duly seconded and unanimously carried, that the low base bid submitted by P & A Construction Company in the amount of \$3,171,000 for construction of the Library-Classroom Complex be accepted; that authorization be granted to execute the contract documents prior to August 10, 1971; and that the P & A Construction Company be authorized to proceed with construction as of August 10, 1971.

LOW BASE BID
AWARDED TO
P & A CONSTRUCTION
COMPANY

Dr. Bremer introduced Mr. William Weeger and Mr. Paul Weeger, representatives of the P & A Construction Company, to the Members of the Board of Trustees.

Dr. Bremer reported that he had received a letter late Monday afternoon from the P & A Construction Company informing him that an inadvertent clerical error had been made in the bid concerning the listing of subcontractors and that the P & A Construction Company had requested the substitution of Thomas E. Anderson, Jr. for Sabad Engineering in conjunction with the earthwork; the substitution of Ideal Tile and Marble Company for C. B. Tile Corporation in conjunction with the ceramic tile; and the substitution of Harvy Nadig for J. Garrett Contractor in conjunction with the masonry.

REQUEST TO
SUBSTITUTE
SUBCONTRACTORS

He also reported that he had received a letter late Monday afternoon from J. Garrett Masonary Contractor, Inc., protesting the substitution of Harvy Nadig for J. Garrett Masonary Contractor, Inc.

Mr. Vogel requested that the Board of Trustees adjourn to Executive Session to discuss the above matter.

Mr. Brannon adjourned the Regular Meeting into Executive Session at 8:15 P.M.

EXECUTIVE
SESSION

Mr. Brannon reopened the Regular Meeting at 8:53 P.M.

REGULAR MEETING

In Executive Session, it was moved by Mr. Collins, duly seconded and unanimously carried, that the Board of Trustees waive only those subcontractors who do not protest by midnight on July 29, 1971, and that the prime contractor must utilize the J. Garrett Masonary Contractor, Inc., if the protest is not withdrawn.

SUBCONTRACTORS

Dr. Bremer presented to the Board of Trustees for its information an unofficial enrollment report for the 1971 Summer Session. The report included enrollments by classes, classes combined, and classes cancelled with an enrollment of less than 12. The unofficial total summer session enrollment is 1,408.

UNOFFICIAL
ENROLLMENT
REPORT -
1971 SUMMER
SESSION

Dr. Bremer recommended that the Board of Trustees adopt the following Resolution pertaining to Mr. Vogel's tenure as President of the Board of Trustees:

RESOLUTION -
MR. VOGEL

WHEREAS, Hans W. Vogel was elected to the office of President of the Saddleback Community College District Board of Trustees for the period July 1, 1970, through June 30, 1971; and

WHEREAS, Mr. Vogel's outstanding leadership and diligent efforts as President of the District's Board of Trustees contributed to the success of the organization and operation of Saddleback Community College District; and

WHEREAS, his unceasing endeavors in this official capacity as the presiding officer of the governing body have assured the college community of an outstanding institution of higher learning;

RESOLUTION
MR. VOGEL

NOW, THEREFORE BE IT RESOLVED that the other members of the Board of Trustees of Saddleback Community College District extend their profound appreciation and commendation for his role in the success of Saddleback College.

Motion by Mr. Lund, duly seconded and carried, to adopt the above Resolution as presented.

ADOPTED

ROLL CALL VOTE:

AYES: MEMBERS: BACKUS, BRANNON, COLLINS, & LUND

NOES: MEMBERS: NONE

ABSENT: MEMBERS: NONE

Dr. Bremer recommended that the Board of Trustees approve the policy of giving Saddleback College Instructors the option of receiving their salaries in either ten or twelve installments, beginning October 1, 1971.

SALARIES FOR
INSTRUCTORS -
10 or 12
INSTALLMENTS

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

APPROVED

Dr. Bremer recommended that the price of football tickets for the 1971 season be increased as follows:

FOOTBALL TICKET
PRICES FOR 1971

<u>Ticket</u>	<u>Recommended Price</u>	<u>Present Price</u>
Adults	\$2.00	\$1.75
High School Students & Servicemen	1.00	.75
Children under 12 years	.50	.50
General Admission Season Ticket	8.00	5.50
Reserve Seat Season Ticket	9.00	7.50

Motion by Mr. Collins, duly seconded and unanimously carried, that the price of football tickets for the 1971 season be increased as recommended.

APPROVED

Dr. Bremer recommended that the Board of Trustees approve institutional membership in the American Association of Collegiate Registrars and Admissions Officers for 1971-72 at a fee of \$100.

INSTITUTIONAL
MEMBERSHIP
AACRAO

Motion by Mr. Collins, duly seconded and unanimously carried, to approve institutional membership in the American Association of Collegiate Registrars and Admissions Officers for 1971-72 as recommended.

APPROVED

Based on the reports which had been presented to the Board of Trustees with regard to the Intramural Program held during 1970-71, Dr. Bremer recommended that the program be continued during 1971-72.

INTRAMURAL PROGRAM

Motion by Mr. Lund, duly seconded and unanimously carried, that the Intramural Program be continued during the 1971-72 academic year.

APPROVED FOR 1971-72

Mr. Vogel requested that a letter be directed to the California Junior College Association informing them that their news release published on July 13, 1971, had failed to mention that the Board of Trustees of Saddleback College voted not to reinstate the dress code after it received a favorable ruling from the United States Court of Appeals for the Ninth Circuit regarding the matter.

CJCA NEWS RELEASE REGARDING DRESS CODE

Motion by Mr. Collins, duly seconded and unanimously carried, that Dr. Bremer direct a letter to the California Junior College Association informing them of the decision of the Board of Trustees not to reinstate the dress code.

LETTER TO CJCA AUTHORIZED

Motion by Mr. Collins, duly seconded and unanimously carried, that one Regular Meeting of the Board of Trustees be held per month, and that it be held on the third Monday at 7:00 P.M., effective August 16, 1971.

ONE REGULAR BOARD MEETING PER MONTH AUTHORIZED

Mr. Barletta recommended that the Board of Trustees ratify the fact that the District's occupancy of the Addition to "S" Building on January 6, 1971, constituted acceptance of said building as completed.

S BUILDING ACCEPTANCE AS COMPLETED

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

RATIFIED

Mr. Barletta recommended that the Twining Laboratories of Southern California, Inc., be appointed to perform such testing of materials and inspection services as will be required in connection with the construction of the Library-Classroom Complex.

TWINING LABORATORIES

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

APPROVED

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

BIDS

R-12403	Athletic Supplies	Phelps-Meager	\$1,023.75
"	"	Leo-Paul Athletics	496.13
"	"	Champion Products Inc.	227.64
			<u>\$1,747.52</u>

R-12465	Maintenance Supplies	Easterday Supply Co.	\$ 215.19	BIDS
"	"	Pat & Shari Barnes	18.64	
"	"	Zellerbach Paper Co.	520.80	
"	"	Best Maintenance Supply Co.	166.26	
"	"	Pioneer Stationers, Inc.	49.10	
"	"	McLaughlin Industrial Dist., Inc.	28.98	
"	"	South Coast Distrib- utors Co.	157.94	
"	"	Kleen-Line Corporation	<u>1,347.40</u>	
			<u>\$2,504.31</u>	
R-13159	Magazine Subscriptions	EBSCO Subscription Services	\$1,103.48	
R-12868	Remodeling Buildings "N" & "J"	City Wide Air Conditioning & Heating	\$ 320.00	
		Ed's Electric Co.	445.00	
		Roland Olsen Gen- eral Contractor	<u>2,500.00</u>	
			<u>\$3,265.00</u>	
R-15347	Two Storage Units	Consolidated Rock	48.17	
		MP Building Sales Co.	2,715.76	
		Steiner Electric	150.00	
		Lang Concrete	<u>955.00</u>	
			<u>\$3,868.93</u>	
R-12168	Magnetic Recording Tapes 300 - 1,200' 7" Reels 100 - 2,400' 7" Reels	Cal's Cameras, Inc.	\$1,176.00	
R-12168	Magnetic Recording Tapes 100 - 1,800' 7" Reels	Worth's Sport & Camera Center	\$ 317.10	

Motion by Mr. Lund, duly seconded and unanimously carried, to award the above bids as recommended. APPROVED

Mr. Barletta reported that bid R-9991 had been withdrawn by the low bidder and that another bid will be presented at the Regular Board Meeting on August 2, 1971. BID WITHDRAWN

Mr. Barletta presented a job analysis for the position of Key Punch Operator and recommended that it be approved and placed on the Classified Employees Salary Schedule at Grade 20. JOB ANALYSIS
KEY PUNCH
OPERATOR

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the job analysis for the position of Key Punch Operator as recommended. APPROVED

Motion by Mr. Vogel, duly seconded and unanimously carried, that Purchase Orders 7192 through 7373, totaling \$159,662.91, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS
APPROVED

Motion by Mr. Collins, duly seconded and unanimously carried, that District Warrants 96-8248 through 96-8383, totaling \$41,246.92, be approved and ratified for payment.

DISTRICT
WARRANTS
APPROVED

Motion by Mr. Collins, duly seconded and unanimously carried, to ratify the following payment of personnel services:

PAYMENT OF
PERSONNEL
SERVICES
RATIFIED

Certificated Payroll	12A	\$179,838.51
Classified Payroll	12B	<u>37,461.75</u>
		\$217,300.26

Dr. Bremer presented Legislative Report Number 10 to the Members of the Board of Trustees for their information. In addition, he informed the Board of Trustees that AB 293 was on the Governor's desk for his signature, and that SB 696 had been heard by the Senate.

LEGISLATION

Mr. Brannon appointed Members of the Board to serve on five committees as indicated below. The name of the person appearing first was designated as Chairman of that particular committee.

BOARD COMMITTEES

Budget	Mr. Lund and Mr. Brannon
Building and Site	Mr. Vogel and Mr. Backus
Salary	Mr. Collins and Mr. Backus
Student Relations	Mr. Lund and Mr. Vogel
Trustee Areas (Ad Hoc)	Mr. Vogel and Mr. Lund

Mr. Brannon adjourned the Regular Meeting into Executive Session at 9:42 P.M.

EXECUTIVE
SESSION

Mr. Brannon reopened the Regular Meeting at 10:30 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, that the resignation of Patricia Fearon, Clerk Typist 11, be accepted as of July 21, 1971, and that payment be made for any earned and unused vacation and/or compensatory time.

RESIGNATION -
FEARON

Motion by Mr. Collins, duly seconded and unanimously carried, that the employment of James Derbyshire, Custodian 11, be terminated as of July 2, 1971, his last day of service.

EMPLOYMENT
TERMINATED -
DERBYSHIRE

Motion by Mr. Collins, duly seconded and unanimously carried, to employ the following classified personnel:

CLASSIFIED
EMPLOYMENT

John M. Howard, Building Inspector, Grade 47, Step 3, \$1,027 per month, effective August 10, 1971, on a half-time basis and on September 15, 1971, on a full-time basis.

HOWARD - BUILDING
INSPECTOR

Kathy Aichlmayr, Clerk Typist 1, Grade 18, Step 2, \$483 per month, effective July 27, 1971.

AICHLMAYR -
CLERK TYPIST 1

Joan Barrie, Key Punch Operator, Grade 20, Step 1, \$483 per month, effective August 2, 1971.

BARRIE - KEY
PUNCH OPERATOR

James McCaughan, Custodian 11, Grade 25, Step 1, \$545 per month, plus \$25.00 shift differential, effective August 2, 1971.

McCAUGHAN -
CUSTODIAN 11

James Claborn, Security Officer 11, on an "as-needed" basis at \$3.244 per hour, effective August 2, 1971.

CLABORN -
SECURITY OFFICER

Motion by Mr. Vogel, duly seconded and unanimously carried, that Mary Lou De Leva be appointed to the position of Clerk Typist 11 in the Purchasing Office, Grade 20, Step 1, \$483 per month, effective July 27, 1971.

De LEVA
CLERK TYPIST 11

Dr. Bremer informed the Members of the Board that Mr. David F. Anthony and Mr. Roger T. Chaney had declined offers of employment for the 1971-72 academic year.

ANTHONY & CHANEY
DECLINED
EMPLOYMENT

Motion by Mr. Lund, duly seconded and unanimously carried, to accept the above report pertaining to Mr. Anthony and Mr. Chaney as presented.

ACCEPTED

Motion by Mr. Vogel, duly seconded and unanimously carried, that Donald E. Craig be employed as an instructor for the 1971-72 academic year in the Division of Languages at a salary to be determined by his placement on the adopted schedule.

INSTRUCTOR FOR
1971-72 - CRAIG

Motion by Mr. Collins, duly seconded and unanimously carried, that the following former extended day instructors be employed on an "if-and-as-needed" basis for the 1971-72 academic year at hourly rates to be based on the adopted schedule.

FORMER EXTENDED
DAY INSTRUCTORS
APPROVED

Division of Business Science

John W. Forrester
Charles P. Fox
Milton W. Hanson
Darrell M. Kibby
John Lingenfelter
Peter Madigan
A. Victor Stuart
Jack D. Weber
Barbara Wood

Division of Fine Arts

William Boyd
Lynn Gamwell

Division of Fine Arts (Continued)

LeRoy W. Hollenbeck
Ann R. Patrick
Frederick C. Rash
James Smith

FORMER EXTENDED
DAY INSTRUCTORS
APPROVED

Division of Health, Physical Education and Athletics

Jimmie L. Axton
Edwina J. Beasley

Division of Languages

David Curtis
Renate Gordon
Leonor E. Hammond
Dorothy A. Humes
James A. McMillen
Patrick A. O'Brien
Jacques Pauwels
Martha G. Randeri
Johanne Sandstrom
Viola Schafer
Anne C. Schauwecker
Paula K. Senecki
Prentice W. Yandell

Division of Mathematics and Engineering

David G. Adams
Richard Judy
Michael Nardozza
Bill D. New
Garth O. Rogers
Doris J. Smith

Division of Science

Lauren R. Miller
Alan W. Satterlee

Division of Social Science

Pat B. Brian
Russell Cabeen
Janice A. Campbell
William D. Conroy
Stewart Cunningham
Robert Manning
Earnest C. Muller

Occupational-Technical

Ronald V. J. Berggren
Anne E. Holt
Vern G. Kroeger
Ethel M. Neuhauser
Barbara J. Stolz
Stanley D. Van Spange
Jane P. Wingrove
Karl G. Woodson

FORMER EXTENDED
DAY INSTRUCTORS
APPROVED

Driver Improvement

John E. Mahe

Extended Day Librarian

Susan L. Corum

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the following programs and performers in conjunction with the Community Lecture Series and Fine Arts Programs for the 1971-72 academic year:

COMMUNITY
LECTURE SERIES
& FINE ARTS
PROGRAMS
1971-72

Choral Workshop

Professor Donn Weiss, Director of Choral Music
University of California at Los Angeles
Saturday, October 30, 1971
Fee of \$100

Dr. Edward Teller, Nobel Prize Winner and
Professor of Physics at Large
University of California
Friday, November 5, 1971
Fee of \$200

Adjudicators for the Southern California Interpretation Festival

Dr. Judith Wray, Fee of \$200
Dr. Patricia McIlrath, Fee of \$200
Dr. Janet Bolton, Fee of \$100
Dr. Lee Roloff, Fee of \$300

Professor Donn Weiss
Saturday, May 20, 1972
Day -- Campus (Choral group and Professor Weiss)
Evening -- Off Campus (Professor Weiss)
Fee of \$100 each for a total of \$200

Motion by Mr. Lund, duly seconded and unanimously carried,
to adopt the following Board Policy:

BOARD POLICY
ADOPTED

BOARD POLICY 2001 -- INTERNAL ORGANIZATION -- ADMINISTRATION

The Board of Trustees affirms its legal responsibility to determine policies for the District and for the College. In so doing, it directs the Superintendent/President to effect those policies within an approved organizational structure.

In order for the District and the College to be governed and administered in an effective manner, it is necessary that lines of communication be established within the organization and that such lines allow for the orderly transaction of all business.

As a means of encouraging the stated philosophy of internal administration, it is the policy of the Board of Trustees that all matters which are to be called to its attention by members of the staff and by students shall be directed to it through the Superintendent/President. Conversely, the Board of Trustees shall direct through the Superintendent/President all matters which it deems appropriate for the aforementioned groups.

Mr. Brannon appointed a Committee of Mr. Vogel and Mr. Backus to meet with Dr. Bremer concerning extra compensation and released time for coaches.

BOARD COMMITTEE

Motion by Mr. Backus, duly seconded and unanimously carried, that the Superintendent/President be given a 4% cost-of-living increase for 1971-72.

COST-OF-LIVING
INCREASE
SUPT./PRES.

Mr. Brannon adjourned the Regular Meeting at 10:35 P.M.

ADJOURNMENT


Fred H. Bremer, Secretary to the Board of Trustees