

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 the Board Room at 28000 Marguerite Parkway, Mission Viejo, California, Thursday, August 1, 1974, at 4:00 P.M.

SPECIAL MEETING

Mr. Backus, President of the Board of Trustees, called the meeting to order; Mrs. Brandt 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. Norrisa Brandt
- Mr. William Dean
- Mr. Lawrence Taylor

BOARD MEMBE

- 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

Mr. Backus adjourned the Special Meeting into Executive Session at 4:05 P.M.

EXECUTIVE
SESSION

Mr. Backus reconvened the Special Meeting at 4:35 P.M. He stated that the Board of Trustees had exercised its privilege and placed on the Agenda the matter concerning the new Superintendent and that the Executive Session had been called for discussion of the item.

SPECIAL MEETING

Motion by Mr. Taylor, seconded by Mr. Dean and carried, to appoint Dr. Robert A. Lombardi as Superintendent of the Saddleback Community College District.

DR. LOMBARDI
APPOINTED
SUPERINTENDENT

AYES: Backus, Brandt, Dean, and Taylor
NOES: Bartholomew, Berry

Mrs. Berry stated that her no vote was based on the fact that Dr. Lombardi was her second choice for Superintendent of the District. She further stated that, philosophically, the campus of Moorpark College does not coincide with the philosophy of the District; however, she was willing to take a good look before passing judgment.

Mr. Bartholomew stated that Dr. Lombardi is an excellent man, that he could work well with Dr. Lombardi, that the Board could work well with him, and that he would do a fine job. He stated, however, that Dr. Lombardi was not his first choice because of certain apparent philosophical differences.

Mr. Dean reported that the Screening Committee had reviewed approximately 70 applications and that the Board of Trustees had interviewed nine candidates. He stated that the Board had concluded that any one of the nine could serve the District well. He commended the Members of the Screening Committee and the Board Committee for a job well done.

Mrs. Brandt reported that initially she was not in favor of Dr. Lombardi. However, she stated that the District needs a certain kind of person, and that, after conducting an investigation, it was her opinion that he was the person for the position since he currently serves in a community similar to the District. She further stated that his first objective is to make the College a community college.

Motion by Mrs. Brandt, seconded by Mr. Dean and carried, that pursuant to the terms and the conditions of the contract prepared by County Counsel, the Board of Trustees employ Dr. Robert A. Lombardi as Superintendent of the Saddleback Community College District for a four-year period commencing September 1, 1974, and ending August 31, 1978.

4-YEAR CONTRACT APPROVED FOR SUPERINTENDENT

AYES: Backus, Brandt, Dean and Taylor
NOES: Berry, Bartholomew

Mrs. Brandt commended Mr. Smart, Deputy County Counsel, for preparing the contract.

Mrs. Berry stated that she was unalterably opposed to a four-year contract and that she would have favored a two-year renegotiable contract.

Mr. Bartholomew stated that he disagreed with a four-year contract, that it was a poor decision on the part of the Board of Trustees, and that his disagreement was not directed toward the new superintendent personally.

Mr. Backus reported that Dr. Lombardi was unable to attend the Board Meeting because of illness. He extended appreciation to the Members of the Screening Committee for their assistance concerning the position of Superintendent of the District.

Dr. Bremer distributed to the Board of Trustees copies of letters from residents of the District urging that the Board of Trustees reduce the District's tax rate because of the recent increased assessed valuation on their homes.

COMMUNICATIONS

Mr. Backus 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

- 111-2 Resolution Pertaining to Michael T. Collins
- 111-3 Designation of Management Employees to Executive Session
- 111-7 Conference Requests
- 111-14 Awards
- 111-15 Purchase Orders

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

CONSENT
CALENDAR
APPROVED

Science-Mathematics Building

Progress Payment Request Number 22, submitted by J. B. Allen and Company as follows:

SCIENCE-
MATH BUILDING
PAYMENT TO
CONTRACTOR

Contract price - \$3,934,600.00	
Amount earned as of 7-22-74, contract	\$3,925,855.00
Amount allowed, Change Orders	<u>11,543.49</u>
Total earned as of 7-22-74	\$3,937,398.49
Less 10% retention	<u>393,739.85</u>
Net due on earned to date	\$3,543,658.64
Less previous payment	<u>3,439,962.42</u>
Total amount payable this estimate	\$ 103,696.22

Gym-Physical Education Building

Payment to Robert H. Hippe - George G. Randell, AIA Architects, as follows:

GYM-PHYSICAL
EDUCATION
BUILDING
PAYMENT TO
DISTRICT
ARCHITECT

Fee: Article V, A.I. (C) Construction Documents Phase - \$110,035.00

This billing to 20% completion of construction documents:

Building	\$ 18,926.02
Site Work	<u>3,080.98</u>
	\$ 22,007.00

Payroll Deductions

Authorization for payroll deductions for district employees who wish to pay for the Family Life Insurance Plan available through the California Community and Junior College Association.

PAYROLL
DEDUCTIONS -
FAMILY LIFE
INSURANCE PLAN

Payment and Ratification of Bills

District Warrants 96-19508 through 96-19559, totaling \$40,610.48

DISTRICT
WARRANTS

Resignation - Classified Employee

RESIGNATION -
CLASSIFIED
EMPLOYEE

MaryLou DeLeva, Account Clerk II, effective August 2, 1974, with payment to be made for unused vacation.

Employment - Classified Personnel

EMPLOYMENT -
CLASSIFIED
PERSONNEL

MaryLou DeLeva, Account Clerk Substitute on an "as-needed" basis at the rate of \$4.053 per hour, effective August 5, 1974.

Kenneth Honaker, on an "as-needed" basis at the rate of \$2.00 per hour to assist in moving scientific equipment to the Science-Mathematics Building, effective August 5, 1974.

Change of Status/Reclassification - Classified Personnel

CHANGE OF
STATUS/
RECLASSIFICATION
CLASSIFIED
PERSONNEL

Rosemary Billings, Clerk Typist II to Administrative Secretary to the President, Grade 31, Step 3, \$828.00 per month, effective August 2, 1974.

Doris Wilkinson, Clerk Typist I to Clerk Typist II in the Office of Dean of Instruction, Grade 20, Step 6, \$733.00 per month, effective August 2, 1974.

Linda Sommers, Clerk Typist II to Departmental Secretary in the Purchasing Department, Grade 27, Step 5, \$828.00 per month, effective August 2, 1974.

Extended Day Instructor

EXTENDED DAY
INSTRUCTORS
1974-75

Appointment of the following previously employed extended day instructor on an "if-and-as-needed" basis for the 1974-75 academic year at a salary rate to be determined on the adopted schedule:

Division of Health and Physical Education

Jimmie L. Axton

Extended Day Instructors

Appointment of the following as extended day instructors on an "if-and-as-needed" basis for the 1974-75 academic year at salary rates to be determined on the adopted schedule:

Division of Business Science

A. Herbert Johns
Richard W. Lee
William R. Whalen

Division of Fine Arts

Stephen C. Cera
Glenn W. Fick
Rochelle L. Peterson
Carlyn K. Wells

Division of Languages

Isabelle M. Donahey

Division of Natural Science

Steven A. Rose

Division of Social Science

Thomas A. Blakely, Jr.

Division of Technology

Carol F. Chaikin

Dr. Bremer requested that discussion materialize, prior to the final adoption of the 1974-75 budget, on the proposed Central Plant and the proposed Music Arts Building.

PROPOSED
CENTRAL PLANT
& MUSIC ARTS
BUILDING

Dr. Bremer reported that he had received notification from the Chancellor's Office that the request for augmentation for the Central Plant had been deferred by the State Public Works Board pending a recommendation by the Attorney General as to whether or not the District had entered into a contract with Coastate General and Engineering Contractors since the award was contingent upon receiving additional funds from the State. He explained that the Chancellor's Office had dictated the manner in which the award was to be made and that County Counsel had assured him of the fact that the wording of the contingent award was proper and did constitute a contract.

CENTRAL PLANT

Dr. Bremer reported that he had received an opinion from County Counsel stating that it was legal to levy a permissive tax for augmentation purposes.

Dr. Bremer recommended that the Board of Trustees enter into an immediate agreement with Coastate General and Engineering Contractor, based on the original low bid of \$1,749.00, and with instructions to begin work on the Central Plant.

Dr. Bremer explained that in the event augmentation is refused, funds which have been designated for another building and which have been carried over from 1973-74 can be used to make up the

difference between the amount budgeted for the Central Plant and the amount of the bid with no additional increase in the tax rate for 1974-75.

With regard to the proposed Music-Arts Building, Dr. Bremer reported that augmentation from the State had been refused. He recommended that the Board of Trustees give consideration to approving the building and to levying a permissive tax for the District's share of the building plus augmentation. He explained that if the Board approved the permissive tax, the tax rate for 1974-75 would be approximately 86 cents on \$100 of assessed valuation as opposed to the proposed approximate rate of 70 cents on \$100 of assessed valuation.

MUSIC-ARTS BUILDING

A lengthy discussion ensued by the Board of Trustees and the Administration concerning options available for construction of the proposed Music-Arts Building.

Motion by Mrs. Berry, seconded by Mrs. Brandt and unanimously carried, to authorize the Administration to enter into a contract with Coastate General and Engineering Contractors for construction of the Central Plant, low bid in the amount of \$1,749,000, with no additional increase in the tax rate for 1974-75.

CENTRAL PLANT AUTHORIZED ENTERING INTO AGREEMENT WITH COASTATE GEN'L AND ENGINEERING CONTRACTORS

Motion by Mrs. Berry, seconded by Mr. Taylor, that, if it is possible for the permissive tax to be levied for the District's share of the Music-Arts Building, plus augmentation, approval be granted for construction of said building.

MUSIC-ARTS BUILDING - MOTION FAILED

AYES: None

NOES: Backus, Bartholomew, Berry, Brandt, Dean and Taylor

Motion failed.

The Board of Trustees concurred that a permissive tax should not be levied for construction of the proposed Music-Arts Building but that a Bond Election should be called for that purpose.

Mr. Backus opened the Public Hearing at 5:00 P.M. on the final budget for 1974-75.

PUBLIC HEARING FINAL BUDGET 1974-75

Dr. Bremer presented to the Board of Trustees for its adoption the proposed budget for the fiscal year beginning July 1, 1974, and ending June 30, 1975, as follows:

General Fund	\$11,881,456
Bond Interest & Redemption Fund	1,290,162
Special Reserve Fund	16,831

Estimated tax rate of .7038 on \$100 of assessed valuation.

Mr. Backus asked if anyone in the audience wished to comment or to ask questions about the budget for 1974-75.

Mrs. Westbrook, resident of Laguna Beach, asked for a clarification of the priority for construction of parking lots and the construction of the Music-Arts Building.

Mr. Backus explained that parking lots were not given priority over construction of the building, but that it was his desire that the parking lot and the building be constructed simultaneously.

Mr. Backus closed the Public Hearing at 5:20 P.M.

Motion by Mr. Bartholomew, seconded by Mrs. Berry and unanimously carried, to adopt the final budget for 1974-75 as recommended.

ADOPTED

Dr. Bremer presented to the Board of Trustees for its adoption a proposed Resolution pertaining to Michael T. Collins.

PROPOSED
RESOLUTION
MICHAEL T.
COLLINS

Mrs. Brandt requested that the proposed Resolution be revised to be similar to the one adopted by the Board of Trustees on July 22, 1974, concerning Hans W. Vogel.

DEFERRED

Dr. Bremer recommended that the Board of Trustees appoint various committees from its membership for 1974-75.

BOARD
COMMITTEES
FOR 1974-75

Mr. Backus appointed the following members of the Board of Trustees to Board Committees as indicated:

Site Committee - Mr. Dean, Mr. Marshall, and Mrs. Berry.
Finance Committee - Mr. Bartholomew, Mr. Taylor, and Mrs. Brandt.

SITE COMMITTEE
FINANCE COMMITTEE

Dr. Bremer recommended that a member of the Board of Trustees be appointed as a representative to the Regional Delegate Assembly of the California Community and Junior College Association for 1974-75.

BOARD REP. TO
REGIONAL DELEGATE
ASSEMBLY
CCJCA FOR
1974-75

Mr. Backus was designated as the official representative of the Board of Trustees to the Regional Delegate Assembly of CCJCA for 1974-75. Mr. Backus stated that all members of the Board of Trustees would attend the meetings on a rotational basis.

MR. BACKUS
OFFICIAL REP.

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

CONFERENCE
REQUESTS

Roy Barletta -- Meeting of Association of Chief Business Officials - San Francisco - October 2 - 4, 1974.

Roy Barletta -- Meeting of Association of School Business Officials - Miami, Florida - October 12 - 18, 1974.

Mr. Dean asked if one of the conferences was more important than the other, since attendance at both conferences would take the business manager away from his duties at a crucial time of the year.

Mr. Barletta stated that both conferences have great merit and that the State Conference is the most important one. However, he stated that the National Conference has a very useful community college section and that this was his first request to attend the national conference.

Motion by Mrs. Berry, seconded by Mr. Taylor and unanimously carried, to approve the above conference requests as recommended. APPROVED

Mr. LaBonte, President of the Academic Senate, stated that the Academic Senate did not have a formal report to present. He stated, however, that, as a representative of the Screening Committee, he was pleased with the selection of Dr. Lombardi as Superintendent of the Saddleback Community College District. ACADEMIC SENATE REPORT

Mr. Sciarrotta, President of the Faculty Association, stated that he had no formal report to present on behalf of the Faculty Association. FACULTY ASSOC. REPORT

A discussion materialized concerning a name for the Science-Mathematics Building. Mr. Backus requested that Mr. Sciarrotta present a list of proposed names for the building. PROPOSED NAMES FOR SCIENCE-MATH BLDG.

Dr. Bremer presented a report on legislation for the 1973-74 regular session concerning proposed legislation affecting community colleges only and proposed legislation affecting school districts including community colleges. LEGISLATION REPORT

Dr. McKinney, Chairman of the Division of Fine Arts, asked for a clarification with regard to the position of the proposed Music-Arts Building. MUSIC-ARTS BUILDING

Mr. Backus explained that a permissive tax would not be levied for construction of the Music-Arts Building, but that plans would be made for a bond election. He stated that the bond election would be given top priority and would be discussed with Dr. Lombardi in the near future. PLANS FOR BOND ELECTION

Mr. Barletta presented to the Board of Trustees for its reconsideration a payment request to Anderson & Anderson, Inc., for two-thirds of the total liability insurance premium for the policy period of May 29, 1974, to May 29, 1975. PAYMENT REQUEST ANDERSON & ANDERSON, INC. LIABILITY INS. PREMIUM

He explained that, at the direction of Mrs. Brandt, a meeting was held with Anderson & Anderson, Inc., Insurance Brokers, concerning the amount of the liability insurance policy and the premium. He explained that the policy could be reduced to \$500,000 with a premium of \$1,147, and that the difference in the premium for a \$100,000,000 policy was \$806. He strongly recommended that the Board of Trustees consider the policy as initially presented.

Mrs. Brandt recommended that a member of the Board of Trustees peruse all contracts, or if the contracts are not available, the format of the contracts, prior to approval.

Motion by Mr. Dean, seconded by Mrs. Brandt and unanimously carried, to approve payment as initially recommended in the amount of \$3,953.00 to Anderson & Anderson, Inc., Insurance Brokers, for two-thirds of the total liability insurance premium for the policy period of May 29, 1974, to May 29, 1975.

APPROVED

Mr. Barletta recommended that the Board of Trustees approve the purchase of seven IBM Selectric Typewriters. He presented justification for purchase of the machines from the various departments. He explained that the maintenance on the IBM Selectric Typewriters was less than on other machines, that service calls are prompt, that resale or trade-in value was greater, and that greater uniformity was obtained because of the ability to change the elements.

PURCHASE OF SEVEN IBM TYPEWRITERS

Motion by Mrs. Berry, seconded by Mrs. Brandt and unanimously carried, to purchase seven IBM Selectric Typewriters as recommended.

APPROVED

Mr. Barletta stated that a study on typewriter maintenance would be conducted and that a report would be presented to the Board of Trustees.

Dr. Bremer read the following revised Resolution and recommended its adoption by the Board of Trustees:

REVISED RESOLUTION
MICHAEL T. COLLINS

WHEREAS, the Board of Trustees of the Saddleback Community College District reluctantly accepted the resignation of Michael T. Collins, ending seven years of service to the college and the community; and

WHEREAS, Mr. Collins twice served as President of the Board of Trustees of the Saddleback Community College District; and

WHEREAS, Mr. Collins three times was elected to the Board of Trustees of the Saddleback Community College District; and

WHEREAS, the Saddleback Community College District always will be indebted to Mr. Collins for his years of tireless service to the District, the College and the community;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Saddleback Community College District extends its deep appreciation to Mr. Collins for his role in the success of Saddleback College.

Motion by Mrs. Berry, seconded by Mr. Bartholomew and unanimously carried, to adopt the above Resolution as presented.

ADOPTED

ROLL CALL VOTE:

AYES: MEMBERS: Backus, Bartholomew, Berry, Brandt, Dean, and Taylor

NOES: MEMBERS: None

ABSENT: MEMBERS: Marshall

Dr. Bremer recommended that the following awards be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

AWARDS

R-0030	Xerox 2400 Copier	Xerox Corporation	\$3,000.00
R-6231	Periodical Subscription	EBSCO Subscription Service	2,976.68
R-0210	Maintenance Contract	Sight Instruments	1,547.00
R-8954	Paper Supplies	Blower Paper Co.	1,764.11
R-9480	Tables	Culver-Newlin, Inc.	1,287.26
R-4988	Class Schedules	Lienett Co.	3,699.40

A discussion ensued by the Members of the Board of Trustees and the Administration concerning Bid Number R-0030.

Motion by Mr. Dean, seconded by Mrs. Brandt and unanimously carried, to approve the awards as recommended.

APPROVED

Dr. Bremer reported that, as a result of the one high bid received by the District on June 26, 1974, to remodel Building "B" into a cafeteria, the District had readvertised and that bids had been received and opened on July 31, 1974. He presented the following tabulation of the low bid:

REMODELING OF BUILDING "B" INTO A CAFETERIA

Builders West - Base bid of \$129,470, which included remodeling and equipment

Alternate Deduct - \$50,734, deletion of equipment

Dr. Bremer recommended that the Board of Trustees award the contract to Builders West at the low bid of \$129,470, less alternate deduct of \$50,734, for a total bid of \$78,736 for remodeling.

Motion by Mrs. Brandt, seconded by Mr. Bartholomew and unanimously carried, to award the contract to Builders West in the amount of \$78,736 for remodeling of Building "B" into a cafeteria.

CONTRACT AWARDED TO BUILDERS WEST

Dr. Bremer recommended that Purchase Orders 15241 through 15505, totaling \$206,548.12, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

A discussion ensued concerning Purchase Order 15279.

Motion by Mrs. Brandt, seconded by Mrs. Berry and unanimously carried, to approve Purchase Orders 15241 through 15505, totaling \$206,548.12, and that payment be authorized upon delivery and acceptance of the items ordered.

APPROVED

Mr. Backus adjourned the special meeting for recess at 5:55 P.M.	RECESS
Mr. Backus reconvened the special meeting at 6:10 P.M., and immediately adjourned the meeting into Executive Session.	SPECIAL MEETING EXEC. SESSION
Mr. Backus reconvened the Special Meeting at 12:30 A.M., AND reported that a discussion had materialized regarding personnel matters in conjunction with the Athletic and Physical Education Divisions.	SPECIAL MTG.
In open session the following transpired:	OPEN SESSION
Motion by Mr. Dean, seconded by Mrs. Brandt and unanimously carried that, in compliance with Education Code Section 13085.1, the following positions be designated as management positions:	DESIGNATION OF MANAGEMENT POSITIONS
Superintendent President Dean of Instruction Dean of Students Associate Dean of Counseling and Student Affairs Associate Dean of Admissions and Records Associate Dean of Extended Day and Summer Session	
Motion by Mrs. Brandt, seconded by Mr. Taylor and unanimously carried, that authorization be granted to the Business Manager or to the Superintendent to fill such classified vacancies as may be necessary and to present them for appointment ratification at the next following board meeting and that in the event the Board declines the appointment of the person or persons, such employment shall be immediately terminated and said person or persons compensated for services performed at the rate of pay scheduled for the position in question.	AUTHORIZATION GRANTED TO FILL CERTAIN CLASSIFIED POSITIONS
Motion by Mrs. Berry, duly seconded and unanimously carried, that the following persons be approved as Scouts for the 1974-75 athletic season:	SCOUTS APPROVED FOR 1974-75
Marshall Adair George Allen Pat Brandy Harlan Chambers Jim Coon Bill Egan Wyatt Hart John Hatstrup Chris Hector	Tony Leon James Lindblad Doug Mercer Tim Oder Paul Pedigo Bill Rolfe Carl Schiller Bill White
Motion by Mrs. Berry, seconded by Mrs. Brandt, and unanimously carried, that the following persons be employed as full-time instructors for the 1974-75 academic year as directed:	FULL-TIME INSTRUCTORS 1974-75

Division of Business Science:

Shirley Joan Harris, Class III, Step 9, Certificated Salary Schedule

Division of Nursing

Jeanne Geraldine Blanchard, Class III, Step 8, Certificated Salary Schedule.

Motion by Mr. Taylor, seconded by Mr. Dean and unanimously carried, that authorization be granted to County Counsel to file a proof of claim of bankruptcy involving Robert Lowrey.

COUNTY COUNSEL
AUTHORIZED TO
FILE PROOF OF
CLAIM

Motion by Mr. Taylor, seconded by Mrs. Berry and unanimously carried, to appoint the Office of the County Counsel as Attorneys in Fact on the Saddleback Community College District's behalf to attend any and all meetings to vote for or against any offer, proposal, or resolution and in the choice of trustee or trustees of the estate of said debtor, Robert Lowrey, or bankrupt and for a committee of creditors; to accept or reject any arrangement or reorganization plan offered by said debtor, Robert Lowrey, or bankrupt to reserve payment of dividends or of any money or other consideration due Saddleback Community College District, and in general to do all things as fully as Saddleback Community College District could do if personally present with full power of substitution.

OFFICE OF
COUNTY COUNSEL
APPOINTED AS
THE DISTRICTS
ATTORNEYS IN
FACT

Mr. Backus adjourned the Special Meeting at 12:40 A.M.

ADJOURNMENT

Fred H. Bremer

Fred H. Bremer, Secretary to the Board of Trustees