

A G E N D A

BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
July 26, 1971 -- 7:45 P.M.

Board Room
28000 Marguerite Parkway
Mission Viejo, California 92675

REGULAR MEETING

Pledge of Allegiance and Invocation

The Minutes of the Regular Meeting held on June 28, 1971, and the Minutes of the Special Meeting held on July 14, 1971, are submitted for your approval.

Communications

1. SUPERINTENDENT'S REPORT

a. BIDS ON LIBRARY-CLASSROOM COMPLEX

A report and a recommendation will be made with regard to the bids which were received on the Library-Classroom Complex on July 21, 1971.

b. ENROLLMENT - SUMMER SESSION

The Board of Trustees will be given a complete enrollment report for the 1971 Summer Session.

c. RESOLUTION - MR. VOGEL

It is recommended that the Board of Trustees approve the Resolution pertaining to Mr. Vogel's tenure as President of the Board of Trustees from July 1, 1970, through June 30, 1971.

1. SUPERINTENDENT'S REPORT

d. SALARY PAYMENTS FOR 1971-72

It is recommended that the Board of Trustees approve the policy of giving Saddleback College Instructors the option of receiving their salaries in either ten or twelve installments, beginning October 1, 1971.

e. FOOTBALL TICKETS

A recommendation will be made concerning the price of football tickets for 1971-72.

f. INSTITUTIONAL MEMBERSHIP IN A.A.C.R.A.O.

It is recommended that the Board of Trustees approve institutional membership in the American Association of Collegiate Registrars and Admissions Officers for 1971-72 at a fee of \$100.

g. INTRAMURALS

Based on the reports which have been given to the Members of the Board of Trustees concerning the Intramural Program held during the 1970-71 academic year, it is recommended that this program be continued during 1971-72.

h. MISCELLANEOUS

2. BUSINESS MANAGER'S REPORT

a. CAMPUS

1. At the request of the Orange County School Claims Office, and with the approval of Deputy County Counsel Ragnar Engebretsen, it is recommended that the Board ratify that when the District occupied the addition to "S" Building on January 6, 1971, such occupancy constituted acceptance of said building as completed.

2. It is recommended that the Twining Laboratories of Southern California, Inc., be appointed to perform such testing of materials and inspection services as will be required in connection with the construction of the new Library-Classroom Complex.

2. BUSINESS MANAGER'S REPORT

b. AWARDS

It is recommended that the awards on the attached list be approved, each bidder having submitted the low bid meeting specifications.

c. POSITION CLASSIFICATION

It is recommended that the job analysis for Key Punch Operator, as submitted herewith, be approved and placed on the Classified Employees Salary Schedule at Grade 20.

d. PURCHASE ORDERS

It is recommended that Purchase Orders 7192 through 7373, totaling \$159,662.91, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

e. PAYMENT OF BILLS

It is recommended that District Warrants 96-8248 through 96-8383, totaling \$41,246.92, be approved and ratified for payment.

f. PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	12A	\$179,838.51
Classified Payroll	12B	<u>37,461.75</u>
		\$217,300.26

g. MISCELLANEOUS

3. LEGISLATION
4. ORAL COMMUNICATIONS
5. EXECUTIVE SESSION - PERSONNEL
6. ADJOURNMENT

(The next Regular Meeting of the Governing Board will be held on Monday, August 2, 1971, at 7:45 P.M.)