

MINUTES OF THE BOARD OF TRUSTEES
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JANUARY 25, 1999
LIBRARY 105, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Fortune at 5:07 p.m. **CALLED TO ORDER**

President Fortune announced that, regarding the item on real property negotiations listed on the closed session agenda, she would like to provide the following additional information: **ANNOUNCEMENT**

The address of the Hillpointe Apartments is 28032 Marguerite Parkway, Mission Viejo, California 92692. The district's negotiator is Cedric Sampson. The district will be negotiating with Michael Kerr.

One individual addressed the board to express concern over legal fees incurred by the district regarding pending litigation. **PUBLIC COMMENTS**

The open session was adjourned to closed session. The Board of Trustees met in closed session from 5:12 p.m. to 6:50 p.m. All trustees were present. **CLOSED SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Fortune at 6:55 p.m. Trustee Milchiker led the pledge of allegiance and Trustee Fortune read words of inspiration. **RECONVENED**

Members of the Board of Trustees

Dorothy Fortune, President **PRESENT**
Nancy Padberg, Vice President
Donald Wagner, Clerk
Steve Frogue, Member
Dave Lang, Member
Marcia Milchiker, Member
John Williams, Member
Marie Hill, Student Member

Administrative Officers

Cedric Sampson, Chancellor
Bob Matthew, Acting Vice Chancellor, Fiscal Services
Harry Parmer, Acting Vice Chancellor, Human Resources
Kathleen O'C. Hodge, Vice Chancellor, Educational Services
Dixie Bullock, President, Saddleback College
Raghu Mathur, President, Irvine Valley College

Faculty Association

No representation

Academic Senate

Maureen Smith
Peter Morrison

California School Employees Association

Mary Williams

Classified Senates/Council

Mike Bryant
Leslie Humphrey

Associated Student Government

Suzanne Desaulniers
Ali Hojat

There were no actions to report from closed session.

CLOSED SESSION

Motion by Trustee Williams, seconded by Trustee Frogue, to separate the open session public comments areas on the agenda and leave comments on nonagendized items until after reports as they were in the past. Following comments opposing the change by other board members, Trustee Williams withdrew the motion. Motion by Trustee Williams, seconded by Trustee Lang, to include Presidents' reports after the Chancellor's report. Motion carried unanimously. Student Trustee Hill cast an affirmative advisory vote.

AGENDA
FORMAT

Vice Chancellor Hodge, Vice President Don Busché, Director Allan MacDougall, Dean Nancy Reynolds, and Applications Project Manager Jim Gaston presented a Distance Education Status Report that included historical information on the District Technology Initiative, current distance education activities, strategic plans, and challenges. It was reported that IVC currently offers nine and Saddleback College offers 16 distance learning courses.

PRESENTATIONS

Motion by Student Trustee Hill, seconded by Trustee Frogue, to table the Saddleback College Associated Student Budget agenda item until next month. Student Trustee Hill also made a motion, seconded by Trustee Williams, to form a committee to investigate accusations and allegations between now and next month, with the committee consisting of the ASG Attorney General as the chair, Trustees Frogue and Lang, the ASG advisor, and Student Trustee Hill as co-chair. Motion to table passed unanimously (Trustee Lang was not present). ASG President Desaulniers, President Bullock, and Chancellor Sampson stated that they were unaware of any allegations, and Chancellor Sampson recommended that the matter be referred to the college President first to investigate before involving trustees. Following further discussion, Student Trustee Hill amended her motion, seconded by Trustee Frogue, to request that the Chancellor and President investigate the budgetary and purchasing practices of the Associated Student Government, specifically their requisition processes and Senate approval processes. Amended motion passed with Trustee Lang casting a negative vote.

**SADDLEBACK
COLLEGE ASG
BUDGET**

Three individuals addressed the board on various topics including lack of faculty participation in the district reorganization; IVC Academic Senate request that the board take no further action on the IVC organizational structure until the Senate reviews the item further; and the introduction of two IVC students out of three only in the state, 90 in the nation, who were selected to perform in the Small College Intercollegiate Honor Band.

**PUBLIC
COMMENTS**

Student Trustee Hill reported that she enjoyed attending the Star Party December 8 at Saddleback College, the Phi Beta Kappa induction ceremony on December 17, and the Politics and Higher Education Symposium on January 22. She asked if Saddleback College could develop a process that would notify students concerning cancelled classes in a more timely manner.

**TRUSTEES'
REPORTS**

Trustee Lang stated that in keeping with the accreditation teams' recommendations for improving the climate in the district and maintaining the excellent reputation of the colleges, he hopes the board will act in a renewed spirit of cooperation and commitment to adopt several ideas including emphasizing institutional research and planning, adhering to strict budget guidelines, delegating non-policy issues to the administration, and others. He congratulated the District Forensics Team for its continuing outstanding performance, and IVC students Chris Aparri and Tatsuya Hamada for being selected to perform in the Small College Intercollegiate Band.

Trustee Frogue stated that he, too, hopes that the board will work toward particular goals, primarily toward fulfilling the district's mission to provide classes for students, all other things being secondary. He briefly commented on the accreditation reports and recent court decisions concerning the board and stated he would comment further in the future. Trustee Frogue reported that he enjoyed mixing with fellow board members and others in the educational community at the recent Politics and Higher Education Symposium at the Nixon Library, and indicated that it was a very successful and well attended event.

Trustee Padberg reported that she attended the IVC Volleyball Awards Dinner, the Nurses Pinning ceremony at Saddleback College, the presidents' opening speeches during in-service , and will attend the CCLC Trustee Orientation Workshop in Sacramento. She added that she also met with various groups of faculty and toured both campuses recently, and encouraged adding space to display the many trophies and awards received for the outstanding accomplishments by teams and individuals at the colleges.

Trustee Wagner stated that he, too, has been meeting with groups of people throughout the district and finds the exchanges to be very beneficial to gaining an understanding of the two college communities and their issues. He supported previous comments by Trustees Lang and Frogue regarding the accreditation teams' findings, and indicated that he looks forward to working with the board and college communities to take the direction recommended by the teams.

Trustee Milchiker stated that she continually meets students and parents who express their appreciation for the wonderful education they receive at Saddleback College and Irvine Valley College, and added that it is an honor to be a trustee. She proposed holding a workshop to ensure that the board and administration follow the direction of the accreditation teams, and stated that she looks forward to the challenging times ahead.

President Fortune expressed regret at not having had the opportunity to read the accreditation reports due to a death in the family.

Trustee Williams reported that he attended the annual ACCCA-PAC reception and legislative dinner in Sacramento as the district's Legislative Task Force Representative, along with Trustees Fortune and Wagner, and John Ben, President of the Saddleback College Foundation and Community Representative on the Task Force. He noted that they spoke with Senators Morrow, Johnson, and Dunn, as well as Assemblymen Campbell, Baugh, Corea, and other legislators during meetings and at the legislative dinner after the reception, and were encouraged by their pledge of support. Trustee Williams made a motion, seconded by Trustee Frogue, to agendaize at the next meeting the matter of the SOCCCD Faculty Association versus the district regarding the amount of COLA to be applied to the current year and subsequent fiscal years. Motion carried with Trustees Fortune, Lang, and Milchiker casting negative votes.

Chancellor Sampson reported that he enjoyed attending the swearing-in ceremony of AmeriCorp trainees who will be reading tutors in local elementary school classes, and congratulated them for their enthusiastic participation. He indicated that he presented a lecture on film to 450 Emeritus Institute students at the Laguna Hills Mall recently, and was impressed by the program and interest of its students. Chancellor Sampson added that he will be working with staff to develop ideas for responding affirmatively and aggressively to the accreditation commission reports.

CHANCELLOR'S
REPORTS

President Bullock reported that she recently attended several events on campus including the printmaking exhibit and reception in the Art Gallery, as well as the excellent Sign Language Club's Silent Productions theatre performance. She announced that the Men's Golf Team and Women's Tennis Team were selected as the CCLC Commission on Athletics' Scholar Team Recipients, and explained that it is a special award based on academic and athletic endeavors of all members of a team. President Bullock announced that 94 parking spaces have been added on campus, and invited everyone to attend a campuswide meeting on January 27 to discuss the recommendations of the accrediting commission.

**PRESIDENTS'
REPORTS**

President Mathur reported on the success of the Twelfth Annual Astounding Inventions event which drew some 1500 people to the college. He noted that in the twelve years IVC has hosted the event, approximately 25,000 inventions have been created at the school level, 2,500 finalists have been judged at IVC, 250 individuals have participated as judges, and this year alone some 3500 students participated in creating inventions. President Mathur stated that he recently attended the Politics and Higher Education symposium at the Nixon Library and the legislative visit in Sacramento, where he found the exchange between the community college representatives and legislators very interesting in terms of what they expect from the community colleges in return for supporting their lobbying efforts for increased financial support.

President Fortune called for a recess at 9:00 p.m.

RECESS

Item 31 was removed from the consent calendar for separate discussion and vote. Motion by Trustee Frogue, seconded by Trustee Williams, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Hill cast an affirmative advisory vote.

**CONSENT
CALENDAR**

The board approved the minutes of the Regular Meeting of November 16, 1998; Annual Organizational Meeting of December 7, 1998; and Regular Meeting of December 7, 1998, with minor changes.

**MINUTES OF
PREVIOUS
MEETINGS**

The board approved the additions to the Spring 1999 SOCCCD Forensics Team revised season tournament schedule at an estimated cost of \$2,400.

**REVISED
FORENSICS TEAM
SCHEDULE**

The board accepted the first-year award of \$249,725 for the Industry Drive Regional Education and Training Collaboratives Project and approved attendance at advisory committee meetings.

GRANT
ACCEPTANCE

The board approved the IVC Health and Wellness Center Program events and expenditures for items to support the events I the an amount not to exceed \$1,575.

HEALTH
CENTER
EVENTS

The board approved an expenditure of \$3,500 to cover IVC staff development/flex week activities, and payment of honorarium in the amount of \$250 to Dr. Robert Barr for his presentation during flex week, January 5-8, 1999.

FLEX WEEK
EXPENDITURES

The board approved IVC Theatre Department expenditures of \$3,500 for the student-directed production of *Sister Mary Ignatius Explains It All For You*.

STUDENT
PRODUCTION

The board approved IVC grant consultant agreements with Larry Soccia and Tony Desimone in the amount of \$3,000 each in association with the Curriculum and Professional Development in Business Education grant; with Karen Klammer in the amount of \$500 in association with the Statewide Delivery of Distance Education grant; with David-Michael Rengh in the amount of \$3,000 in association with the Statewide Delivery of Distance Education grant; with Richard Gross and Susan Raney in the amount of \$2,000 and \$3,000, respectively, in association with the Curriculum and Professional Development in Business Education grant; and with Tony Swaim in the amount of \$15,000 in association with the Center for Applied Competitive Technologies grant.

GRANT
CONSULTANT
AGREEMENTS

The board approved the IVC Curriculum and Professional Development in Business Education Program expenditure of \$11,000 for workshops and workshop presenters associated with the grant project, and an expenditure of \$8,000 to cover travel and meeting expenses for twelve participants at a statewide workshop associated with the grant project.

GRANT
WORKSHOP
EXPENDITURES

The board approved an expenditure of \$700 to serve as IVC's deposit for facilities at the Asilomar Conference Center for the Statewide Delivery of Distance Education Conference on November 8-10, 1999.

CONFERENCE

<p>The board approved a partnership contract between the Center for Applied Competitive Technologies at IVC and the California Manufacturing Technology Center in the amount of \$178,875.</p>	<p>PARTERSHIP CONTRACT</p>
<p>The board approved an independent contractor's agreement with LaserGrade Computer Testing to administer Microsoft Office User Specialists tests at IVC.</p>	<p>INDEPENDENT CONTRACTOR'S AGREEMENT</p>
<p>The board approved participation by selected members of the IVC Wind Symphony in the Small College Intercollegiate Band in Austin, Texas, February 23-27, 1999, at an estimated cost not to exceed \$3,500.</p>	<p>WIND SYMPHONY MEMBERS PARTICIPATION</p>
<p>The board approved the addition of the ASACC National Legislative Conference to the previously approved IVC 1998-99 out-of-state student travel listing for a total cost not to exceed \$12,000 to cover attendance by ten students and an advisor.</p>	<p>REVISION TO STUDENT OUT-OF- STATE TRAVEL</p>
<p>The board approved the agreement for the installation of a data logger and sensors on the Saddleback College campus by TriNet through the Seismological Laboratory, California Institute of Technology.</p>	<p>SEISMOGRAPH EQUIPMENT AGREEMENT</p>
<p>The board approved an expenditure of \$1,200 to send student Music Director Judy Davila to the Gavin Seminar February 17-21, 1999.</p>	<p>KSBR SEMINAR EXPENDITURE</p>
<p>The board approved a consultant agreement with Laura Franklin to serve as Project Director and Activity II Director for the Title III Grant project at Saddleback College in the amount of \$36,000.</p>	<p>GRANT CONSULTANT AGREEMENT</p>
<p>The board approved travel expenses, conference fees, and workshop expenses for Joanne Gray and Associates related to her oversight of the RHORC grant project, and amended payment amounts not to exceed \$2,000 per year to Bruce Hines, Carol Rudd, and Susie Salazar due to an adjustment in fees at the test sites for RHORC.</p>	<p>AMENDED GRANT CONSULTANT AGREEMENTS</p>

<p>The board approved payment of honoraria in the amount of \$500 to Richard Yarborough in the amount of \$500 for his lecture on February 17, 1999, during Saddleback College's Humanities Hour; in the amount of \$1,950 total to the guest speakers listed for their lectures during Spring 1999 semester; in the amount of \$500 to Michael Kerze for his presentations to various classes regarding resolving conflicts and related issues; and in the amount of \$100 to Linda King Pruitt for her presentation during the annual Women's Conference on March 12, 1999.</p>	<p>HONORARIA</p>
<p>The board accepted \$5,000 from the State Chancellor's Office to Saddleback College in order to stimulate articulation efforts for local dissemination of California Articulation Number (CAN) System information.</p>	<p>CAN FUNDS ACCEPTANCE</p>
<p>The board approved an extension of three months for the continuation of development of the Caregiver Training Program at Saddleback College funded by a grant from the Irvine Health Foundation.</p>	<p>GRANT EXTENSION</p>
<p>The board accepted the award of \$30,000 to Saddleback College by the State Chancellor's Office for a Vocational Education Title II-B, New Horizons grant.</p>	<p>GRANT ACCEPTANCE</p>
<p>The board approved Saddleback College's application for funding from Kaiser Permanente for the "Support for Caregiver Training Program."</p>	<p>GRANT APPLICATION</p>
<p>The board approved the recommended faculty members for sabbatical leaves during the 1999-2000 academic year as indicated.</p>	<p>SABBATICAL LEAVES</p>
<p>The board approved the agreement with the Orange County Transportation Authority and the district to establish guidelines for outfitting and use of the educational learning mobile lab.</p>	<p>OCTA COLLABORATION</p>
<p>The board approved the Spring 1999 Emeritus Institute guest speakers and honoraria as indicated.</p>	<p>GUEST LECTURES</p>
<p>The board approved the sale of the Casitas Test Site by the district to the Roman Catholic Bishop of Orange, c/o St. Kilian Church, for \$24,000.</p>	<p>AWARD OF BID FOR SURPLUS PROPERTY</p>

The board approved the 1999-00 Hazardous Substance Removal Program and certification of the district's intention to participate in the program.

**HAZARDOUS
SUBSTANCE
REMOVAL**

Motion by Trustee Williams, seconded by Trustee Fortune, to approve the award of Bid 990 for the BGS building HVAC remodel at Saddleback College to Air Conditioning Company, Inc., for \$2,638,882. In response to a question by Trustee Lang concerning the use of COPs funds for the project, Vice Chancellor Matthew stated that the district needs to utilize COPs money to match the amount of funding amount committed by the state or the district will risk losing the state money. Motion carried unanimously. Student Trustee Hill cast an affirmative advisory vote.

**AWARD
OF BID**

The board adopted Resolution 99-01 indicating intention to adopt a Negative Declaration for Building A, Demolition and Replacement Project at Saddleback College.

**NOTICE
OF INTENT**

The board approved Change Order 3 increasing the contract by \$2,122.45 for the Architectural Barrier Removal project at Saddleback College.

**CHANGE
ORDER**

The board approved the revised list of district institutional memberships and estimated dues for 1998-99.

**INSTITUTIONAL
MEMBERSHIPS**

The board approved the transfer of budget appropriations as delineated.

**BUDGET
TRANSFERS**

The board approved Resolution 99-03, Restricted General Fund Budget - City of Mission Viejo, to amend the 1998-99 General Fund Restricted Budget by \$126,324, and Resolution 99-02, Capital Outlay Budget FEMA Funds, to amend the 1998-99 Capital Outlay Budget by \$12,130.

**BUDGET
AMENDMENTS**

The board rejected claims against the district by Donald Rickner and Jack Graham and directed referral to the district's insurance administrator.

**CLAIMS
AGAINST THE
DISTRICT**

The board approved purchase orders 81868 through 82465 totaling \$3,092,040.05.

**PURCHASE
ORDERS**

The board approved checks 99211 through 10025 totaling \$4,400,772.06; credit card purchases totaling \$3,596.35; Saddleback College Community Education checks 4096 through 4110 totaling \$149,346.40; and IVC Community Education checks 5525 through 5553 totaling \$41,576.30.

PAYMENT
OF BILLS

The board accepted the gifts listed in the agenda item.

GIFTS

The board approved honorarium in the amount of \$300 plus travel expenses for Dr. Samuel Q. Chan for his presentation on January 5, 1999, during Spring 1999 Flex Week.

DISTRICTWIDE
FLEX DAY
ACTIVITY

The board approved an expenditure not to exceed \$1,000 for John Ben's attendance at the ACCA Reception and dinner meeting in Sacramento as the SOCCCD Community Representative to the Orange County Legislative Task Force.

ATTENDANCE

The board approved the trustees' requests for travel and/or local mileage reimbursement.

TRUSTEE TRAVEL/
REIMBURSEMENT

Motion by Trustee Williams, seconded by Trustee Lang, to nominate Trustee Milchiker for membership on the CCCT Board of Directors. Motion by Trustee Frogue, seconded by Trustee Fortune, to nominate Trustee Williams for membership on the CCCT Board of Directors. Trustee Williams declined the nomination. Motion to nominate Trustee Milchiker carried with Trustee Frogue abstaining.

CCCT BOARD
OF DIRECTORS
NOMINATION
1999

Following a brief review of the item by Chancellor Sampson (additional details in memorandum attached to minutes), motion by Trustee Williams, seconded by Trustee Frogue, to approve the SOCCCD administrative organizational recommendations as indicated on the exhibits. Professor Smith, on behalf of the Saddleback College Academic Senate, read a resolution objecting to the process followed in the creation of the reorganizational proposal from Saddleback College in that the Senate was not sufficiently consulted. Professor Morrison, on behalf of the Irvine Valley College Academic Senate, voiced concerns similar to those of Professor Smith. Chancellor Sampson noted that academic senate authority in Title 5 does not extend to administrative reorganizations. President Bullock asked that the chart for Saddleback College be modified as follows: change Director, Fiscal Resources, to Budget Manager; change Dean,

SOCCCD
ADMINISTRATIVE
REORGANIZATION

Technology and Applied Science and Learning Resources, to Dean, Advanced Technology and Applied Science; remove Assistant Dean, Advanced Technology; change Dean, Liberal Arts, to Dean, Liberal Arts and Learning Resources; change Dean/Nursing Director, Health Science, Human Services, and Emeritus Institute, to Dean, Health, Human Services, and Emeritus Institute; remove Assistant Nursing Director (faculty) and Emeritus Institute Assistant (part-time); and change Director, Student Development, to Director, Student Affairs. Following further discussion, Trustee Lang moved to table the item until the next meeting. Motion to table failed. Main motion carried with Trustees Milchiker and Lang casting negative votes. Student Trustee Hill cast an affirmative advisory vote.

The Irvine Valley College/Saddleback College Foundations 1997-98 Annual Reports and 1998-99 plan of events and activities were presented to the board by the Director of the Foundations, Dr. Donald Rickner.

**FOUNDATIONS
ANNUAL REPORTS/
ACTIVITIES**

Motion by Trustee Williams, seconded by Student Trustee Hill, to approve the SOCCCD Order of Priority and Schedule of Funds for the Five-Year Construction Plan and transmittal to the State Chancellor's Office by the February 1 deadline. Motion carried unanimously. Student Trustee Hill cast an affirmative advisory vote.

**ORDER OF PRIORITY/
SCHEDULE OF
FUNDS FOR FIVE-
YEAR CONSTRUCTION
PLAN**

Motion by Trustee Lang, seconded by Trustee Williams, to approve the Non-Resident Tuition Fee of \$125 per semester unit, capital outlay fee of \$12 per semester unit, and application fee of \$46. Motion carried with Trustees Padberg and Wagner casting negative votes. Student Trustee Hill cast an affirmative advisory vote.

**1999-00
NONRESIDENT
TUITION FEES**

The California Community Colleges Quarterly Financial Status Report as of December 31, 1998, was provided for the board's information.

**QUARTERLY
FINANCIAL
STATUS REPORT**

Motion by Trustee Williams, seconded by Trustee Milchiker, to approve the academic personnel actions as indicated. Trustee Frogue amended the motion, seconded by Trustee Williams, to include the removal of J. Michael Reed as Co-Chair, Journalism Department, in item F-6. Amended motion failed with Trustees Williams and Frogue casting affirmative votes. Main motion carried unanimously.

**PERSONNEL
ACTIONS**

Motion by Trustee Williams, seconded by Trustee Frogue, to approve the classified personnel actions as indicated. Trustee Fortune moved to table item G-3, Senior Accounting Technician, seconded by Trustee Frogue. Motion failed with Trustee Fortune, Frogue, and Williams casting affirmative votes. Main motion carried unanimously.

Trustee Williams made a motion to extend the meeting until 11:10 p.m. There was no second and the board generally indicated they wanted to adjourn at 11:00 p.m. as approved by the board at the December organizational meeting.

**MOTION
TO EXTEND
MEETING**

Mr. Hojat thanked the board for approving the IVC student out-of-state travel and indicated that he will report on their travel and other current issues at a future meeting.

ASIVC REPORT

Professor Morrison invited board members to attend spring Senate meetings that will be held at 2:00 p.m. on Thursday, February 25, March 25, April 22, and May 13, as well as a special session to discuss the accreditation reports on February 11. President Fortune reminded Professor Morrison that secret ballot voting at Senate meetings violates the Brown Act.

**ACADEMIC
SENATE REPORT**

Ms. Williams reported that the chapter held their installation of officers recently and congratulated the new officers on their election.


CSEA REPORT

Information was provided to the board on the Center for Applied Competitive Technology (CACT) Statewide Directors Conference to be hosted by CACT Irvine Valley College on February 3 and 4, 1999.

**CACT
DIRECTORS
CONFERENCE**

The meeting was adjourned at 11:00 p.m.

ADJOURNMENT


Cedric A. Sampson, Secretary