

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92675

The Special Meeting of the Governing Board of the Saddleback Community College District was held in Building R at 28000 Marguerite Parkway, Mission Viejo, California, Monday, December 13, 1971, at 7:00 P.M.

SPECIAL 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. 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

There were absent:

ABSENT

Mr. Michael Collins (excused)

BOARD MEMBER

Mr. Brannon stated that since the meeting was a special one, only those items appearing on the agenda would be discussed.

Motion by Mr. Lund, duly seconded and unanimously carried, to adopt the Minutes of the Regular Meeting held on November 15, 1971, with the following correction:

MINUTES OF
REGULAR MEE.
ON 11-15-71
APPROVED AS
CORRECTED

Correct paragraph 8, page 3 to read: "Motion by Mr. Vogel, duly seconded, to authorize the Superintendent/President to apply for Federal Funds as recommended above. Motion failed. Mr. Backus, Mr. Collins, and Mr. Lund voted no. Mr. Brannon and Mr. Vogel voted aye."

Dr. Bremer read a letter which had been addressed to him, from Mr. W. E. Buckmaster of San Clemente, requesting that the Board of Trustees disregard the interference of the Capistrano Unified School District Board of Trustees concerning the method by which trustees are elected in the Saddleback Community College District. In addition, he read a letter which had been addressed to him, and an accompanying copy of a letter addressed to the Daily Sun Post, from Mr. D. C. Fales of San Clemente, in support of the Board of Trustees and the Administration for creating a College of high academic achievement, with an absence of violence, while maintaining the lowest tax rate in the State.

COMMUNICATIONS

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

Jack Swartzbaugh -- Conference of Student Personnel Administrators - San Diego - January 12 - 14, 1972. SWARTZBAUGH

Dona Berkhimer -- Annual Meeting of the College Art Association of America - San Francisco - January 27 - 29, 1972. BERKHIMER

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

Mr. Brannon requested that Agenda Items 1-b and 1-c be presented subsequent to the Business Manager's report. AGENDA ITEMS 1-b & 1-c DEFERRED

Mr. Barletta recommended that Progress Payment Number 4, submitted by P & A construction Company, Inc., be approved as follows: PROGRESS PAYMENT NO. 4 - P & A CONSTRUCTION COMPANY, INC.

Contract Price - \$3,171,000.00	
Total earned as of 12-3-71	\$428,401.44
Less 10% retention	42,840.14
Net due on earned to date	\$385,561.30
Less previous payments	273,903.79
Total payable this estimate	\$111,657.51

Motion by Mr. Lund, duly seconded and unanimously carried, to approve Progress Payment Number 4, submitted by P & A Construction Company, Inc., in the amount of \$111,657.51. APPROVED

Mr. Barletta recommended that the following requests for payment be approved to the Architectural Firm of Ramberg and Lowrey for services rendered in connection with the Science-Mathematics Building. PAYMENT REQUEST RAMBERG & LOWREY

Building

Fee - 7% of cost estimate of \$3,332,040.00	\$233,242.00	
Construction documents to 75% Paid, design phase (30%)	\$174,931.50	
Balance, working drawings	69,972.60	
This billing: No. 2 of 5	\$104,958.90	\$20,991.78

Site

Fee - 7% of cost estimate of \$372,900.00	\$ 26,103.00	
Construction documents to 75% Paid, design phase (30%)	\$ 19,577.25	
Balance, working drawings	7,830.90	
This billing: No. 2 of 5	\$ 11,746.35	\$ 2,349.27
	Total	\$23,341.05

Motion by Mr. Lund, duly seconded and unanimously carried, to approve for payment Billing Number 2 of 5, totaling \$23,341.05, to the Architectural Firm of Ramberg and Lowrey for services performed in connection with the Science-Mathematics Building.

APPROVED

Based on a recommendation presented by the Architectural Firm of Ramberg and Lowrey, Mr. Barletta recommended that payment in the amount of \$350 be approved to Jennings-Halderman-Hood for services performed in connection with a boundary survey.

PAYMENT REQUEST
JENNINGS-
HALDERMAN-HOOD

Motion by Mr. Lund, duly seconded and unanimously carried, that payment in the amount of \$350 be approved to Jennings-Halderman-Hood for services performed in connection with a boundary survey.

APPROVED

Mr. Barletta presented the following tuition billings for the 1970-71 academic year, and recommended that payment be authorized:

TUITION BILLINGS

Redwoods Joint Junior College District	\$332.20
Monterey Peninsula Community College District	<u>666.85</u>
	\$999.05

Motion by Mr. Lund, duly seconded and unanimously carried, that payment be authorized for the above tuition billings as recommended.

APPROVED

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

92	Computer Equipment	Valtec Corp.	\$ 3,780.00
		Educational Data	\$ 945.00
92	Computer Equipment	Educational Data	\$12,988.50
94	Autoclave	Scientific Products	\$ 3,462.90
	Ultracentrifuge	Beckman Instruments	\$ 6,615.00
R-16296	Annual Premium, Multi-Coverage Insurance Policy	Len Miller & Associates	\$ 8,546.00

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.

APPROVED

Mr. Vogel requested that the Insurance Committee conduct a study of the premium increase in connection with the Health Insurance, and present a report concerning the matter in the near future.

Mr. Barletta recommended that payment in the amount of \$3,100.00 be approved to the Mission Viejo High School for the rental of the football stadium, parking lot, showers, and locker room, at a fee of \$620 per game, for a total of 5 games.

PAYMENT REQUEST
MISSION VIEJO
HIGH SCHOOL

Motion by Mr. Lund, duly seconded and unanimously carried, that payment in the amount of \$3,100.00 be approved to the Mission Viejo High School as recommended.

APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, that Purchase Orders 8354 through 8675, totaling \$296,080.93, be approved and authorized for payment upon delivery and acceptance of the items ordered.

PURCHASE
ORDERS APPROVED

Motion by Mr. Lund, duly seconded and unanimously carried, that District Warrants 96-10488 through 96-10721 and 96-10726 through 96-10730, totaling \$191,593.33, be approved and ratified for payment.

DISTRICT
WARRANTS
APPROVED

Mr. Brannon stated that Agenda Items 1-b and 1-c would be presented at this time.

Mr. Brannon requested that Mr. Vogel further explain the procedure by which the District shall secure its share of funds for the construction of the Science-Mathematics Building which has been approved by the Board of Governors of the California Community Colleges under the terms of the Junior College Construction Act of 1967.

AGENDA ITEM 1-b
DISTRICT FUNDS
FOR SCIENCE-
MATHEMATICS
BUILDING

Mr. Vogel stated that the matter in question was whether or not a permissive tax, authorized by the Board of Trustees on October 18, 1971, will be levied for the purpose of financing the District's share of the approved Science-Mathematics Building.

MR. VOGEL'S
REPORT

He explained that in order for the District to be eligible for matching State funds for construction of the Science-Mathematics Building, it was necessary to assure the Board of Governors of the California Community Colleges that matching District funds were available, and as a result of the failure of the bond election on September 14, 1971, the Board of Trustees had authorized the levying of a permissive tax for financing the building. He stated, however, that final action on the permissive tax could not be taken until the adoption of the 1972-73 budget at a public hearing to be held in August of 1972. Mr. Vogel emphasized the fact that the District's initial tax rate of 53 cents on \$100 of assessed valuation had decreased to the present rate of .4173, and that it is the lowest tax rate in the State.

Mr. Brannon asked the members of the audience if they had any questions or comments concerning the matter.

Members of the audience, the Board of Trustees, and the Administration, discussed the above in detail with regard to assessed valuation, growth factor, and federal financing.

Mr. Brannon, in absence of further discussion concerning the above, requested that Agenda Item 1-c, pertaining to Trustee Areas and Board Membership be discussed.

AGENDA ITEM 1-c
TRUSTEE AREAS
AND BOARD
MEMBERSHIP

Mr. Brannon stated that the Board of Trustees of the Capistrano Unified School District and the Laguna Beach Unified School District had adopted Resolutions requesting that the District change its method of electing trustees from the present voting at-large method to that of within trustee areas. He stated, however, that Laguna Beach Unified School District had subsequently rescinded its Resolution

Mr. Brannon requested that Mr. Vogel, Chairman of the Committee, present a report concerning the matter.

REPORT PRESENTED
BY MR. VOGEL

Copies of a comprehensive report were distributed to members of the Board of Trustees, the Administration, the delegation from the Capistrano Unified School District Board of Trustees consisting of Dr. Robert Beasley, Mr. Robert Dahlberg, and Mr. Fred Newhart, as well as other members of the audience.

The report included the following information:

The number of school districts in Orange County with three trustees, five trustees, and seven trustees; the number of districts with and without trustee areas; and the number of districts voting at large and within trustee areas.

A summary of votes cast for Saddleback Community College District trustee candidates by percentage, by area, and by district for the initial election held on February 14, 1967, and subsequent elections on April 15, 1969, and April 20, 1971.

A summary of votes cast for trustee candidates by percentage for Capistrano Unified School District trustee elections held on April 15, 1969, and April 20, 1971; a total number of registered voters and apportionment for Capistrano Unified School District as of November 11, 1971; a breakdown by trustee areas of total registered voters which revealed the fact that three of the Capistrano Unified School District trustee areas are overpopulated and four areas are underpopulated.

A summary of the average number of registered voters in Area 4 in 1969 and 1971, and the average number of votes received by Saddleback Community College District trustees in Area 4 for 1969 and 1971; the average number of registered voters in Capistrano Unified School District in 1969 and 1971; and the average number of votes received by Capistrano Unified School District Trustees in 1969 and 1971.

It was revealed that Saddleback Community College District trustees were elected by 4.44 or 6.37 as many voters in Area 4 as were the trustees in the Capistrano Unified School District.

In view of the above, Mr. Vogel stated that, in his opinion, immediate steps should be taken to reapportion the trustee areas of the Capistrano Unified School District to conform to the one-man, one-vote edict of the Courts. Mr. Lund concurred.

Mr. Vogel explained that the present method of electing Saddleback Community College District trustees was initiated by the Steering Committee in 1967 when the District was formed and divided into five equal areas of registered voters. He further explained that the District's Master Plan, developed in 1968, indicated that the District would ultimately consist of three campuses; that redistricting would be necessary in the near future, with the option to retain the present boundaries and increase the number of trustees to 7 or to change the boundaries for equal representation.

Dr. Beasley, member of the Capistrano Unified School District Board of Trustees, stated that he had initiated the Resolution requesting that the method by which Saddleback Community College District Trustees are elected be changed from the present method of voting at large to that of voting by areas. He explained that he had been involved with the formation of the District in 1967 when the present method was approved. He stated, however, that, in his opinion, a lack of communication had developed between the citizens of the community and the Saddleback Community College District, and that the situation would be alleviated if trustees were elected within areas rather than at large.

A lengthy discussion ensued by members of the Board of Trustees, the Administration, the delegation representing the Board of Trustees of the Capistrano Unified School District, and the audience concerning the situation.

Mr. Vogel requested that the Board of Trustees not render a decision on the matter that evening, but that a committee consisting of two members each of the Board of Trustees of the Capistrano Unified School District, the Laguna Beach Unified School District, and the Tustin Union High School District be established to meet with the two Board representatives of the Saddleback Community College District in order to conduct a further study of the problem.

Motion by Mr. Lund, duly seconded and carried, that a committee consisting of two members each of the Board of Trustees of the Capistrano Unified School District, the Laguna Beach Unified School District, and the Tustin Union High School District be appointed to meet with the two representatives of the Board of Trustees of the Saddleback Community College District to further explore the problem pertaining to Trustee Areas and Board Membership.

COMMITTEE
ESTABLISHED

Mr. Brannon adjourned the Special Meeting into Executive Session at 9:35 P.M.

EXECUTIVE
SESSION

Mr. Brannon reopened the Special Meeting at 10:15 P.M., and stated that the following personnel action had transpired in Executive Session:

SPECIAL MEETING

Motion by Mr. Lund, duly seconded and unanimously carried, to approve the resignation of Betty Bugg, Library Clerk, effective November 26, 1971, and to authorize payment for any earned vacation and/or compensatory time.

RESIGNATION
BETTY BUGG

Motion by Mr. Lund, duly seconded and unanimously carried, that Dorothy J. Palen be reclassified from Administrative Secretary, Grade 31, Step 4, to Clerk Typist 11, Grade 20, Step 4, effective December 20, 1971.

RECLASSIFICATION
DOROTHY J. PALEN

Motion by Mr. Lund, duly seconded and unanimously carried, that Audrey I. Ramsay be employed as Administrative Secretary, Grade 31, Step 3, \$696 per month, effective December 20, 1971.

EMPLOYMENT
AUDREY RAMSAY

Motion by Mr. Vogel, duly seconded and unanimously carried, to employ the following as extended day instructors on an "if-and-as-needed" basis for the 1971-72 academic year, at hourly rates to be based on the adopted schedule.

EXTENDED DAY
INSTRUCTORS

Division of Fine Arts

Ann M. Thompson
Jack William Wheaton

Division of Languages

Norman R. Prinsky

Division of Science

Alban M. Moreno

Motion by Mr. Backus, duly seconded and unanimously carried, that Kathryn Anne Blair be awarded a scholarship of \$50.00 by the Naturalist Club.

SCHOLARSHIP
AWARDED -
KATHRYN BLAIR

Mr. Brannon adjourned the Special Meeting at 10:20 P.M.

ADJOURNMENT


Fred H. Bremer, Secretary to the Board of Trustees