

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 Building M at 28000 Marguerite Parkway, Mission Viejo, California, Monday, November 15, 1971, at 7:00 P.M.

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. 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

Motion by Mr. Backus, duly seconded and unanimously carried, to approve the minutes of the Regular Meeting held on October 18, 1971, as presented.

MINUTES OF
10-18-71
APPROVED

Dr. Bremer distributed miscellaneous communication items to the Members of the Board of Trustees for their information.

COMMUNICATION

Dr. Bremer presented to the Board of Trustees a proposed Resolution authorizing a Tax Sheltered Annuity Program for District employees who may wish to avail themselves of its benefits, and recommended its adoption. He explained that the District would adhere to the recommendations submitted by County Counsel with regard to the Program.

PROPOSED
RESOLUTION --
TAX SHELTERED
ANNUITY PROGRAM

Motion by Mr. Lund, duly seconded and unanimously carried, to adopt the Resolution approving a Tax Sheltered Annuity Program for District employees as recommended.

APPROVED

ROLL CALL VOTE:

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

Dr. Bremer recommended that the Board of Trustees approve the formation of the Maranatha Club and the Student Nurse Association of America Club and their proposed Constitutions.

CLUBS -
MARANATHA &
STUDENT NURSE
ASSOCIATION

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the formation of the Maranatha Club and the Student Nurse Association of America Club and their proposed Constitutions. APPROVED

Dr. Bremer recommended that the Board of Trustees approve membership in the following associations at a total cost of \$70.00. ASSOCIATION MEMBERSHIPS

1. Association of Departments of English.
2. Association of Departments of Foreign Language.
3. Journalism Association of Junior Colleges.

Motion by Mr. Backus, duly seconded and unanimously carried, to approve membership in the above associations as recommended. APPROVED

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

1. Arthur Croisette -- Conference on Improvement of Instruction - Mt. San Antonio College - November 18, 1971. CROISETTE
2. Doyle McKinney -- Western Speech Association Convention - Fresno - November 22 - 24, 1971. MCKINNEY
3. William Kelly and Jack Swartzbaugh -- Conference of California Deans of Men and Activity Administrators - Palm Springs - December 9 - 11, 1971. KELLY & SWARTZBAUGH
4. Joann Bennett, Bonnie Cogbill, and Doyle McKinney -- Convention of the Speech Communication Association of America - San Francisco - December 27 - 30, 1971. BENNETT, COGBILL & MCKINNEY
5. James Lindblad -- Annual Meeting of the American Association of Physics Teachers - San Francisco - January 31 - February 2, 1972. LINDBLAD

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

Mr. Brannon stated that a Special Committee of the Board of Trustees, composed of Trustees Lund and Vogel, would present a report and a recommendation concerning Trustee areas and Board Membership. REPORT - TRUSTEE AREAS AND BOARD MEMBERSHIP

Copies of a comprehensive report, prepared by the Committee, were distributed to the Members of the Board of Trustees, the Administration, and the audience.

Mr. Vogel explained in detail the report which reflected the number of trustees, trustee areas, and method of electing trustees in the 68 California Community College Districts; and a summary of votes cast, by area and by district, for each Saddleback Community College District Candidate for the initial Trustee election held on February 14, 1967, and subsequent elections held on April 15, 1969, and on April 20, 1971.

TRUSTEE AREA
AND BOARD
MEMBERSHIP
REPORT

He further explained that in the 68 California Community College Districts, 38 districts have five-member boards and 30 districts have seven-member boards; that 54 districts elect members at large and 14 districts elect members by trustee areas. In the four Orange County Community College Districts, two districts have five-member boards and two districts have seven-member boards; and that, in each case, members are elected at large.

The report also reflected that in 1967 there were 44,966 total registered voters in the District as follows:
Area 1, 8,113; Area 2 - 9,402; Area 3 - 8,725; Area 4 - 8,403; and Area 5 - 10,323; and that the current number of registered voters in the District is 75,349, as follows:
Area 1 - 12,867; Area 2 - 11,725; Area 3 - 11,345; Area 4 - 11,059; and Area 5 - 28,353.

Based on the comprehensive study, Mr. Vogel stated that it was the Committee's recommendation that Trustee Area 5 be divided into three areas and that the trustees be elected at large. The committee concurred that trustees elected at large are more prone to represent the entire district rather than to submit to pressure groups.

A lengthy discussion ensued by Members of the Board of Trustees, the Administration, and the audience concerning the above.

In view of the concern regarding trustee areas and Board membership, Mr. Brannon called a Special Meeting for December 13 and requested that the matter be further studied at that time.

DEFERRED TO
DECEMBER 13

Dr. Bremer recommended that the Board of Trustees authorize the Superintendent/President to apply for Federal funds in the amount of \$350,000 to aid in the construction of the Science-Mathematics Building and to apply for Federal funds in the amount of \$15,000 for Science-Mathematics equipment.

FEDERAL FUNDS

The Members of the Board of Trustees, the Administration, and the audience discussed the above recommendation in detail.

Motion by Mr. Vogel, duly seconded, to authorize the Superintendent/President to apply for Federal funds as recommended above. Mr. Backus, Mr. Collins, and Mr. Lund voted no. Motion failed.

MOTION FAILED

Dr. Bremer recommended that LeRoy Crandall and Associates be employed to investigate soil conditions in conjunction with the foundation for the Science-Mathematics Building at a fee not to exceed \$4,550.00.

PAYMENT REQUEST
FOR LeROY
CRANDALL &
ASSOCIATES

Motion by Mr. Backus, duly seconded and unanimously carried, that LeRoy Crandall and Associates be employed to investigate soil conditions in conjunction with the foundation for the Science-Mathematics Building at a fee not to exceed \$4,550.00.

APPROVED

Dr. Bremer recommended that only one Meeting of the Board of Trustees be held in December; that it be held on December 13, 1971; and that the Regular Meeting scheduled for December 20, 1971, be cancelled.

DECEMBER BOARD MEETING

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

DECEMBER 13 APPROVED

Mr. Barletta presented the following requests for payment and recommended their approval:

REQUESTS FOR PAYMENT

1. P & A Construction Company, Inc. - Progress Payment Number 3

P & A CONSTRUCTION CO.

Contract Price - \$3,171,000.00	
Total earned as of 11-3-71	\$304,337.54
Less 10% retention	<u>30,433.75</u>
Net due on earned to date	\$273,903.79
Less previous payments	<u>217,839.52</u>
Total payable this estimate	\$ 56,064.27

2. LeRoy Crandall and Associates

LeROY CRANDALL & ASSOCIATES

For services rendered through October 16, 1971.	\$ 1,295.78
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3. Twining Laboratories

TWINING LABORATORIES

For services rendered in connection with the Science-Mathematics Building.	\$ 463.85
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Motion by Mr. Collins, duly seconded and unanimously carried, to approve the above requests for payment as recommended.

APPROVED

Mr. Barletta recommended that payment in the amount of \$915.00 be approved for Franklin G. Bouwsma for consulting services rendered in connection with the Science-Mathematics Building.

PAYMENT REQUEST FOR FRANKLIN G. BOUWSMA

Motion by Mr. Lund, duly seconded and unanimously carried, to approve payment in the amount of \$915.00 for Franklin G. Bouwsma for consulting services rendered in connection with the Science-Mathematics Building.

APPROVED

Mr. Barletta reported that Hanson, Peterson, Cowles, and Sylvester, Certified Public Accountants, had submitted their Audit Report of the District for the period of July 1, 1970, to June 30, 1971, and a request for payment in the amount of \$1,550.00. He recommended that the Board of Trustees accept the Audit Report and authorize payment in the amount of \$1,550.00 to Hanson, Peterson, Cowles, and Sylvester.

AUDIT REPORT & PAYMENT REQUEST TO HANSON, PETERSON, COWLES AND SYLVESTER

Motion by Mr. Backus, duly seconded and unanimously carried, to accept the audit report of the District for the period of July 1, 1970, to June 30, 1971, and to authorize payment in the amount of \$1,550.00 to Hanson, Peterson, Cowles, and Sylvester, Certified Public Accountants.

APPROVED

Mr. Barletta recommended that payment in the amount of \$18,633.49 be authorized to the Office of the Registrar of Voters, County of Orange, for expenses incurred in connection with the bond election on September 14, 1971.

PAYMENT REQUEST
REGISTRAR OF
VOTERS

Motion by Mr. Lund, duly seconded and unanimously carried, to authorize payment in the amount of \$18,633.49 to the Office of the Registrar of Voters, County of Orange, for expenses incurred in connection with the Bond Election on September 14, 1971.

APPROVED

Mr. Barletta reported that Rancho Santiago Community College District had submitted its first statement for computer services in accordance with the terms of a contract with the District, and recommended its approval as indicated below:

PAYMENT REQUEST
RANCHO SANTIAGO
COMMUNITY COLLEGE
DISTRICT FOR
COMPUTER SERVICE

Contract Services for August, 1971 -- 8 hours, 6 minutes	\$ 405.10
Consulting Services -- June 1 to August 15, 1971	1,000.00
	<u>\$1,405.10</u>

Motion by Mr. Lund, duly seconded and unanimously carried, to authorize payment in the amount of \$1,405.10 to Rancho Santiago Community College District for computer services.

APPROVED

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

RESOLUTION -
TRANSFER OF FUNDS

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

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 be requested to order the Treasurer of the County of Orange to transfer temporarily from the Building Fund to the General Fund of this District, the sum of One Hundred Thousand Dollars (\$100,000.00), said funds to be replaced from taxes accruing to this District before any other obligations of this District is met from the proceeds of such taxes.

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

ADOPTED

ROLL CALL VOTE:

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

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

BIDS

R-12772	Audio Visual Equipment	Audio Graphic Supply	\$ 368.55
		Photo & Sound Co.	663.50
		Inland Networks, Inc.	<u>\$2,932.65</u>
			\$3,964.70
94	Physiograph & Accessories	Narco Bio-Systems	\$7,343.75
R-14932	Catalogues, School	Sinclair Printing	\$1,162.35
R-12487	For additional work required in connection with installation of fire sprinklers.	Automatic Sprinklers of the Pacific, Inc.	\$ 400.00
R-13861	Fire Insurance, etc. \$1,000 - Third Annual Premium	Len Miller & Associates	\$1,862.00
	Sports Insurance Premium:		<u>\$7,000.00</u>
	Total	-	\$10,572.75
	District	-	<u>7,000.00</u>
	ASB	-	<u>3,572.75</u>
		Total	\$8,862.00

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

AWARDED

Mr. Barletta recommended that the bid for installation of a fence to enclose the present baseball field be awarded to the Firm of Fence Craft, Rosemead, California, lowest bidder meeting specifications, in the amount of \$6,396.50.

BID -
INSTALLATION OF
FENCE

Motion by Mr. Backus, duly seconded and unanimously carried, that the low bid meeting specifications for installation of a fence to enclose the present baseball field be awarded to the Firm of Fence Craft in the amount of \$6,396.50.

AWARDED - FIRM
OF FENCE CRAFT

Motion by Mr. Lund, duly seconded and unanimously carried, that Purchase Orders 8105 through 8353, totaling \$273,061.14, 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 96-10138 through 96-10487, totaling \$295,703.50, be approved and ratified for payment.

DISTRICT WARRANT
APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, to ratify the following payment of personnel services:

PAYMENT OF
PERSONNEL SER-
VICES RATIFIED

Certificated Payroll	4A	\$127,548.62
Classified Payroll	4B	<u>41,723.84</u>
		\$169,272.46

Dr. Bremer reported that Senate Bill 696 was scheduled for the third reading in the Assembly.

LEGISLATION

Mr. Brannon adjourned the Regular Meeting for recess at 9:00 P.M.

RECESS

Mr. Brannon reopened the Regular Meeting at 9:10 P.M., and stated that Mr. Vogel would present a report concerning the permissive tax which had been levied by the Board of Trustees on October 18, 1971, for the District's share of construction costs in connection with the Science-Mathematics Building.

REGULAR MEETING

REPORT BY MR.
VOGEL REGARDING
PERMISSIVE TAX

Copies of tax charts were distributed to the Members of the Board of Trustees, the Administration, and the audience.

At the request of Mr. Paul Sayre, a member of the audience, Mr. Brannon read the portion of the adopted Minutes of the Board Meeting held on October 18, 1971, authorizing the levying of a permissive tax.

Mr. Vogel explained in detail the tax charts which indicated the amount of approved Bonds, approved General Purpose Tax, and Permissive Tax levied in the Orange County Community College Districts for the period of 1968 - 1972, and tax rates for all California Community College Districts for the period stated above.

He noted that Saddleback College Community College District's tax rate of 42 cents on \$100 of assessed valuation is one of the lowest in the State and that it is the lowest in the County. In conjunction with the permissive tax rate, he pointed out that it is .0085 this year as compared with 22 cents, 18 cents, and 11 cents, in the three other community college districts in Orange County. Mr. Vogel further emphasized the fact that, over the four-year existence of the District, the permissive tax rate has declined from a high of 6 cents annually to less than the one-cent current rate.

As a result of the failure of the recent Bond election, Mr. Vogel stated that in order to house the tremendous increase in future enrollment, the following alternates were available:

1. To reject the State matching funds and permit students to attend other community college districts at a tuition cost of over \$1,000 per student in full-time attendance.

2. To call another bond election for a specified building.
3. To levy a permissive tax.

A lengthy discussion ensued by Members of the Board, the Administration, and the audience concerning the above.

Mr. Backus requested that the matter be deferred for further study at the Special Meeting scheduled on December 13, 1971.

DEFERRED TO
DECEMBER 13, 1971

Mr. Brannon adjourned the Regular Meeting into Executive Session at 11:10 P.M.

EXECUTIVE
SESSION

Mr. Brannon reopened the Regular Meeting at 11:30 P.M., and stated that the following personnel action had transpired in Executive Session:

REGULAR MEETING

Motion by Mr. Vogel, duly seconded and unanimously carried, to accept the resignation of George A. Wheeler, Security Officer, effective November 30, 1971, and that payment be made for any earned vacation and/or compensatory time.

RESIGNATION
G. WHEELER

Motion by Mr. Vogel, duly seconded and unanimously carried, that the following part-time security officer be appointed as full-time:

B. QUIMBY
APPOINTED AS
FULL-TIME
SECURITY OFFICER

Burl W. Quimby, Security Officer I, Grade 22, Step 1, \$522 per month (\$507 plus \$15 shift differential), effective December 1, 1971.

Motion by Mr. Lund, duly seconded and unanimously carried, to employ Edward E. Osborne as an extended day instructor in the Division of Technology 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 -
E. OSBORNE

Motion by Mr. Lund, duly seconded and unanimously carried, to employ Donald Rickner as an extended day instructor in the Division of Fine Arts 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 -
D. RICKNER

Motion by Mr. Lund, duly seconded and unanimously carried, that an honorarium of \$50.00 be paid to Muriel Olguin for her appearance before the Fine Arts Division on November 19, 1971.

HONORARIUM FOR
M. OLGUIN

Mr. Brannon adjourned the Regular Meeting at 11:40 P.M.

ADJOURNMENT


Fred H. Bremer, Secretary to the Board of Trustees