

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, February 11, 1974, at 8:00 P.M.

REGULAR
MEETING

Mr. Lund, President of the Board of Trustees, called the meeting to order; Mrs. Berry led the audience in the Pledge of Allegiance; and Mr. Marshall gave the Invocation.

There were present:

PRESENT

Mr. Patrick Backus (arrived 8:30 P.M.)
Mrs. Donna Berry
Mr. Alyn Brannon
Mr. Michael Collins
Mr. John Lund
Mr. James Marshall
Mr. Hans Vogel

BOARD MEMBERS

Fred H. Bremer, Ph.D., Superintendent/President
Mr. R. L. Platt, Dean of Instruction
Mr. Roy N. Barletta, Business Manager

STAFF MEMBERS

Dr. Bremer reported that communication items had been mailed to the Board of Trustees prior to the meeting, and that he did not have additional items to present.

COMMUNICATIONS

Mr. Lund asked the Members of the Board of Trustees if they wished to discuss or to remove any of the items listed on the Consent Calendar.

CONSENT CALENDAR

It was requested that Agenda Item 111-13b, Approval of Change Order Number 9 in conjunction with the Science-Mathematics Building, and Agenda Item 111-20, Purchase Orders, be removed from the Consent Calendar.

ITEMS 111-13b and
111-20 REMOVED

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve as recommended the following Consent Calendar items:

CONSENT CALENDAR
APPROVED

Minutes

Minutes of the Regular Meeting held on January 14, 1974.

MINUTES - 1-14-74

Summary of Financial Status

SUMMARY OF
FINANCIAL
STATUS -
12-31-73

In conjunction with Education Code Section 939, a summary of the District's financial status as of December 31, 1973, as follows:

District General Fund

Adjusted net beginning balance	\$ 934,732.00	
Estimated income	10,695,671.00	
Total adjusted balance plus estimated income		\$11,630,403.00
Estimated expenditures and transfers		11,165,436.00
Estimated ending balance as of June 30, 1974		464,967.00

Conferences

Approval of the following conferences with actual and necessary expenses paid:

CONFERENCES

Patricia Grignon -- Conference of California Association of Teachers of English - Los Angeles - February 15-16, 1974.

Don Craig, George Denney, William Heffernan, and James Hines -- Conference of California Association of Teachers of English - Los Angeles - February 16, 1974.

William Kelly -- Conference on Career Trends and Career Planning - Long Beach - February 20, 1974.

Doyle McKinney -- Liaison Committee on Creative Arts - University of California, Los Angeles - February 22-23, 1974.

Calvin Nelson -- Engineering Liaison Committee Meeting -- University of California, Davis - March 14-15, 1974.

Everett Brewer -- California Association of Work Experience Educators - Burlingame - May 2-4, 1974.

Science-Mathematics Building

SCIENCE-MATH
BUILDING
PROGRESS PAYMENT
TO J. B. ALLEN
AND COMPANY

Progress Payment Number 16, submitted by J. B. Allen and Company, as follows:

Contract price - \$3,934,600.00	
Total earned as of January 25, 1974	\$ 2,675,529.88
Less 10% retention	267,552.99
Net due on earned to date	\$ 2,407,976.89
Less previous payments	2,106,320.18
Total amount payable this estimate	\$ 301,656.71

Science-Mathematics Building

SCIENCE-MATH
BUILDING -
CHANGE ORDER
NUMBER TEN

Approval of Change Order Number 10 as follows, with an increase of contract time by five days and with a completion date of July 30, 1974.

Original contract price		\$3,934,600.00
Change Order Number 1 (3-26-73)		-0-
Change Order Number 2 (4-17-73)		-0-
Change Order Number 3 (5-1-73)	Deduct	(1,783.49)
Change Order Number 4 (8-13-73)	Add	10,446.09
Change Order Number 5 (11-30-73)	Add	141.77
Change Order Number 6 (11-30-73)	Add	2,240.47
Change Order Number 7 (11-30-73)	Deduct	(2,009.77)
Change Order Number 8 (1-4-74)	Add	17,589.36
Change Order Number 9 (1-31-74)	Add	5,317.72
Change Order Number 10 (2-4-74)	Deduct	<u>(4,302.37)</u>
Revised contract price		\$3,962,239.78

Science-Mathematics Building

PAYMENT TO
DISTRICT
ARCHITECT

Approval of payment for Robert Lowrey Associates-Architects for services as follows:

Fee - 7% of awarded construction contract of \$3,934,600.00

Architectural fee	\$275,422.00
Payments prior to construction	<u>220,337.60</u>
Balance for construction phase	\$ 55,084.40

This billing to 68% construction completion	\$ 37,457.39
Less previous construction payments	<u>32,499.79</u>
Total due this request	\$ 4,957.60

Science-Mathematics Building

Approval of payment for Robert Lowrey Associates-Architects for additional work as follows:

Relocation of telephone equipment	\$ 287.50
Relocation of chairman's office	385.10
Changes in Lab #201 and Lab #129	<u>1,578.35</u>
Total due this request	\$ 2,250.95

Central Plant

CENTRAL PLANT
PAYMENT TO
DISTRICT
ARCHITECT

Payment to Robert Lowrey Associates-Architects for services as follows:

Fee - 7% of agreed preliminary estimate of construction cost of \$1,361,057.00 = \$95,273.99

Construction documents phase to 75%	\$71,455.49	
Less design development phase (30%) paid	<u>28,387.33</u>	
Balance for working drawing phase	\$43,068.11	
This billing, No. 3 of 4		\$10,767.02

Gym-Physical Education Building

GYM-P.E.
BUILDING - PAY-
MENT TO DISTRICT
ARCHITECT

Payment to Robert Lowrey Associates-Architects for services as follows:

Fee - 7% of agreed preliminary estimate of construction cost of \$1,964,094.00 = \$137,486.58

Construction documents phase to 75%	\$103,114.93	
Less design development phase (30%) paid	<u>43,157.69</u>	
Balance for working drawings phase	\$ 59,957.24	
This billing, No. 3 of 5		\$11,991.45

Remodeling of Building "B" Cafeteria

REMODELING OF
BUILDING "B" -
PAYMENT TO
DISTRICT
ARCHITECT

Payment to Robert Lowrey Associates-Architects for services as follows:

Fee - 15% of agreed estimate of construction cost of \$82,600.00 = \$12,390.00

This billing to 50% completion	\$ 6,195.00
Less previous payment	<u>2,322.00</u>
Total due this request	\$ 3,873.00

Additional Architectural Services

ADDITIONAL
ARCHITECTURAL
SERVICES -
PAYMENT TO
DISTRICT
ARCHITECT

Payment to Robert Lowrey Associates-Architects for services rendered in connection with Project Planning Guides as follows:

Swimming Pool - Construction	\$ 102.50
Swimming Pool - Equipment	670.00
Technology Building - Phase I Construction	285.00
Gym-Physical Education Building - Equipment	1,005.00
Campus Perimeter Road - Phase I Construction	<u>367.50</u>
Total due this request	\$2,430.00

Remodeling of Building "P" Home Economics Facility

PROGRESS PAYMENT
TO T. H. WILSON
DEVELOPMENT CO.

Progress Payment Number Two, submitted by T. H. Wilson Development Company, as follows:

Contract Price -	\$24,000.00	
Total earned as of February 5, 1974		\$22,400.00
Less 10% retention		<u>2,240.00</u>
Net due on earned to date		\$20,160.00
Less previous payments		<u>14,141.00</u>
Total amount payable this estimate		\$ 6,019.00

Awards

AWARDS

Approval of awards as follows; such payment to be authorized upon delivery and acceptance of the items ordered:

R-063	Chemistry Glassware	Sargent-Welch Scientific Co. (Cancel P.O. 1-14-74) Central Scientific Co. (Award)	\$ 925.43 1,375.79
R-943	Mobile Playback Unit	Metrovionics, Inc.	2,093.70
R-1601	Book Detection Strips	Minnesota Mining & Mfg. Co.	1,575.00
R-5952	IBM Typewriters	IBM Corporation	3,795.86
R-947	Cameras	Henry's Camera Corp. Royce Photo/Graphics Supply Cal's Cameras, Inc. Earl V. Lewis Cameras	262.50 227.59 617.72 2,111.12
134	Audio Visual Equipment	Photo & Sound Co. Bornstein Co. Duplicating Specialties A. F. Milliron Co., Inc.	344.40 655.28 1,740.38 3,911.62
135	Instructor's Chairs (Reject Item 1)	The Welch Co.	5,065.83
R-5904	Microtome	Scientific Products	3,529.42
R-4821	Drafting Machines	Brodhead-Garrett Co.	4,851.00
136	Drafting Tables & Stools	Brodhead-Garrett Co. The Welch Co.	8,820.00 17,288.78

137	Office Furniture for Science-Mathematics Building	United Business Interiors Virco Mfg. Corp. Interroyal Corp. Allied Commercial Interiors Culver-Newlin, Inc.	\$ 955.08 1,491.00 1,521.71 1,759.80 2,742.71
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(Reject items 26, 27, 28, & 29 - description was incorrect because of discrepancy on size of modules versus the top)

138	Computer Related Equipment	International Com- puter Equipment, Inc. Educational Data Systems	288.75 15,805.00
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(Reject item 2 for further study and analysis of specifications)

R-1039	Chairs, Food Preparation	Interroyal Corporation	1,945.78
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Payment of Bills

PAYMENT OF
BILLS

District Warrants 96-17313 through 96-17629, totaling \$552,828.87.

Payment of Personnel Services

Classified Payroll	6B	\$ 43,637.25
Classified Payroll	7M	19,256.00
Certificated Payroll	7A	164,626.11
		<u>\$227,519.36</u>

Extended Day Instructor

Approval of Earnest C. Muller, as an extended day instructor in the Division of Social Science on an "if-and-as-needed" basis for the 1973-74 academic year, at a salary rate to be determined on the adopted schedule.

EXTENDED DAY
INSTRUCTOR

Workshop

Approval of Mr. Jean Biagini and Miss Setsuko Nagassawa to present a workshop in ceramics on February 21, 1974, at a total fee of \$200.00.

WORKSHOP -
J. BIAGINI &
S. NAGASSAWA

Clinician

Approval of Mrs. Jane Westbrook as a Clinician to coach the members of the College Chorus, at a fee of \$100.00.

CLINICIAN -
J. WESTBROOK

Guest Speaker

Approval of Dr. Bill Leonard as a speaker at the Fourth Annual Saddleback College Mathematics Contest on March 2, 1974, at an honorarium of \$100.00.

GUEST SPEAKER -
B. LEONARD

Mrs. Berry stated that she had become quite concerned about the number of Change Orders in conjunction with the Science-Mathematics Building, and asked Mr. Lowrey, District Architect, if he would consider sharing the cost of Change Order Number 9.

SCIENCE-
MATHEMATICS
BUILDING -
CHANGE ORDER
NUMBER 9

Mr. Lowrey explained that in the case of errors of omission such as this particular one, the District initially would have been responsible for the cost. He further stated that in the case of purely architectural errors, the cost would be borne by his Firm. He noted that his Firm did strive to effect savings for the District and that the overall percentage of Change Orders on the Science-Mathematics Building was approximately 3/4 of 1 percent.

Motion by Mr. Marshall, duly seconded and unanimously carried, to approve Change Order Number 9 in conjunction with the Science-Mathematics Building as follows:

APPROVED

Original contract price		\$3,934,600.00
Change Order Number 1	(3-26-73)	-0-
Change Order Number 2	(4-17-73)	-0-
Change Order Number 3	(5-1-73) Deduct	(1,783.49)
Change Order Number 4	(8-13-73) Add	10,446.09
Change Order Number 5	(11-30-73) Add	141.77
Change Order Number 6	(11-30-73) Add	2,240.47
Change Order Number 7	(11-30-73) Deduct	(2,009.77)
Change Order Number 8	(1-4-74) Add	17,589.36
Change Order Number 9	(1-31-74) Add	<u>5,317.72</u>
Revised contract price		\$3,966,542.15

The contract time was increased by eleven days; date of completion July 25, 1974.

Motion by Mrs. Berry, duly seconded and unanimously carried, that Purchase Orders 13924 through 14153, totaling \$90,575.55, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS
APPROVED

Mr. Backus, upon his arrival, requested that a discussion materialize with regard to Agenda Item 111-6, Gym-Physical Education Building.

GYM-PHYSICAL
EDUCATION
BUILDING

Mr. Backus stated that he had spoken to the District Architect about the space utilization of the building and that he wished further clarification of the matter.

He specifically expressed concern over whether or not all members of the Division of Health and Physical Education had been involved in the planning of the building; the type of floor; the utilization of space for offices and classrooms; and the proposed distance of eight feet from the end of the court to the wall.

A lengthy discussion ensued by the Members of the Board of Trustees, the Administration, the District Architect, and the Physical Education Division.

Mr. Randell, Representative of the District Architect, stated that space utilization of the building was currently under revision as a result of the reduction of square footage.

Dr. Bremer explained that, under the terms of the Junior College Construction Act of 1967, the size of the building was determined by the Board of Governors of the California Community Colleges and was based on projected enrollment. He further explained that initially 90,000 square feet had been allocated for the building but that it had been reduced to approximately 36,000 square feet.

Mr. Backus requested that the Building Committee review the plans for the Gym-Physical Education Building.

Mr. Lund appointed Mr. Backus to serve as a member of the Building Committee in his place. He also requested that a meeting be called in order to review the plans and suggested that there be total staff involvement.

Mr. Lund adjourned the Regular Meeting into Executive Session at 9:15 P.M.

EXECUTIVE
SESSION

Mr. Lund reopened the Regular Meeting at 9:40 P.M., and stated that Mr. Vogel had requested that an executive session be called in order to discuss a personal matter and that no action had been taken.

REGULAR
SESSION

With sincere regret, Mr. Vogel announced that he was resigning from the Board of Trustees of the Saddleback Community College District, effective June 4, 1974. He explained that his decision to resign was based on the fact that he and his family plan to move from his Trustee Area in the near future.

MR. VOGEL -
RESIGNATION

On behalf of the other Members of the Board of Trustees, Mr. Lund expressed sorrow over Mr. Vogel's decision to resign. He stated that Mr. Vogel's contributions to the College since its inception had been immeasurable and that his leadership had been inspirational.

In addition, members of the faculty and the audience expressed regret over Mr. Vogel's resignation and thanked him for his past help and for his concern.

Dr. Bremer presented to the Board of Trustees a proposed contract with R & R Food Service Systems, Inc., and recommended its approval.

CONTRACT -
R & R FOOD
SERVICE SYSTEMS,
INC.

Motion by Mr. Brannon, duly seconded, to approve the contract with R & R Food Service Systems, Inc., as recommended.

A discussion ensued by the Board of Trustees and the Administration concerning the proposed contract.

Mr. Collins requested that the contract be reviewed by County Counsel.

Mr. Collins withdrew second; Mr. Vogel withdrew motion.

Mr. Lund accepted the report as presented by Mr. Lowrey, and referred the matter to the Site Committee for further study.

REFERRED TO
SITE COMMITTEE

In view of the many important issues facing the District, and as a means of increasing communication, Mr. Vogel requested that the Board of Trustees meet semi-monthly rather than monthly.

MEETINGS -
BOARD OF
TRUSTEES

Motion by Mr. Vogel, duly seconded and unanimously carried, that Regular Meetings of the Board of Trustees be held on the second and fourth Mondays of every month in lieu of the second Monday of every month, effective February 25, 1974.

SECOND & FOURTH
MONDAYS -
REGULAR MEETINGS

The following Agenda Items were deferred to the Regular Meeting on February 25, 1974.

AGENDA ITEMS
DEFERRED

111-7 -- P & A Construction Company
111-9 -- Energy Crisis
111-10-- Environmental Quality Act of 1970

In accordance with Education Code Sections 13457 and 13462, Dr. Bremer presented to the Board of Trustees a proposed Sabbatical Leave Policy, and recommended its adoption. He explained that the proposed Policy had been reviewed and approved by County Counsel.

SABBATICAL
LEAVE
POLICY

Mr. Collins stated that even though he was in favor of sabbatical leave, the proposal should be scrutinized and considered as a fringe benefit. He strongly urged that the Policy not be considered separately from the salary proposal.

Members of the Board of Trustees, the Administration, and the Faculty discussed the proposed Sabbatical Leave Policy in detail.

Mr. Vogel requested that a survey be conducted of other community colleges in the State concerning the percentage of their faculty members approved for sabbatical leave and the percentage of salaries paid to them. He requested that the information be forwarded to the Board of Trustees for its perusal as soon as possible.

Motion by Mr. Brannon, duly seconded and unanimously carried, that the proposed Sabbatical Leave Policy be received as presented subject to receipt of the comparative data requested above, and that it be presented to the Board of Trustees in Executive Session on February 25, 1974.

POLICY RECEIVED
SUBJECT TO
STUDY

Mr. Lund adjourned the Regular Meeting for recess at 11:40 P.M.

RECESS

Mr. Lund reconvened the Regular Meeting at 11:45 P.M.

REGULAR MEETING

Presentation of Salary Proposals for 1974-75 were made as follows:

SALARY
PROPOSALS FOR
1974-75

Faculty Association -- Milton Surface, Chairman of the Salary Committee.

California School Employees Association -- George Gilbert, President of CSEA.

Division Chairmen -- Frank Sciarrotta, Representative for the Division Chairmen.

Mrs. Berry, representing the Salary Committee of the Board of Trustees, stated that meetings would be held in the near future to review the salary proposals for 1974-75.

Dr. Bremer reported that the target date for bus service to the College by the Orange County Transit District had been scheduled for the second week in May and that, on May 10, 1974, a representative of the Transit District would appear on campus to inform the students of its service.

PROPOSED BUS
SERVICE

Dr. Bremer reported that a meeting had been held recently concerning the placement of students in English and Mathematics Classes. He stated that it had been agreed that for placement into English Classes ACT scores, departmental test scores, and grades received in English from other institutions would be utilized, and that for placement into Mathematics Classes ACT scores and departmental test scores would be utilized.

PLACEMENT IN
ENGLISH &
MATHEMATICS
CLASSES

Dr. Bremer informed the Board of Trustees that SB 1359, concerning the procedure for filling vacancies on Boards of Trustees, had passed the Assembly Education Committee on February 7, 1974, and was on the second reading in the Assembly. The Bill will be up for vote on the Assembly Floor on February 14, 1974.

LEGISLATIVE
REPORT

Mrs. Berry requested that the Board of Trustees oppose AB 2359, Financial Disclosure Bill.

Motion by Mrs. Berry, duly seconded and unanimously carried, to adopt a Resolution opposing AB 2359, Financial Disclosure Bill.

RESOLUTION
OPPOSING
AB 2359

ROLL CALL VOTE:

AYES: MEMBERS: BACKUS, BERRY, BRANNON, COLLINS, LUND, MARSHALL, VOGEL

NOES: MEMBERS: NONE

ABSENT: MEMBERS: NONE

There were no oral communications.

Mr. Lund adjourned the Regular Meeting at 12:15 A.M. for recess.

RECESS

During recess, a brief ceremony was conducted commemorating the seventh anniversary of the District on February 14, 1974.

SEVENTH
ANNIVERSARY
OF THE DISTRICT

Mr. Lund reopened the Regular Meeting at 12:30 A.M., and immediately adjourned into Executive Session.

EXECUTIVE
SESSION

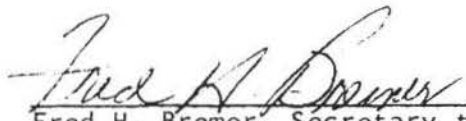
Mr. Lund reopened the Regular Meeting at 1:17 A.M., and stated that the following personnel action had transpired in Executive Session:

Motion by Mr. Backus, duly seconded and unanimously carried, that Mr. Hu Paul be employed as a consultant in conjunction with the establishment of a Radio Station at Saddleback College, at a fee of \$500.00.

H. PAUL
CONSULTANT -
RADIO STATION

Mr. Lund adjourned the Regular Meeting at 1:40 A.M.

ADJOURNMENT



Fred H. Bremer, Secretary to the Board of Trustees