

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, Tuesday, October 23, 1973, at 8:00 P.M. At the request of Mr. Collins, the meeting was immediately adjourned into Executive Session:

REGULAR MEETING

Mr. Lund, President of the Board of Trustees, reopened the Regular Meeting at 8:30 P.M.; Mrs. Berry led the audience in the Pledge of Allegiance; and Mr. Marshall gave the Invocation.

There were present:

PRESENT

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
R. L. Platt, Dean of Instruction
Roy N. Barletta, Business Manager

STAFF MEMBE

There were absent:

ABSENT

Mr. Patrick Backus (excused)

BOARD MEMBER

Mr. Collins reported that he had requested that an Executive Session be held in order to inform the Board of Trustees that, because of personal reasons relating to his professional practice, he was resigning as a Member of the Board of Trustees, effective January 1, 1974.

MR. COLLINS -
RESIGNATION

On behalf of the Board of Trustees, Mr. Lund accepted with deep regret the resignation of Mr. Collins, effective January 1, 1974.

Dr. Bremer stated that communication items had been mailed and distributed to the Members of the Board of Trustees and that he did not have additional items to present.

COMMUNICATIONS

Mrs. Berry reported that she had been in communication with several Tustin residents and that the gravity of the problems in that particular area had been brought to her attention. She referred specifically to the petition, initiated by Mr. Kanarek to annex the Tustin Unified School District to the Rancho Santiago Community College District. She asked Dr. Bremer how the six-unit rule would affect the District financially.

Dr. Bremer replied that, because of financial reasons, he had not requested that the Board of Trustees approve a policy whereby residents of the District would be permitted to take up to six units at any other community college without securing an inter-district permit.

He explained that an attempt was being made to alleviate the situation by offering classes in the community and by providing possible transit service to the College next Spring. He further explained that the student-teacher ratio of one to twenty-three was one of the lowest in the State; that over a five-year period, the enrollment and operating cost had been in balance; and that of the present tax rate of approximately 90 cents on \$100 of assessed valuation, approximately 29 cents was for construction purposes.

He stated that he would investigate the six unit rule with regard to the budget and would present a report at the next Regular Board Meeting.

Mrs. Berry expressed the hope that Mr. Kanarek would appear before the Board of Trustees to discuss the petition with the Members.

Mr. Vogel noted that the College should continue improving its public relations in the community, particularly in the Tustin area.

At that juncture, Mr. Collins stated that there was a division among the Members of the Board of Trustees concerning the performance of the administration. He stated, however, that the majority of the Members of the Board of Trustees feels that the administration is performing capably and even with excellence.

Mr. Lund stated that a discussion had ensued at the last Board Meeting with regard to instituting a Consent Agenda and that Dr. Bremer had revised the format accordingly. He explained that any item appearing on the Consent Calendar could be discussed or removed from the Calendar. He asked the Members of the Board of Trustees if they wished to discuss or remove any of the items.

CONSENT AGENDA
FORMAT

Mr. Vogel requested that Item 1, Minutes of the Regular Meeting held on October 8, 1973, and that Item 2, Resolution, be removed from the Consent Calendar.

Motion by Mrs. Berry, duly seconded and unanimously carried, to approve as recommended the following items on the Consent Calendar:

ITEMS ON CONSEN
CALENDAR APPROV
APPROVED

Conferences

George Denney and David Sariago -- Conference of the Modern and Classical Language Association of Southern California - Anaheim - October 26 - 27, 1973, with actual and necessary expenses paid.

DENNEY AND
SARIEGO

Jack Swartzbaugh -- Meeting of the Community College Chief Student Personnel Administrators - Anaheim - October 30, 1973, with actual and necessary expenses paid.

SWARTZBAUGH

Robert Doty -- Meeting of the Liaison Committee on Business Administration - Fullerton - November 1, 1973, with actual and necessary expenses paid.

DOTY

Jean Vincenzi -- NSF Short Course - Harvey Mudd College - November 1 - 2, 1973, and February 25 - 26, 1974, at no expense to the District.

VINCENZI

Dona Berkhimer -- California Art Education Association Conference - San Francisco - November 8 - 11, 1973, with actual and necessary expenses paid.

BERKHIMER

Science-Mathematics Building

PROGRESS PAYMENT NUMBER 12

Progress Payment Number 12, submitted by J. B. Allen and Company, as follows:

Contract Price - \$3,934,600.00	
Total earned as of October 16, 1973	\$ 1,788,574.00
Less 10% retention	178,857.40
Net due on earned to date	\$ 1,609,716.60
Less previous payments	1,385,418.60
Total amount payable this estimate	\$ 224,298.00

Award for Insurance Coverage

CONTRACT FOR INSURANCE COVERAGE AWARDED TO LEN MILLER & ASSOCIATES

Contract to Len Miller and Associates for insurance coverage for District buildings and contents at an annual premium of \$7,163.00, said policy to be written with a \$1,000.00 deductible clause, for the period November 1, 1973, to November 1, 1976.

Purchase Orders

PURCHASE ORDERS APPROVED

Purchase Orders 13213 through 13323, totaling \$15,201.67, such payment to be authorized upon delivery and acceptance of the items ordered.

Payment of Bills

PAYMENT OF BILL

District Warrants 96-16398 through 96-16499, totaling \$28,999.09.

Payment of Personnel Services

Classified Payroll	3M	\$ 18,945.00
Classified Payroll	3B	44,094.83
		\$ 63,039.83

Classified Employment

RECLASSIFICATION
POETTGEN

Appointment of Edward L. Poettgen to the position of Audio-Visual Technician, Grade 33, Step 5, \$879.00 per month, effective upon the appointment of a replacement for Mr. Poettgen in his present position of Gym-Equipment Field Manager.

Mr. Vogel requested that the Minutes of the Regular Meeting held on October 8, 1973, be corrected as follows:

MINUTES OF
10-8-73
CORRECTED

Add the following as paragraphs 5 and 6, page 2.

Mr. Vogel stated that, reluctantly, he was forming his personal advisory committee since the General Advisory Committee was not functioning as initially intended, and suggested that a study be conducted with regard to the format of the General Advisory Committee.

He explained that members appointed to his committee would be residents of his Trustee area and would be selected from representative groups of the community. He further explained that its specific task would be to determine whether or not problems exist in the Tustin area, and if they do exist, what alternatives can be undertaken to alleviate the situation. The study should be completed by the end of January, 1974.

Motion by Mr. Brannon, duly seconded and unanimously carried, to approve the Minutes of the Regular Meeting held on October 8, 1973, with the above addition.

MINUTES
APPROVED AS
CORRECTED

Mr. Vogel requested that Agenda Item Number 4, concerning a proposed Resolution to the Orange County Transit District, be revised. He recommended that the Resolution be revised to reflect the fact that the Tustin area has a specific need, and that transit service from that area to the College be on a priority basis.

RESOLUTION -
TRANSIT SERVICE
TO THE DISTRICT

Motion by Mr. Vogel, duly seconded and unanimously carried, to adopt as revised the following Resolution.

RESOLUTION
ADOPTED AS
REVISED

WHEREAS, the Saddleback Community College District covers an area of approximately 370 square miles and is composed predominantly of inhabited territory which extends from Tustin to San Clemente and west to Laguna Beach;

WHEREAS, the central location of the College campus in Mission Viejo makes it necessary for the majority of students to provide their own transportation;

WHEREAS, it has been indicated that the Orange County Transit District is planning to initiate bus service to many communities which are part of the Saddleback Community College District, including Tustin, San Clemente, and Laguna Beach;

WHEREAS, the problem is now more acute in the Tustin area than other areas of the District;

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Saddleback Community College District respectfully urges the Orange County Transit District to institute service from the aforementioned communities to the Saddleback College Campus;

BE IT FURTHER RESOLVED, that service be instituted to and from the Tustin area at the earliest time;

AND, BE IT FURTHER RESOLVED, that any action to provide such service include a policy of special rates for students.

ROLL CALL VOTE:

AYES: MEMBERS: BERRY, BRANNON, COLLINS, LUND, MARSHALL, & VOGEL
NOES: MEMBERS: NONE
ABSENT: MEMBERS: BACKUS

Dr. Bremer recommended that discussion and action materialize with regard to the number of Board Meetings to be held each month.

NUMBER OF BOARD MEETINGS TO BE HELD EACH MONTH

Mr. Collins stated that this particular item had been placed on the Agenda at his request. He explained, that, at the July meeting, the Board of Trustees had changed from one meeting to two meetings per month due to the length of the meetings. He stated, however, that the regular portion of the Agenda for the last two meetings had adjourned at 9:00 P.M., and 9:30 P.M., respectively, and therefore recommended that regular meetings of the Board of Trustees be changed from two meetings to one meeting per month until further notice

Mr. Vogel expressed opposition to one Board Meeting per month. He stated that it became apparent several months ago that there was a division among the Members of the Board of Trustees and that perhaps the basis for the division was a lack of communication, and that meeting once a month would not alleviate the situation.

Motion by Mr. Collins, duly seconded and carried, that Regular Meetings of the Board of Trustees be changed from the second and fourth Monday of every month to the second Monday of every month, until further notice, effective November 12, 1973.
Mr. Vogel voted no.

ONE BOARD MEETING PER MONTH APPROVED

Dr. Bremer stated that Agenda Item Number 2, concerning Proposition 1, Tax and Expenditure Limitation Initiative, scheduled for vote on November 6, 1973, had been placed on the Agenda for discussion by the Board of Trustees.

PROPOSITION 1

Mrs. Berry recommended that the Board of Trustees go on record as supporting the Proposition.

The Members of the Board of Trustees and the Administration discussed the Proposition in detail. Mr. Vogel stated that he preferred that the Board not take a stand on the measure since the Bill was nebulous. He requested that a roll call vote be taken.

Motion by Mrs. Berry, duly seconded and carried, that a Resolution be adopted in support of Proposition 1, Tax and Expenditure Limitation Initiative, and that copies of the Resolution be directed to appropriate officials in the State.

RESOLUTION
ADOPTED IN
SUPPORT OF
PROPOSITION 1

ROLL CALL VOTE:

AYES: MEMBERS: BERRY, BRANNON, COLLINS, LUND, & MARSHALL
NOES: MEMBERS: NONE
ABSTAINED: MEMBERS: VOGEL
ABSENT: MEMBERS: BACKUS

Dr. Bremer reported that he had received a letter from Mr. Paul Busse, a resident of the Harbor View Homes, requesting that a boundary change be effected to transfer the area within the Newport-Mesa Unified School District from the Saddleback Community College District to the Coast Community College District. He stated that Mr. Busse was in the audience and asked Mr. Busse if he wished to address the Board of Trustees.

REQUEST FOR
BOUNDARY CHANGE-
DISTRICT AREA
WITHIN NEWPORT-
MESA UNIFIED
SCHOOL DISTRICT

Mr. Busse read his letter to the Board of Trustees and requested its consideration with regard to transferring the portion of the Saddleback Community College District which lies within the Newport-Mesa Unified School District to the Coast Community College District.

Motion by Mr. Collins, duly seconded and unanimously carried, that the necessary action be taken to initiate a petition to transfer the portion of the District which lies within the Newport-Mesa Unified School District to the Coast Community College District.

APPROVAL GRANTED
TO INITIATE
PETITION TO
TRANSFER
TERRITORY

There were no miscellaneous items.

Mr. Vogel requested that Executive Session Item 13, pertaining to a consultant in conjunction with the Library-Classroom Complex, be discussed in Regular Session.

CONSULTANT -
LIBRARY-CLASSROOM
COMPLEX

Dr. Bremer reported that the District Architect had suggested that a consultant be employed to develop and prepare controlled cleaning plans for the Library-Classroom Complex. In view of that fact, he recommended that a consultant be approved for the purpose stated above at a fee of \$8,000.00.

Motion by Mr. Collins, duly seconded and unanimously carried, that a consultant be retained by the District to develop and to prepare controlled cleaning plans for the Library-Classroom Complex as recommended.

APPROVED

Mr. Vogel stated that he had been reviewing the District's Board Policies and that Board Policy 4053, Employee Organizations, was not current. He further stated that the Policy had not been complied with in that a verification of employee organizations had not been presented to the Board of Trustees for certification.

BOARD POLICY
4053

Dr. Bremer explained that Board Policy 4053 had been revised and that it had been sent to County Counsel for review. He stated that, upon receipt of the Policy from County Counsel, it would be presented to the Board of Trustees. With regard to submitting the membership list to the Board of Trustees, Dr. Bremer explained that it had not been done in the past since there was only one Organization on campus. He stated, however, that he would present the necessary certification at the Regular Meeting on November 12, 1973.

Mr. Lund adjourned the Regular Meeting for recess at 11:05 P.M.

RECESS

Mr. Lund reopened the Regular Meeting at 11:22 P.M., and immediately adjourned into Executive Session.

EXECUTIVE
SESSION

Mr. Lund reopened the Regular Meeting at 11:32 P.M., and stated that the following personnel action had transpired in Executive Session:

REGULAR
SESSION

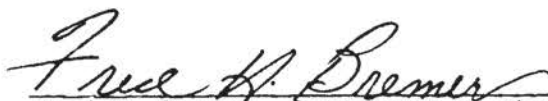
Motion by Mr. Marshall, duly seconded and unanimously carried, that Irwin B. Kee be employed as a consultant in connection with preparing and developing controlled building cleaning plans for the Library-Classroom Complex, and that the Superintendent/President be authorized to execute the contract between the District and Mr. Kee at a fee not to exceed \$8,000.00.

IRWIN KEE
EMPLOYED AS
CONSULTANT -
LIBRARY-CLASSROOM
COMPLEX

Mr. Lund appointed a committee composed of Mrs. Berry, Mr. Brannon, and Mr. Marshall to meet with representatives of the Saddleback College Faculty Association at a date to be determined.

COMMITTEE
APPOINTED TO MEET
WITH FACULTY
REPRESENTATIVES

Mr. Lund adjourned the Regular Meeting at 11:34 P.M.



Fred H. Bremer, Secretary to the Board of Trustees