

MINUTES OF THE BOARD OF TRUSTEES
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ANNUAL ORGANIZATIONAL MEETING
DECEMBER 10, 2001
LIBRARY 105, SADDLEBACK COLLEGE

ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational Meeting of the Board of Trustees was called to order by President Padberg at 7:20 p.m.

**CALLED TO
ORDER**

Members of the Board of Trustees

Nancy Padberg, President

Dorothy Fortune, Vice President

John Williams, Clerk

Thomas Fuentes, Member

Dave Lang, Member

Marcia Milchiker, Member

Donald Wagner, Member

PRESENT

Absent

Steven McCarty, Student Member

Administrative Officers

Richard Jones, Acting Chancellor

Gary Poertner, Deputy Chancellor

Tom Anderson, Vice Chancellor, Educational Services

Dixie Bullock, President, Saddleback College

Raghu Mathur, President, Irvine Valley College

Motion by Trustee Williams, seconded by Trustee Milchiker, to nominate Trustee Wagner as President of the board. Motion carried unanimously. Motion by Trustee Fuentes, seconded by Trustee Williams, to nominate Trustee Fortune as Vice President. Motion by Trustee Milchiker to nominate Trustee Lang as Vice President; Trustee Lang declined the nomination. Motion to nominate Trustee Fortune carried unanimously. Motion by Trustee Fuentes, seconded by Trustee Wagner, to nominate Trustee Padberg as Clerk. Motion carried unanimously.

**ELECTION OF
OFFICERS FOR
THE 2001-2002
TERM OF
OFFICE**

President Wagner called for a break at 7:30 p.m.

BREAK

President Wagner presented a gavel plaque to Past President Padberg commemorating her service to the board as president.

PRESENTATION

Motion by Trustee Milchiker, seconded by Trustee Fuentes, to appoint Acting Chancellor Jones as Secretary to the Board of Trustees until commencement of employment of the permanent Chancellor, and Executive Vice Chancellor Poertner as Assistant Secretary. Motion carried unanimously.

APPOINTMENT OF
SECRETARY AND
ASSISTANT
SECRETARY

Trustee Williams moved to amend the time to convene open session from 4:00 p.m. to 5:00 p.m., and the proposed dates from January 28 to January 22; from March 18 to March 19; from May 20 to May 28; from September 23 to September 30; and from November 18 to November 25. Following discussion, Trustee Williams amended his motion to change the January meeting date from the 28th to the 14th, and the November meeting date from the 18th to the 19th seconded by Trustee Fuentes. Motion as amended carried unanimously.

BOARD
MEETING
CALENDAR

Trustee Fortune distributed a list of proposed amendments to the Agenda Planning Calendar (attached to minutes). Motion by Trustee Fuentes, seconded by Trustee Padberg, to approve the Agenda Planning Calendar as amended with the inclusion of the revised board meeting dates. Motion carried unanimously.

AGENDA PLANNING
CALENDAR

Trustee Fortune distributed a list of proposed amendments to the Agenda Format (attached to minutes). Motion by Trustee Fortune, seconded by Trustee Fuentes, to approve the Agenda Format as amended. Trustee Milchiker made a motion to move constituent reports to follow board reports; motion failed due to lack of a second. Motion by Trustee Lang, seconded by Trustee Padberg, to amend Trustee Fortune's amendment to state that special reports be in writing but, if the meeting has not reached the designated adjournment time of 10:00 p.m., the governance groups be permitted to read their reports. Trustee Fortune accepted Trustee Lang's amendment. Motion carried unanimously. Trustee Fortune distributed information on *Robert's Rules of Order*.

AGENDA FORMAT

Motion by Trustee Fortune, seconded by Trustee Williams, to appoint Trustee Milchiker as representative to the Nominating Committee to the Committee on School District Organization. Motion carried unanimously. Motion by Trustee Fortune, seconded Trustee Fuentes, to appoint Trustee Williams as the alternate representative to the Nominating Committee to the Committee on School District Organi-

TRUSTEE
REPRESENTATIVES

zation. Motion carried unanimously. Motion by Trustee Williams, seconded by Trustee Lang, to appoint Trustee Milchiker as the South Orange County Community College District's Political Action Representative to the Orange County School Boards Association. Motion carried unanimously. Motion by Trustee Fortune, seconded by Trustee Milchiker, to appoint Trustee Lang as the liaison to the Orange County Community College Trustees Association. Motion carried unanimously. Motion by Trustee Fuentes, seconded by Trustee Lang, to appoint Trustee Padberg as representative to the Orange County Legislative Task Force, and Trustee Fortune as alternate representative. Motion carried unanimously.

President Wagner recessed the Annual Organizational Meeting to the South Orange County Community College District Facilities Corporation Meeting at 8:15 p.m.

RECESS



Gary Poertner, Assistant Secretary

MINUTES OF THE BOARD OF TRUSTEES
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
December 10, 2001
ROOM 105, LIBRARY BUILDING, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Padberg at 3:07 p.m. CALLED TO ORDER

There were no public comments on closed session items. PUBLIC COMMENTS

The open session was recessed to closed session. The Board of Trustees met in closed session from 3:15 p.m. to 6:10 p.m. All trustees were present (Trustees Fortune and Milchiker arrived late). CLOSED SESSION

The open session of the regular meeting of the Board of Trustees was reconvened by President Padberg at 6:17 p.m. RECONVENED

Members of the Board of Trustees

Nancy Padberg, President

Dorothy Fortune, Vice President

John Williams, Clerk

Thomas Fuentes, Member

Dave Lang, Member

Marcia Milchiker, Member

Donald Wagner, Member

PRESENT

Absent

Steven McCarty, Student Member

Administrative Officers

Richard A. Jones, Acting Chancellor

Gary Poertner, Deputy Chancellor

Tom Anderson, Vice Chancellor, Educational Services

Dixie Bullock, President, Saddleback College

Raghu Mathur, President, Irvine Valley College

Faculty Association

Lee Haggerty

Academic Senate

Randy Anderson

Greg Bishopp

California School Employees Association

Mary Williams

Classified Senates

Matt Suarez

Jamie Cayetano

Associated Student Government

Anthony Quo

Police Officers Association

No representation

Trustee Williams, Clerk of the board, read out the following actions taken in closed session:

CLOSED SESSION

On a 5 to 0 vote with Trustees Fortune and Milchiker absent, the board approved offering Gary Poertner, Deputy Chancellor, a 12-month extension to his current contract.

On 5 to 0 vote with Trustees Fortune and Milchiker absent, the board approved offering Dixie Bullock, Saddleback College President, a 12-month extension to her current contract.

On a 4 to 1 vote with Trustee Lang abstaining and Trustees Fortune and Milchiker absent, the board approved offering Raghu Mathur, IVC President, a 12-month extension to his current contract.

On a 4 to 1 vote with Trustee Lang abstaining and Trustees Milchiker and Fortune absent, the board approved offering the following individuals at IVC a twelve-month extension to their current contracts: Glenn Roquemoire, Vice President, Instruction; Armando Ruiz, Vice President, Student Services; Howard Gensler, Dean Humanities, Fine Arts and Library Services; Ruth Jacobson, Dean, Math, Sciences and Engineering; Susan Corum, Dean Business and Social Sciences; and Larry DeShazer, Director, Center for Applied and Competitive Technology.

On a 6 to 1 vote with Trustee Lang abstaining, the board approved offering the following individuals at Saddleback College a twelve-month extension to their current contracts: Vern Hodge, Vice President, Student Services; Jerilyn Chuman, Dean, Counseling Services and Special Programs; Tricia Special Programs; Tricia Evans, Dean, Business Sciences, Voc. Ed. and Economic Development; Julie Bright, Dean, Health Science, Human Services and Emeritus Institute; Patricia Flanigan, Dean, Social and Behavioral Science; Don Taylor, Dean, Advanced Technology and Applied Science; Kevin O'Connor, Dean, Liberal Arts and Learning Resources; James Wright, Dean, Mathematics, Science and Engineering; and Wendy Baker, Asst. Dean, Financial Aid.

CLOSED SESSION
(CONTINUED)

On a 7 to 0 vote, the board approved offering Allan MacDougall, District IT Director, a 12-month extension to his current contract.

On a 6 to 1 vote with Trustee Fuentes abstaining, the board appointed William Christiansen to the position of Acting Foundation Director, IVC.

On a 7 to 0 vote, the board took action not to renew a part-time instructor.

Trustee Padberg led the pledge of allegiance; Saddleback College Professor Al Brightbill sang the *Star Spangled Banner*; Trustee Milchiker read words of inspiration; and Saddleback College student Kacie Garner sang *God Bless America*.

PLEDGE/
INVOCATION

There were no public comments.

PUBLIC COMMENTS

The board unanimously adopted Resolution 01-46 commending Assemblywoman Patricia Bates for the successful introduction and passage into Law of Assembly Bill 4. The board unanimously adopted Resolution 01-48 supporting approval of the Orange County Central Park and Nature Preserve initiative on the March 5, 2000, Primary Election ballot. Tricia Evans, Dean of Saddleback College Business Sciences, Vocational Education, and Economic Development Activities, presented a report on department activities for the board.

PRESENTATIONS

President Padberg announced that items 18, 24, and 25 will be considered before recessing to the Annual Organizational Meeting.

**ORDER OF
ITEMS**

President Padberg requested a report from both colleges on full-time faculty that are teaching or on campus three days or less. Request for report carried unanimously.

**BOARD REQUESTS
FOR REPORTS**

Trustee Lang, Chair of the South Orange County Legislative and Governmental Action Project (SOCLGAP), distributed a document to the board that described the proposed mission, potential 2002 goals, and proposed budget of the group. Trustees Padberg and Fortune indicated that they consider the contents of the document to be overly concerned with marketing, and would like to see the item revised and brought back for action.

**#18, S.O.C.
LEGISLATIVE AND
GOVERNMENTAL
ACTION PROJECT
REPORT**

Motion by Trustee Lang, seconded by Trustee Williams, to continue the district's involvement with the Orange County Legislative Task Force (OCLTF). Trustee Fortune asked to amend the motion to include "and appoint a trustee and an alternate in December," and Trustee Lang accepted the amendment to his motion. Trustees Fortune and Padberg expressed concern over the amount of money and staff time that has been spent on the Task Force. Motion as amended carried unanimously.

**#24, ORANGE CO.
LEGISLATIVE
TASK FORCE
PARTICIPATION**

Acting Chancellor Jones reviewed his proposal to maintain a smaller Office of International Projects to continue the advising, planning, and monitoring of programs and program contracts, and assist the international student programs. Trustee Padberg indicated that the Office of International Projects and the Director position were eliminated at the July 18, 2001, special board meeting. Trustee Fortune read the complete action taken on the issue from the July 18, 2001, minutes. Trustee Fortune moved to table the item, seconded by Trustee Fuentes. Motion to table carried with Trustees Milchiker and Lang casting negative votes.

**#25, STUDY ABROAD
PROGRAMS/OFFICE
OF INTERNATIONAL
PROJECTS**

President Padberg recessed the board meeting to the Annual Organization Meeting at 7:20 p.m. The board took action to appoint a Secretary and Assistant Secretary, establish 2002 meeting dates and times as well as an agenda planning calendar, approve the agenda format, appoint trustee representatives to various organizations, and elect officers for the 2001-2002 year as follows: Donald Wagner, President; Dorothy Fortune, Vice President; and Nancy Padberg, Clerk.

**ANNUAL
ORGANIZATIONAL
MEETING**

President Padberg recessed the Annual Organizational Meeting to the Facilities Corporation Meeting at 8:15 p.m. The same persons holding comparable positions on the South Orange County Community College District Board of Trustees were elected as directors and officers of the Facilities Corporation, with Trustee Lang elected to the position of Treasurer. Following the completion of business, the regular meeting of the Board of Trustees was reconvened at 8:17 p.m.

**FACILITIES
CORPORATION
MEETING**

Motion by Trustee Fuentes, seconded by Trustee Lang, to approve the consent calendar (please see the listing of approved consent calendar items that is attached to these minutes). Motion carried unanimously.

**#'s 1 - 17,
CONSENT
CALENDAR**

Information was provided to the board on Contracts Under \$5,000; Board Requested Report (faculty with less than 15 LHE teaching load for Fall Semester 2001); and Saddleback College and Irvine Valley College Academic Stipends.

**#'s 19 - 22,
INFORMATION
ITEMS**

Acting Chancellor Jones reviewed his recommendation not to make any commitment concerning a bond election in November 2002, but to organize a task/study group to explore the possibility and prepare a tentative schedule. Several trustees commented that they did not consider this to be the right time to pursue such a project. Motion by Trustee Fuentes, seconded by Trustee Williams, to table the item. Motion carried unanimously.

**#23, STATE AND
DISTRICT BOND
ISSUES**

Motion by Trustee Williams, seconded by Trustee Fuentes, to approve/ratify the academic personnel actions. President Mathur indicated that Tom Perez' name needs to be removed from item A. Motion by Trustee Milchiker, seconded by Trustee Lang, to remove Tom Perez' name from item A, page 1 of 4. President Bullock indicated that the statement "reading lab assignment only" needs to be added to the paragraph on Denise Green under Equivalency. Motion by Trustee Lang, seconded by Trustee Milchiker, to add "reading lab assignment only" next to Denise Green's name under Equivalency on page 3 of 4. Motion as amended carried unanimously.

**#26, ACADEMIC
PERSONNEL
ACTIONS**

Motion by Trustee Lang, seconded by Trustee Fuentes, to approve/ratify the classified personnel actions. Motion carried unanimously.

**#27, CLASSIFIED
PERSONNEL
ACTIONS**

Motion by Trustee Fuentes, seconded by Trustee Milchiker, to approve declaration by the board that it is in the best interest of the district to lease duplicating equipment by piggybacking on the County of Los Angeles External Contract No. 0105801-12 and the K-16 Promotional Lease Contract, County of Los Angeles, External Contract No. 0713971-04, and approve a five year lease agreement with Xerox for duplicating equipment at Saddleback College. Vice President Busché stated that the college is spending about \$15,000 per month just on maintenance currently, which would cover the proposed lease and maintenance of new digital equipment. Motion by Trustee Williams to table the item, but the motion failed due to lack of a second. Main motion carried with Trustee Wagner casting a negative vote.

**#28, FIVE YEAR
LEASE OF
DUPLICATING
EQUIPMENT**

Motion by Trustee Williams, seconded by Trustee Padberg, to accept the initial proposal from the SOCCCD Faculty Association regarding part-time faculty compensation, and to set a public hearing at the next board meeting to enable the public to become informed and express itself regarding the initial proposal. Motion carried unanimously.

**#29, FACULTY ASSOC.
INITIAL PROPOSAL
REGARDING PART-
TIME FACULTY
COMPENSATION**

Motion by Trustee Milchiker, seconded by Trustee Fortune to approve the revisions to Board Policy 5604, Eligibility for Admission. Professors Greg Bishopp and Randy Anderson, representing the Irvine Valley College and Saddleback College Academic Senates, encouraged the board to table the item pending an opinion from the State Chancellor's Office on the issue. Motion by Trustee Milchiker to table the item; motion failed for lack of a second. Motion to close debate carried unanimously. Main motion carried with Trustee Milchiker casting an affirmative advisory vote.

#30, BP-5604

Motion by Trustee Williams, seconded by Trustee Padberg, to approve Exhibit C of the SOCCCD 2002-03 Academic Calendar. Trustee Fortune distributed another version, Exhibit E, and moved to amend the motion to approve Exhibit E. Trustee Fuentes seconded the motion to amend and Trustee Williams accepted the amendment. Trustee Lang indicated that he prefers Exhibit A, and Acting Chancellor Jones stated that Exhibits A and C are preferable to Exhibit E. Professors Bishopp and Anderson opposed Exhibits A and E, citing that starting classes earlier has resulted in decreased enrollment in the past, and that there was no college consultation regarding Exhibit E. Motion to close debate failed. Trustee Williams moved to table the item. Trustee Wagner reminded the board that the calendar needs to

**#31, 2002-03
ACADEMIC
CALENDAR**

be finalized and printed as soon as possible. Motion to table failed due to lack of a second. Following considerable discussion, Trustee Padberg moved to table the amendment to approve Exhibit E, seconded by Trustee Williams. Motion to table carried with Trustee Fuentes casting a negative vote. Motion by Trustee Williams, seconded by Trustee Milchiker, to approve Exhibit C. Trustee Lang moved to amend the motion to approve Exhibit A, seconded by Trustee Milchiker. Call the question carried unanimously. Motion to amend carried with Trustees Fuentes, Fortune, and Wagner casting negative votes.

Motion by Trustee Lang, seconded by Trustee Williams, to approve the announcement of and recruitment for full-time faculty positions, contingent upon funding, at Saddleback College for the 2002-03 academic year. Motion carried unanimously.

#32, FACULTY
HIRING - SC

President Padberg called for a break at 9:35 p.m.

BREAK

Motion by Trustee Fuentes, seconded by Trustee Williams, to approve the announcement of and recruitment for full-time faculty positions, contingent upon funding, at Irvine Valley College for the 2002-03 academic year. Motion carried unanimously.

#33, FACULTY
HIRING - IVC

Trustees Fuentes, Lang, Padberg, Fortune, Milchiker, Williams, and Wagner gave reports. Acting Chancellor Jones, and Presidents Bullock and Mathur also gave reports.

#34, REPORTS

Ms. Williams, and Professors Anderson and Haggerty gave reports.

#35, REPORTS

The meeting was adjourned at 9:45 p.m.

ADJOURNMENT



Gary Poertner, Assistant Secretary

ITEMS APPROVED BY CONSENT CALENDAR
AT THE 12/10/01 BOARD MEETING

No items were removed from the Consent Calendar for separate discussion/action. The following items were approved by vote on the Consent Calendar:

1. MINUTES
Minutes of the September 19 and 20, 2001, Special Meeting, and October 8, 2001, Special Meeting.
2. MEN'S AND WOMEN'S INTERCOLLEGIATE SOCCER
Delay of implementation of men's intercollegiate soccer until Fall Semester 2004.
3. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT
Authorization of a contract with an artist to be determined for performances January 26 and 27, 2002, for a fee not to exceed \$8,000.
4. SADDLEBACK COLLEGE: GUEST SPEAKER
Presentation January 25-27, 2002, by Professor Kan Gui Xian on Tai Chi sponsored by the Easter Arts Club for an honorarium of \$3,500 and travel not to exceed \$1,000.
5. SOCCCD: FORENSICS TEAM SCHEDULE/BUDGET, SPRING 2002
Participation of the District Forensics Team and their coaches in the speech tournament schedule for a total estimated budget not to exceed \$59,300.
6. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT
Payment to Jill Frank in an amount not to exceed \$7,450 for consulting services in association with the Statewide Discipline/Industry Collaborative for Business Education grant.

7. IRVINE VALLEY COLLEGE: GUEST SPEAKER
Presentation January 3, 2002, at the college breakfast by Mr. Frank Easterly for an honorarium of \$250.
8. IRVINE VALLEY COLLEGE: AUGMENTATION TO VOCATIONAL EDUCATION GRANT
Acceptance of an additional \$100,000 for the Statewide Discipline/Industry Collaborative for Business Education project for a total award of \$413,166.
9. SOCCCD: SUBCONTRACTOR AGREEMENT
Subcontracting agreement between North Orange County CCD and SOCCCD in an amount not to exceed \$19,000 for SC and IVC to assist in meeting the requirements of the New Media/Multimedia /Entertainment Centers grant project.
10. SADDLEBACK COLLEGE: EXTENSION OF CONTRACT
Extension of agreement with Southwest Offset Printing for printing, mailing and preparation of the Community Education Schedule 2002 for \$75,139.
11. SOCCCD: BUDGET AMENDMENT, RESTRICTED GENERAL FUND
Adoption of Resolution 01-45 to amend the 2001-02 Adopted Budget by \$59,410.
12. TRANSFER OF BUDGET APPROPRIATIONS
Budget transfers as delineated.
13. PURCHASE ORDERS/CONFIRMING REQUISITIONS
Purchase orders 01962 through 02117 totaling \$321,530.07; confirming requisitions dated 11/5/01 through 11/23/01 totaling \$122,224.97.
14. PAYMENT OF BILLS
Checks 4911 through 5422 totaling \$1,946,483.54; Saddleback College Community Education checks 5515 through 5554 totaling \$37,050.32; and IVC Community Education checks 6330 through 6337 totaling \$115,763.78.

15. GIFTS TO THE DISTRICT AND FOUNDATIONS
Acceptance of various donated items.
16. TRUSTEES' REQUESTS FOR TRAVEL AND/OR LOCAL
MILEAGE REIMBURSEMENT
Requests to attend upcoming conferences/events, and/or
requests for local mileage reimbursement.
17. SOCCCD: CLAIM AGAINST THE DISTRICT
Rejection of claim by Lindsey Grubbs dated November 18,
2001, and referral to the district's insurance administrator
for processing.