

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, June 24, 1974, at 8:00 P.M.

REGULAR MEETING

Mrs. Berry, Vice-President of the Board of Trustees, called the meeting to order; Mr. Bartholomew led the audience in the Pledge of Allegiance; and Mr. Dean gave the Invocation.

There were present:

PRESENT

Mr. Patrick Backus  
Mr. Robert Bartholomew  
Mrs. Donna Berry  
Mrs. Norrissa Brandt  
Mr. William Dean  
Mr. Lawrence Taylor

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. James Marshall (excused)

BOARD MEMBER

Mrs. Berry administered the Oath of Office for Governing Board Membership to the following persons who were elected as Trustees on June 4, 1974:

OATH OF OFFICE  
FOR GOVERNING  
BOARD MEMBERSHIP

Mr. William Dean, Trustee Area 1  
Mr. Robert Bartholomew, Trustee Area 2  
Mr. Lawrence Taylor, Trustee Area 3

Dr. Bremer reported that communication items had been mailed to the Board of Trustees prior to the meeting. In addition, he distributed miscellaneous communications to the Members of the Board of Trustees for their information.

COMMUNICATIONS

Mrs. Brandt requested that, on behalf of the Board of Trustees, individual commendation letters be sent to the following persons for their concerted cooperation in effecting the favorable action of the Board of Governors of the California Community Colleges in denying the petition to transfer the Tustin Unified School District from the Saddleback Community College District to the Rancho Santiago Community College District:

COMMENDATION  
LETTERS -  
TUSTIN PETITION

Dr. Fred H. Bremer, Superintendent/President  
 Dr. Robert Jenkins, Advisor to the Board of Trustees  
 Mr. Hans Vogel, former Member of the Board of Trustees  
 Mrs. Marjorie Day, Attorney - Tustin  
 Mr. Robert Price, Administrator - Leisure World  
 Mr. William Price, Attorney - Leisure World  
 Mr. Henry Quigley, Councilman - City of Irvine

Mrs. Berry commented on the impressive commencement ceremony and complimented all persons who participated in the ceremony.

COMMENCEMENT  
 CEREMONY

Mrs. Berry read a letter from Virginia Crosley, resident of the District, urging that the Board of Trustees continue its high standards.

Mrs. Berry also read a letter from David Hall, former Associated Student Body President. Mr. Hall stated that he was involved in ROTC and would be unable to continue serving on the Screening Committee to select the new Superintendent. He recommended that Ira Kuchek, President of the Associated Student Body, be appointed as his replacement.

DAVID HALL -  
 REQUEST TO BE  
 REPLACED ON  
 SCREENING  
 COMMITTEE

Motion by Mr. Bartholomew, duly seconded and unanimously carried, to appoint Ira Kuchek as the student representative on the Screening Committee to select the new Superintendent of the District.

IRA KUCHEK  
 APPOINTED TO  
 SCREENING  
 COMMITTEE

Mrs. Berry asked the Members of the Board of Trustees if they wished to discuss or to remove any of the items from the Consent Calendar.

CONSENT CALENDAR

The following items were removed:

ITEMS REMOVED

- 111-5, Initial Board Meeting in August
- 111-6, Approval of Membership in the Association of Community College Trustees for 1974-75
- 111-9, Approval of Architects in conjunction with the Telephone Switchboard Console

Motion by Mr. Bartholomew, duly seconded and unanimously carried, to approve the Consent Calendar as follows:

CONSENT CALENDAR  
 APPROVED

Minutes

MINUTES

- Minutes of the Special Meeting held on May 29, 1974.
- Minutes of the Special Meeting held on June 3, 1974.
- Minutes of the Special Meeting held on June 12, 1974.

5-29-74  
 6-3-74  
 6-12-74

Science-Mathematics Building

SCIENCE-MATH  
BUILDING

Progress Payment Number 20, submitted by J. B. Allen and Company  
as follows:

PROGRESS PAYMENT  
NUMBER 20

Contract Price - \$3,934,600.00	
Total earned as of May 28, 1974	\$ 3,669,423.50
Less 10% retention	366,942.35
Net due on earned to date	\$ 3,302,481.15
Less previous payments	2,982,508.21
Total amount payable this estimate	\$ 319,972.94

Science-Mathematics Building

SCIENCE-MATH  
BUILDING

Change Order Number 13 as follows:

CHANGE ORDER  
NUMBER 13

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	(4,302.37)
Change Order Number 11 (3-5-74)	add	789.70
Change Order Number 12 (4-1-74)	deduct	(17,484.96)
Change Order Number 13 (5-31-74)	add	598.97
Revised contract price		\$ 3,946,143.49

The contract time will be increased by 56 days; date of completion  
as of this Change Order will be September 24, 1974.

Science-Mathematics Building

SCIENCE-MATH  
BUILDING

Payment to Robert H. Hippe - George G. Randell, Architects, for  
architectural services as follows:

PAYMENT TO  
ARCHITECTS

Article V, Section A (D) (1) - Contract dated May 13, 1974

Fee - \$13,159.00	
Amount due, 50% of fee	\$ 6,579.50

Remodeling of Building "P"

BUILDING "P"

Payment to Robert H. Hippe - George G. Randell, Architects, for  
architectural services as follows:

PAYMENT TO  
ARCHITECTS

Article V, Section A (D) (2) - Contract dated May 13, 1974

Fee - \$712.00	
Amount due, 100% of fee	\$ 712.00

Athletic Insurance

ATHLETIC  
INSURANCE

Authorization to purchase athletic insurance for the 1974-75 fiscal year at a premium cost of \$8,622.00, of which \$4,000.00 will be paid from Associated Student Body Funds.

Awards

AWARDS

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

R-8368	Barometers and Eliminators	Scientific Products Heathkit Electronic Center	\$ 1,209.22 1,127.03
148	Service Contract for Television Equipment	Metrovronics, Inc. Not to exceed	2,500.00
R-8078	Mops & Door Mats	Industrial Control System Not to exceed	2,000.00
R-5332	Maintenance Service Contract	Singer Business Machines 3M Business Products Sales, Inc. Burroughs Corp. Olivetti Corp. of America Monroe, The Calculator Co. Bell & Howell Co. SCM Corporation Laguna Office Equipment	105.00 119.00 124.00 160.55 164.00 388.50 1,086.00 1,285.00
R-8178	Football Supplies	Pacific Coast Sports Equipment Spartan Sales & Service San Clemente Sporting Goods United Sporting Goods Mission Valley Sporting Goods	304.86 361.46 367.80 720.80 2,866.66
R-6824	Lariat	Coastline Publishers Not to exceed	3,500.00
R-8090	Outdoor Tables	Virco Mfg. Corp. Pacific Seating Co.	240.09 1,512.62
R-9236	Maintenance Contract for Administrative Typewriters	IBM Corporation	1,715.00

R-8096	Groundsman Equipment	Capistrano Auto Supply	\$ 76.71	AWARDS
		All's Lawnmower Center	79.50	
		Knox Industrial Supplies	105.89	
		Toro Pacific Distributing	736.91	
		Capistrano Auto Supply	228.95	
		Knox Industrial Supplies	417.53	
R-6160	Elevator Maintenance	Montgomery Elevator Co.	1,056.00	
R-233	Towel Rental	Mission Linen Supply		
		Not to exceed	2,500.00	
R-5032	Football Filming	Vormelker, Jim		
		Not to exceed	3,000.00	
R-9230	Preventative Maintenance, Educational IBM Typewriters	IBM Corporation	1,407.00	
R-8173	Athletics - Miscellaneous Supplies	Al & Kenny's Sporting Goods	11.45	
		Conlin Brothers	471.91	
		Champion Products, Inc.	739.30	
		Mission Valley Sporting Goods	2,774.66	
R-9271	Rental of Xerox 2400	Xerox Corporation		
		Not to exceed	5,000.00	
R-5346	Rental of IBM Computer Equipment	IBM Corporation	2,552.90	
R-8158	Medical Supplies	Deckert Surgical Co.	5.41	
		Conlin Brothers, Inc.	58.41	
		United Sporting Goods	76.85	
		Daylin Medical & Surgical, Inc.	139.53	
		Pacific Coast Sports Equipment	181.74	
		Spartan Sales & Service	235.61	
		School Health Supply Co.	256.10	
		Mission Valley Sporting Goods	3,015.22	
R-0013	Leasing of VHS-R Copies	Minnesota Mining & Mfg.		
		Not to exceed	7,000.00	
R-8085	Custodial Equipment	Easterday Supply Co.	72.04	
		Best Maintenance Supply Co.	181.13	
		National Sanitary Supply	748.32	
		Bishop's Sanitary Supply	807.19	
		Kleen-Line Corp.	2,524.44	

144	New Typewriters	Logan Typewriter Service	\$4,065.10
		Bales Office Equipment	5,918.70
149	College Catalogues	Lienett Co., Inc.	7,218.60
140	Chalkboards	Korok Division	2,916.00
R-8073	Custodial Supplies	Hillyard - Western, Inc.	66.14
		Pioneer Chemical Co.	81.92
		Zellerbach Paper Co.	149.46
		Hockwald Chemicals	249.75
		National Sanitary Supply	365.59
		Sanitek Products, Inc.	557.14
		Easterday Supply Co.	566.89
		Best Maintenance Supply Co.	778.55
R-9024	Baseball Supplies	United Sporting Goods	77.06
		Mission Valley Sporting Goods	211.58
		Pacific Coast Sports Equipment	253.55
		Al & Kenny's Sporting Goods	261.69
		San Clemente Sporting Goods	735.31
		Conlin Bros., Inc.	930.26

AWARDS

Purchase Orders

PURCHASE ORDERS

Purchase Orders 15111 through 15240, totaling \$41,002.85; with such payment to be authorized upon delivery and acceptance of the items ordered.

Payment of Bills

PAYMENT OF BILLS

District Warrants 96-18938 through 96-19329, totaling \$550,517.86.

Payment of Personnel Services

PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	11A	\$193,770.27
----------------------	-----	--------------

Resignations

RESIGNATIONS

Resignations as follows, with payment to be made for unused vacation:

- a. Meredith Minor, Maintenance Man 11 - Air Conditioning and Heating, effective July 5, 1974.
- b. Pamela Jimenez, Departmental Secretary, effective July 15, 1974.

Reclassification - Classified Personnel

RECLASSIFICATION-  
CLASSIFIED

Mary Boswell from Clerk Typist 1 to Clerk Typist 11, effective July 1, 1974.

Change of Position - Classified Personnel

CHANGE OF  
POSITION -  
CLASSIFIED

Rodney Fitz, Custodian 11, Grade 25, Step 2, to Groundsman 11, Grade 26, Step 2, monthly salary \$698.00, effective July 15, 1974.

Employment - Classified Personnel

EMPLOYMENT -  
CLASSIFIED

- a. Richard Hedrick, Maintenance Man 11 - Air Conditioning & Heating, Grade 35, Step 3, \$911.00 per month, effective July 1, 1974.
- b. William Koch, Custodian 11, Grade 25, Step 1, \$649.00 plus \$25.00 shift differential, for a total monthly salary of \$674.00, effective July 8, 1974.
- c. Commer Skipper, Custodian 11, Grade 25, Step 1, \$649.00 plus \$25.00 shift differential, for a total monthly salary of \$674.00, effective July 8, 1974.

Employment - Extended Day Instructor

EMPLOYMENT -  
CERTIFICATED

Sherene Ann Bieber, Instructor in the Division of Languages, on an "if-and-as-needed" basis for the 1974 Summer Session, at a salary rate to be determined on the adopted schedule.

Dr. Bremer reported that the Public Hearing and the Final Adoption of the 1974-75 Budget must materialize prior to August 8. Based on that fact, he recommended that the Public Hearing be held on August 5, 1974.

MEETING DATE FOR  
PUBLIC HEARING &  
FINAL ADOPTION  
OF 1974-75 BUDGET

The Board of Trustees and the Administration discussed alternate dates for the Public Hearing and Final Adoption of the 1974-75 Budget.

Motion by Mr. Bartholomew, duly seconded and unanimously carried, that Thursday, August 1, 1974, at 4:00 P.M., be established as the meeting for the Public Hearing and Final Adoption of the 1974-75 Budget.

MEETING  
ESTABLISHED  
8-1-74

Dr. Bremer recommended that the Board of Trustees approve membership in the Association of Community College Trustees for 1974-75, at a fee of \$350.00.

MEMBERSHIP IN  
ACCT

A discussion followed. Dr. Bremer explained that, in the past, it was the consensus of the Board that this particular organization best met the needs of community college trustees.

Motion by Mr. Bartholomew, duly seconded and unanimously carried, to approve membership in the Association of Community College Trustees for 1974-75, at a fee of \$350.00.

APPROVED

Dr. Bremer recommended that Hippe and Randell be approved as Architects for the design, drawing, and coordination in conjunction with the placement of the telephone switchboard console in the Library Building at a fee not to exceed \$400.00. He explained that it was the recommendation of the Telephone Company that the switchboard be moved to a central location because of the cost factor involved in leaving the switchboard in its present location and installing the additional lines to accommodate the College.

HIPPE & RANDELL-  
ARCHITECTS FOR  
TELEPHONE  
SWITCHBOARD  
CONSOLE

Mr. Dean asked what services were needed in addition to those services which are provided by the Telephone Company free of charge.

Mr. Randell, Architect, explained that before the Telephone Company could install the switchboard, it was necessary to provide conduit from the telephone terminal to the specific location; that for acoustical purposes, it was necessary to develop drawings and plans for the installation of a glass partition and a door; and that ventilation and lighting for the area must also be provided.

Motion by Mr. Bartholomew, duly seconded and unanimously carried, that Robert H. Hippe - George G. Randell be approved as architects for the design, drawing, and coordination of the placement of the telephone switchboard console in the Library Building at a fee not to exceed \$400.00.

APPROVED

Dr. Bremer recommended that the Board of Trustees approve the proposed tentative budget for 1974-75 as follows:

General Fund	\$13,590,094.00
Special Reserve Fund	16,202.00

Dr. Bremer distributed copies of a worksheet of the unassigned category of the budget and an analysis of the general contingencies.

A discussion followed by the Board of Trustees and the Administration concerning the proposed tentative budget.

Motion by Mr. Taylor, duly seconded and unanimously carried, to approve as presented the tentative budget for 1974-75.

APPROVED

Dr. Bremer recommended that the Board of Trustees authorize the Superintendent/President to sign the necessary contracts with the successful bidder in conjunction with the Music Arts Building and the Central Plant. He explained that bids would be opened on June 26, 1974, and that Public Works Board would meet on June 28, 1974, to review the request for augmented funds. He further explained that this recommendation, approved by County Counsel, was based on the fact that contracts must be signed no later than June 30, 1974, in order for the District to be eligible for such funds.

AUTHORIZATION  
REQUESTED TO  
SIGN CONTRACTS  
FOR MUSIC ARTS  
BUILDING &  
CENTRAL PLANT



<p>Motion by Mr. Backus, duly seconded and unanimously carried, that the Superintendent/President be authorized to sign the necessary contracts with the successful bidder in conjunction with the Music Arts Building and the Central Plant.</p>	<p>APPROVED</p>
<p>Dr. Bremer requested the favorable consideration of the Board of Trustees to engage in competitive tennis, beginning with the 1974-75 academic year. He recommended that, if approved, authorization be granted to proceed with plans for eight tennis courts and six handball courts.</p>	<p>COMPETITIVE TENNIS FOR 1974-75</p>
<p>Motion by Mr. Dean, duly seconded and unanimously carried, that the College engage in competitive tennis, beginning with the 1974-75 academic year.</p>	<p>APPROVED</p>
<p>A discussion ensued by the Members of the Board of Trustees, the Administration, the Architect, and the faculty concerning the cost and the manner of funding the proposed tennis and handball courts.</p>	<p>EIGHT TENNIS COURTS &amp; SIX HANDBALL COURTS</p>
<p>Motion by Mr. Taylor, duly seconded and unanimously carried, that Robert H. Hippe - George G. Randell, Architects, be authorized to present to the Board of Trustees drawings and cost estimates for the proposed eight tennis courts and six handball courts, and that the members of the Physical Education Department be involved in the planning of the Drawings.</p>	<p>HIPPE-RANDELL AUTHORIZED TO PRESENT PLANS AND COST ESTIMATES</p>
<p>Dr. Bremer presented to the Board of Trustees proposed job specifications for the position of Assistant Director of Nursing and recommended its adoption.</p>	<p>JOB SPECIFICA- TIONS FOR ASST. DIR. OF NURSING</p>
<p>Motion by Mr. Bartholomew, duly seconded and unanimously carried, to adopt as presented job specifications for the position of Assistant Director of Nursing.</p>	<p>APPROVED</p>
<p>Mr. Hippe and Mr. Randell, Architects, presented to the Board of Trustees a report on the proposed Music Arts Building. A small-scale drawing reflecting the revised shape and size of the building was presented, as well as a rendering of the road leading to the building and renderings of each floor and cross-sections of each floor.</p>	<p>PRESENTATION BY ARCHITECTS ON MUSIC ARTS BUILDING</p>
<p>Dr. Bremer recommended that the Board of Trustees make a decision with regard to the regular placement of the Faculty Association and the Academic Senate on the Agenda.</p>	<p>FACULTY ASSOCIA- TION &amp; ACADEMIC SENATE</p>
<p>In addition, Dr. Bremer stated that Mr. LaBonte, President of the Academic Senate, had contacted him subsequent to the mailing of the Agenda to the Board of Trustees with regard to seating a representative of the faculty on the Board of Trustees in a non-voting capacity, and requested that Mr. LaBonte visit with the Board of Trustees about the matter.</p>	<p>SEATING OF FACULTY MEMBER ON THE BOARD OF TRUSTEES</p>

Motion by Mr. Dean, duly seconded, that a representative of the faculty, to be appointed by the Academic Senate, be seated on the Board of Trustees in an ex-officio, non-voting capacity.

MOTION FAILED

ROLL CALL VOTE:

AYES: MEMBERS: BRANDT, DEAN, TAYLOR

NOES: MEMBERS: BARTHOLOMEW, BACKUS, BERRY

ABSENT: MEMBERS: MARSHALL

Motion failed.

Motion by Mr. Taylor, duly seconded and unanimously carried, that the Faculty Association and the Academic Senate be placed on the Agenda on a regular basis.

ACADEMIC SENATE  
& FACULTY ASSO-  
CIATION - AGENDA

Mr. Backus suggested that a place be reserved on the Agenda on a regular basis for placement of informational items with no action to be taken.

Dr. Bremer recommended that the following classified position descriptions be approved:

CLASSIFIED  
POSITION  
DESCRIPTIONS

- a. Revision in job specifications for Custodian III, including change of job title to Lead Custodian.
- b. Proposed job specifications for Natural Science Technician, Senior, at Grade 35 on the Classified Salary Schedule.
- c. Proposed job specifications for Natural Science Technician, at Grade 33 on the Classified Salary Schedule.

Motion by Mr. Bartholomew, duly seconded and unanimously carried, to approve the above classified position descriptions as presented.

APPROVED

Dr. Bremer presented Legislative Report Number 8 and Number 8A concerning proposed legislation affecting community colleges only and proposed legislation affecting school districts including community college districts.

LEGISLATION

In addition he reported that AB 1243, concerning the Right to Strike, was in the Senate Public Employment and Retirement Committee and that no date has been set for a hearing; that AB 2759, concerning Financial Disclosure, was dead; that AB 2965, concerning Tenure for Part-Time Employees, had passed the Assembly Floor and would be sent to the Senate Education Committee; that AB 2998, concerning compensation for Part-Time Employees, was in the Assembly Ways and Means Committee and would be heard on August 7, 1974; and that AB 1163, concerning Fee for Transportation Services, had passed out of Senate Education Committee and would probably be sent to the Senate Floor for a third hearing in the near future.

Mr. Bartholomew requested that SB 2061, concerning Regional Occupational Program Centers, be watched closely and that a report be presented on a regular basis.

LEGISLATION

Motion by Mr. Bartholomew, duly seconded and unanimously carried, that a strongly worded Resolution be drafted opposing AB 1243 as it is presently written.

RESOLUTION -  
AB 1243

Mrs. Brandt requested that a Resolution be drafted requesting that the Orange County Board of Supervisors increase the number of its county counsel deputies to assist school districts in legal matters.

RESOLUTION -  
COUNTY COUNSEL  
DEPUTIES

Mr. Harry Wandling, resident of Leisure World, commended the College Staff who were involved in the recent hearing on the Tustin Petition.

ORAL  
COMMUNICATIONS

Dr. Bremer publicly thanked Mr. Barletta, Business Manager, for his help with regard to the Petition.

Mrs. Berry adjourned the Regular Meeting into Executive Session at 10:25 P.M.

EXECUTIVE  
SESSION

Mrs. Berry reopened the Regular Meeting at 11:55 P.M., and stated that the following personnel action had transpired in Executive Session:

REGULAR SESSION

Mr. Donald Walker, Vocal Music Instructor, appeared before the Board of Trustees to request that he be considered for extra compensation as a result of the many performances which he and his music groups provide for the community. Mr. Walker was informed that the matter would be taken under advisement.

MR. D. WALKER

Motion by Mrs. Berry, duly seconded and unanimously carried, that authorization be granted to Arthur Croisette and to Calvin Nelson to be absent from their duties as summer school instructors on July 29, 30, and 31, 1974, at no added expense to the District, for the purpose of attending Nova University, Fort Lauderdale, Florida, in order to establish the residency requirements for the Doctoral Program.

MR. CROISSETTE  
& MR. NELSON  
EXCUSED FROM  
DUTIES ON  
JULY 29, 30, &  
31

Motion by Mr. Bartholomew, duly seconded and unanimously carried, that Frank Sciarrotta be retained at his 1973-74 contract salary, with no additional compensation, during the months of July and August, 1974, in order to direct the moving of equipment into the new Science-Mathematics Building; and that his secretary, Mrs. Pamela Sweazy, begin her duties on August 19, 1974, in order to assist him with the necessary paper work.

MR. SCIARROTTA  
RETAINED TO  
DIRECT MOVING  
INTO NEW BUILDING

MRS. SWEAZY  
AUTHORIZED TO  
BEGIN DUTIES ON  
8-19-74

Motion by Mr. Bartholomew, duly seconded and unanimously carried, that Calvin Nelson be retained at his 1973-74 contract salary, with no additional compensation, for two weeks in August in order to supervise the move and installation of the computer system into the new Science-Mathematics Building.

MR. NELSON  
RETAINED TO  
SUPERVISE  
COMPUTER SYSTEM  
MOVE

Motion by Mr. Bartholomew, duly seconded and unanimously carried, that William Otta be appointed as the Tennis Coach for 1974-75.


MR. OTTA -  
TENNIS COACH

Motion by Mr. Backus, duly seconded and unanimously carried, that Mrs. Delphine Eschbach be appointed as Assistant Director of Nursing for the 1974-75 academic year with released time amounting to one class per quarter.

MRS. ESCHBACH -  
ASST. DIR. OF  
NURSING

Mrs. Berry adjourned the Regular Meeting at 12:05 A.M.

ADJOURNMENT

  
\_\_\_\_\_  
Fred H. Bremer, Secretary to the Board of Trustees