

SADDLEBACK JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
October 13, 1969

The regular meeting of the Governing Board of the Saddleback Junior College District was held in the Board Room at 28000 Marguerite Parkway, Mission Viejo, California, Monday, October 13, 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. Patrick Backus (arrived 9:15 P.M.)  
Mr. Alyn Brannon  
Mr. Michael Collins  
Mr. Louis Zitnik

BOARD MEMBERS

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. Hans Vogel (illness)

BOARD MEMBER

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the minutes of the regular meeting held on September 22, 1969, as mailed.

MINUTES OF  
9-22-69 APPROVED  
AS MAILED

Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve the minutes of the special meeting held on September 29, 1969, as mailed.

MINUTES OF  
9-29-69 APPROVED  
AS MAILED

Dr. Bremer distributed miscellaneous communication items to the Members of the Board. He also informed them that he had received a letter from Senator Harmer and Assemblyman Wakefield and a telephone call from Assemblyman Barnes with regard to the District's stand on CSBA.

COMMUNICATIONS

Mr. Collins reported that he had received a letter from Mr. Zogg, Superintendent of the Tustin Union High School District, with regard to a study session on school finance to be held at the Tustin High School on Saturday, October 18, 1969.

Mr. Collins introduced Mr. David Miller, President of the Orange County School Boards Association, and stated that Mr. Miller had been invited to appear before the Board of Trustees to explain that particular organization.

MR. DAVID MILLER  
OCSBA

Mr. Miller explained that the organization is comprised of school boards in Orange County on an optional basis and that its primary purpose is to promote communications between the various levels of school boards. He stated that the organization is independent of all others.

MR. MILLER  
OCSBA

Mr. Collins thanked Mr. Miller for his presentation. He stated that, since all Members of the Board were not present, reconsideration may be given at a later date with regard to the District becoming a member of the Orange County School Boards Association.

Dr. Bremer stated that the revised High School Honors Program, adopted by the Board of Trustees on May 26, 1969, provides that accepted students will be allowed to enroll in any transfer course which meets before 6:00 P.M. He recommended that the Program be further revised to allow qualified high school students to enroll in extended day classes, since many students will be unable to attend during the day.

HIGH SCHOOL  
HONORS PROGRAM  
REVISED

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

APPROVED AS  
REVISED

Dr. Bremer recommended that the Board of Trustees adopt a Resolution to authorize, when necessary, an instructor who holds the Standard Teaching Credential with a Specialization in Junior College Teaching to teach in his minor field during the 1969-70 academic year.

RESOLUTION --  
TO AUTHORIZE  
INSTRUCTORS TO  
TEACH IN THEIR  
MINOR FIELDS

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

Dr. Bremer informed the Members of the Board that Mr. William Petit, a resident of Leisure World, wishes to donate equipment and technical books to the College. He recommended that they be accepted and that a letter of appreciation be sent to Mr. Petit.

GIFT --  
EQUIPMENT &  
TECHNICAL BOOKS

Motion by Mr. Brannon, duly seconded and unanimously carried, to accept Mr. Petit's gift and that the Superintendent be authorized to write an appropriate letter of appreciation.

ACCEPTED

Mr. Lowrey, District Architect, and Mr. MacGregor, representative of W. J. Shirley, Inc., presented a progress report on the permanent campus.

PERMANENT CAMPL  
REPORT

Dr. Bremer expressed disappointment over the lack of progress on the permanent campus, since he had been assured that the campus would be completed by October 8, 1969.

Mr. MacGregor explained that the delay was due to the subcontractors' over estimation of their production capacity created by the strikes, and the necessary grading changes in the campus interior. He stated, however, that Buildings J and T would be completed by October 15, 1969, and that Building N would be completed by October 17, 1969.

PERMANENT  
CAMPUS REPORT

Mr. Lowrey stated that he was evaluating the contractors' penalty days and would present a report at the regular meeting on October 27.

Mr. Zitnik requested that the report be submitted to the administration and the Site Committee.

Dr. Bremer recommended that necessary funds be authorized for the purpose of putting in temporary parking lines.

TEMPORARY PARK-  
ING LINES  
RECOMMENDED

Motion by Mr. Zitnik, duly seconded and unanimously carried, to authorize the necessary funds for putting in temporary parking lines as soon as possible.

AUTHORIZED

Dr. Bremer recommended that approval be given to the Superintendent and one or more Board Members to attend the Winton Act Meeting at Estancia High School in Costa Mesa on October 25, 1969, with actual and necessary expenses paid.

ATTENDANCE AT  
WINTON ACT MEET-  
ING RECOMMENDED

Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve attendance at the Winton Act Meeting on October 25, 1969, as recommended.

APPROVED

Dr. Bremer recommended that Mr. Mitchell, Director of College and Community Services, be approved to attend the Fifth Annual Public Relations Workshop at the Disneyland Hotel on October 15, 1969, with actual and necessary expenses paid.

CONFERENCE  
REQUEST --  
MR. MITCHELL

Motion by Mr. Brannon, duly seconded and unanimously carried, that Mr. Mitchell be approved to attend the above workshop as recommended.

APPROVED

Dr. Bremer presented the following proposed College Newspaper Policy and recommended its adoption.

COLLEGE NEWSPAPE  
POLICY

The Saddleback College student newspaper must provide a realistic learning experience for the journalism student, and it has the responsible role of informing, educating, entertaining, and leading its readers with information on current happenings.

The publications class must serve as an academic laboratory, and members of the class and/or newspaper staff must strive to objectively and accurately report the events, comparable to the professional press. The advisor of the newspaper serves as an instructor of journalism and must strive to encourage student initiative and offer guidance for responsible reporting.

The freedom of reporting and responsibility of the newspaper staff is delegated by the college. Freedom of the press is not a constitutional guarantee to the staff member, reporter or even the editor of any newspaper, collegiate or professional. The guarantee is only to the publisher. The legal publisher of the collegiate newspaper is the college and the college is governed by the Board of Trustees, the body bearing the risk of its publication.

Responsibilities of the collegiate press require adherence to the following:

Material must not be printed that is libelous, seditious or pernicious.

Writing must reflect the college community's standards of decency and good taste. Material must not be printed that ridicules members of the Associated Student Body, members of sanctioned clubs, participants of college events, such as dramatic productions or athletic contests, students, instructors, administrators, or members of the Board of Trustees.

As a monopoly press on the campus, the newspaper must not become a platform of support or opposition in internal politics. This does not mean that the newspaper cannot report objectively on controversial events or that it cannot be constructively critical on issues. The newspaper must be unbiased, however, and where possible serve as a forum for both sides of an issue to present constructive commentary. The newspaper, in this light, should provide a fair balance of news.

In all cases, the editors and/or advisor, or staff members on the advice of the advisor, have the edict to edit or restrict copy, that has been solicited or volunteered, that in their judgment does not adhere to responsible writing, as cited above, or does not comply with good journalistic standards in length, style, or content.

Although the newspaper is published for campus readership, it is circulated in the college community and it must be the newspaper staff's self-initiated obligation to recognize that the newspaper reflects the image of the college. The staff must recognize that in the minds of the public the college and newspaper are inseparable.

Motion by Mr. Zitnik, duly seconded and unanimously carried, to adopt the proposed College Newspaper Policy as recommended.

ADOPTED

Dr. Bremer reported that, at the Board's request, a survey had been conducted with regard to the manner in which other junior colleges compensate their instructors who teach overloads. The results of the survey indicated that the majority paid on an extended day basis. However, Dr. Bremer recommended that full-time instructors who teach in excess of 48 lecture hours during a particular academic year be paid extra compensation in proportion to their contract salaries.

TEACHING  
OVERLOADS

Motion by Mr. Zitnik, duly seconded, to adopt the proposed teaching load policy as presented.

Mr. Brannon amended the above motion, duly seconded, that instructors who teach overloads be paid on an extended day basis.

The Members of the Board discussed the policy in detail. It was requested that it be deferred until the regular meeting on October 27 at which time Dr. Bremer is to present a hypothetical situation and an estimate of overload hours for the 1969-70 academic year.

Motion by Mr. Brannon, duly seconded and unanimously carried, to table the motion regarding teaching loads until the regular meeting on October 27.

MOTION TABLED

Dr. Bremer stated that one of the Members of the Board of Trustees had expressed the opinion that students who have academic deficiencies should not be given three quarters in which to raise their averages above the required level. He recommended that the academic dismissal policy be rediscussed.

STUDENTS --  
ACADEMIC DIS-  
MISSAL POLICY

The Members of the Board discussed the policy in detail.

Motion by Mr. Backus, duly seconded and unanimously carried, to change the first sentence of policy 5302, Students - Dismissal, to read, "A student whose grade point average falls below 1.25 in any one quarter shall be subject to dismissal."

Dr. Bremer distributed copies of Board Policy 5402, Students - Student Activities and Organizations, to the Board of Trustees.

POLICY - STUDEN  
ACTIVITIES AND  
ORGANIZATIONS

Mr. Collins requested that action on the policy be deferred until the regular meeting to be held on October 27.

DEFERRED

Dr. Bremer informed the Board of Trustees that a total of 2391 students had registered for the Fall Quarter.

REGISTRATION

Mr. Barletta presented the following progress payments and recommended that they be approved:

PROGRESS PAYMEI

Sully-Miller Contracting Company -- Progress payment No. 2	
Total	\$159,793.39
Less Retention	15,979.34
Less Previous Billing	<u>139,921.60</u>
Total Amount Due	\$ 3,892.45

SULLY-MILLER

Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve progress payment number 2 for Sully-Miller Contracting Company as presented.

APPROVED

W. J. Shirley, Inc. -- Progress payment No. 5	
Completed to Date	\$1,108,659.55
Less 10% Retention	<u>110,865.95</u>
Earned to Date	997,793.60
Less Previous Payments	<u>733,140.00</u>
Due this Payment	\$ 264,653.60

W. J. SHIRLEY

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve progress payment number 5 for W. J. Shirley, Inc., as presented.

APPROVED

Mr. Collins opened the public hearing at 10:20 P.M., with regard to the District dedicating an easement for electrical transmission and distribution to the San Diego Gas and Electric Company. He asked the members of the audience if they desired to have the Resolution read, or if they had any questions or comments. There being none, he closed the public hearing at 10:25 P.M.

PUBLIC HEARING  
RE: DEDICATING  
EASEMENT TO  
SAN DIEGO GAS &  
ELECTRIC CO.

Motion by Mr. Backus, duly seconded and unanimously carried, to adopt the Resolution to authorize and direct the President and Secretary of the Board to execute a deed dedicating an easement for electricity transmission and distribution purposes over, under, and across the portion of the District's property where the electrical facilities will be located.

RESOLUTION  
ADOPTED

ROLL CALL VOTE:

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

NOES: MEMBERS: NONE

ABSENT: MEMBERS: VOGEL

Mr. Brannon requested that the minutes reflect the fact that the deed forbids the San Diego Gas and Electric Company from installing overhead electrical facilities on the permanent campus.

Mr. Barletta presented the following bids, which were the lowest meeting specifications, and recommended that they be approved:

BIDS

R-4785	Engineering Equipment	Scientific Products	\$2,535.75
R-4777	Music Equipment	Whittaker Music	1,129.42
		Lockie Music Exchange	97.60
R-4793	Art Supplies	Brodhead-Garrett Co.	110.86
		McLaughlin	80.45
		Stewart's of California, Inc.	84.53
R-4910	Custodial Supplies	Zellerback Paper Co.	1,202.40
		Knox Industrial Supplies	11.72
		Best Maintenance Supplies	622.27
		Wagoner Janitorial Supplies	28.35
		Hockwald/Center Chemical Co.	52.92
		Saddleback Janitorial Supplies	710.76
		Blake, Moffitt, & Towne	54.90
R-3389	Mats	Industrial Control Systems	1,500.00
	Mops and Dusters	Valley Industrial Laundry, Inc.	200.00
71	Engineering Equip.	Lucifer Furnaces, Inc.	1,690.50
		Pacific Scientific	9,360.49
R-4790	Engineering Equip.	ACCO: Wilson Instruments Division	1,203.30

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

APPROVED

Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve Purchase Orders 2385 through 2542, totaling \$34,638.97, and to authorize payment upon delivery and acceptance of the items ordered.

PURCHASE ORDERS  
APPROVED

Motion by Mr. Zitnik, duly seconded and unanimously carried, to approve District Warrants 96-3143 through 96-3256, totaling \$432,741.41, and to ratify for payment.

DISTRICT WARRANT  
APPROVED

Mr. Barletta read a letter from the Southwest Life Insurance Company with regard to a tax-sheltered annuity program.

TAX-SHELTERED  
ANNUITY PROGRAM

Mr. Collins requested that the Insurance Committee, Mr. Brannon and Mr. Vogel, pursue the matter and present a report to the Board of Trustees.

Mr. Brannon inquired about the catering facilities and the increase in prices.

CATERING  
FACILITIES

Dr. Bremer stated that he would explore the situation and present a report at the regular meeting on October 27.

Mr. Collins adjourned the regular meeting into Executive Session at 10:40 P.M.

EXECUTIVE  
SESSION

Mr. Collins reopened the regular meeting at 11:45 P.M., and stated that the following personnel action had transpired in Executive Session:

Motion by Mr. Zitnik, duly seconded and unanimously carried, to reemploy Janet McKibbon, Clerk-Typist, Grade 14, Step 4, \$483 per month, effective October 14, 1969.

JANET McKIBBON  
REEMPLOYED

Motion by Mr. Brannon, duly seconded and unanimously carried, to employ Eliseo W. Sandoval, Groundsman I, Grade 18, Step 1, \$460 per month, effective October 14, 1969.

ELISEO SANDOVAL  
GROUNDSMAN I

Motion by Mr. Zitnik, duly seconded and unanimously carried, to employ the following new extended day instructors for the 1969-70 academic year, at \$8.00 per hour.

NEW EXTENDED  
DAY INSTRUCTORS

Division of Business Science

John W. Forrester  
Henry E. Rohwer

Division of Languages and Fine Arts

LeRoy W. Hollenbeck

Division of Science, Mathematics, Engineering, and Technology

Robert H. Roemmele

Division of Social Science

NEW EXTENDED  
DAY INSTRUCTORS

John J. Gyves

Librarian

Susan L. Corum

Motion by Mr. Backus, duly seconded and unanimously carried, that the Southern California Oral Interpretation Festival be approved for next May and that the following persons be approved as critics, along with the stated fees:

SOUTHERN CALIFOR  
NIA ORAL INTER-  
PRETATION  
FESTIVAL

Dr. Lee	\$275
Dr. Coger	160
Dr. Floyd	100
Dr. Bolton	50
Mr. Aidman	200

Motion by Mr. Backus, duly seconded and unanimously carried, that Ray Chermak be employed as a consultant, at an hourly rate of \$8.928, for the purpose of assisting in the preparation of the application for funds under the Junior College Construction Act.

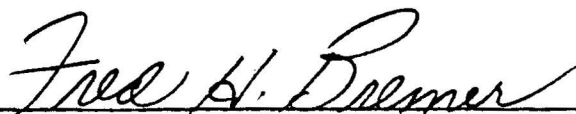
RAY CHERMAK  
CONSULTANT

Motion by Mr. Backus, duly seconded and unanimously carried, that Dr. C. C. Colvert be employed as a consultant to assist in the development of a Ten-Year Educational Program.

DR. COLVERT  
CONSULTANT

Mr. Collins adjourned the regular meeting at 11:50 P.M.

ADJOURNMENT



Fred H. Bremer, Secretary to the Board of Trustees