

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
JANUARY 22, 1991
SADDLEBACK COLLEGE, LIBRARY 105

CLOSED SESSION

The Board of Trustees met in closed session from 7:00 p.m. to 7:30 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 Milchiker at 7:30 p.m. President Milchiker led the pledge of allegiance, and Trustee Hueter offered a moment of silence.

CALLED
TO ORDER

Members of the Board of Trustees

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

PRESENT

Administrative Officers

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

Faculty Association

Lee Walker

Academic Senate

Lee Haggerty
Gary Resnick

California School Employees Association

No representation.

Classified Senate/Council

No representation.

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the agenda as presented including replacement and/or additional pages to items 47a and 47b. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Walther, seconded by Trustee Gellatly, to approve minutes of the Regular Board of Trustees Meeting of December 10, 1990, and the Organizational Meeting of December 10, 1990. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

APPROVAL
OF MINUTES

Trustee Moore read out the following closed session action:

CLOSED SESSION

The Board of Trustees in closed session on January 7, 1991, ratified an Agreement dated December 21, 1990, with a certificated employee.

Consent Calendar

CONSENT
CALENDAR

Agenda Items 8, 16, 20, and 32 were removed from the Consent Calendar for separate discussion. Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

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oy Trustee Moore, seconded by Trustee Connolly, to nominate Trustee Walther for membership on the California Community College Trustees Board of Directors. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

CCCT
BOARD
NOMINATION

The board approved the following grant proposals: "Phase II - International Trade Model Curriculum," California Community College Chancellor's Office, Saddleback College; "Comprehensive College Development Project," U. S. Department of Education; Title III of the Higher Education Act, Irvine Valley College; "Integrating Business Graphics and Desktop Publishing into Multimedia Curriculum Development and Training," California

GRANT
APPLICATIONS

Community College Chancellor's Office, Irvine Valley College; "Statewide Community College Instructional and Administrative Telecommunications Model Network," California Community College Chancellor's Office, Irvine Valley College.

The board approved the award of funds from the California Community College Chancellor's Office in support of the Dissemination of Model Curricula/Programs and adopt Resolution 91-04 to amend the 1990-91 General Fund Restricted Budget in the amount of \$40,000 as displayed in the agenda item exhibit, and to direct that these funds be appropriated to the accounts and in the amounts displayed.

ACCEPTANCE
OF AWARD

Motion by Trustee Gellatly, seconded by Trustee Moore, to accept for approval the revisions to Board Policy 4202, Transfer of Sick Leave for Classified Personnel. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

BOARD
POLICY
4202

The board approved Saddleback College's contract with Fairview Developmental Center for the psychiatric technician apprenticeship program.

PSYCHIATRIC
TECHNICIAN
PROGRAM

The board approved the Geology Field Study to Baja, California, proposed for the 1991 summer semester at Saddleback College.

GEOLOGY FIELD
STUDY

Motion by Trustee Gellatly, seconded by Trustee Walther, to authorize a guest speaker contract with American Program Bureau, Inc., for the presentation by Ralph Nader on Friday, March 27, 1992, at 7:30 p.m. in the Saddleback College gymnasium at a cost not to exceed \$10,500. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

COMMUNITY
EDUCATION
FORUM

The board approved the new Saddleback College Health Center charges for antibiotic medication.

MEDICATION
CHARGES

The board approved payment of honoraria in the amount of \$600 for Dr. Leo Coleman to speak on the topic "Managing Difficult People and Situations" to two groups on March 7, 1991; \$100 for Mr. Harold R. Jacobs' presentation entitled "Mathematical Snapshots" at the Mathematics Contest on January 8, 1991; and \$1,000 for Ms. Nancy Staiger, Assistant to P.A. Director, and \$3,000 for Ms. Beth Hanson, Casting Director, for their services in producing 1991 summer theatre.

HONARARIA

<p>The board approved guest artist contracts for Saddleback College with the Keith Williams Orchestra for a single performance on June 9, 1991, at a cost not to exceed \$2,340, and with Laser Theatrics' Laser Light Show for three performances on March 10, 1991, at a cost not to exceed \$1,500.</p>	<p>GUEST ARTIST CONTRACTS</p>
<p>The board approved the granting of certificates of achievement to the listed Saddleback College and Irvine Valley College students.</p>	<p>CERTIFICATES</p>
<p>The board approved the hiring of Ms. Sherry Baldwin as consultant in coordinating the February 12 - 14, 1991, conference for Leadership Conference for Business Educators grant, in the amount of \$2,000 which has been funded and budgeted by the State Chancellor's Office.</p>	<p>CONSULTANT CONTRACT</p>
<p>President McFarlin stated that Irvine Valley College is pleased with the overall findings and recommendations in the Executive Summary regarding the college's Matriculation Program that was provided by the visiting program review team. She said that the college has already responded to many recommendations and looks forward to implementing others.</p>	<p>IVC MATRICU- LATION EVALUATION</p>
<p>The board approved the Region 8 Participant Agreement and authorized Irvine Valley College to complete this required transaction for the University Transfer Tour Program. Tours will be held on March 21-22 and April 18-20.</p>	<p>TRANSFER TOUR PROGRAM</p>
<p>Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the Irvine Valley College cultural events, Spring, 1991, at an expenditure level not to exceed \$41,725. Motion carried with Trustee Walther abstaining. Student Trustee Pine cast an affirmative advisory vote.</p>	<p>IVC SPRING EVENTS</p>
<p>Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the design of the proposed electronic marquee for Saddleback College as presented. Several board members expressed reservations about the design. Trustee Connolly suggested that the college should first review designs that represent the campus image and then additional marquee designs. Motion by Trustee Moore, seconded by Trustee Walther, to table the item. Motion carried unanimously as amended. Student Trustee Pine cast an affirmative advisory vote.</p>	<p>ELECTRONIC MARQUEE</p>

Motion by Trustee Moore, seconded by Trustee Walther, to approve the schematic plans for the Humanities Building and the Performing Arts Building, Irvine Valley College. Vice Chancellor Yoneji introduced representatives from Parkin Architects who conducted a slide presentation on both building designs. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

PPG'S FOR
HUMANITIES AND
PERFORMING
ARTS BUILDING!

The board approved the contract with South Coast Geologic Services, Dana Point, for geotechnical services to provide grading recommendations and foundation design values for the Child Development Center at Irvine Valley College for a fee of \$4,750.

GEOLOGIC
SERVICES

Motion by Trustee Swanson, seconded by Trustee Moore, to approve contracts with JHH Consultants to provide a site survey and topographic map for the Child Development Center in accordance with their proposal for a fixed fee of \$3,500; with JHH Consultants to set control points and provide surveys to determine the extent of the earth movement problem for the HUB I Student Services Center for a fixed price of \$5,600; with JHH Consultants to provide a site survey and topographic map for the Chemical Storage Facility in accordance with their proposal for a fixed fee of \$5,500; and with Frederick Brown Associates to prepare the working drawings and other services as described in the Standard Form of Agreement Between Owner and Engineer Contract for Main Electrical Service Feeder for a fee of \$37,000. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

ENGINEERING
SERVICES

The board ratified Change Order No's. 5 and 6 for Hub I Student Services Center, Irvine Valley College, to amend the contract with Culp Construction Company, Irvine, by increasing the contract amount to \$5,795,328, and four days extension of contract completion date.

CHANGE
ORDERS

The board ratified the services of Bruce Gaffney as Inspector-of-Record for the construction of the Hub I Student Services Center, Irvine Valley College, at a total cost of \$35,642.

INSPECTION
SERVICES
CONTRACT

The board approved a contract with South Coast Geologic Services to provide preliminary soils investigation at the Chemical Storage Facility site, Saddleback College, for a fee of \$4,331.25.

GEOTECHNICAL
SERVICES

The board ratified Change Order No. 12 to amend the contract with Golden Eagle Insurance Company for the construction of the Technology/Applied Science Building with no change to the contract amount and no extension of the contract completion date.

CHANGE
ORDER

The board approved the reduction of retention from 10% to 5% with respect to Payment Request No. 19 and subsequent claims payments on this "Project" (Technology/Applied Science Building, Saddleback College).

REDUCTION
OF
RETENTION

The board adopted Resolution No 91-03 declaring intention to lease District property for the construction of the P.E. Outdoor Facilities and P.E. Shower/Locker Building, approving forms of agreement, and directing the publication of Intention to Lease District Property for the construction of P.E. Outdoor Facilities and the P.E. Shower/Locker Building, Irvine Valley College.

IVC P.E.
FACILITIES
CONSTRUCTION

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the District's Order of Priority and Schedule of Funds for the 1992-1997 Five-Year Construction Plan and the list of Project Planning Guides. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

FIVE-YEAR
CONSTRUCTION
PLAN

The board approved the District's updated Five-Year Deferred Maintenance Plan as displayed in the exhibit and authorized the Plan to be forwarded to the California Community Colleges State Chancellor's Office.

FIVE-YEAR
DEFERRED
MAINTENANCE
PLAN

The board approved the award of a narrow isle forklift to the McKinley Equipment Corporation for \$24,376.94.

AWARD OF
BIDS

The board approved awarding the additional purchase of twenty-nine computers to Advance Data Systems in the amount of \$72,239.

The board approved taking the following actions related to Irvine Valley College's food services: terminate the contract with S&K Services effective February 1, 1991, and to direct staff to secure the total amount due on the contract equal to \$28,238.74; and award a contract for vending services to Continental Vending, Inc., beginning February 4, 1991, and ending when the Student Services Center is completed; and authorize a contractual agreement with Alexa Catering for the provision of hot food truck services during the period beginning February 4, 1991, and ending when the Student Services Center is completed.

IVC FOOD
SERVICES
INTERIM
CONTRACTS

Motion by Trustee Moore, seconded by Truster Hueter, to adopt a nonresident tuition rate for the 1991-1992 year of \$102 per semester unit based upon the statewide average cost. Student Trustee Pine read a letter of opposition from Saddleback College's Associated Student Government which also represented the ASIVC President and several IVC ESL students, and stated that they were especially concerned as to the effect of the increase on ESL students. Motion carried unanimously. Student Trustee Pine cast a negative advisory vote.

NONRESIDENT
TUITION

The board adopted resolution 91-01, Dedicated Revenue Revisions, to amend the 1990-1991 General Fund Unrestricted Budget in the amount of \$72,004 and to direct that these funds be appropriated to the accounts and in the amount displayed.

BUDGET
AMENDMENT

The board authorized the award of Bid No. 121 for storage disk upgrade to Digital Equipment Corporation for a total cost not to exceed \$50,235.98. Funds are available in the 1990-1991 state MIS project account for this purchase.

AWARD OF
BIDS

The board authorized the award of Bid No. 119 to MCI Telecommunications of Santa Ana, for a period of three years beginning February 1, 1991, at a total cost not to exceed \$30,000 per fiscal year.

The board approved the consulting contract with Innovative Business Solutions for Macintosh computer training for district staff at a fee of \$60 per hour not to exceed \$3,120.

CONSULTING
CONTRACT

The board approved the terms of the agreement with Littler, Mendelson, Fastiff & Tichy to provide legal services in the area of employer/employee relations in accordance with agenda item exhibit.

LEGAL
SERVICES
CONTRACT

The board approved the meeting planned for January 28, 1991, at the University of California, Irvine, with expenses not to exceed \$1,000.

COMMUNITY
LEADERS
MEETING

The board approved the attendance of Robert Lay, the District's community representative for the Orange County Community College Legislative Task Force, at the ACCCA/PAC Reception in Sacramento on January 16 and 17, 1991. Mr. Lay's expenses will be covered by District funds not to exceed \$500.

ACCCA/PAC
ATTENDANCE

Motion by Trustee Moore, seconded by Trustee Hueter, to accept the quarterly budget status report for review and study and direct the administration to include these reports in the minutes of this meeting as required by Education Code Section 84043. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

BUDGET
STATUS
SUMMARY

Motion by Trustee Moore, seconded by Trustee Hueter, to approve/ratify transfers of appropriations as delineated in agenda item exhibit. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote. Student Trustee Pine cast an affirmative advisory vote.

TRANSFER
OF
APPROPRIATION

The board approved purchase orders 20544 through 21353 totaling \$844,566.30 as listed.

PURCHASE
ORDERS

The board approved payment of warrants 7109 through 13434 totaling \$2,677,145.56, credit card purchases totaling \$12,501.40, and Community Education checks totaling \$58,322.22.

PAYMENT OF
BILLS

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

AUTO

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

TRAVEL

REPORTS

Mr. Oscar Bruner, President of Caliagua, Inc., submitted a request to address the board. He had previously submitted a bid to the district and requested an explanation of the bid award. Vice Chancellor Yoneji reviewed the specific situation and the bidding process.

PUBLIC
COMMENTS

Trustee Walther reported that a suggestion was made by David Viar that at each of the regular board meetings an item entitled "State Policy Issues" be included to keep the state issues in the forefront. She also commended Student Trustee Pine and her colleagues for the presentation they made at the CCCT Board of Directors meeting.

TRUSTEES'
REPORTS

Trustee Swanson reported that at the recent Orange County Legislative Task Force meeting, three important issues were discussed and supported: 1) growth overcap; 2) Proposition 98 retentions; and 3) procurement of capital funds. The next meeting will be on February 14, 1991.

Trustee Moore recommended everyone attend Astounding Inventions at Irvine Valley College on February 2.

Student Trustee Pine reported that at the Board of Governors' Meeting on January 11, it was decided that MW will be indicated on those student's transcripts who withdrew for military reasons. She also noted that she had a copy of SB121 Guarantee Transfer Bill by Senator Hart for review.

President Carroll reported on the first week enrollment statistics at Saddleback College. She stated that the headcount is 21,646 students, WSCH is up almost 13,000 as compared to last spring at this time, and there is a steady increase in productivity. She also invited everyone to Saddleback College's first international art opening January 24 and featuring works by Bernd Damke and Franz Rudolf.

PRESIDENTS'
REPORTS

President McFarlin invited everyone to attend Astounding Inventions on February 2. She also reported on enrollment at IVC. WSCH is up nearly 21% and the headcount exceeded 8,000 for the spring semester, 1991.

Professor Haggerty reported that the Saddleback College in-service programs were a big success and he was particularly impressed by Dr. Raoul Arreola's presentation on the evaluation process. He stated that the multi-cultural student panel on which Student Trustee Pine was a participant was excellent.

ACADEMIC
SENATES'
REPORTS

Professor Resnick reported that Irvine Valley College's faculty is currently working on setting up committees and getting organized for the upcoming accreditation visit in 1992.

Professor Walker referenced the recent letter to all the Presidents and Superintendents of the California Community Colleges from the State Chancellor's Office and the section that referred to proposing the suspension of Proposition 98. He stated that the Education Coalition of California, representing many organizations, has gone on record against the proposal and urges others to contact legislators to express opposition to the proposed suspension.

FACULTY
ASSOCIATION
REPORT

Dr. Sneed reported that the response from community leaders to the invitation for the reception on January 28 has been excellent. He announced Vice Chancellor Yoneji's resignation and move to the Los Angeles community college system, and commended him on his work in the Saddleback Community College District.

CHANCELLOR'S
REPORT

President Milchiker called for a break and adjournment to closed session after which she reconvened the regular board meeting.

Motion by Trustee Moore, seconded by Trustee Swanson, to approve the submitted academic and classified personnel actions including replacement pages. Motion carried unanimously.

PERSONNEL
ACTIONS

The board approved the recommended faculty members for sabbatical leaves during the academic year 1991-1992 as indicated.

SABBATICAL
LEAVES

The board approved entering into an agreement with Glenn Gooder Associates, Inc., to provide professional services in the field of Fiscal Services and Operations for the period of February 4 through June 30, 1991, inclusive, at a rate comparable to the daily cost of salary plus personal auto allowance of the Vice Chancellor of Fiscal Services and Operations, for each day of service provided by the consultant.

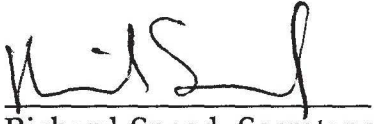
CONSULTANT
CONTRACT

Motion by Trustee Hueter, seconded by Trustee Moore, to accept the following gifts: 18 silk-screens and frames to be utilized by the Arts and Serigraphy classes, Saddleback College, donated by Susan Fortney; 500 Samsonite chairs and 42 storage dollies to be utilized at college and community events, Saddleback College, donated by Saddleback College Foundation; 95 shares of Atlantic Richfield common stock to be deposited into current interest-bearing scholarship in the name of Patricia C. Reilly to provide funds to establish an annual scholarship estimated at \$2,000, Saddleback College, donated by Edward G. Reilly; Impedence Bridge, Post Marker/Sweep Generator, Tube Checker, RF Generator, CRT Tester/Rejuvenator, Vectorscope, IM Distortion Analyzer, Harmonic Distortion Analyzer, Xerox 820 Computer with manuals, two 8" disk drives, monitor, keyboard, stand one case of disks, one Compaq monitor and one case of books to be utilized by students in the Electronics Program, Saddleback College, donated by Davis Eber-White; 6 IBM Printers to be utilized by students in the Electronics Program, Saddleback College, donated by Mission Energy Corporation.

GIFTS

The board meeting was adjourned to closed session at 10:45 p.m.

ADJOURNMENT

A handwritten signature in black ink, appearing to read "R. Sneed", written over a horizontal line.

Richard Sneed, Secretary
Board of Trustees