

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92675

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, August 7, 1972, at 8:00 P.M.

REGULAR MEETING

Mr. Backus, President of the Board of Trustees, called the meeting to order; Mr. Collins 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 Special Meeting held on July 6, 1972, as presented.

MINUTES OF
7-6-72
APPROVED

Dr. Bremer presented miscellaneous communication items to the Members of the Board of Trustees for their information. In addition, he informed the Board of Trustees that advertisements for bids in conjunction with the Science-Mathematics Building will appear in various local newspapers during the month of August, and that bids will be opened on September 27, 1972.

COMMUNICATION
ITEMS

BIDS - SCIENCE-
MATH. BUILDING

Mr. Backus opened the Public Hearing at 8:10 P.M., on the final budget for 1972-73.

PUBLIC HEARING

Dr. Bremer presented to the Board of Trustees the following proposed budget for the fiscal year beginning July 1, 1972, and ending June 30, 1973, and recommended its adoption:

FINAL BUDGET -
1972-73

General Fund	\$6,850,964.00
Building Fund	1,769,812.00
Special Reserve Fund	11,383.00
Bond Interest and Redemption Fund	1,149,188.00

Dr. Bremer explained that those portions of the budget pertaining to permissive tax for the Science-Mathematics Building, the interdistrict attendance agreements, and the lease purchase payments for the relocatables must be adopted by Resolution in accordance with instructions received from the Orange County Department of Education.

Mr. Collins reported that the Budget Committee had met with the Superintendent/President on August 2, 1972, to study the feasibility of transferring \$16,000 in the budget in order to effect a change in the lecture-laboratory ratio from 1 to .66 2/3 to 1 to .75. He stated, however, that after the Committee had reviewed a report by the Carnegie Commission on Higher Education concerning the more effective use of resources, it was the recommendation of the Committee that no change be made in the lecture-laboratory ratio, but that a thorough study be conducted of enrollments, classes, and numbers of courses.

A lengthy discussion ensued by Members of the Board of Trustees, the Administration, and the faculty concerning the final budget for 1972-73.

Mr. Backus stated that he was opposed to the permissive tax in conjunction with the District's share of construction costs for the Science-Mathematics Building.

Mr. Backus asked the members of the audience if they had any questions or comments concerning the 1972-73 budget. There were no questions or comments; therefore, Mr. Backus closed the Public Hearing at 8:40 P.M.

Motion by Mr. Collins, duly seconded and unanimously carried, to adopt by Resolution the final budget for the fiscal year beginning July 1, 1972, and ending June 30, 1973, as follows:

ADOPTED

General Fund	\$6,850,964.00
Building Fund	1,769,812.00
Special Reserve Fund	11,383.00
Bond Interest and Redemption Fund	1,149,188.00

ROLL CALL VOTE:

AYES: MEMBERS: BACKUS, BRANNON, COLLINS, LUND, & VOGEL
 NOES: MEMBERS: NONE
 ABSENT: MEMBERS: NONE

Motion by Mr. Collins, duly seconded and unanimously carried, to adopt by Resolution those areas of the final budget necessitating permissive taxes for the fiscal year beginning July 1, 1972, and ending June 30, 1973, as follows:

Community College Construction
Interdistrict Agreements and Lease

\$1,108,356.00
715,587.00

ROLL CALL VOTE:

AYES: MEMBERS: BACKUS, BRANNON, COLLINS, LUND, & VOGEL
NOES: MEMBERS: NONE
ABSENT: MEMBERS: NONE

Dr. Bremer presented to the Board of Trustees an unofficial enrollment report for the 1972 Summer Session. The report included enrollments by classes, classes combined, and classes cancelled with an enrollment of less than 12. The unofficial total summer school enrollment was 1,234.

UNOFFICIAL
ENROLLMENT RE-
PORT
SUMMER 1972

Motion by Mr. Collins, duly seconded and unanimously carried, to accept the 1972 Summer Session enrollment report as presented.

ACCEPTED

Mr. Backus presented an engraved gavel and the following Resolution to Mr. Brannon for his tenure as President of the Board of Trustees from July 1, 1971, through June 30, 1972.

ENGRAVED GAVEL
RESOLUTION
PRESENTED TO
MR. BRANNON

WHEREAS, Alyn M. Brannon was elected as a member of the first Board of Trustees of the Saddleback Community College District; and

WHEREAS, Mr. Brannon was elected to the office of President of the Board of Trustees of the Saddleback Community College District for the period July 1, 1971, through June 30, 1972; and

WHEREAS, his exemplary leadership, initiative, and ability have influenced the continued development of Saddleback College as an outstanding institution which serves the needs of the community.

NOW, THEREFORE BE IT RESOLVED that the other members of the Board of Trustees of the Saddleback Community College District extend their sincere appreciation and congratulations to Mr. Brannon for his efforts on behalf of the College.

Signed: Patrick J. Backus, Michael T. Collins, John B. Lund, and Hans W. Vogel.

Dr. Bremer requested the consideration of the Board of Trustees with regard to membership in the California Junior College Association for 1972-73, at a fee of \$2,000.

MEMBERSHIP IN
CJCA - 1972-73

Motion by Mr. Lund, duly seconded, to approve membership in the California Junior College Association for 1972-73, at a fee of \$2,000.

The Members of the Board of Trustees and the Administration discussed the above at great length with regard to the exorbitant increase in dues for 1972-73, and the fact that present membership consists of faculty, students, administrators, and Board Members.

The above motion failed since all Members of the Board of Trustees voted in opposition.

MOTION FAILED

Dr. Bremer recommended that the Board of Trustees approve the following minor changes in the Organizational Chart for 1972-73:

ORGANIZATIONAL
CHART - 1972-73

1. Division of Science changed to Division of Natural Science.
2. Assistant Librarian changed to Librarians.
3. Addition of the position of Director of Instructional Media.

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the Certificated Organizational Chart for 1972-73 as recommended above.

APPROVED

Dr. Bremer informed the Board of Trustees that the new community college system of credentials practically eliminates separate vocational credentials. He recommended that, in order to restrict the placement of persons who are teaching in the vocational-technical fields to those classes on the certificated salary schedule which are considered to be equitable, the definition in conjunction with the certificated salary schedule be revised as follows:

DEFINITION -
CERTIFICATED
SALARY SCHEDULE

- Class I (a) Bachelor's Degree, or
(b) The following Vocational Credential:
1. Encumbered Community College Credential with less than the Bachelor's Degree and appropriate vocational experience as determined by the College.
- Class II (a) Master's Degree, or
(b) Bachelor's Degree plus 40 semester units, including Master's Degree, or
(c) The following Vocational Credential:
1. Fully satisfied Community College Credential with less than the Bachelor's Degree and appropriate vocational experience as determined by the College.
- Class III (a) Master's Degree plus 20 semester units, or
(b) Bachelor's Degree plus 50 semester units, including including Master's Degree, or
(c) The following Vocational Credential:
1. Fully satisfied Community College Credential with the Bachelor's Degree and appropriate vocational experience as determined by the College.
- Class IV (a) Master's Degree plus 40 semester units, or
(b) Bachelor's Degree plus 70 semester units, including Master's Degree.

REVISION

- Class V (a) Earned Doctorate, or
 (b) Master's Degree plus 60 semester units, or
 (c) Bachelor Degree plus 90 semester units,
 including Master's Degree.

Additional Provisions

1. Full credit is given for each year of previous experience.
2. Schedule is based on a cost-of-living index for Los Angeles issued by the Bureau of Labor Statistics for the year ending on March 31.

Motion by Mr. Brannon, duly seconded, to adopt as presented the revised definition of salary classes in conjunction with the Certificated Salary Schedule.

APPROVED
 AS PRESENTED

Mr. Vogel amended the above motion, duly seconded and unanimously carried, that Class IV and Class V be changed as follows:

AMENDED

- Class IV (a) Master's Degree plus 40 semester units, or
 (b) Bachelor's Degree plus 70 semester units, including Master's Degree.
 (c) The following Vocational Credential:
 1. Permanent Vocational Credential received prior to establishment of the Community College Credential and Bachelor's Degree.

- Class V (a) Earned Doctorate, or
 (b) Master's Degree plus 60 semester units, or
 (c) Bachelor's Degree plus 90 semester units, including Master's Degree.
 (d) The following Vocational Credential:
 1. Permanent Vocational Credential received prior to establishment of the Community College Credential and Master's Degree.

On the main motion, it was duly seconded and unanimously carried, to adopt the revised definition of salary classes in conjunction with the Certificated Salary Schedule as amended.

APPROVED AS
 AMENDED

Dr. Bremer recommended that the Board of Trustees authorize the Superintendent/President to enter into an agreement with the California State Department of Real Estate whereby that particular agency would give the College funds in the amount of \$400 for 1972-73.

REQUEST TO ENTER
 INTO AGREEMENT
 DEPT. OF REAL
 ESTATE

Motion by Mr. Brannon, duly seconded and unanimously carried, that the Superintendent/President be authorized to negotiate the Standard Agreement between the District and the California State Department of Real Estate in the amount of \$400 to be used in partial support of the 1972-73 Real Estate Program.

APPROVED

Dr. Bremer recommended that the Board of Trustees approve the Associated Student Body Budget for 1972-73 in the amount of \$50,251.13.

ASB BUDGET
1972-73

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the Associated Student Body Budget for 1972-73 as recommended.

APPROVED

Mr. Backus reported that he had received letters from three local weekly newspapers as a result of the Board of Trustees changing its meeting day from Monday to Thursday, and that they had requested that the Board reconsider the matter since it would be impossible for them to meet their news deadlines if meetings are held on Thursday evenings.

BOARD MEETING
DAY FOR REGULAR
MEETINGS

Motion by Mr. Collins, duly seconded and unanimously carried, that Regular Meetings of the Board of Trustees for 1972-73 be held on the first Monday of every month at 8:00 P.M., instead of the second Thursday of every month, effective September, 1972.

CHANGED FROM
THURSDAY TO
MONDAY

In view of the fact that Monday, September 4, 1972, is a legal holiday, the Regular Board Meeting for September will be held on Tuesday, September 5, at 8:00 P.M.

SEPTEMBER

Dr. Bremer introduced Mr. William Weisgerber, Director of Instructional Media, to the Members of the Board of Trustees.

Dr. Bremer informed the Members of the Board of Trustees that all California Community College Districts are being sued as a result of action by some students against the San Diego Community College District with regard to out-of-state tuition.

COURT ACTION -
CALIFORNIA
COMMUNITY
COLLEGES

In conjunction with the above, Dr. Bremer reported that Mr. John Griset, Deputy County Counsel, County of Orange, had requested that the Board of Trustees authorize joint representation of County Counsel outside of the County whenever necessary.

JOINT REPRESENTATION BY COUNTY
COUNSEL REQUESTED

Motion by Mr. Lund, duly seconded and unanimously carried, to authorize joint representation of County Counsel, County of Orange, outside of the County whenever deemed necessary.

APPROVED

Dr. Bremer presented to the Board of Trustees for their consideration a Proclamation from the Daughters of the American Revolution, Santa Ana Chapter, requesting that the week of September 17 - 23, 1972, be declared Constitution Week at Saddleback College.

PROCLAMATION
CONSTITUTION
WEEK -
SEPT. 17 - 23

Motion by Mr. Vogel, duly seconded and unanimously carried, to adopt the Proclamation declaring the week of September 17 - 23, 1972, as Constitution Week at Saddleback College.

APPROVED

Mr. Collins recommended that a comprehensive study be conducted of the College's class loads, enrollments, number of classes, size of classes, and number of courses, and that a Committee of the Board of Trustees be appointed to work with the Administration in the future concerning the matter.

STUDY -
CLASS LOADS,
ENROLLMENTS,
ETC.

Mr. Backus appointed Mr. Brannon and Mr. Vogel to serve on a Committee with regard to the above study.

BOARD COMMITTEE

Mr. Backus adjourned the Regular Meeting for recess at 9:25 P.M.

RECESS

Mr. Backus reopened the Regular Meeting at 9:45 P.M.

REGULAR SESSION

Mr. Barletta presented Progress Payment Number 12, submitted by P & A Construction Company, Inc., and recommended that payment be approved as follows:

PROGRESS PAYMENT
P & A CONS. CO.

Contract Price - \$3,175,299.62	
Total earned as of 7-21-72	\$1,787,612.54
Less 10% retention	<u>178,761.25</u>
Net due on earned to date	\$1,608,851.29
Less previous payments	<u>1,400,354.95</u>
Total payable this estimate	\$ 208,496.34

Motion by Mr. Collins, duly seconded and unanimously carried, to approve Progress Payment Number 12 in the amount of \$208,496.34 to P & A Construction Company, Inc., as recommended.

APPROVED

Mr. Barletta recommended that the following request for payment be approved for the Architectural Firm of Ramberg and Lowrey:

PAYMENT REQUEST
RAMBERG & LOWREY

<u>Science-Mathematics Building</u>	\$ 1,164.00
Cost comparisons for site development and cost estimate for California Community College.	
<u>Gym-Physical Education Building</u>	<u>466.00</u>
Project Planning Guide Revision Number 2.	\$ 1,630.00

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve payment in the amount of \$1,630.00 for the Architectural Firm of Ramberg and Lowrey as recommended.

APPROVED

Mr. Barletta recommended that payment in the amount of \$100 be authorized for membership in the American Association of Collegiate Registrars and Admissions Officers.

MEMBERSHIP -
AACRA

Motion by Mr. Lund, duly seconded and carried, to authorize payment in the amount of \$100 for membership in the American Association of Collegiate Registrars and Admissions Officers for 1972-73. Mr. Brannon voted no. Mr. Collins abstained.

APPROVED

Mr. Barletta recommended that the position of Computer Science Laboratory Technician be approved and added to the Classified Salary Schedule at Grade 33.

POSITION OF
LAB. TECHNICIAN

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the position of Computer Science Laboratory Technician, and that it be added to the Classified Salary Schedule at Grade 33.

APPROVED

Mr. Barletta recommended that the following bids, which were the lowest meeting specifications, be approved and that payment be authorized upon delivery and acceptance of the items ordered:

BIDS

98	Bus Transportation Contract	Community Enterprises, Inc. Not to exceed	\$5,000.00
R-16687	Revista - Printing	Hastie Printers	4,991.48
R-17406	Track Supplies	San Clemente Sporting Goods	534.77
		Leo-Paul Athletic Supply	343.40
		Orange Sporting Goods	185.92
		Conlin Bros., Inc.	164.43
		Kenney's Sporting Goods	18.90
96	To correct sales tax computation - add: (Book Detection System)	3M Co.	479.70
R-16948	Police Science Equipment	Arizona Athletic Supply Co.	672.00
		Police Devices & Supplies	598.61
		California Electronic Police Equipment Co.	478.80
		George F. Cake Co.	68.46
R-17575	Baseball Supplies	Leo-Paul Athletic Supply	863.94
		Orange Sporting Goods	468.77
		Conlin Bros., Inc.	346.03
R-16956	Portable Building (Police Science)	Port-A-Built, Inc.	1,780.00
R-16368	Chemistry Supplies	Sargent-Welch Scientific	127.74
		Curtin Scientific Co.	210.74
		Hewlett-Packard	933.98
		Scientific Products	1,028.77
		Matheson Scientific	1,302.18

R-6275	IBM Rental Agreement	IBM Corporation	\$2,494.92	BIDS
R-17403	Basketball Supplies	Conlin Bros., Inc.	312.48	
		Leo-Paul Athletic Supply	301.77	
		San Clemente Sporting Goods	255.15	
		Champion Products, Inc.	197.82	
		Orange Sporting Goods	4.06	

Motion by Mr. Lund, duly seconded and unanimously carried, to award the above bids as presented, and that payment be authorized upon delivery and acceptance of the items ordered. APPROVED

Motion by Mr. Brannon, duly seconded and unanimously carried, that Purchase Orders 9871 through 10095, totaling \$180,517.75, be approved and that payment be authorized upon delivery and acceptance of the items ordered. PURCHASE ORDERS APPROVED

Motion by Mr. Brannon, duly seconded and unanimously carried, that District Warrants 96-12637 through 96-12739, totaling \$93,191.53, be approved and ratified for payment. DISTRICT WARRANTS APPROVED

Motion by Mr. Brannon, duly seconded and unanimously carried, to ratify the following payment of personnel services: PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	12A	\$162,678.50
Classified Payroll	12B	42,549.83

Mr. Lund requested that a quarterly report concerning purchases within the District, within the County, and outside the County be presented to the Board of Trustees, as well as a supplement indicating the purchases which must be consummated outside the District and the County since vendors are not available in either locality. QUARTERLY REPORT CONCERNING PURCHASES

Mr. Vogel commended Mr. Mitchell, Director of College and Community Services, for the outstanding format of the 1972-73 catalog. COMMENDATION MR. MITCHELL

Dr. Bremer reported that the State Legislature had adjourned on June 30, 1972, but that a report would be presented on pending legislation at the Regular Board Meeting in September. LEGISLATIVE REPORT

Mr. Backus adjourned the Regular Meeting into Executive Session at 10:10 P.M. EXECUTIVE SESSION

Mr. Backus reopened the Regular Meeting at 10:54 P.M., and reported that the following personnel action had transpired in Executive Session:

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the following classified resignations as of the dates indicated, and that payment be made for any earned vacation and/or compensatory time:

CLASSIFIED
PERSONNEL
RESIGNATIONS

Janellyn Harmsen, Clerk Typist 1, effective July 14, 1972.

Betsy Burbage, Clerk Typist 1, effective July 28, 1972.

Diane Hurd, Library Clerk, effective August 15, 1972.

Motion by Mr. Brannon, duly seconded and unanimously carried, to employ the following former extended day personnel on an "if-and-as-needed" basis for the 1972-73 academic year, at hourly rates to be based on the adopted schedule:

EMPLOYMENT
FORMER EXTENDED
DAY PERSONNEL
1972-73

Division of Business Science

Judith Chambers
Melvin F. Cohen
Glenn Dill
John W. Forrester
Charles P. Fox
Milton W. Hanson

Darrell M. Kibby
Peter Madigan
Thomas Pike
A. Victor Stuart
Barbara Wood

Division of Fine Arts

William Boyd
Peter Fournier
Lynn Gamwell
LeRoy Hollenbeck
Donald Rickner

James Smith
Winifred Smith
Ann Thompson
Jack Wheaton

Division of Health, Physical Education, and Athletics

Jimmie L. Axton
Edwina J. Beasley

Division of Languages

David Curtis
Daniel J. Giron
Leonor Hammond
Dorothy Humes
James A. McMillen
Patrick O'Brien

Jacques Pauwels
Norman R. Prinsky
Martha G. Randeri
Joanne Sandstrom
Anne C. Schauwecker
Prentice W. Yandell

Division of Mathematics and Engineering

David G. Adams
Richard Judy
Michael Nardoza
William D. New

Garth O. Rogers
Doris S. Smith
Edith Walker

Division of Science

Donald Fife
James P. Hauck

Frederic Kakis
Lauren R. Miller

EMPLOYMENT
FORMER EXTENDED
DAY PERSONNEL
1972-73

Division of Social Science

Christine Brewer
Russell Cabeen
William Conroy
John L. Cooper III

Earnest C. Muller
Roy C. Potter
Anthony Sisca

Occupational-Technical

Jacqueline F. deGaston
Anne E. Holt
Ethel M. Newhauser
Barbara J. Stolz

Stanley D. Van Spange
Jane P. Wingrove
Karl G. Woodson

Driver Improvement

John E. Mahe
Edward R. Osborne

Extended Day Librarian

Susan L. Corum

Motion by Mr. Lund, duly seconded and unanimously carried, to employ the following as extended day instructors on an "if-and-as-needed" basis for the 1972-73 academic year, at hourly rates to be based on the adopted schedule:

EXTENDED DAY
PERSONNEL
1972-73

Division of Business Science

Franklin M. McCann

Division of Languages

Dereth Dooley
Eugene J. Friedlander
William H. Kleist

Division of Technology

Durward A. Fowler

Motion by Mr. Collins, duly seconded and unanimously carried, that John A. Minch be employed as an instructor in the Division of Science for the 1972-73 academic year on Class V, Step IV, on the 1972-73 Certificated Salary Schedule.

J. MINCH
EMPLOYED AS
INSTRUCTOR

Motion by Mr. Brannon, duly seconded and unanimously carried, that Arthur Croisette and William Williams be approved as Assistant Deans of Extended Day for the 1972-73 academic year at a salary of \$4,200 each.

ASSISTANT DEANS
OF EXTENDED DAY
1972-73

Motion by Mr. Brannon, duly seconded and unanimously carried, to authorize the Superintendent/President to employ part-time registration workers for the Fall Quarter, and that the names of the persons employed by submitted to the Board of Trustees for ratification at the Board Meeting on September 5, 1972.

PART-TIME
REGISTRATION
WORKERS
APPROVED

Motion by Mr. Brannon, duly seconded and unanimously carried, that the following instructors be classified as contract employees for 1972-73:

INSTRUCTORS -
CONTRACT
EMPLOYEES

Second-Year Instructors

Cain, Duane O.
Craig, Donald E.
Crummy, Dorothy
Demack, Carol
Jacobsen, Robert E.
Meyer, Thomas S.

McCullough, Richard D.
McDonald, James T.
Walker, Homer L.
Weber, Fred R.
Zitnik, Ruth A.

Third-Year Instructors

Baker, Gertrude C.
Bergman, Howard W.
Christensen, Carl H.
Ferguson, Robert W.

Friedemann, Harold W.
Hines, James N.
Walker, Donald A.

Motion by Mr. Lund, duly seconded and unanimously carried, that the following persons be approved as scouts for athletics for 1972-73:

SCOUTS FOR
ATHLETICS

George Allen
Jim Axton
Harlon Chambers
Jim Coon
Bill Egan
John Hatstrup
Chris Hector
Bill Langley
Tony Leon

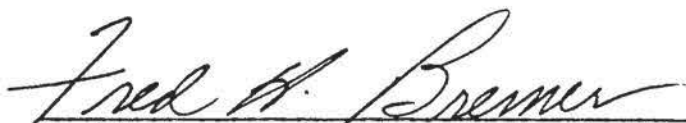
Jim Lindblad
Dick Linder
Les Owens
Paul Pedigo
Bill Phillips
Bill Rolfe
Carl Shiller
Bill White

Motion by Mr. Vogel, duly seconded and unanimously carried, that the Firm of Ramberg and Lowrey be approved to perform the necessary architectural services in conjunction with the Gym-Physical Education Building, the Central Utilities Plant, and the outside Physical Education Facilities.

RAMBERG AND
LOWREY APPROVED
TO PERFORM
ARCHITECTURAL
SERVICES

Mr. Backus adjourned the Regular Meeting at 11:00 P.M.

ADJOURNMENT



Fred H. Bremer, Secretary to the Board of Trustees