

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
March 13, 1989
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 Swanson at 7:35 p.m. President Swanson led the pledge of allegiance, and Trustee Milchiker offered an invocation.

CALLED TO
ORDER

Members of the Board of Trustees

Iris Swanson, President
Marcia Milchiker, Vice President
Shirley Gellatly, Clerk (Left meeting early.)
John Connolly, Member
Joan Hueter, Member
Robert Moore, Member
Harriett Walther, Member
John Hellriegel, Student Member

PRESENT

Administrative Officers

Richard Sneed, Chancellor
Neil Yoneji, Vice Chancellor, Fiscal Services
Anna McFarlin, Vice Chancellor, Administrative Services
Maria Sheehan, Vice Chancellor, Employee Relations and
Personnel
Constance Carroll, President, Saddleback College
Ronald Kong, President, Irvine Valley College

Faculty Association

Carl Christensen

Intercollege Academic Senate

Thomas Evans

California School Employees Association

Matt Suarez

Classified Senate/Council

Robert Dickerson

Motion by Trustee Walther, seconded by Trustee Gellatly, to approve the agenda as presented. Motion

APPROVAL
OF AGENDA

carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

APPROVAL
OF MINUTES

Motion by Trustee Walther, seconded by Trustee Hueter, to approve minutes of the February 27, 1989 board of trustees meeting. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

There were no actions from closed session.

CLOSED SESSION

Dean Bullock introduced Professor Etta Stecker, who is hearing impaired and teaches sign language at Saddleback College. Professor Stecker signed an invitation to trustees and Chancellor Sneed to attend the Quiet Zone Theatre performances scheduled for March 15 and 16.

INTRODUCTIONS

Vice Chancellor Yoneji explained components of the District Capital Outlay Project plan and recommendations for reallocation of project funds, particularly those associated with the district Certificates of Participation Program. Motion by Trustee Moore, seconded by Trustee Hueter, to approve recommendations delineated in Exhibit B of the project report. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

DISTRICT
CAPITAL OUTLAY
PROJECTS

President Swanson adjourned the Saddleback Community College District Board of Trustees' meeting and convened the Saddleback Community College District Facilities Corporation meeting.

ADJOURNMENT

At the Saddleback Community College District Facilities Corporation meeting, the Directors approved the proposal of the Saddleback Community College District to reallocate Certificates of Participation component support levels as displayed in the exhibit, and approved that notice of this action be conveyed to the Trustee for the Certificates of Participation.

FACILITIES
CORPORATION

The Saddleback Community College District Facilities Corporation meeting was adjourned and the Saddleback Community College District Board of Trustees meeting was reconvened.

MEETING
RECONVENED

Based on the Parking Program Status Report, the operations percentage parking revenue for 1989-1990 budget development is established at 72.5% for Saddleback College and 27.5% at Irvine Valley College. Trustees stated that it is the intent of the board to not raise parking fees. In answer to a request from Trustee Moore, Dr. Sneed stated that parking fees are

PARKING PROGRAM

split 50% for capital outlay and 50% for operations. He stated that the direction received in August of 1986 was to monitor the experience, both on revenue and expenditures, and the maintenance of existing and future parking lots, so those costs could be estimated and then develop a plan relative to that ratio and utilization. Vice Chancellor Yoneji stated he would have that report by June.

Consent Calendar

Agenda items 8-b, 11, 12, and 19 were removed from the consent calendar for separate discussion. Motion by Trustee Moore, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

CONSENT
CALENDAR

Margaret Chidester, Parker and Covert, answered questions on revisions to Board Policy, Section 4000, Personnel, and stated that Classified Leadership was addressed in section 4077.1. The board reviewed through BP 4102 with remaining sections to be returned to the next meeting.

BOARD POLICY

A break was called by President Swanson at 9:05 p.m.

BREAK

REPORTS

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

PUBLIC
COMMENTS

Trustee Milchiker reported on the California Association of Community Colleges Commission on Legislation and Finance meeting including legislation from the State Chancellor, the 1989-1990 budget for community colleges, "California Faces...California's Future," and budget issues. Trustee Milchiker distributed a written report.

TRUSTEES'
REPORTS

Trustee Walther stated that the Orange County School Boards Association meeting is scheduled for April 5 with Peter Mehas, Assistant to the Governor for Education, speaking on implementation of Proposition 98. Trustee Walther reported on California Community College Trustees and the new slate of officers.

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

PRESIDENTS'
REPORTS

President Carroll reported that the current head count for mid-semester classes at Saddleback College as of March 13 was 2,223. President Carroll reported on the

St. Patrick's Day Parade and Trustee Connolly's participation, and reminded the board of the Swallows' Day Parade on March 18.

President Kong reported that Irvine Valley College received notification of Title III eligibility and will be applying for funds. President Kong reported on Noelia Vela's presentation at the general session of the California Community Colleges Chief Student Services Administrators Conference. President Kong also reported that March 9 was Transfer Day and over 30 colleges were represented.

There was no report from the Intercollege Academic Senate.

INTERCOLLEGE
ACADEMIC SENATE

Professor Allen reported on the Saddleback College Winter Concert, and the Board of Governors meeting. Professor Allen also reported that the Academic Senate was preparing for the Statewide Academic Senate meeting next month.

SC ACADEMIC
SENATE

There was no report from the Irvine Valley College Academic Senate.

IVC ACADEMIC
SENATE

There was no report from the California School Employees Association.

CSEA

Professor Christensen reported that unfair labor practice hearings were slated for later this month.

FACULTY
ASSOCIATION

There was no report from the Classified Senate/Council.

CLASSIFIED

Dr. Sneed reported on the recent meeting with the five local unified school districts where each district presented growth plans.

CHANCELLOR'S
REPORT

At 9:30 p.m. President Swanson recessed the meeting to closed session. The meeting was reconvened at 9:55 p.m.

CLOSED SESSION

The Saddleback Community College District 1989-1990 Comprehensive Plan was presented to the board at the February 27 meeting for review and study. The plan is designed to coordinate comprehensive planning with budget development and represents a process that is based on board standards, assumptions, and goals. Dr. Sneed stated he had distributed a memorandum from President Kong on a recommendation for an independent Admissions and Records office at Irvine Valley College, and a memorandum from Keith Calkins on funding athletics at Irvine Valley College. Trustee Gellatly

COMPREHENSIVE
PLAN

expressed concern stating that dollar amounts should be included in the plan prior to approval. Professor Hewitt stated that the IVC Academic Senate supports an athletics program and an independent Admission and Records function at IVC, but has concerns about future investments of unsure dollars in identifying new programs. Professor Allen stated that the SC Academic Senate also supports those functions, but the manner in which the funding augmentation is taking place raised questions. Motion by Trustee Moore, seconded by Trustee Hueter, to accept a) the Comprehensive Plan as a basis for planning with the adopted budget allocation system, and b) reduction of the unallocated reserve for the purposes indicated on pages 1-4 of Exhibit A. Motion carried with a negative vote from Trustee Gellatly. Student Trustee Hellriegel cast an affirmative advisory vote.

Dr. Sneed stated the allocation system, analysis, and update relative to the Comprehensive Plan will be the subject of a Budget Workshop on Monday, April 10, from 4:15 p.m. to 6:15 p.m.

BUDGET WORKSHOP

Trustees Gellatly and Moore left the meeting.

TRUSTEES DEPART

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the chancellor's recommendation that the colleges and district staff review recommendations of the Maintenance and Operations Committee Report, and return to the April 24 Board of Trustees' meeting with multiyear plans as part of the budget process. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

MAINTENANCE
AND OPERATIONS
REPORT

The board approved a grant application, Development of an International Trade Model Curriculum, Saddleback College, which will provide leadership in development of a curriculum guide for an international trade model curriculum, and a compendium of present and future jobs in international trade.

GRANT
APPLICATIONS

Motion by Trustee Milchiker, seconded by Trustee Connolly, to approve a grant application, Professional Development and Program Improvement California Community College Business Office and Marketing, Irvine Valley College, which will expand in-service education and program improvement services for community college business education faculty throughout California. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

The board approved a grant application, Statewide Community College Instructional and Administrative Telecommunications Model Network, Irvine Valley College, which will continue development and expansion of a model telecommunications network that will serve both as an instructional tool and an administrative support system.

The board approved a grant application, Computer Integrated Manufacturing, which will provide equipment and support for the initial integration of the component establishing a comprehensive Computer Integrated Manufacturing Technology at Irvine Valley College while adding planning, finance, production control, and inventory.

The board approved acceptance of award of funds from the California Community Colleges Real Estate Education Endowment fund in support of the Real Estate Education Internship Program, and to direct that funds in the amount of \$14,140 be allocated within the fiscal year 1989-1990 General Fund Restricted Budget in the account and amounts displayed.

REAL ESTATE
EDUCATION
ENDOWMENT FUND

The board approved an amended contract with Dr. Carolyn Taylor for expenses budgeted and funded by the State Chancellor's Office through the Professional Development Project, Irvine Valley College, which will provide statewide telecommunication training.

CONTRACT

Motion by Trustee Milchiker, seconded by Trustee Connolly, to approve acceptance of the loan of college computers, printers, software, local area networks cards and cabling from AST Research, Inc., and to provide consulting services for utilization in the Statewide Telecommunications grant. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

AST RESEARCH
LOAN OF
EQUIPMENT

Motion by Trustee Milchiker, seconded by Trustee Walther, to approve changes in Irvine Valley College's 1989-1990 catalog, and authorize publication of this document. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

IVC'S CATALOG

The board approved a consulting agreement with Joan S. Bissell in the amount of \$500 for professional services associated with the Career-Vocational Education Joint Articulation Program, Phase II.

CONSULTANT

The board approved granting of certificates to the listed students.

CERTIFICATES

The board accepted completion of the project entitled "Replace Heating, Ventilation and Air Conditioning Units in Math/Science Building, Rooms 248 through 257, Saddleback College," and authorized filing of a Notice of Completion with the County of Orange.

NOTICE OF
COMPLETION

The board adopted the resolution and directed publication of the Notice of Intention to Adopt Negative Declaration for the Physical Education Facility (Gymnasium), Irvine Valley College.

PHYSICAL
EDUCATION
FACILITY

The board ratified Change Order No. 1 to amend the contract with Construction Incorporated of Texas for construction of the Technology and Applied Science Building, Saddleback College, by increasing the contract amount from \$4,300,000 to \$4,300,995.

CONTRACT
AMENDMENT

Motion by Trustee Walther, seconded by Trustee Hueter, to accept the final Report of Environmental Monitoring and Services, Incorporated, and ratify staff corrective actions as delineated in the exhibit. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

ENVIRONMENTAL
MONITORING AND
SERVICES

Motion by Trustee Milchiker, seconded by Trustee Walther, to ratify a contract with Evaluation and Training Institute of Los Angeles to provide plans in connection with Regulation XV at a cost of \$8000, and to provide training for designated transportation coordinators at a cost of \$300 per staff member. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

REGULATION XV

The board approved the transfer of funds from the Contingency Reserve account to the operating units to reflect increased cost of salary and fringe benefits resulting from the Classified Leadership salary adjustment approved by the board on January 17, 1989.

TRANSFERS
OF
APPROPRIATIONS

The board adopted the resolution amending the 1988-1989 General Fund Unrestricted Budget in the amount of \$7,035.08 which is actual proceeds for disposal of surplus property.

BUDGET
AMENDMENTS

The board adopted the resolution to amend the 1988-1989 Adopted Budget in the amount of \$72,477 in order to properly account for anticipated revenues and expenditure of Parking Revenues.

The board approved warrants 138974 through 139553

WARRANTS

totaling \$701,536.90 and credit card purchases totaling \$1,660.94.

The board approved purchase orders 7283 through 7593 totaling \$240,494.46.

PURCHASE
ORDERS

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

TRAVEL REQUESTS

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


PERSONNEL
ACTIONS

Motion by Trustee Walther, seconded by Trustee Hueter, to accept by the board of trustees on behalf of Saddleback College and Irvine Valley College the listed gifts. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

GIFTS

At 11:35 p.m. President Swanson adjourned the meeting to closed session.

ADJOURNMENT


Richard Sneed, Secretary
Board of Trustees

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