

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
JANUARY 22, 1990
SADDLEBACK COLLEGE, LIBRARY 105

CLOSED SESSION

The Board of Trustees met in closed session from 7:00 p.m. to 8:00 p.m. to discuss personnel and negotiations. All trustees were present.

CLOSED SESSION

REGULAR MEETING

The open session of the regular meeting of the Board of Trustees was called to order by President Hueter at 8:00 p.m. Trustee Moore led the pledge of allegiance, and Trustee Swanson offered words of inspiration.

CALLED TO ORDER

Members of the Board of Trustees

Joan Hueter, President
Marcia Milchiker, Vice President
Iris Swanson, Clerk
John Connolly, Member
Shirley Gellatly, Member
Robert Moore, Member
Harriett Walther, Member
Lisa Lopez, Student Member

PRESENT

Administrative Officers

Richard Sneed, Chancellor
Neil Yoneji, Vice Chancellor, Fiscal Services
William Kelly, Acting Vice Chancellor, Administrative Services
Walter Collins, Acting Vice Chancellor, Employee Relations and Personnel
Constance Carroll, President, Saddleback College
Anna McFarlin, President, Irvine Valley College

Faculty Association

Lee Walker

Academic Senate

John Allen
Jan Horn

California School Employees Association

Matt Suarez

Classified Senate/Council

P.J. Schramel
Laura U'Ren

Motion by Trustee Walther, seconded by Trustee Moore, to approve the agenda as presented including replacement and/or additional pages to items 23-b, 42-a, and 42-b, and deletion of item 37. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL OF
AGENDA

Motion by Trustee Walther, seconded by Trustee Moore, to approve minutes of the Regular and Organizational Meetings of December 4, 1989 of the Board of Trustees. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL OF
MINUTES

Trustee Swanson read out the following:

CLOSED SESSION

At the Special Meeting the Board of Trustees held January 8, 1990, the following action was taken: The Board of Trustees approved the amendment to the consulting services contract with Wagner-Hohns-Inglis, Inc. dated August 1, 1989 to increase the budget for Phase II for an amount not to exceed \$40,000.

The following action was taken this evening, January 22, 1990. The Board of Trustees of Saddleback Community College District has approved the sending of notice under the provisions of Education Code 87734.

A resolution commending members of the Irvine Valley College Presidential Search Committee was approved by a roll call vote and presented to Robert Bosanko, chair of the committee.

RESOLUTION

An overview of the Saddleback College Athletics Programs was given by Dean Keith Calkins, Professor William Otta, Budget Manager Carol Hilton, and Acting Vice President Vern Hodge. The report included a description of the program, budget, and a record of Associated Student Government contributions to the program. Information regarding comparable data from other colleges was distributed.

ATHLETICS
PROGRAM REPORT

REPORTS

There were no public comments concerning items not on the agenda.

PUBLIC COMMENTS

Trustee Moore reported on the Astounding Inventions of the Future event held January 20 at Irvine Valley College.

TRUSTEES' REPORTS

Trustee Walther reported that plans have been approved for the merger of CACC, CCCT, CEOCCC, and ACCCA.

Both college presidents submitted written reports for inclusion in the agenda distributed in advance of the meeting.

PRESIDENTS'
REPORTS

Professor Allen reported on In-Service. Professor Allen stated that the college Academic Senates were working through the Task Force on coordinating AB 1725 implementation.

ACADEMIC
SENATES

Professor Horn also reported on In-Service. Professor Horn stated that the Irvine Valley College Academic Senate has rewritten their Bylaws which includes a change in dates of the terms of officers.

There was no report from CSEA.

CSEA REPORT

Professor Walker stated that a report was being compiled of committee findings of Faculty Service Areas. Professor Walker distributed copies of the CCA/CTA Advocate highlighting the article, "Faculty leader brings spirit of perestroika to Saddleback College."

FACULTY
ASSOCIATION
REPORT

There was no report from the Saddleback College Classified Senate.

CLASSIFIED
REPORTS

There was no report from the Irvine Valley College Classified Council.

Dr. Sneed conveyed Professor Jody Hoy's appreciation to the board for her sabbatical leave.

CHANCELLOR'S
REPORT

Motion by Trustee Walther, seconded by Trustee Connolly, to approve the redesign of the P.E. Gym at Irvine Valley College, and to authorize submittal of the revised design to the state for approval. A representative from Parkin Architects reviewed the redesign. Trustee Moore suggested that ventilation for the facility be researched. Trustee Walther asked the college to reconsider the seating specifications, and suggested seating be uniform. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

REDESIGN IVC
GYM

Motion by Trustee Moore, seconded by Trustee Connolly, to approve the preliminary design submitted by Parkin Architects for the P.E. Swim Training Facility at Irvine Valley College. Student Trustee Lopez cast an affirmative advisory vote. Dr. Sneed stated that at the last board meeting there was a question as to whether the pool depth should be changed to accommodate a potential

SWIM FACILITY, IVC

diving program. The cost of changing depth was found to be minimal and has no adverse impact on swimming programs per Dr. Philip Stanley, athletic director, Irvine Valley College. The preliminary design now includes the increased depth. Motion carried unanimously.

Motion by Trustee Walther, seconded by Trustee Swanson, to approve the preliminary design submitted by Parkin Architects for the Corporate Yard, Phase I at Irvine Valley College. Dr. Sneed stated that at the last board meeting the possibility of a contract with a commercial dealer was raised. Mr. Robert Loeffler presented staff findings. Staff recommended the plan of the storage tanks on campus. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

CORPORATE YARD,
IVC

Motion by Trustee Walther, seconded by Trustee Moore, to approve the preliminary engineering study submitted by Nolte and Associates for the Reclaimed Water Irrigation System at Saddleback College. Mr. Yoneji stated that because of safety considerations, installation of a reservoir has been eliminated from the plan. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

RECLAIMED WATER,
SC

Consent Calendar

Agenda item 25 was added to the consent calendar. Agenda items 14 and 42-e were removed for separate discussion. Motion by Trustee Walther, seconded by Trustee Connolly, to approve the consent calendar as amended. Motion carried with an abstention from Trustee Swanson. Student Trustee Lopez cast an affirmative advisory vote.

CONSENT
CALENDAR

The board approved the grant application for the Gender Equity Needs Assessment and Dissemination of Information project.

GRANT APPROVAL

Motion by Trustee Moore, seconded by Trustee Connolly, to accept for review and study revised Board Policy 12, Introduction, which includes the Mission, Philosophy, and Functions. Dr. Sneed stated that the board has been reviewing its policies to be concurrent with the existing law, Education Code, 70902, which incorporates the mission of the community colleges of the state. This district has revised its mission statement to reflect AB 1725, to tailor specific characteristics of this district. Trustee Gellatly suggested the words, "within its boundaries," in the first paragraph be reviewed. Motion to accept for review and study carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

BOARD POLICY 12

President Hueter called for a short break. Student Trustee Lopez left the meeting.

BREAK

The board approved the execution of the agreement on behalf of Saddleback College, who will act as Regional Humanities Center, under the terms and specifications described in the agreement.

REGIONAL
HUMANITIES
CENTER

Motion by Trustee Gellatly, seconded by Trustee Connolly, to approve Saddleback College's participation in the art exhibit sponsored by the Institut fur Auslandsbeziehungen and the Goethe Institut, with the understanding that costs will be borne by IFA.

ART EXHIBIT

The board authorized guest artist contracts with Traditional Arts Services for a single performance at a cost not to exceed \$8,000, and with SRO Artists, Inc. for a single performance at a cost not to exceed \$5,000.

GUEST ARTISTS

The board authorized guest speaker contracts with Lordly and Dame, Inc. for the presentation by Molly Yard at a cost not to exceed \$6,500, with Dr. Abou El Haj for a \$50 honorarium to speak to the Humanities 10B (Honors core) class, and with Sonia Tintarev for a \$50 honorarium to speak at Saddleback College's monthly Humanities Hour.

GUEST SPEAKERS

The board approved a consulting agreement with Dr. Anne E. Schatz in the amount of \$500 for professional services associated with the "Joint Career Vocational Education Articulation Project, Phase III."

CONSULTANT
AGREEMENT

The board approved the participation of seventeen Saddleback College forensics team members and three coaches at the State Community College Speech Tournament, March 23 to March 27, Santa Rosa, at a total cost of \$3,100.

FORENSICS TEAMS

The board approved the participation of fourteen Irvine Valley College forensics team members and three coaches at the National Junior College Speech Tournament, April 8 to April 14, Kansas City, Kansas, at a total cost of \$11,250.

The board approved the contract with the Fairview Developmental Center for the Psychiatric Technician Apprenticeship Training program.

APPRENTICESHIP
PROGRAM

Motion by Trustee Walther, seconded by Trustee Connolly, to approve the Study Abroad course, Horticulture 189, and to authorize administration to execute the Educational Tour/Field Study Travel

STUDY ABROAD

Contractor Agreement with Travel Adventures. Motion carried with a negative vote from Trustee Gellatly. Student Trustee Lopez cast an affirmative advisory vote.

The board approved the granting of certificates to the students listed in the agenda item. CERTIFICATES

The board approved the hiring of Mary Auvil as consultant in the preparation of the final report of the statewide Community College Instructional and Administrative Telecommunications Model Network program. TELECOMMUNICATION CONSULTANT

The board approved the workshops and expenditures for presenters of Professional Development, Phase II, Spring 1990 programs. PROFESSIONAL DEVELOPMENT

The board approved the Educational Services Agreement with Meguiar's, Inc. to perform instruction in Introduction to Macintosh, Microsoft Word, Printing and Beginning Desktop Publishing, to amend the 1989-1990 General Fund Restricted budget in the amount of \$1,600 per group as listed in the agenda exhibit, and to direct that these funds be appropriated to the accounts and in the amounts as displayed. EDUCATIONAL SERVICES AGREEMENT

The board approved the rejection of all bids in connection with construction of the Hub I, Student Services Center, Irvine Valley College project, received on June 14, 1989 and to formally advise all bidders of this action. STUDENT SERVICES CENTERS

The board approved substitution of the subcontractor for the landscape and irrigation work for construction of the Student Services Center, Saddleback College.

The board ratified Change Order No. 6 to amend the contract with Construction Incorporated of Texas (CIT) for construction of the Technology/Applied Science Building, Saddleback College, by increasing the contract amount \$99,096. TECHNOLOGY/APPLIED SCIENCE BUILDING

The board ratified Change Order No. 5 to amend the contract with CIT for construction of the Technology/Applied Science Building, Saddleback College, by increasing the contract amount \$36,625.

The board amended board agenda item No. 15c, adopted on August 21, 1989, with Parkin Architects to provide services for the Project Planning Guide, Swim Training Facility, Irvine Valley College, to reflect the correct fee equal to \$17,600. SWIM FACILITY

Motion by Trustee Walther, seconded by Trustee Connolly, to approve the contract with Garcia & Associates to prepare the Project Planning Guide for the District Warehouse Addition, Saddleback College, for a fee of \$16,875. Motion carried unanimously. WAREHOUSE ADDITION

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve the contract with Taylor & Associates for working drawings and other architectural services as described in the Owner/Architect Contract for a fee of \$92,950 for the Child Development Facility, Saddleback College. Motion carried unanimously.

CHILD DEVELOPMENT FACILITY

Motion by Trustee Walther, seconded by Trustee Connolly, to approve the contract with Garcia & Associates for architectural services for the remodel of Building N for a fee computed at twelve percent of the final construction cost. Motion carried unanimously.

REMODEL BOOKSTORE

Motion by Trustee Gellatly, seconded by Trustee Walther, to authorize a professional services agreement with LeRoy Crandall and Associates to inspect the conditions of the floors at the Math/Science and Library Buildings at Saddleback College and to recommend what steps should be taken to correct the conditions as outlined in its proposal dated December 15, 1989, at a cost not to exceed \$15,000. Motion carried unanimously.

BUILDING FLOORS

The board approved final acceptance of the Added Air Conditioning and Ventilation for Printed Circuit Board Lab, Physical Sciences Building A, Irvine Valley College, to authorize filing of the Notice of Completion, and to direct release of the retention bond be made thirty-five days after the date of filing.

PCT LAB

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve Resolution 90-02 authorizing submittal of the District's Order of Priority and Schedule of Funds for the 1991-1996 Five-Year Construction Plan, and the proposed list of Project Planning Guides. Motion carried unanimously.

FIVE-YEAR CONSTRUCTION PLAN

The District Capital Outlay Projects Program has been updated since June 26, 1989. The revisions are delineated in the Capital Projects Analysis Report included as Exhibit A in the agenda item. Motion by Trustee Gellatly, seconded by Trustee Walther, to approve the recommendations delineated in Exhibit B. of the District Capital Outlay Projects Program agenda item. Motion carried unanimously.

DISTRICT CAPITAL OUTLAY PROJECTS

The board approved the purchase of computer equipment and peripherals from IBM Corporation in the amount of \$35,539.56.

AWARD OF BIDS

The board approved the award of Bid No. 825 for radio station equipment and furniture for the new Student Service Center at Saddleback College in a total amount of \$69,006.

The board approved the award of Bid. 829 for the purchase and installation of telephone, data, television and radio station cable, and distribution systems to Transpac for a total sum of \$77,645, and authorized the Vice Chancellor, Fiscal Services and Operations, to execute the contracts required to complete the work.

The board approved the change order for purchase order 9772 for BOOKS, IVC books at Irvine Valley College to increase the amount by \$10,000 for a total of \$33,000.

The board adopted a nonresident tuition rate for 1990-1991 of \$96 per semester unit based upon the statewide average cost. NONRESIDENT TUITION

The board adopted resolution 90-03 for EOPS, Saddleback College, to reduce the 1989-1990 budget by \$9,125, and directed that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit. BUDGET AMENDMENTS

The board adopted resolution 90-04 for dedicated revenue, Irvine Valley College, to amend the 1989-1990 budget by \$2,305, and directed that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit.

The board adopted resolution 90-06 for the Saddleback College Disabled Students Programs and Services, to amend the 1989-1990 general fund budget by \$8,701, and directed that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit.

The board adopted resolution 90-01 for the Capital Outlay Fund, Certificates of Participation Revenue to amend the 1989-1990 budget by \$7,636,312, and directed that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit.

The board adopted resolution 90-05 to correct the 1988-1989 restricted ending balance (1989-1990 beginning balance), and amended the 1989-1990 budget as shown in the agenda item exhibit to reflect this corrected balance.

Motion by Trustee Gellatly, seconded by Trustee Moore, to accept for review and study the Budget Status Summary, and to direct administration to include these reports in the minutes of this meeting as required by Education Code Section 84043. Motion carried unanimously. BUDGET STATUS SUMMARY

Motion by Trustee Connolly, seconded by Trustee Moore, to approve/ratify transfers of appropriations delineated in the agenda item exhibit. Motion carried with a negative vote from Trustee Gellatly.

TRANSFERS OF APPROPRIATIONS

The board approved the signature authorization for the Community Education Directors for Saddleback College and Irvine Valley College on all documents required for actions taken through small claims court, and to represent the district in small claims courts on matters relating to the Community Education programs of both colleges.

DIRECTORS OF COMMUNITY EDUCATION

The board approved purchase orders 012807 through 013510 totaling \$1,013,449.84.

PURCHASE ORDERS

The board approved warrants 146564 through 147735 totaling \$3,110,862.30 and credit card purchases totaling \$3,618.50.

WARRANTS

The board approved an addendum to the existing consulting agreement with Mike Meyerson covering the period January 23, 1990 to June 30, 1990 at a total cost not to exceed \$12,000. The funds for this work are budgeted within the MIS year two of five fiscal personnel payroll project and the Information Systems & Services budget.

CONSULTING AGREEMENTS

The board approved a consulting agreement with Jack Pemberton to provide specialized technical assistance and training in support of the District's Office Automation System covering the period January 23, 1990 through June 30, 1990 at a total cost not to exceed \$13,000. Funds for this work will be allocated from within the Information Systems budget.

The board approved Julie Slark and Robert Barr, or alternates, to serve on the search committee for the position of Director of Planning, Research, and Development, and to receive reimbursement for actual and necessary expenses.

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

TRAVEL

The board approved the trustees' requests for reimbursement for use of personal auto.

PERSONAL AUTO

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the certificated and classified personnel actions, the faculty members listed in the agenda item for sabbatical leaves during academic year 1990-1991, and the classified salary schedules for 1988-1989 and 1989-1990. Motion carried unanimously.

PERSONNEL

Motion by Trustee Moore, seconded by Trustee Walther, to accept for review and study the revised Affirmative Action Plan/Goals and Timetables for the three year period 1989-1990, 1990-1991, and 1991-1992. The Office of the State Chancellor, California Community Colleges, Affirmative Action Division, has required that the California community college districts submit updated revisions of their plans. Jo Ann Alford, Staff Diversity Coordinator, presented the plan. Trustee Walter encouraged the district's application for outstanding achievement as a community college to the State Chancellor's Advisory Committee on Affirmative Action. Motion carried unanimously. AFFIRMATIVE ACTION PLAN

Motion by Trustee Swanson, seconded by Trustee Gellatly, to accept the gifts on behalf of Saddleback College and Irvine Valley College. GIFTS

At 10 p.m. President Hueter stated the January 22, 1990 meeting would be continued to the next regularly scheduled board meeting, February 5, 1990. ADJOURNMENT

Richard Sneed
Secretary, Board of Trustees

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