

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92692

MINUTES OF THE BOARD OF TRUSTEES
February 11, 1985 - 8:15 p.m.
North Campus - Room A311

STUDY SESSION

STUDY SESSION

The Study Session of the Board of Trustees was called to order by Trustee Watts at 7:00 p.m.

Motion by Trustee Walther, seconded by Trustee McKnight, to approve the agenda as published including the addendum. Motion carried with Trustee Moore absent.

APPROVE
AGENDA

Vice Chancellor Habura led the discussion concerning Campus/College Organizational Structure in which the following individuals took part: Acting Vice Chancellor Tom Kimberling, North Campus President Ed Hart, North Campus Dean Dale Larson, North Campus Dean Anna McFarlin, South Campus President Constance Carroll, Academic Senate Presidents Al Brightbill, Marjorie Luesebrink and Kathy Hodge, North Campus Student Representative Steve Danon, South Campus Student Representative Ann Mineo, South Campus Counseling Representative Micki Mikolajczak, South Campus Classified Representative Alma Vanasse, North Campus Faculty Representatives Leslie Tung, Craig Grossman, and Frank Marmolejo and South Campus Coaches' Representative Bill Otta.

During the Study Session the following materials in addition to what was provided in advance with the agenda were provided the Board: "One College Two Campuses Versus Two Colleges--A Position Paper" by the Academic Senates and "Saddleback College South Associated Students Campus Versus College" by the South Campus Student Representative.

At 8:40 p.m. Trustee Watts called for a ten-minute recess.

RECESS

REGULAR MEETING

REGULAR
MEETING

The Regular Meeting of the Board of Trustees was called to order by Trustee Watts at 8:50 p.m. Trustee Price led the audience in the Pledge of Allegiance and Trustee Connolly gave the invocation.

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Members of the Board of Trustees

PRESENT

Mr. William Watts, President
Mrs. Shirley Gellatly, Clerk
Mr. John Connolly, Member
Prof. Eugene McKnight, Member
Mr. Robert Price, Member
Ms. Harriett Walther, Member
Mr. Stephen Schroeder, Student Member

Administrative Officers

Dr. Larry Stevens, Chancellor
Mr. David Habura, Vice Chancellor,
Educational Services
Dr. Al Grafsky, Vice Chancellor,
Fiscal Services
Mr. Tom Kimberling, Acting Vice Chancellor,
Fiscal Services/Controller
Dr. Maria Sheehan, Director, Employee
Relations and Personnel
Ms. Constance Carroll, President, South Campus
Dr. Edward Hart, President, North Campus

Faculty Association

Dr. Sharon MacMillan, President

Academic Senate

Mr. Al Brightbill, President

CSEA Representative

None

Motion by Trustee Connolly, seconded by Trustee Walther, to approve the minutes of the Regular Board Meeting of January 28, 1985, as corrected. Motion carried with Trustee Moore absent.

APPROVE
MINUTES

Mr. Price offered the following corrections to the minutes:

CORRECTIONS
TO MINUTES

On Page 2 in the last paragraph substitute the following words: "Trustee Price rose to a point of order reminding the Board of its policy prohibiting the sharing of any adversely critical material regarding staff at a public meeting."

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On Page 5 following the motion to approve Phase II of the Academic Master Plan include the following words: "Trustee Price in referring to the admissions element in the Student Support Services Area and in Maintenance and Operations under Planning and Operations stated that, in his judgment, final responsibility in these areas rested with the District indicating that in both cases two asterisks (stars) should be shown rather than one on pages 3 and 4 of the Plan."

Trustee Gellatly read into the record the following actions which took place in Closed Session on January 28, 1985:

- "1. Approved a revised salary schedule for 1984-85 for the Classified Supervisory employee classification retroactive to December 1, 1984.
2. Approved an across-the-board salary adjustment of 8.5% for all administrative, classified management and exempt employees retroactive to July 1, 1984. This action did not include the contract administrators whose remuneration is to be set by the Board in a separate action.

ACTIONS FROM
CLOSED SESSION
READ INTO
MINUTES
(SALARY
INCREASES)

Documents supporting these actions taken by the Board will be attached to these minutes as required by Code as well as forwarded to appropriate County agencies."

Chancellor Stevens introduced Dr. David Viar, Executive Director, California Community College Trustees Association, who extended greetings to the Board and stressed the importance of the work being done by lay governing boards throughout the State. He stated that CCCT is available at any time to assist the Board.

GUESTS

Trustee Walther commended Dr. Viar and CCCT for the Eighth Annual Legislative Conference held in Sacramento February 9-11. Trustees Walther and Gellatly as well as staff members Pete Espinosa, Bill Schreiber, and Lee Haggerty were in attendance.

Chancellor Stevens introduced Dr. John Moss, who, in turn, introduced Mr. Art Kayser of Computer Management Services, Inc. (CMSI). Together and by way of visual presentation Interim Report No. 3 was delivered to the Board. Following the presentation, it was announced that "hard copies" of the material presented in this progress report would be made available to the Board.

CMSI PROGRESS
REPORT

Trustee Watts asked for public comments concerning items not on the agenda. There were none.

PUBLIC COMMENTS
RE: ITEMS NOT
ON AGENDA

Trustee Gellatly requested that the following items be removed from the Consent Calendar for separate consideration: Item G, North Campus: Contract for Repair of Fire Damage; Item J, Amendment: Aldrich Computer Services (ACS) Contract; and Item Q, Consultant Agreement: Real Property Appraiser. She also requested that when an addendum to the agenda is necessary, items contained in that addendum not be made a part of the Consent Calendar.

ITEMS REMOVED
FROM CONSENT
CALENDAR

Motion by Trustee Connolly, seconded by Trustee McKnight, to approve the Consent Calendar with the removal of the items enumerated above. Motion carried with Trustee Moore absent.

APPROVE
CONSENT
CALENDAR

Attendance at the conferences and meetings shown with minimal mileage and/or actual and necessary expenses to be paid as shown on the exhibit which is made a part of these minutes was approved.

CONFERENCES
AND MEETINGS

The Board of Trustees approved the Certificated Personnel Actions listed in the exhibit on file with these minutes.

CERTIFICATED
PERSONNEL
ACTIONS

The Board of Trustees approved the Classified Personnel Actions listed in the exhibit on file with these minutes.

CLASSIFIED
PERSONNEL
ACTIONS

The Board of Trustees approved for payment the honoraria for classified staff leadership professional growth presenters as shown on the exhibits which are made a part of these minutes.

HONORARIA:
CLASSIFIED
STAFF LEADERSHIP
PROFESSIONAL
GROWTH
GENDER
EQUITY
CONSULTANT

The Board of Trustees approved a contract of \$1,437 with Mrs. Karen Wenzel as Gender Equity Consultant for Spring Semester, 1985, as shown in the exhibit which is made a part of these minutes.

GENDER
EQUITY
CONSULTANT

The Board of Trustees approved granting of student certificates of achievement to the students listed in the exhibit which is made a part of these minutes.

CERTIFICATES
OF ACHIEVEMENT

The Board of Trustees ratified a consulting agreement with Dr. Dolores MacNaughton as an independent contractor for the Assessment and Placement Study Project in an amount not to exceed \$8,400 as shown in the exhibit which is made a part of these minutes.

CONSULTING
AGREEMENT
(MACNAUGHTON)

The Board of Trustees ammended the consultant agreement with The New Theatre (TNT), John Cauble, Proprietor, as shown in the exhibit which is made a part of these minutes.

CONSULTANT
AGREEMENT
(NEW THEATRE)

<p>The Board of Trustees approved the independent contractor agreement with Rio Ostil, Riverside, for a fee of \$883.71 as shown in the exhibit which is made a part of these minutes.</p>	<p>INDEPENDENT CONTRACTOR RIO OSTIL</p>
<p>The Board of Trustees accepted the award of \$4,000 from the Foundation for Community Service Cable Television as shown in the exhibits which are made a part of these minutes.</p>	<p>ACCEPT AWARD CABLE T V FOUNDATION</p>
<p>The Board of Trustees approved the applications for a Co-Generation Energy System for Saddleback College South Campus as shown in the exhibit which is made a part of these minutes.</p>	<p>APPLICATIONS: CO-GENERATION ENERGY SYSTEM</p>
<p>The Board of Trustees approved the reissuance of an outdated warrant in the amount of \$23.48 payable to Petown for aquarium supplies.</p>	<p>REISSUE OUTDATED WARRANT</p>
<p>Purchase Orders 081132 through 081398, totaling \$139,563.32, were approved by the Board of Trustees. A copy of the list is on file with these minutes.</p>	<p>PURCHASE ORDERS</p>
<p>Warrants 103552 through 103913, totaling \$332,952.32, were approved by the Board of Trustees. A copy of the list is on file with these minutes.</p>	<p>WARRANTS</p>
<p>Motion by Trustee Gellatly, seconded by Trustee Walther, to enter into a contract with The Blurock Partnership for architectural services for reconstruction of the Maintenance Building at North Campus for a fee of ten percent of the final construction amount plus miscellaneous reproduction costs for a total cost not to exceed \$6,000 as shown in the contract which is made a part of these minutes. Motion carried with Trustee Moore absent.</p>	<p>CONTRACT MAINTENANCE BUILDING NORTH CAMPUS</p>
<p>Motion by Trustee Gellatly, seconded by Trustee Price, to approve an amendment to the contract with Aldrich Computer Services, Inc., in the amount of \$15,000 as shown in the proposal which is shown in the exhibit which is made a part of these minutes. Total revised amount is not to exceed \$50,000. Motion carried with Trustee Moore absent.</p>	<p>AMEND CONTRACT ALDRICH COMPUTER SERVICES INC.</p>
<p>Motion by Trustee Gellatly, seconded by Trustee McKnight, to authorize contracting with Richard A. Fuller for an amount not to exceed \$7,000 to appraise real property on the South Campus and to provide final reports, confer with the Board, College legal counsel</p>	<p>AUTHORIZE CONTRACT APPRAISE REAL PROPERTY</p>

and other staff as appropriate in accordance with the terms specified in the agreement which is made a part of these minutes. Motion carried with two "no" votes and Trustee Moore absent.

Old Business

Chancellor Stevens introduced Dr. Al Grafsky, who, in turn, introduced South Campus President Carroll and Facilities Planning Administrator William Shaw who delivered a progress report concerning the Facilities Masterplanning Project at South Campus.

PROGRESS
REPORT
SOUTH CAMPUS
FACILITIES
MASTERPLAN

Trustee McKnight stated that he had obtained the consent of Trustee Walther to place her name in nomination for California Community College Trustees Association Board of Directors.

CCCT
NOMINATION

Motion by Trustee McKnight, seconded by Trustee Gellatly, to nominate Harriett S. Walther for CCCT Board of Directors.

Motion by Trustee Price, seconded by Trustee Connolly, that the nominations be closed and a unanimous ballot cast for Trustee Walther.

Student Trustee Schroeder stated his support of this nomination and the motion was carried with Trustee Moore absent.

New Business

Motion by Trustee Gellatly, seconded by Trustee McKnight, to adopt Resolution 85-5, North Campus Budget Amendment, as shown in the exhibit which is made a part of these minutes. The motion carried with the following roll call vote:

RESOLUTION
85-5 NORTH
CAMPUS BUDGET
AMENDMENT
ADOPTED

AYES: Trustee Connolly, Gellatly, McKnight,
Price, Walther, Watts

NOES: None

ABSENT: Trustee Moore

ABSTENTIONS None

Information and Reports

Both Campus Presidents submitted for inclusion in the agenda distributed in advance of this meeting a written

CAMPUS
PRESIDENTS'
REPORTS

report. In addition, President Carroll highly recommended the South Campus Production of "Jesus Christ Superstar" to the Board and members of the audience.

Mr. Brightbill reminded the Board that at its last meeting praise was given for generation of average daily attendance (ADA). He expressed disappointment that credit was not given to the faculty, without whose integrity and professionalism ADA generation would not be possible at all.

ACADEMIC
SENATE

Since representatives of the Faculty Association and the California School Employees Association were not present at this point in the meeting, there were no reports.

FACULTY
ASSOCIATION/
CSEA

Chancellor Stevens introduced Dr. Ronald Steinke, Acting District Director, Educational Services, who gave a report concerning the latest efforts of the California Postsecondary Commission (CPEC) to regulate the transfer function.

CHANCELLOR'S
REPORT
CPEC TRANSFER

Dr. Steinke noted that a full report would be transmitted to the Board during the coming week.

Special Assistant to the Chancellor, Pete Espinosa, gave a brief legislative report and noted that a more detailed report would be available soon.

LEGISLATIVE
REPORT

Trustee Walther reminded the Board that at its January Retreat a discussion took place about developing a resolution stating the Board's position on avoiding, to the extent possible, making any cuts in programs.

RESOLUTION
REQUESTED

Trustee Walther also reiterated her request that the Board issue a press release or hold a press conference responding to false allegations being made against the District.

ACTION AGAINST
FALSE ALLE-
GATIONS
REQUESTED

Trustee Price suggested that a positive report be furnished members of the press stating that everything that has been done has been with the guidance of legal counsel.

Correspondence

CORRESPONDENCE

Student Trustee Schroeder reported on the success of the Saddleback College Forensics Team during the recent Governor's Cup competition. His group placed second, fifth and sixth in the Novice Division and took second place in overall sweepstakes competition. Craig Grossman was named Coach of the Year.

FORENSICS
COMPETITION

Trustee Gellatly reported on her attendance at the previously-mentioned CCCT Legislative Conference in Sacramento.

CCCT LEGISLATIVE
CONFERENCE

Trustee Connolly expressed concern about the numbers of students who do not complete their college work and stated he felt it was incumbent upon the College to ascertain the reasons for these incompletions.

INCOMPLETES

Trustee Walther commended the efforts of Bill Schrieber, Peter Espinosa and Lee Haggerty for arrangements and contacts they made during the CCCT Legislative Conference in Sacramento.

COMMENDATION TO
STAFF

Trustee Price asked if the District would be participating in the Phi Delta Kappa-sponsored Education Faire May 3-5 and was assured the District would be taking part.

EDUCATION
FAIRE

Trustee Price reiterated Mr. Connolly's comments about students who do not complete their work.

Trustee Price requested that the administrative staff develop recommendations about Part IV of the Academic Master Plan. He said he did not wish to work on this phase without such recommendations. He also said he would maintain an open mind on the college or campus issue but that he had many many questions about it.

RECOMMENDATIONS
PART IV
ACADEMIC MASTER
PLAN

Trustee Watts called to attention of those present the levels of State funding that are anticipated for Saddleback College and urged that all possible be done to maintain a positive image in anticipation of receipt of that funding.

STATE FUNDING

Trustee Watts stated that at a future time he would like to explore with the Board a pilot that would allow dollars to reward a project that would seek to retain students in their classes. Perhaps an incentive program to help instructors keep students in classes would be a possibility.

INCENTIVE
PROGRAM FOR
STUDENT
RETENTION

Trustee Gellatly mentioned that Jerry Rudmann of North Campus has recently completed his doctorate in the field of retention and that he would be sharing his study with the Board.

Mr. Brightbill stated that when the discussion of drop-outs comes up with his colleagues at the California State University level, he reminds them that the

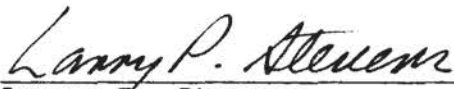
problem is not exclusive to high schools or community colleges and suggests they look at their own attrition rates.

Trustee Watts thanked those people who were in attendance and adjourned the meeting to Closed Session at 10:50 p.m.

ADJOURN
TO CLOSED
SESSION

The next regular meeting of the Board of Trustees will be held on February 25, 1985, at 7:30 p.m. at South Campus.

NEXT
MEETING



Larry P. Stevens
Secretary to the Board of Trustees

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