

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
FEBRUARY 4, 1991
IRVINE VALLEY COLLEGE

CLOSED SESSION

The Board of Trustees met in closed session from 7:30 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 Milchiker at 8:00 p.m. Trustee Connolly led the pledge of allegiance, and Trustee Gellatly offered words of inspiration.

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
*Everett Brewer, Vice President of Instruction, 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
Helen Locke
P. J. Schramel

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the agenda as presented including replacement and/or additional pages to items 29a and 29b. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Moore, seconded by Trustee Walther, to approve minutes of the January 22, 1991, meeting of the Board of Trustees. Trustee Swanson requested that the minutes be revised to reflect that the three important issues she mentioned during her report that were discussed at an Orange County Legislative Task Force meeting were also supported by the Task Force. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

APPROVAL
OF MINUTES

Trustee Hueter read out the following closed session action:

CLOSED SESSION

The Board of Trustees on January 22, 1991, voted 4 - 1 to deny the grievance filed by CSEA, dated October 31, 1990.

Chancellor Sneed introduced Dr. Robert Matthew as Acting Vice Chancellor, Fiscal Services and Operations. Motion by Trustee Hueter, seconded by Trustee Walther, to adopt the resolution commending Vice Chancellor Yoneji for his service to the District. Motion carried by roll-call vote.

RESOLUTION OF
COMMENDA-
TION

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the consent calendar. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

CONSENT
CALENDAR

Motion by Trustee Gellatly, seconded by Trustee Walther, to approve the design of the Technology/Applied Science Building, Phase II, at Saddleback College, and to ratify submittal of the Project Planning Guides to the State on February 1, 1991. Mr. Tom Blurock, of the RTA/Blurock architectural firm, conducted a slide presentation and answered questions about the project. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

TECHNOLOGY/
APPLIED
SCIENCE
BUILDING

Motion by Trustee Moore, seconded by Trustee Connolly, to approve the design for the Irvine Valley College Child Development Center and authorize completion of the working drawings and bid documents. Ms. Linda Taylor, Taylor & Associates, Architects, presented slides and answered questions. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

CHILD
DEVELOPMENT
CENTER

Motion by Trustee Swanson, seconded by Trustee Walther, to approve the design of the Gallery/Museum at Saddleback College and to ratify submittal of the Project Planning Guide to the State on February 1, 1991. Staff members who worked closely with the architect in developing the design were introduced by Vice President Brewer. Ms. Roberta Jorgenson, representing CRS Serrine Architects, showed slides depicting the project and answered questions. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

GALLERY/
MUSEUM

Motion by Trustee Moore, seconded by Trustee Connolly, to approve the design of the Fine Arts Addition at Saddleback College and to ratify submittal of the Project Planning Guide to the State on February 1, 1991. Trustee Moore requested that at the point which working drawings are authorized, the design for the Fine Arts Addition should be reviewed again by the board to make sure that the decision is still consistent with the general plan in effect at that time. The CRS Serrine representatives conducted a slide presentation and answered questions. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

FINE ARTS
ADDITION

The board approved the District Services staff development seminar, "Developing Your Professional Image as You Climb the Career Ladder," on March 15, 1991, at the Holiday Inn in Laguna Hills at a cost not to exceed \$900.

STAFF
DEVELOPMENT
SEMINAR

President Milchiker called for a short break after which she reconvened the meeting.

Motion by Trustee Moore, seconded by Trustee Hueter, to approve curriculum and policy changes in the 1991-1992 catalogs as indicated for Saddleback College and Irvine Valley College. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

CATALOG
CHANGES

in governance found that ten of the recommendations were already in effect and recommended that the board and the Chancellor discuss Recommendation 2, student trustee compensation and right to make and second motions. Motion by Trustee Walther, seconded by Trustee Gellatly, to amend the previous motion to state that the increase in compensation be retroactive to May, 1990, the beginning of the current year of service. The amended motion failed. After additional comments were heard, Trustee Gellatly moved to amend the motion to accept all the recommendations including Recommendation 2 which supports the right to make and second motions and compensation equal to that of the other board members. Trustee Walther seconded the amended motion. Following a discussion, the vote was called for and the amended motion failed. Motion by Trustee Gellatly, seconded by Trustee Hueter, to table the item until after further discussion by the board. Motion failed. Trustee Walther requested that the issue on the right of the student trustee to make and second motions be agendized for discussion in the future. After further discussion, the original motion, namely to approve that compensation be increased from \$100 to \$200 per month for one or more student trustees, passed unanimously. Student Trustee Pine abstained from voting.

The board ratified Change Order 13 to amend the contract with Golden Eagle Insurance Company for the construction of the Technology/Applied Science Building, Saddleback College, with no change to the contract amount and sixteen days extension of the contract completion date, and Change Order 1 which provides for the relocation of the rerouting of the 8" water line, Saddleback College, as described in the agenda item exhibit at a cost of \$22,890.

CHANGE
ORDERS

The board approved correction to Board Agenda Item No. 19 approved by the board on January 22, 1991, to reflect a fee equal to \$4,570 for South Coast Geologic Services, Inc. for preliminary soils investigation and report for the Child Development Center, Irvine Valley College.

CORRECTION
TO AGENDA
ITEM

The board ratified a change in South Coast Geologic Services' existing agreement to provide preconstruction soils investigation work on the proposed site of the District Athletic Facility Project by increasing its fee by \$6,000 and to provide the additional services as outlined in its proposal dated January 10, 1991, as displayed in exhibit.

GEOLOGIC
SERVICES

The board adopted the proposed policy requiring prequalification of bidders on all District public works projects with an estimated contract sum equal to or greater than \$1,000,000.

PREQUALIFICATION OF BIDDERS

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the recommendations delineated in the District Capital Outlay Projects report. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

CAPITAL OUTLAY PROJECTS

President Milchiker adjourned the regular meeting of the Board of Trustees to open the meeting of the Saddleback Community College District Facilities Corporation. After a short meeting of the Facilities Corporation, the regular meeting of the Board of Trustees was called back to order.

FACILITIES CORPORATION MEETING

The board adopted the following Resolutions: No. 91-07 certifying the signatures of the Chancellor, the Acting Vice Chancellor of Fiscal Services and Operations, and the Director of Business Services as authorized to sign notices of employment, timesheets, vendor orders for payment, revolving fund checks and warrant registers; No. 91-08 for the use of facsimile signature on Revolving Fund checks, effective February 4, 1991, due to the recent change in personnel; No. 91-09 appointing Acting Vice Chancellor, Robert Matthew, as the designated custodian and signatory for the revolving cash fund and Katie Slavin, Director, Business Services, as the designated alternate signatory for this fund and authorize the signature of same on all claims for the replenishment of this fund.

RESOLUTIONS

Motion by Trustee Moore, seconded by Trustee Hueter, to adopt Resolution 91-02 (College Work Study) to amend the 1990-1991 General Fund Restricted Budget in the amount of \$4,965 and Resolution 91-06 (Decrease Lottery Revenue) to decrease the 1990-1991 General Fund Unrestricted Budget in the amount of \$428,275 as displayed and to direct that these changes be reflected in the accounts and in the amounts displayed in the exhibit. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

BUDGET AMENDMENTS

The board approved delegation to the Chancellor or the Chancellor's designee the authority to approve tax sheltered annuity companies qualified to do business under Internal Revenue Code Section 403(b) and further implement the procedures delineated in the exhibit entitled District's Conditions and Procedures Relating to the Tax Sheltered Annuity Program.

TAX SHELTERED ANNUITIES

The board adopted Resolution 91-10 authorizing the engagement of Buchalter, Nemer, Fields, and Younger as bond counsel and Seidler-Fitzgerald Public Finance as financial consultant for the issuance of 1991 Tax and Revenue Anticipation Notes. It is further recommended that the board approve contracts with Buchalter, Nemer, Fields, and Younger and with Seidler-Fitzgerald Public Finance and that the Vice Chancellor, Fiscal Services and Operations be authorized to execute these contracts and all related documents.

BOND COUNSEL
AND
FINANCIAL
CONSULTANT
FOR TRANS

The board approved the consulting agreement with Ms. Bev Grosenbach, Professional Speaking Services, for presenting a two-session workshop for district staff on telephone etiquette on February 28, 1991, at a fee of \$300.

CONSULTING
AGREEMENT

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

TRANSFERS
OF
APPROPRIATION

The board approved purchase orders 021354 through 021645 totaling \$1,226,685.17.

PURCHASE
ORDERS

The board approved warrants 13435 through 13725 totaling \$1,623,831.23, credit card purchases paid through the revolving fund totaling \$3,153.72, and Community Education checks totaling \$64,043.71.

PAYMENT
OF
BILLS

REPORTS

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

PUBLIC
COMMENTS

Trustee Walther commended Dean Greg Bishop and his colleagues in Fine Arts for the tribute to recently deceased Professor Wynn Pearce. She reported that she had enjoyed attending Astounding Inventions at Irvine Valley College on February 2 and thanked Trustee Moore for his continued support of the event.

TRUSTEES'
REPORTS

Trustee Moore added that there were over two hundred projects displayed during the Astounding Inventions event, and commended Dean Don Rickner for his efforts in promoting and coordinating the event.

Student Trustee Pine mentioned that at the previous board meeting she had reported on the Board of Governors' proposal for a new symbol to be included on transcripts for Military Withdrawals and that it is now up to the districts to discuss its use. She announced that Saddleback College will hold a multicultural festival on March 12 and 13.

Vice President Brewer, representing President Carroll, reported that the Saddleback College Women's Studies Program was highlighted in the National Women's Studies Association newsletter. He also reported that a new computerized system has considerably expanded Channel 46 programming capabilities. Vice President Brewer indicated that Saddleback's spring semester enrollment and productivity are up and that the college has filled 7,525 more seats than the same time last spring.

PRESIDENTS'
REPORTS

President McFarlin thanked everyone for their support of Astounding Inventions. She reported that IVC has undertaken a project supported by ASIVC to send valentines to former IVC students now serving in the Persian Gulf. She also indicated that IVC's Theatrefaire for Children production of Beauty and the Beast will be held March 15 through March 23, 1991. She concluded her report by stating that as of first census the headcount at IVC is up 10% and weekly student contact hours are up 16%.

Professor Haggerty reported that the Black Students Alliance along with the Associated Student Government have several events and activities planned in celebration of African-American History Month.. He also noted that the ASG along with the Liberal Arts Division will present the monthly Humanities Hour on February 13 where Dr. Thomas Grant will speak on the topic, "An Historical Perspective on the Persian Gulf."

ACADEMIC
SENATES'
REPORTS

Professor Resnick reported that he attended an Academic Senate conference which in part dealt with how the colleges are responding to AB1725 mandates dealing with shared governance. He commended the board, and district and college administration for their leadership in this area and stated that he believes the district is among the leaders in the state in shared leadership.

Mr. Schramel reported that through the joint efforts of Classified Senate, Academic Senate and AB 1725 monies from administration several excellent computer workshops covering a variety of programs will be held. He also reported that in light of the upcoming special election on March 5 to determine whether Laguna Hills and El Toro are going to incorporate, several potential city council candidates from those areas will participate in a series of candidate forums that will be taped in the Fine Arts Television Studio.

CLASSIFIED
SENATE/
COUNCIL
REPORTS

Ms. Locke reported that the IVC Classified Council is pleased to have raised the funds to award two \$600 scholarships during the scholarship award ceremony later in the year. She added that the project of sending valentines to IVC students that were deployed to the Persian Gulf was organized by two IVC classified staff members.

Professor Walker distributed a memo to the board which asked if the District would be interested in a joint venture with the Faculty Association in developing a proposal to the CCA/CTA on a student exchange program between colleges in California and Eastern Europe. He reported that the Faculty Association has been working weekly with committees on the contract and is preparing a letter of notification to be submitted between March 1 and May 1.

FACULTY
ASSOCIATION

Dr. Sneed reported that he has received word from the State that the District may use the M/W Military Withdrawal designation if the board approves the informal policy. He stated that an item covering this topic will be brought to the board at the March meeting.

CHANCELLOR'S
REPORT

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

PERSONNEL
ACTIONS

The board meeting was adjourned at 10:40 p.m.



Richard Sneed, Secretary
Board of Trustees