

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, September 20, 1971.

REGULAR MEETING

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. Vogel gave the Invocation.

There were present:

PRESENT

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

BOARD MEMBER

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. John Lund (excused)

BOARD MEMBER

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the minutes of the Regular Meeting held on August 16, 1971, as presented.

MINUTES OF
8-16-71 APPROVED

Dr. Bremer distributed to the Members of the Board of Trustees copies of the final District Budget for 1971-72. He informed the Board of Trustees that the new total District tax rate for 1971-72 is .4174.

FINAL DISTRICT
BUDGET - 1971-72

Dr. Bremer presented to the Board of Trustees for its information an unofficial enrollment report for the 1971-72 Fall Quarter. The report included enrollments by classes, classes combined, classes cancelled, and one class retained with less than an enrollment of twelve. The unofficial enrollment for full-time students carrying 12 units or more is 1,869, and for part-time students carrying less than 12 units is 2,061, with a total of 3,930.

UNOFFICIAL
ENROLLMENT REPORT
FALL QUARTER
1971-72

Dr. Bremer reported that he had mailed to the Members of the Board of Trustees copies of the Statement of Votes Cast and Certification of Election Results for the bond election held on September 14, 1971. In addition, he presented a summary report of the bond election by precincts, school districts, and communities which included the number of yes and no votes cast, percentage of yes votes, number of registered voters, and the percentage of turnout.

BOND ELECTION
REPORT

Mr. Backus expressed appreciation to Dr. Bremer and to Mr. Mitchell for their efforts concerning the Bond Election.

Dr. Bremer presented a report to the Board of Trustees with regard to the wage freeze enacted by President Nixon on August 15, 1971. Based on information received from County Counsel, Dr. Bremer explained that present employees who had worked under the 1971-72 adopted salary schedules prior to August 15, 1971, were eligible for increases; and that such employees who had not worked under the 1971-72 adopted salary schedules were not eligible for increases. In conjunction with new employees, Dr. Bremer stated that their placement on the new salary schedules was dependent on whether or not other employees had been working on those schedules prior to August 15, 1971.

WAGE FREEZE
REPORT

In View of the above, Dr. Bremer recommended that, when the wage freeze is lifted, and in absence of further legal restrictions, the Board of Trustees approve the placing of certificated and classified employees on the adopted 1971-72 salary schedules.

Motion by Mr. Vogel, duly seconded and unanimously carried, that when the wage freeze is lifted, and in absence of further legal restrictions, the certificated and classified employees be placed on appropriate 1971-72 salary schedules as adopted by the Board of Trustees.

Dr. Bremer recommended that the Board of Trustees approve payment of the Mission Conference membership fee in the amount of \$700 for the 1971-72 academic year.

MISSION
CONFERENCE
MEMBERSHIP FEE

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the payment of the Mission Conference membership fee in the amount of \$700 for the 1971-72 academic year.

APPROVED

Dr. Bremer recommended that the Board of Trustees approve the following conferences, with actual and necessary expenses paid:

CONFERENCE
REQUESTS

1. Roy Barletta -- Conference of California Community College Business Officials - San Diego - October 6-8, 1971.
2. James Reese -- Conference of the National Association of Geology Teachers - Santa Barbara - October 8-10, 1971.

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the above conference requests as recommended.

APPROVED

Mr. Barletta reported that the low bid meeting specifications for construction of a temporary student parking facility had been submitted by the R. J. Noble Company in the amount of \$7,670, and recommended that the bid be awarded to that Company.

BID - TEMPORARY
PARKING
FACILITY

Motion by Mr. Backus, duly seconded, that the low bid in the amount of \$7,670, for construction of a temporary student parking facility, be awarded to the R. J. Noble Company. Mr. Collins abstained.

AWARDED TO
R. J. NOBLE CO.

Mr. Barletta reported that interdistrict tuition billings for the 1970-71 academic year had been received from the following community college districts for the amounts indicated, and recommended that payment be authorized to those districts, and that payment be made in accordance with the availability of tax revenue:

INTERDISTRICT
TUITION BILLINGS

North Orange County	\$ 38,324.61
Rancho Santiago	92,383.01
Coast	224,851.52
Coast (Adult)	<u>15,370.00</u>
	\$370,929.14

Motion by Mr. Collins, duly seconded and unanimously carried, to authorize payment to the above districts for interdistrict tuition billings as recommended.

APPROVED

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

BIDS

R-13042 Chemistry Supplies	Hewlett Packard	\$ 338.00
	Central Scientific Co.	380.88
	Scientific Products	77.24
	SciChemCo Frese Div.	25.57
	Matheson Scientific	207.86
	CCM: Cambosco, Inc.	2879.18
	Aldrich	124.16
	VWR Scientific	1087.17
	Sargent-Welch Scientific Co.	<u>442.77</u>
	\$5562.83	
R-14026 Computer Forms	Mission Printers	\$1289.19
R-11978 Brochure	Tustin News	\$1890.00
R-14083 Chemistry Tech. Appar.	VWR Scientific	\$ 107.58
	Curtin Scientific Co.	185.33
	Scientific Products	786.87
	Sargent-Welch Scientific Co.	<u>354.19</u>
	Matheson Scientific	1108.79
	Hewlett-Packard Co.	<u>3833.59</u>
	\$6376.35	
R-12642 Camera Equipment	The Camera Casa	119.45
	Paramount Camera	886.62
	Cal's Cameras, Inc.	<u>776.98</u>
	\$1783.05	

R-14168	Chemistry Equipment	Scientific Products	\$ 920.33	BIDS
		LaPine Scientific Co.	47.99	
		Beckman Instruments, Inc.	766.50	
		VWR Scientific	297.15	
		Sargent-Welch Scientific Co.	1885.38	
			<u>\$3917.35</u>	
R-13648	Chemistry Supplies	LaPine Scientific Co.	\$ 65.73	
		Central Scientific Co.	66.80	
		Scientific Products Div. - AHSC	88.83	
		VWR Scientific	396.30	
		Sargent-Welch Scientific Co.	546.09	
		SciChemCo Frese Div.	671.85	
		Matheson Scientific	1217.34	
			<u>\$3052.94</u>	
R-14158	Physics Equipment	Pacific Scientific	\$ 577.50	
		Allied Electronics Corp.	777.36	
			<u>\$1354.86</u>	
R-13580	Construct Exhaust System, Chemistry Lab.	Smith Brothers Co.	\$1645.00	
R-14329	Envelopes & Mailing Service	Porter's Direct Mail Service	\$1963.61	

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

Motion by Mr. Backus, duly seconded and unanimously carried, that Purchase Orders 7653 through 7839, totaling \$33,312.07. be approved and that payment be authorized upon delivery and acceptance of the items ordered. PURCHASE ORDERS APPROVED

Motion by Mr. Backus, duly seconded and unanimously carried, that District Warrants 96-9701 through 96-9935, totaling \$37,635.00, be approved and ratified for payment. DISTRICT WARRANTS APPROVED

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

Certificated Payroll	2A	\$ 81,439.56
Classified Payroll	2B	35,830.24
		<u>\$117,269.80</u>

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

PROGRESS PAYMENT
#1 - P & A
CONSTRUCTION CO.

Contract Price - \$3,171,000.00	
Total earned as of 8-31-71	\$113,862.80
Less 10% retention	<u>11,386.28</u>
Net due on earned to date	\$102,476.52
Less previous payments	<u>-0-</u>
Total payable this estimate	\$102,476.52

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve Progress Payment Number One to P & A Construction Company, Inc., as recommended.

APPROVED

Dr. Bremer presented Legislative Report Number 13 to the Members of the Board for their information. In addition, he reported that SB 696 had passed the Senate and that it would be heard in the Assembly on September 21, 1971.

LEGISLATIVE
REPORT # 13

Mr. Brannon adjourned the Regular Meeting into Executive Session at 8:01 P.M.

EXECUTIVE SESSION

Mr. Brannon reopened the Regular Meeting at 9:35 P.M., and reported that the following personnel action had transpired in Executive Session:

REGULAR SESSION

Mrs. Charlotte Schack addressed the Board of Trustees concerning matters pertaining to registration.

MRS. SCHACK

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the recommendation of the Administration that Debby Schmidt must attend Saddleback College during the 1971-72 academic year.

DEBBY SCHMIDT
ATTEND
SADDLEBACK

Motion by Mr. Collins, duly seconded and unanimously carried, to accept the resignation of Barbara Dettis, Departmental Secretary, effective September 17, 1971, and that payment be made for any earned vacation and/or compensatory time.

RESIGNATION
BARBARA DETTIS

Motion by Mr. Collins, duly seconded and unanimously carried, to accept the resignation of Eugene Larson, Building Inspector, effective September 2, 1971.

RESIGNATION
EUGENE LARSON

Motion by Mr. Collins, duly seconded and unanimously carried, to ratify the employment of John Daniels as Custodian 11, Grade 25, Step 1, \$545 per month, plus \$25 shift differential, effective August 23, 1971.

EMPLOYMENT
RATIFIED
JOHN DANIELS

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the following classified personnel employment as indicated:

EMPLOYMENT -
CLASSIFIED
GEORGE GILBERT

1. George L. Gilbert, Building Inspector, Grade 47, Step 3, \$1,027 per month, effective September 21, 1971.

2. Sharon R. Bell, Departmental Secretary, Grade 27, Step 1, \$573 per month, effective September 21, 1971.

SHARON BELL

- | | |
|---|---------------|
| 3. Anna M. Meyers, Clerk Typist 11, Grade 20, Step 2, \$507 per month, effective September 21, 1971. | ANNA MEYERS |
| 4. Betsy K. Burbage, Clerk Typist 1, Grade 18, Step 1, \$460 per month, effective September 21, 1971. | BETSY BURBAGE |
| 5. Vada C. Jensen, Clerk Typist 1, (Part-time Clerk Typist/ Receptionist) 24 hours per week, \$276 per month, effective September 21, 1971. | VADA JENSEN |

Motion by Mr. Collins, duly seconded and unanimously carried, to employ Jacqueline F. deGaston as an extended day instructor in Early Childhood Education on an "if-and-as-needed" basis for the 1971-72 academic year at an hourly rate to be based on the adopted schedule.	EXTENDED DAY INSTRUCTOR J. deGASTON
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Motion by Mr. Collins, duly seconded and unanimously carried, to employ the following former Saddleback College Extended Day Instructor on an "if-and-as-needed" basis for the 1971-72 academic year at an hourly rate to be based on the adopted schedule.	EXTENDED DAY INSTRUCTOR
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Division of Business Science

Thomas M. Pike	THOMAS PIKE
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Motion by Mr. Collins, duly seconded and unanimously carried, that the following be approved as scouts for athletics for 1971-72:	SCOUTS FOR ATHLETICS
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|-----------------|---------------|
| Jim Axton | Dick Linder |
| Harlon Chambers | Paul Pedigo |
| Jim Coon | Bill Phillips |
| John Hattrup | Gary Phillips |
| Chris Hector | Bob Radford |
| Bill Langley | Bill Rolfe |
| Tony Leon | Carl Shiller |
| Jim Lindblad | Bill White |

Motion by Mr. Collins, duly seconded and unanimously carried, that Mr. Franklin Bouwsma, Vice President of Miami-Dade Junior College, be approved to consult with the District Architect concerning working drawings for the Science-Mathematics Building, for a maximum of three days, at a cost of \$200 per day, plus expenses.	MR. BOUWSMA APPROVED AS CONSULTANT
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Mr. Brannon adjourned the Regular Meeting at 9:40 P.M.	ADJOURNMENT
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 Fred H. Bremer, Secretary to the Board of Trustees