

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, November 6, 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 (arrived 9:00 P.M.)
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 October 2, 1972, as presented.

MINUTES OF
10-2-72 APP

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the minutes of the Special Meeting held on October 18, 1972, as presented.

MINUTES OF
10-18-72
APPROVED

In addition to the communication items which had been mailed to the Members of the Board of Trustees, Dr. Bremer distributed to the Board of Trustees copies of the 1972-73 College Staff Directory.

COMMUNICATIONS

Dr. Bremer reported that he had received a memorandum, dated October 2, 1972, from the Executive Director of the California Junior Colleges, concerning a report and a recommendation by the Dues Review Committee. He asked that Mr. Lund report on the matter since he had recently attended the Annual Meeting of the California Junior College Association.

CJCA DUES
STRUCTURE

Mr. Lund reported that the proposal presented by the Dues Review Committee was adopted unanimously by the Delegate Assembly of the California Junior College Association. He explained that the dues structure proposal was composed of two basic elements: (a) a basic fee of \$500 for each College joining the Association; (b) a sliding scale to complement the basic fee based upon a micro-portion of the District's current expense of education.

Mr. Lund stated that, based upon the adopted dues structure proposal, the 1973-74 institutional membership fee for the District would be approximately \$1,367.

Dr. Bremer presented to the Board of Trustees for its acceptance the District's annual audit report from Hanson, Peterson, Cowles, and Sylvester, for the period from July 1, 1971, through June 30, 1972.

AUDIT REPORT
1971-72

Motion by Mr. Lund, duly seconded and unanimously carried, to accept as presented the District's annual audit report from Hanson, Peterson, Cowles, and Sylvester, for the period from July 1, 1971, through June 30, 1972.

ACCEPTED

Dr. Bremer reported that Senate Bill 1252 was signed into law during the last session of the Legislature and that, as a result, Sections 21107.5 and 939 were added to the Education Code. He explained that Education Code Section 21107.5 states that the County Superintendent of Schools must notify a school district when the expenditures are likely to exceed its anticipated income during a particular fiscal year, and that Education Code Section 939 states that the Superintendent of a School District must submit to the Board of Trustees at least once every three months a report indicating the financial and budgetary conditions of a District.

DISTRICT'S
FINANCIAL
STATUS REPORT

In compliance with the above, Dr. Bremer presented to the Board of Trustees a report of the District's financial status as of September 30, 1972, as follows:

General Fund

Adjusted net beginning balance	\$ 560,839.00	
Estimated income	\$ 6,302,252.08	
Total adjusted balance, plus estimated income		\$ 6,863,091.08
Estimated expenditures and transfers		\$ 6,797,429.30
Estimated ending balance as of June 30, 1972		\$ 65,661.78

Motion by Mr. Collins, duly seconded and unanimously carried, to accept the report of the District's financial status as of September 30, 1972, as presented.

ACCEPTED

Dr. Bremer recommended that the Board of Trustees approve the formation of the Christian Science Club and its Constitution.

CHRISTIAN
SCIENCE CLUB

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the formation of the Christian Science Club and its Constitution as recommended.

APPROVED

Dr. Bremer recommended that, in conjunction with Education Code Section 17462, the Superintendent/President be authorized to make application for an advance in State Apportionment for the development of preliminary plans as follows:

ADVANCE IN
STATE
APPORTIONMENT

Gym-Physical Education Building	\$41,103.00
Central Utilities Plant	<u>27,036.00</u>
	\$68,139.00

Motion by Mr. Lund, duly seconded and unanimously carried, to authorize the Superintendent/President to make application for an advance in State Apportionment for the development of preliminary plans as recommended.

APPROVED

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

CONFERENCE
REQUESTS

1. Howard Marcou -- Conference of Pacific Association of Collegiate Registrars and Admissions Officers - Anaheim - November 12 - 15, 1972.
2. Robert H. Thompson -- 1972 Fall Joint Computer Conference - Anaheim - December 5 - 7, 1972.
3. William Kelly -- Conference of California Deans of Men and Activity Administrators - Newport Beach - December 13 - 16, 1972.
4. Jack Swartzbaugh -- Conference of California Deans of Men and Activity Administrators - Newport Beach - December 14 - 15, 1972.

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

APPROVED

Dr. Bremer recommended that the Board of Trustees approve institutional membership in the American College Public Relations Association at a prorated fee based on \$100 per year.

INSTITUTIONAL
MEMBERSHIP -
ACPRA

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve institutional membership in the American College Public Relations Association as recommended.

APPROVED

Mr. Barletta presented Progress Payment Number 15, submitted by P & A Construction Company, Inc., and recommended its approval as follows:

PROGRESS
PAYMENT NO. 15
P & A CONSTRUCTION CO., INC.

Library-Classroom Complex

Revised contract price - \$3,180,733.10	
Total earned as of 10-26-72	\$2,407,746.26
Less 10% retention	<u>240,774.63</u>
Net due on earned to date	\$2,166,971.63
Advance, materials on site	<u>14,175.00</u>
Total payment allowed to date	\$2,181,146.63
Less previous payments	<u>2,051,507.20</u>
Total amount payable this estimate	\$ 129,639.43

Motion by Mr. Lund, duly seconded and unanimously carried, to approve Progress Payment Number 15, in the amount of \$129,639.43, to P & A Construction Company, Inc.

APPROVED

Mr. Barletta reported that Ramberg and Lowrey had submitted a request for payment for architectural services and recommended its approval as follows:

PAYMENT REQUEST
RAMBERG & LOWREY

Library-Classroom Complex

Fee - 7% of Awarded Construction Contract,
Building Only - \$2,771,000.00

LIBRARY-CLASS-
ROOM COMPLEX

Architectural fee	\$193,970.00	
Payments prior to construction	<u>155,176.00</u>	
Balance, construction phase	\$ 38,794.00	
This billing to 75% completion		\$ 29,095.50
Less previous construction payments		\$ <u>24,440.22</u>
Total this request		\$ 4,655.28

Motion by Mr. Collins, duly seconded and unanimously carried, to approve payment in the amount of \$4,655.28 to the Architectural Firm of Ramberg and Lowrey as recommended.

APPROVED

Mr. Barletta recommended that Change Order Number 5, resulting in a net decrease of \$751.37, be approved in conjunction with the Library-Classroom Complex.

CHANGE ORDER
NO. 5 - LIBRARY
CLASSROOM
COMPLEX

Motion by Mr. Collins, duly seconded and unanimously carried, to approve Change Order Number 5 in conjunction with the Library-Classroom Complex as recommended.

APPROVED

Mr. Barletta reported that the Architectural Firm of Ramberg and Lowrey had submitted the following requests for payment and recommended their approval:

PAYMENT REQUEST
RAMBERG & LOWREY

Gym-Physical Education Building

Fee - 7% of Agreed Preliminary Estimate of Construction Cost -
\$2,055,128.00 = \$143,858.96

GYM-PHYSICAL
EDUCATION
BUILDING

This billing - Design Development Phase (30%) \$43,157.69

Central Plant

Fee - 7% of Agreed Preliminary Estimate of Construction Cost -
\$1,351,780.00 = \$94,624.60

CENTRAL PLANT

This billing - Design Development Phase (30%) \$28,387.38

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the above payment requests to Ramberg and Lowrey as presented.

APPROVED

Mr. Barletta recommended that payment be authorized to the United California Bank in the amount of \$81,822.00 for the fifth annual lease purchase payment on the relocatable buildings.

LEASE PURCHASE
PAYMENT - RE-
LOCATABLE BLDGS

Motion by Mr. Lund, duly seconded and unanimously carried, to authorize payment to the United California Bank in the amount of \$81,822.00 for the fifth annual lease purchase payment on the relocatable buildings.

APPROVED

Mr. Barletta recommended that payment be authorized to Len Miller & Associates in the amount of \$4,212.50 for the annual premium payment for Student Athletic Insurance.

PAYMENT REQUEST
LEN MILLER &
ASSOCIATES

Motion by Mr. Collins, duly seconded and unanimously carried, to authorize the annual premium payment of \$4,212.50 to Len Miller and Associates for Student Athletic Insurance.

Mr. Barletta presented to the Board of Trustees the following Resolution and recommended its adoption:

RESOLUTION

Whereas, the Saddleback Community College District is in need of funds for meeting the obligations incurred for maintenance purposes, and

TRANSFER OF
FUNDS

Whereas, there are sufficient funds in the Building Fund of the District for such purpose,

Now, Therefore, be it Resolved that the Board of Supervisors of the County of Orange to transfer temporarily from the Building Fund to the General Fund of this District, the sum of One Hundred Seventy Five Thousand Dollars (\$175,000.00), said funds to be replaced from taxes accruing to this District before any other obligation of this District is met from the proceeds of such taxes.

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

ADOPTED

Roll Call Vote:

AYES: MEMBERS: BACKUS, COLLINS, LUND, AND VOGEL

NOES: MEMBERS: NONE

ABSENT: MEMBERS: BRANNON

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

R-17734	Classroom furniture	Welch Company	\$1,140.83
	5 each - desks,	Virco Mfg. Corp.	\$ 224.44
	lecterns, chairs		
R-10004	Expandamatic meter	Beckman Instruments	\$1,260.00
R-16121	Alma Desks (8)	Model Office Equip.	\$2,406.60
		Company	
R-17732	Video Equipment	Metrovionics, Inc.	\$2,764.65
102	Tablet Arm Chairs (315)	Welch Company	\$6,661.31
R-16129	Miscellaneous	Culver-Newlin	\$4,378.50
	Furniture -	Model Office Equip.	\$ 688.40

	Library	Welch Company	\$ 610.68	BIDS (Con't)
		Bassett Office Furn.	522.90	
R-17602	Physics Equipment	Sargent-Welch Sci.	\$1,526.73	
		VWR Scientific	\$ 887.57	
		The Ealing Corp.	\$ 514.50	
		Wavetek	\$ 468.30	
R-6554	Custodial Floor Equip.	Gaertner Sci. Corp.	\$ 40.95	
		Best Maintenance Supply Co.	\$1,651.19	

Motion by Mr. Collins, duly seconded and unanimously carried, to award the above bids as recommended, and to authorize payment upon delivery and acceptance of the items ordered. APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, that Purchase Orders 10519 through 10821, totaling \$239,836.88, be approved and that payment be authorized upon delivery and acceptance of the items ordered. PURCHASE ORDERS APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, that District Warrants 96-13096 through 96-13449, totaling \$317,973.18, be approved and ratified for payment. DISTRICT WARRANTS APPROVED

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

Certificated Payroll	3A	\$129,229.37
Classified Payroll	3B	<u>47,037.26</u>
		\$176,266.63

Dr. Bremer informed the Board of Trustees that he had met recently with Assemblyman Badham and Senator Carpenter with regard to Senate Bill 508. As a result of that meeting, Senator Carpenter indicated that he would sponsor a bill to extend the provisions of Senate Bill 508 and Assemblyman Badham indicated that he would support the bill. LEGISLATION

Mr. Backus adjourned the Regular Meeting into Executive Session at 8:45 P.M. EXECUTIVE SESSION

Mr. Backus reopened the Regular Meeting at 11:20 P.M., and stated that the following personnel action had transpired in Executive Session: REGULAR MEETING

Motion by Mr. Collins, duly seconded and unanimously carried, to approve the following classified personnel items: CLASSIFIED PERSONNEL

Resignations

1. Richard Hayden, Custodian II, effective October 20, 1972. RESIGNATIONS R. HAYDEN
2. James Tennyson, Computer Science Laboratory Technician, effective November 6, 1972. J. TENNYSON

Employment

1. Karen Dodson, Computer Science Laboratory Technician, Grade 33, Step 1, \$690.00 per month. EMPLOYMENT K. DODSON

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 2. Jon Meville, Custodian II, Grade 25, Step 1, \$567.00 per month plus \$25.00 differential for a total monthly salary of \$592.00. | J. MEVILLE |
| 3. A substitute clerk-typist to work on an "if-and-as-needed" basis at the substitute rate of \$2.845 per hour. | SUBSTITUTE
CLERK-TYPIST |

Motion by Mr. Collins, duly seconded and unanimously carried, to employ the following persons as registration clerks on an "if-and-as-needed" basis, at a rate of \$2.00 per hour:	REGISTRATION CLERKS
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Artell, Dawn T.
Buck, Terrie L.
Chaney, Kay M.
Clark, Judy L.
Dodson, Karen L.
Etcheberria, Rosemarie
Fairchild, Christine L.
Fickling, Jan
Garrett, Holly R.
Kosoi, Deborah D.
Kostechko III, Nicholas
Kroeger, Vicki J.
Leshner, Priscilla E. | Lindgren, Claudia B.
Masny, Paula J.
Max, David C.
McIntire, Wanda L.
Mottola, Paula
Peterson, Nancy
Sameshima, Wilma A.
Schmid, Marianne C.
Sparks, Beverly
Suarez, Matthew A.
Tachner, Joyce L.
Wood, Kathleen L. |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Motion by Mr. Collins, duly seconded and unanimously carried, to uphold the action of the Administration in assigning extended day instructors for the Natural Science Division for the Winter Quarter.	EXTENDED DAY INSTRUCTORS - NATURAL SCIENCE DIVISION
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------

Motion by Mr. Collins, duly seconded and unanimously carried, that the status of Mr. John Stevenson, Mathematics Instructor, be changed from substitute to extended day instructor, on an "if-and-as-needed" basis for the 1972-73 academic year, at a rate of \$12.00 per hour.	J. STEVENSON EXTENDED DAY INSTRUCTOR 1972-73
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------

Motion by Mr. Lund, duly seconded and unanimously carried, that Gary S. Resnick, former Saddleback College Extended Day Instructor, be approved as an extended day instructor in the Division of Natural Science for the 1972-73 academic year, at a rate to be determined on the adopted salary schedule.	G. RESNICK EXTENDED DAY INSTRUCTOR 1972-73
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------

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

Division of Fine Arts

- | | |
|-------------------------------------|-------------------------|
| James P. Brown
James A. Phillips | J. BROWN
J. PHILLIPS |
|-------------------------------------|-------------------------|

Division of Social Science

- | | |
|------------------|-----------|
| Howard E. Hooper | H. HOOPER |
|------------------|-----------|

Motion by Mr. Lund, duly seconded and unanimously carried, that Leo A. Meyer be employed as a consultant in assisting the Architect prepare the Project Planning Guide for the Vocational-Technical Building at a fee of \$150.00 per day plus expenses, not to exceed a total of five days.

L. MEYER
APPROVED AS
CONSULTANT

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the following artists as participants in the District's Artist-Lecture Series for 1972-73:

ARTIST-LECTURE
SERIES
1972-73

- | | |
|-----------------------------------------------------------------------|----------|
| 1. The Five with Dick Grove. | \$850.00 |
| 2. The Irvine Master Chorale of the Orange County Choral Association. | 400.00 |

Motion by Mr. Vogel, duly seconded and unanimously carried, to approve the following persons as adjudicators and critics with various festivals for the 1972-73 academic year:

ADJUDICATORS
CRITICS
1972-73

- | | |
|-------------------------------------------------------------------------------------------------|-----------|
| 1. Dr. Maurice Allard, Professor of Voice, University of California, Irvine. | \$200.00 |
| 2. Professor Wallace Bacon, Chairman, Oral Interpretation Department, Northwestern University. | 300.00 |
| 3. Professor Janet Bolton, University of Southern California. | 100.00 |
| 4. Professor Leslie Coger, Author and Teacher, Southwest Missouri State College. | 200.00 |
| 5. Dr. Anthony Desiderio, Band Director, Citrus College. | 50.00 |
| 6. Peggy Feury, Professional Actress and Director, Member of the Strasberg Actor's Studio West. | 200.00 |
| 7. Professor Alex Flett, Oral Interpretation, San Francisco State University. | 50.00 |
| 8. Professor Virginia Floyd, Oral Interpretation, University of Arizona. | 75.00 |
| 9. Betty Garrett, Professional Actress and Lecturer. | 200.00 |
| 10. Trent Kynaston, Instructor at Norco Junior High School. | 100.00 |
| 11. Joan LaRue, Instructor at Washington Junior High School, Long Beach. | 100.00 |
| 12. Professor Charlotte Lee, Author and Lecturer, Northwestern University. | 300.00 |
| 13. Benton Minor, Band Director, California State University, Fullerton. | 50.00 |
| 14. Ben Nye, Make-up Consultant. | No charge |
| 15. David Rosen, Laguna Beach Artist. | 50.00 |

Mr. Backus adjourned the Regular Meeting at 11:30 P.M.

ADJOURNMENT



Fred H. Bremer, Secretary to the Board of Trustees