

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
August 24, 1970

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 24, 1970, at 7:50 P.M.

REGULAR MEETING

Mr. Brannon, Vice 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 July 27, 1970, as presented.

MINUTES OF  
7-27-70 APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the minutes of the Special Meetings held on August 3 and 17, 1970, as presented.

MINUTES OF  
8-3 and 17, 1970,  
APPROVED

Mr. Brannon relinquished the Chair to Mr. Vogel, President of the Board of Trustees.

Mr. Vogel stated that he had reevaluated the present committee assignments for Members of the Board of Trustees. Based on that evaluation, he 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.

COMMITTEE  
ASSIGNMENTS --  
BOARD MEMBERS

- |                                |                            |
|--------------------------------|----------------------------|
| Budget Committee               | Mr. Brannon and Mr. Lund   |
| Salary Committee               | Mr. Backus and Mr. Collins |
| Site Committee                 | Mr. Collins and Mr. Vogel  |
| Student Relations Committee    | Mr. Lund and Mr. Backus    |
| Vocational-Technical Committee | Mr. Vogel and Mr. Brannon  |

Dr. Bremer distributed to the Board of Trustees copies of a list of governing board members and the meeting dates for school districts in Orange County for the 1970-71 academic year. He also read a letter from Mr. Herb D. Twitchell, of the General Electric Company, congratulating the Board of Trustees concerning its decision to continue court action on the dress code.

COMMUNICATIONS

Dr. Bremer presented to the Board of Trustees a proposed General Advisory Format for the 1970-71 academic year and recommended its approval.

PROPOSED  
GENERAL ADVISORY  
COMMITTEE --  
1970-71

Dr. Bremer proposed that the General Advisory Committee of Saddleback College be composed of 50 members with equal representation from each of the five trustee areas; that length of service be on a fiscal year basis; and that ratification of membership be the responsibility of the Board of Trustees. He further proposed that the Subcommittees be formed from the membership of the General Advisory Committee as indicated below:

Building Committee	10 Members
Community Services Committee	5 Members
Finance Committee	10 Members
Library Committee	10 Members
Scholarship Committee	5 Members
Vocational-Technical Committee	10 Members

The proposal also recommended that the General Advisory Committee meet at least once during each of the three quarters of the academic year in order to discuss proposals which have been submitted to the Board of Trustees and that meetings of the Subcommittees be held only as often as needed.

The Members of the Board and the Administration discussed the proposed General Advisory Committee in detail. Mr. Vogel requested that the Library Subcommittee be responsible for the formation of an organization known as the Friends of the Library. Mr. Lund requested that a minimum number of meetings be set for the Subcommittees.

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the General Advisory Committee Format as recommended for the 1970-71 academic year.

APPROVED

Dr. Bremer recommended that the following conference request be approved with actual and necessary expenses paid:

CONFERENCE  
REQUEST --  
JACK SWARTZBAUGH

Jack Swartzbaugh - Mission Conference Eligibility Workshop - San Diego - August 26 - 28, 1970.

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the above conference request for Jack Swartzbaugh as recommended.

APPROVED

Dr. Bremer presented the following proposed Board Policy and recommended its adoption:

PROPOSED  
BOARD POLICY --  
3220

3220 -- BUSINESS -- INSTITUTIONAL MEMBERSHIP IN ORGANIZATIONS

Institutional membership in local, state, and national organizations, including renewal of membership and the payment of dues in such organizations, must have the prior approval of the Board of Trustees.

Motion by Mr. Brannon, duly seconded, to approve Board Policy 3220 as presented.

Mr. Collins amended the above motion, duly seconded and unanimously carried, as follows:

Institutional membership in local, state, and national organizations, including renewal of membership and the payment of dues in such organizations, must have the prior approval of the Board of Trustees on an annual basis.

On the main motion, it was duly seconded and unanimously carried, to adopt Board Policy 3220 as amended.

ADOPTED

Mr. Vogel stated that he had received a notice from Mr. D. Miller, President of the Orange County School Boards Association, concerning membership in that organization. He reported that he had carefully perused the bylaws of the organization and that it was his recommendation that the Board of Trustees of the Saddleback Community College District become members of the Orange County School Boards Association for the 1970-71 academic year at a total fee of \$25.00.

MEMBERSHIP --  
ORANGE COUNTY  
SCHOOL BOARDS  
ASSOCIATION -  
1970-71

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

APPROVED

Mr. Vogel stated that he would attempt to attend the meetings and recommended that the remaining Members of the Board attend as many meetings as possible.

Mr. Barletta reported that bids had been opened on Monday, August 24, 1970, with regard to the construction of three modules to Building S, and that two bids had been received as follows:

BIDS -- CONSTRU  
TION 3 MODULES  
TO BUILDING S

Maveric Construction Company	\$ 31,336.00
W. J. Shirley, Inc.	24,000.00

Mr. Barletta recommended that the Board of Trustees accept the bid of W. J. Shirley, Inc., lowest bidder meeting specifications, in the amount of \$24,000 for construction of three modules to Building S, and that the Superintendent/President be authorized to execute the agreement.

RECOMMENDED --  
W. J. SHIRLEY,  
INC.

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

APPROVED

Mr. Barletta recommended that payment amounting to \$1,000 be authorized for the evaluation fee to the Western Association of Schools and Colleges.

FEE OF \$1000 --  
WESTERN ASSOCIATION OF SCHOOLS & COLLEGES

Motion by Mr. Lund, duly seconded and unanimately 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-9236	Electric Calculators	Singer - Friden Division	\$ 1,364.58
84	Computer Equipment	Educational Data Systems	14,175.00
R-7593	Baseball Supplies	Conlin Bros., Inc.	30.66
		San Clemente Sporting Goods	143.36
		Boege's Sporting Goods	292.11
		Leo Paul Athletic Supply	1,468.11
R-3699	Schedule of Classes	Hamby Printing	1,995.00
R-8585	Payment on Alpha 200	United California Bank Equipment, Leasing Dept.	18,109.51
R-8584	Service Contract to Cover Alpha 200	Educational Data Systems	2,798.00
85	Photo Equipment	Cals Camera	47.68
		Aperture Camera	1,160.72
		The Camera Casa	2,068.52
R-6080	Biology Equipment	Van Waters & Rogers	563.18
		Carolina Biology Supply Company	124.74
		Wards Natural Science	341.85
R-8029	Films of Football Games	Jim Vomelker	2,575.00
R-6059	Art Equipment	Robert Brent Potters Wheels	3,816.75
82	Music Equipment	Charles Music Store	377.48
		Finder's Music Stores	1,306.52
		Garden Grove Music Center	2,090.53
		Lockie Music Exchange	806.42
		Whittaker Music Company	2,336.84

R-9241	Music Equipment	Wenger Corporation	\$ 1,316.70
83	Marine Science Equip.	Kahl Scientific Instrument Corporation	204.75
		Martek Instruments, Inc.	2,871.75
		Beckman Instruments, Inc.	652.62
		Oceanography Unlimited, Inc.	390.29

Motion by Mr. Lund, duly seconded and unanimously carried, that the above bids be awarded as presented. BIDS AWARDED

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve Purchase Orders 4642 through 4796, totaling \$102,610.15, and to authorize payment upon delivery and acceptance of the items ordered. PURCHASE  
ORDERS APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, that District Warrants 96-5500 through 96-5572, totaling \$42,864.06, 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 SERVICE  
SERVICES RATIFIED

Certificated Payroll	1A	\$ 31,685.07
Classified Payroll	1B	<u>26,725.59</u>
		\$ 58,410.66

Mr. Barletta stated that the Board of Trustees, at the Regular Meeting on July 13, 1970, had approved Change Order Number 5 to W. J. Shirley, Inc., in the amount of \$3,187.76 which included \$2,984.50 for revisions to the baseball field and \$203.26 for additional lighting in the airline stewardess classroom. He stated that the above conditions had been met, and recommended that the Change Order be approved for payment. CHANGE ORDER  
NUMBER 5 --  
W. J. SHIRLEY,  
INC.

Motion by Mr. Backus, duly seconded and unanimously carried, to approve for payment Change Order Number 5 in the amount of \$3,187.76 to W. J. Shirley, Inc. APPROVED

Mr. Vogel presented to Mr. Collins, on behalf of the Members of the Board, an engraved gavel for serving as President of the Board of Trustees from 1968 to 1970. ENGRAVED GAVEL  
PRESENTED TO  
MR. COLLINS

Dr. Bremer reported that SB 452 was killed in Committee; that SB 1177 is on the Governor's desk for signature; and that AB 1887 was killed in the Senate Education Committee. He stated that a telegram had been sent to the Governor urging him to veto SB 1177. LEGISLATION

Mr. Vogel adjourned the Regular Meeting into Executive Session at 9:05 P.M. EXECUTIVE SESSI

Mr. Vogel reopened the Regular Meeting at 10:45 P.M., and stated that the following personnel action had transpired in Executive Session:	REGULAR MEETING
Motion by Mr. Brannon, duly seconded and carried, that Sherry Collins be permitted to attend Santa Rosa Junior College during the 1970-71 academic year. Mr. Lund voted no.	SHERRY COLLINS PERMIT GRANTED
Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the classified personnel resignations as indicated below, and to authorize payment for any earned vacation and/or compensatory time.	CLASSIFIED PERSONNEL RESIGNATIONS
Ruby Murphy - Library Clerk, effective August 19, 1971. Carole Baker - Library Clerk, effective August 31, 1970. Sandra Lee - Clerk Typist 2, effective September 4, 1970.	MURPHY BAKER LEE
Motion by Mr. Backus, duly seconded and unanimously carried, to employ the following classified personnel as indicated:	EMPLOYMENT - CLASSIFIED
David J. Gordon - Custodian 2, Grade 23, Step 1, \$519 per month, effective September 1, 1970.	GORDON
Lawrence W. Keith - Audio-Visual Technician, Grade 31, Step 1, \$631 per month, effective September 1, 1970.	KEITH
Helen M. Thomas - Clerk Typist 2, Grade 18, Step 2, \$483 per month, effective September 1, 1970.	THOMAS
Motion by Mr. Backus, duly seconded and unanimously carried, to reappoint Robert W. Hill, Building Inspector, on an "if-and-as-needed" basis, Grade 45, Step 4, to be paid at the hourly rate of \$6.113.	HILL
Motion by Mr. Brannon, duly seconded and unanimously carried, to accept the resignation of Thomas Gilmer, Instructor, effective immediately.	CERTIFICATED RESIGNATION - GILMER
Motion by Mr. Lund, duly seconded and unanimously carried, that Jack Swartzbaugh be appointed as Dean of Students for the 1970-71 academic year at Step 1, \$20,600, and that William Kelly be appointed as Coordinator of Counseling and Student Affairs for the 1970-71 academic year at Step 1, \$18,400.	SWARTZBAUGH- DEAN OF STUDENT KELLY - COORDIN- ATOR OF COUNSEL- ING & STUDENT AFFAIRS
Motion by Mr. Backus, duly seconded and unanimously carried, that the Board of Trustees approve contracts with the Architectural Firm of Ramberg and Lowrey as follows:	CONTRACTS -- RAMBERG & LOWRE
1. Professional services for the addition of three modules to Building S at a fixed rate of \$25 per hour for the time of the Principals and a rate for employees to be computed at a multiple of 2 1/2 times District Personnel expense.	

2. Professional services for research, analysis, design, drafting, reports, and inspection as the District may designate from time to time in the form of work orders at a fixed rate of \$25 per hour for the time of the Principals and a rate for employees to be computed at a multiple of 2 1/2 times District personnel expense.

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the following events and adjudicators:

EVENTS &  
ADJUDICATORS  
APPROVED

Stage Band Workshop - January 16, 1971

Adjudicator: Mr. Mike Vaccaro, fee of \$100.

One-Act Play Festival - January 23, 1971

Adjudicator: Dr. Janet Bolton, fee of \$100.

Southern California Oral Interpretation Festival - May 21-22, 1971.

Adjudicators: Dr. Lila Heston (Reader and Critic), fee of \$350.

Dr. Janet Bolton, fee of \$75.

Dr. Elbert Bowen, fee of \$150.

Dr. Leslie Coger, fee of \$175.

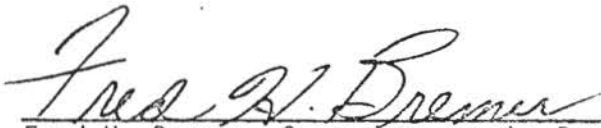
Dr. Rose Irvine, no fee

Dr. Alethea Mattingly, fee of \$75.

Dr. Don Salper, fee of \$75.

Mr. Vogel adjourned the Regular Meeting at 10:50 P.M.

ADJOURNMENT



Fred H. Bremer, Secretary to the Board of Trustees