

MINUTES OF THE BOARD OF TRUSTEES
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NOVEMBER 27, 2000
ROOM 240, STUDENT SERVICES CENTER, IRVINE VALLEY COLLEGE
5500 IRVINE CENTER DRIVE, IRVINE, CALIFORNIA 92720

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| The open session of the regular meeting of the Board of Trustees was called to order by President Padberg at 4:07 p.m. | CALLED TO ORDER |
| Two individuals addressed the board to support renewal of a dean's contract. | PUBLIC COMMENTS |
| The open session was adjourned to closed session. The Board of Trustees met in closed session from 4:14 p.m. to 6:10 p.m. All trustees were present. | 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

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|-------------------------------|---------|
| Nancy Padberg, President | PRESENT |
| Donald Wagner, Vice President | |
| Dorothy Fortune, Clerk | |
| Thomas Fuentes, Member | |
| Dave Lang, Member | |
| Marcia Milchiker, Member | |
| John Williams, Member | |
| Jason Wamhoff, Student Member | |

Administrative Officers

Gary Poertner, Executive Vice Chancellor, Administrative and Business Services
Richard A. Jones, Interim Vice Chancellor, Educational Services
Don Goodwin, Vice Chancellor, Advanced Tech. & Education Park
Dixie Bullock, President, Saddleback College
Raghu Mathur, President, Irvine Valley College

Faculty Association

Lee Haggerty

Academic Senate

Patrizia Boen
Lewis Long

California School Employees Association

Mary Williams

Classified Senates

Linda Bashor
Berit Austin

Associated Student Government

David Placek

President Padberg announced that, with the very lengthy agenda and Chancellor Sampson's absence, the meeting will probably need to be continued to another date.

ANNOUNCEMENT

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

CLOSED SESSION

On a 5-1-1 vote with Trustee Milchiker abstaining and Trustee Lang casting a negative vote, the board approved a one year extension of the contract for the Dean, Liberal Arts and Learning Resources, Saddleback College, until June 30, 2002.

Trustee Milchiker led the pledge of allegiance and Trustee Fortune read words of inspiration.

PLEDGE/
INVOCATION

There were no public comments.

PUBLIC COMMENTS

Dr. Howard Gensler, Dean of Humanities, Fine Arts, and Library Services at Irvine Valley College, provided a presentation on division activities for the board. Nelson Cayabyab, Director of Facilities and Maintenance at Irvine Valley College, provided an update on IVC facilities projects.

PRESENTATIONS

Helen Locke, Director of Student Affairs, and Wyndle Jordan, ASIVC President Elect, presented the ASIVC budget and answered board members' questions. Motion by Trustee Fortune, seconded by Trustee Lang, to ratify the Associated Students of Irvine Valley College 2000-2001 Budget. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

ASIVC BUDGET

CSEA President Mary Williams presented information on the Saddleback College Foundation fundraising project that involves the sale of commemorative bricks that will be part of a stairway to be constructed between parking lot 5 and the upper campus. Motion by Trustee Fortune, seconded by Trustee Fuentes, to approve the fundraising project and authorize entering into an agreement with Fund Raisers, Ltd., for engraving services. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

FOUNDATION
FUNDRAISING
PROJECT

President Padberg indicated that item 37, Acceptance of District Annual Audit Report for 1999-2000, will be moved forward to accommodate speakers, and item 51, Enrollment, will follow the Audit Report item.

ANNOUNCEMENT

Executive Vice Chancellor Poertner introduced Jim Godsey and Jean Horimoto, representing the firm Macias, Gin & Company, Certified Public Accountants, who reviewed the summary of findings and recommendations, and the district's response. Motion by Trustee Fuentes, seconded by Trustee Lang, to accept the 1999-00 audit report. Motion carried with Student Trustee Wamhoff casting an affirmative advisory vote.

1999-00 ANNUAL
AUDIT REPORT

Executive Vice Chancellor Poertner presented recent enrollment statistics and information provided in the presidents' reports that were requested by the board at the October 23 meeting. Presidents Bullock and Mathur detailed their plans to increase Spring enrollment and noted that the efficiency measurement of the district, WSCH/FTE, increased by 2%. Professor Boen stated that the figures in the *Almanac* are extremely misleading and urged the board to look at the increase in productivity rather than the number of sections.

ENROLLMENT

President Padberg called for a break at 7:55 p.m.

BREAK

Following a brief continuation of the discussion on enrollment, President Padberg announced that the item is for information only, not action.

ENROLLMENT

Items 6, 13, 17, 18, 21, 29 and 30 were removed from the consent calendar for separate discussion. Motion by Trustee Fuentes, seconded by Trustee Williams, to approve the consent calendar as amended. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

CONSENT
CALENDAR

The board approved Minutes of the Regular Meetings of August 28 and October 23, 2000.

MINUTES

The board approved the IVC Community Education programs, presenters, and compensation for Spring 2001.

COMMUNITY
EDUCATION

The board approved the Sports Medicine of Asia, Music of South America, and Spanish in Costa Rica Study Abroad programs offered by IVC and related contracts.

STUDY ABROAD
PROGRAMS

In response to a question by Trustee Wagner, Vice President Roquemore indicated that UCI invited IVC to participate in the grant project and that IVC will receive approximately \$30,000, with the bulk of the F.I.P.S.E. funds going to UCI. Motion by Trustee Lang, seconded by Trustee Milchiker to approve acceptance of the F.I.P.S.E. funds by IVC for the project "Grammar from the Ground Up." Motion carried with Trustee Wagner and Student Trustee Wamhoff casting negative votes.

GRANT
ACCEPTANCES

The board accepted the award of \$71,000 to Saddleback College from the State Chancellor's Office to support a Local Tech Prep Consortia and approve the distribution of funds as indicated in the exhibits.

Motion by Trustee Lang, seconded by Trustee Milchiker, to approve the Saddleback College Emeritus Institute Photography classes out-of-state field trip. In response to comments by President Padberg, President Bullock stated she would not support this field trip in the future but it cannot be postponed for further study because it is scheduled on December 8. Motion carried with Trustees Padberg and Fuentes casting negative votes. Student Trustee Wamhoff cast an affirmative advisory vote.

OUT-OF-STATE
FIELD TRIP

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| <p>The board approved the Saddleback Civic Light Opera's projected expenditures for the 2001 summer season.</p> | <p>SCLO 2001 EXPENDITURES</p> |
| <p>The board approved participation by Saddleback College in the Orange County Regional Early Childhood Mentor Program.</p> | <p>EARLY CHILDHOOD MENTOR PROGRAM</p> |
| <p>The board approved the 2000-2001 Child Development Training Consortium Instructional Agreement between Yosemite Community College District and Saddleback College in the amount of \$10,000.</p> | <p>CHILD DEVELOPMENT TRAINING</p> |
| <p>The board approved the proposed new fee schedule for services provided by the Saddleback College Child Development Center effective January 8, 2001.</p> | <p>CHILD DEVELOP- MENT CENTER FEES</p> |
| <p>Trustee Fortune brought the board's attention to Attachment 6, Cuban Civilization, and stated that her concerns are lack of diplomatic relations between Cuba and the United States; access to health care for students; safety and security for students; and district liability. Motion by Trustee Wagner, seconded by Trustee Fuentes, to approve the other twelve study abroad programs, excluding Cuban Civilization, and to direct administration to report back on concerns about the Cuba trip. Director Culton indicated that many faculty members have reviewed the liability issue, and that the district is able to spend money in Cuba through authorization by the Treasury Department. Trustee Fuentes asked Director Culton to provide written documentation from the State Department at the special board meeting on December 7. Director Culton replied that President Bullock has a letter from the Treasury Department authorizing the trip that they will provide to the board. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.</p> | <p>STUDY ABROAD PROGRAMS</p> |
| <p>The board approved the subcontracting agreement with California Polytechnic State University, Pomona, for an amount not to exceed \$22,290 for Saddleback College's second year of participation in alternative disabilities assessment and psychoeducational training.</p> | <p>ALTERNATIVE DISABILITIES ASSESSMENT</p> |
| <p>The board approved Change Order 1 increasing the present contract by \$36,679.73 for the IVC Fire Safety Emergency Access Road project and adding seven days to construction time.</p> | <p>ACCESS ROAD CHANGE ORDER</p> |
| <p>The board approved the agreement with RJM Design Group to provide architectural services for the amount of \$35,755 for the Baseball Field project at IVC.</p> | <p>ARCHITECT FOR BASEBALL FIELD</p> |

Trustee Fortune indicated that she hopes the network systems that are purchased will not be obsolete in two or three years. Motion by Trustee Fortune, seconded by Trustee Lang, to declare it to be in the best interest of the district to purchase computer equipment through CMAS and approve purchase of 31 computers from Micron Electronics for the amount of \$57,686.12. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

**PURCHASE OF
NETWORK
WORKSTATIONS**

Motion by Trustee Fortune, seconded by Trustee Lang, to declare it to be in the best interest of the district to piggyback on Glendale Unified School District Bid P-1098a for the purchase of 33 Apple computer systems in the amount of \$112,065.39. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

**PURCHASE OF
COMPUTERS**

The board approved the award of Bid 1002 to Southwest Offset Printing in the amount of \$72,296.99 for printing, mailing and preparation of the Saddleback College Community Education brochure.

BID AWARD

The board approved the 2001-02 Scheduled Maintenance Program consisting of 45 projects totaling \$8,220,649 for submission to the State.

**SCHEDULED
MAINTENANCE
PROGRAM**

Motion by Trustee Fortune, seconded by Trustee Fuentes, to approve the award of \$547,386 and authorize expenditures of the funds in accordance with the requirements of the 2000-2001 Budget Act as stipulated in the grant. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

**TTIP GRANT
AWARD**

The board adopted Resolution 00-47 approving the revised Conflict of Interest Code, subject to review and approval by the Orange County Board of Supervisors.

**CONFLICT OF
INTEREST CODE**

The board adopted Resolution 00-45, Restricted General Fund, to amend the 2000-01 Adopted Budget by \$942,882, and Resolution 00-46, Restricted Community Education Fund and Child Development Fund, to amend the 2000-01 Adopted Budget by \$271,000.

**BUDGET
AMENDMENTS**

The board approved the transfer of budget appropriations as delineated.

**BUDGET
TRANSFERS**

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| <p>The board approved purchase orders 01722 through 02126 totaling \$1,088,992.30, and confirming requisitions dated 10/07/00 through 11/09/00 totaling \$140,928.58.</p> | <p>PURCHASE ORDERS</p> |
| <p>The board approved checks 119320 through 120537 totaling \$2,802,818.13; Saddleback College Community Education checks 5028 through 5061 totaling \$105,218.79; and IVC Community Education checks 6137 through 6143 totaling \$19,047.95.</p> | <p>PAYMENT OF BILLS</p> |
| <p>The board approved acceptance of various items donated to the district.</p> | <p>GIFTS TO DISTRICT</p> |
| <p>The board approved Saddleback College's application for funds from the Community Colleges Broadening Horizons Through Service Learning (SL) Grant for the project "Encircling Disciplines with Service Learning at Saddleback College."</p> | <p>GRANT APPLICATION</p> |
| <p>Motion by Trustee Fortune, seconded by Trustee Fuentes, to approve the contract for the California Manufacturing Technology Center in order to receive \$14,188 in funding for safety training for the Employment Training Panel (ETP). Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.</p> | <p>ATEP EDUCATIONAL CONTRACT</p> |
| <p>Motion by Trustee Williams, seconded by Trustee Fuentes, to approve trustees' requests to attend upcoming conferences/events, and/or requests for local mileage reimbursement. Motion carried unanimously with Student Trustee Wamhoff abstaining.</p> | <p>BOARD TRAVEL/ MILEAGE</p> |
| <p>Information on the adopted budget, revised budget, and transactions through the end of the prior month were provided for the board's review.</p> | <p>MONTHLY FINANCIAL REPORT</p> |
| <p>Information on the district's financial investments for the quarter ending September 30, 2000, was provided for the board's review.</p> | <p>INVESTMENT REPORT</p> |
| <p>Information on the summary of contracts for October and November, 2000, was provided for the board's review.</p> | <p>CONTRACTS UNDER \$15,000</p> |
| <p>Information on bank accounts and their balances as of September 30, 2000, was provided for the board's review.</p> | <p>DISTRICT BANK ACCOUNTS</p> |

Executive Vice Chancellor Poertner announced changes to the academic personnel agenda item: change effective date in A-1 to 11/30/2000, and pull items F-2 and F-3 for further research. Motion by Trustee Williams, seconded by Trustee Fuentes, to approve the academic personnel actions as amended. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

ACADEMIC
PERSONNEL
ACTIONS

Executive Vice Chancellor Poertner announced a change to the classified personnel agenda item: change effective date in A-1 to 12/12/2000. Presidents Mathur and Bullock announced changes to the item: change A-3 to read Office of Instruction; add to B-7 Liberal Arts and Learning Resources because the position is split between two departments. Motion by Trustee Lang, seconded by Trustee Williams, to approve the classified personnel actions as amended. The board discussed item E, Authorization to Establish and Announce Classified/Classified Leadership Positions, and President Padberg stated that she would support Webmaster positions at the district and both colleges. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

CLASSIFIED
PERSONNEL
ACTIONS

Motion by Trustee Lang, seconded by Trustee Williams, to approve the 2001-2002 SOCCCD Academic Calendar as it appears in Exhibit A. Following considerable discussion on the calendars in Exhibits A and B, Vice Chancellor Jones said that it is his understanding the board prefers the calendar in Exhibit B, changing the March 25 flex day to some other day. Following further discussion, motion by Trustee Milchiker, seconded by Trustee Padberg, to table the item and bring it back as soon as possible. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

2001-2002
ACADEMIC
CALENDAR

Motion by Trustee Williams, seconded by Trustee Lang, to approve Board Policy 5506, Accommodations for Students with Disabilities, and the draft of Procedures for Providing Academic Adjustments for Students with Disabilities. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

NEW BOARD
POLICY 5506

Trustee Wagner stated that he would like to hear from Chancellor Sampson concerning this item when Dr. Sampson returns to work. Motion by Trustee Wagner, seconded by Trustee Fortune, to table Board Policy 2100.1, Delegation of Authority to the Academic Senate. Motion failed with Trustees Fortune, Fuentes, and Wagner casting affirmative votes. Student Trustee Wamhoff cast an affirmative advisory vote. The board accepted the policy for review and study.

REVISED
BP 2100.1

The board accepted the revision to Board Policy 5300, Grading Policy, for review and study.

REVISED
BP 5300

Trustee Wagner referenced the first part of the last sentence under Status in the agenda item cover sheet, "It is not intended that the adoption of this policy will alter current practices," and asked that language to that effect be included in the actual board policy. He also recommended that within BP 4056 "as defined by law" be added to the end of the first sentence in the first paragraph of the policy, and the word *unforeseeable* be stricken from the second paragraph. The board accepted the policy for review and study.

NEW BP 4056

Trustee Wagner said that his recommendations for changes to BP 5627 are the same as the preceding recommendations for BP 4056 except "as-defined by law" is already in BP 5627. The board accepted the policy for review and study.

NEW BP 5627

Acting Vice Chancellor Jones indicated that he must send the policy to the state by the February 1 deadline. and he considers the policy in the agenda item to be a "place holder." Professor Boen indicated that the Saddleback College Academic Senate could provide a draft of their proposed policy to Vice Chancellor Jones in a couple of weeks. Trustee Wagner recommended that the "Board of Trustees" be stricken from the policy and in the second sentence use in its place "and all of its constituent elements" or "governance groups" or whatever the district is comfortable with. The board accepted the policy for review and study.

REVISED
BP 6120

Acting Vice Chancellor Jones read his written report on the District Educational and Facilities Master Plan, and it is on file within the official copy of the board meeting agenda maintained in the Chancellor's Office.

MASTER PLAN

Motion by Trustee Williams, seconded by Trustee Fuentes, to approve the announcement of and recruitment for full-time faculty positions, contingent upon funding, at Saddleback College for the 2001-2001 academic year. Motion carried unanimously with Student Trustee Wamhoff casting an affirmative advisory vote.

FACULTY HIRING

President Mathur presented IVC's full-time faculty hiring list for 2001-2002, and Professor Long stated that the Academic Senate requests a reordering of items 7 through 10 (see agenda item cover sheet). Motion by Trustee Milchiker, seconded by Trustee Lang, to vote on items 1 through 6 and for the remaining items to be brought back to the board at the special meeting. President Mathur recommended that the board approve the items as currently listed. Amendment failed with Trustees Milchiker, Lang, and Wagner casting affirmative votes. The board approved the recommendation listed, which is to approve the announcement of and recruitment for full-time faculty positions, contingent on funding, at Irvine Valley College for the 2001-2002 academic year as listed, with Trustees Milchiker and Lang casting negative votes.

Trustee Williams stated that, due to the lateness of the hour, he would like to make a motion that the board extend the meeting until 10:15 p.m. and all reports be limited to one minute each. President Padberg stated the videotape will end at 10:00 p.m. but that reports could come back to the special meeting. In response to Trustee Fortune's question, President Padberg stated she would allow board requests for reports.

REPORTS

President Padberg called for board-requested reports. Trustee Fortune stated that since the academic senates at both colleges have violated the Brown Act by secret votes and/or the prohibition of members recording meetings, the board requests a report during the December board meeting on the subject. The board approved the request for report with Trustees Milchiker and Lang casting negative votes. President Padberg requested a report from districtwide Information Technology departments specifically addressing the concerns for some of the positions that appeared on this agenda. Approved unanimously. Student Trustee Wamhoff requested reports

BOARD REQUESTS FOR REPORTS

on common course numbering because he noticed that some classes are not identified the same. He also requested a report at the December 11 meeting from student government on the student survey that transpired during fall telephone registration regarding an alternative calendar system. Both report requests were unanimously approved.

The meeting was adjourned at 10:04 p.m.

ADJOURNMENT



Gary Poertner, Assistant Secretary