

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
APRIL 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. Trustee Gellatly led the pledge of allegiance, and Trustee Walther 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

Robert Matthew, Acting Vice Chancellor, Fiscal Services
William Kelly, Vice Chancellor, Administrative Services
Robert Lombardi, Acting Vice Chancellor, Employee Relations and Personnel
Constance Carroll, President, Saddleback College
Ann McCarlin, President, Irvine Valley College

Absent

Richard Sneed, Chancellor

Faculty Association

Lee Walker

Academic Senate

Lee Haggerty
Gary Rebsick

California School Employees Association

No representation

Classified Senate/Council

Helen Locke

Penny Lewis

Motion by Trustee Moore, seconded by Trustee Swanson, to approve the agenda as presented including replacement and/or additional pages to items 35a and 35b. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Moore, seconded by Trustee Hueter, to approve minutes of the April 8, 1991, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

APPROVAL
OF MINUTES

There were no actions from closed session.

CLOSED SESSION

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

CONSENT
CALENDAR

The recipients of the 1991 Outstanding Service Awards were introduced and resolutions of commendation were read and presented. Motion by Trustee Hueter, seconded by Trustee Moore, to adopt the resolution commending Mary Cribb, Personnel Assistant, Employee Relations and Personnel, as recipient of the District award. Motion carried by a roll call vote. Motion by Trustee Hueter, seconded by Trustee Moore, to adopt the resolution commending Rod Fitz, Building Maintenance Worker, Operations and Support Services, as recipient of the Saddleback College award. Motion carried by a roll call vote. Motion by Trustee Moore, seconded by Trustee Hueter, to adopt the resolution commending Susan Sweet, Administrative Secretary II, Guidance and Counseling, as the recipient of the Irvine Valley College award. Motion carried by a roll call vote.

SERVICE
AWARDS

Motion by Trustee Gellatly, seconded by Trustee Hueter, to approve the board's response to CCLC's organization discussion draft and authorize representatives to finalize the draft for transmittal to Dr. David Viar, Executive Director of the Community College League of California. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

RESPONSE TO
CCLC
ORGANIZATION
DRAFT

President Milchiker declared that the public hearing be opened for comments on the initial proposal from Saddleback Community College District to the Saddleback Community College District Faculty Association. There were no public comments. President Milchiker closed the public hearing.

SCCD INITIAL
PROPOSAL -
PUBLIC HEARING

Motion by Trustee Walther, seconded by Trustee Moore, to accept the initial proposal from the Saddleback Community College District California School Employees Association to Saddleback Community College District for the purpose of making it a public document. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

CSEA INITIAL
CONTRACT
PROPOSAL

The board approved the acceptance of Irvine Valley College's annual accreditation report to the Western Association of Schools and Junior Colleges.

ACCREDITATION
REPORT

The board approved Irvine Valley College's Community Education program, presenters and compensation for the 1991 summer session.

COMMUNITY
EDUCATION
PROGRAM

The board approved Educational Services Agreements for Irvine Valley College with Irvine Unified School District in the amount of \$6,040 for teaching math classes at Irvine High School, and with the Orange County Sheriff's Department to provide Advanced Officer Training and Police Officer Standards and Training (P.O.S.T.) certified courses to law enforcement agency personnel and unaffiliated members of the community.

EDUCATIONAL
SERVICES
AGREEMENT

The board approved the hiring of Mary Auvil as Consultant in the preparation of Irvine Valley College's final report of the Demonstration Programs in Business and Marketing Education Project in the amount of \$500.

CONSULTANT
AGREEMENT

The board approved the expenditure for food for Irvine Valley College's Cultural Arts and Educational event as presented.

EVENT
EXPENDITURE

<p>The board approved the compensation for Saddleback College's commencement musicians, Saddleback Concert Chorale, in the amount of \$2,500, and for the commencement sound technician, Walter Orth, in the amount of \$750.</p>	<p>COMMENCEMENT EXPENDITURE</p>
<p>The board approved Saddleback College's additional and revised instructional fees for 1991-1992.</p>	<p>REVISED FEES</p>
<p>The board approved the honoraria for payment to the Saddleback Company Theatre Artists and Craftspersons to produce summer theatre.</p>	<p>HONORARIA</p>
<p>The board approved the granting of certificates of achievement to the students identified by Saddleback College.</p>	<p>STUDENT CERTIFICATES</p>
<p>The board approved the presenters and accompanying compensation for the Saddleback College Summer Music Conservatory sponsored by Saddleback College Community Education and the Division of Fine Arts and Communications.</p>	<p>MUSIC CONSERVATORY</p>
<p>The board approved the Saddleback College Community Education presenters and accompanying compensation for the motorcycle rider safety program.</p>	<p>PRESENTERS COMPENSATION</p>
<p>Motion by Trustee Hueter, seconded by Trustee Connolly, to approve Saddleback College's request to increase the Associated Student Body card fee from \$5 to \$8 per semester commencing with the fall semester 1991. President Carroll briefly reviewed the item for the board. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.</p>	<p>ASSOCIATED STUDENT BODY CARD FEE</p>
<p>Motion by Trustee Moore, seconded by Trustee Hueter, to approve the revised fee structure for transcripts and verifications at Saddleback College and Irvine Valley College, to become effective July 1, 1991. Student Trustee Pine requested that the board table the item until concern expressed by some students had been addressed. President Carroll and administrators from both campuses stated that they were not aware of any student concern and that both student governments had supported the item. Student Trustee Pine and a representative from Irvine Valley College's student government indicated that the concern is that the issue of charging a fee for verifications was not officially voted on by the student governments and that they were not actually aware of that issue. Following a discussion, the motion carried with Trustee Gellatly casting a negative vote. Student Trustee Pine abstained.</p>	<p>TRANSCRIPT/ VERIFICATION FEES</p>

Motion by Trustee Connolly, seconded by Trustee Moore, to approve the revised non-resident tuition refund schedule to be consistent with the enrollment fee refund policy, i.e. all students will have the first two weeks of each term to request refunds of the enrollment fee or non-resident tuition. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

NON-RESIDENT
FEE REFUNDS

The board approved the Saddleback College Administrative Team planning retreat on May 8, 1991, at the Wind and Sea Restaurant at a charge of \$65.

ADMINISTRATIVE
RETREAT

Motion by Trustee Gellatly, seconded by Trustee Connolly, to approve the Agreement between the Saddleback College Foundation, the Mission Viejo Merchants Association, and the Saddleback Community College District and to authorize staff to implement arrangements for the September 28, 1991, fundraising event at the Mission Viejo Mall. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.

MERCHANTS
ASSOCIATION
AGREEMENT

The board approved Saddleback Community College District's portion of expenses incurred by Dr. Lazar Vlasceanu, Secretary of State for the Department of Education, Ministry of Education and Science of Romania, in an amount not to exceed \$900.

GUEST
LECTURER

Motion by Trustee Moore, seconded by Trustee Swanson, to approve increasing the scope of the District 1990 Athletic Facility Project to \$2.1 million and increase the fixed fee for services to \$130,000, which represents 6.2% of the project budget. Vice Chancellor Kelly introduced the project committee, followed by a slide presentation by the architect, Mr. Jan Hansen. Motion carried with Trustee Gellatly casting a negative vote. Student Trustee Pine cast an affirmative advisory vote.

ATHLETIC
FACILITY

The board approved entering into a consulting agreement with BSI Consultants, Inc., to develop construction documents, provide construction engineering and construction inspection for those sections of roadways identified at Saddleback College and Irvine Valley College for a total fee not to exceed \$16,030.

PAVEMENT
REPAIR

<p>The board approved the following bid awards: Bid 858 for moving all equipment and supplies to the new Technology and Applied Science Building to Special Systems Delivery for \$4,235 and Gordon Moving and Storage for \$13,237, for a total of \$17,472; and Bid 124 to Diversified Mailing, Inc., for the mailing of class schedules for Irvine Valley College and Saddleback College for the academic year of 1991-1992 in the amount of \$10.55 per thousand.</p>	<p>AWARD OF BIDS</p>
<p>The board approved the continuation of the lease for software at Irvine Valley College with IBM Higher Education Software Consortium for \$50,000 for the period covering January 1, 1991, through December 31, 1991.</p>	<p>SOFTWARE LEASE</p>
<p>The board approved the continuation of the existing contract between the Saddleback Community College District and Campus Services, Inc, for bookstore services at Saddleback College through June 30, 1992.</p>	<p>BOOKSTORE SERVICES</p>
<p>The board approved adopting the following resolutions: No 91-28, Disabled Students Program and Services - High Tech Center, to amend the 1990-1991 General Fund Restricted Budget in the amount of \$13,458; and No. 91-29, Acceptance of Award/Telecommunications Model Network - Phase IV, to amend the 1990-1991 General Fund Restricted Budget in the amount of \$90,000.</p>	<p>BUDGET AMENDMENTS</p>
<p>Motion by Trustee Walther, seconded by Trustee Hueter, to approve the Chancellor's recommendations that the district assessment rate remain at 12.66 percent, and the implementation of a three-year augmentation for Saddleback College on the basis that productivity goals beginning with fall 1991 be established at the college. Motion carried by a roll call vote with Trustee Gellatly casting a negative vote and Trustee Swanson casting a negative vote on part of the motion, item 9 of Exhibit A.</p>	<p>1991-1992 BUDGET ALLOCATION SYSTEM</p>
<p>Motion by Trustee Moore, seconded by Trustee Walther, to accept the quarterly financial status report for review and study. Motion carried unanimously. Student Trustee Pine cast an affirmative advisory vote.</p>	<p>QUARTERLY STATUS REPORT</p>
<p>The board approved the trustees' requests for travel and/or mileage as indicated.</p>	<p>TRAVEL</p>

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

TRANSFERS OF
APPROPRIATION

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

PUBLIC
COMMENTS

Trustee Swanson reported on the Orange County Legislative Task Force meeting and indicated that SCCD will be responsible for coordinating visits to Senator Frank Hill, Assemblyman Gil Ferguson and Assemblyman Robert Frazee.

TRUSTEES
REPORTS

Trustee Walther reported that she presented certificates at the AACJC conference to Chancellor Sneed and President Carroll for their participation in the National Issues Forum. She noted that one interesting session at the conference dealt with community groups interviewing potential trustees and ultimately endorsing candidates.

Student Trustee Pine reported that she attended the League meeting in Sacramento, and noted that a student who attended the Council of Orgs meeting informed her that there is a proposal to double student enrollment fees.

President Carroll reported on her recent attendance at the annual AACJC conference and the Black Association of California Community Colleges conference. She said she learned that community colleges nationwide are struggling with budgets problems, many with far greater budget problems than California.

PRESIDENTS'
REPORTS

President McFarlin reported that IVC's 1990-1991 catalog received a PRO award and the fall 1990 catalog received a merit award at the recent CCLC Annual Public Relations Conference. She distributed flyers announcing Irvine Valley College's Cinco de Mayo celebration and production of "Our Town."

Professor Haggerty reported that the Legislative Task Force breakfast at Rancho Santiago has been scheduled on June 21 and the focus will be to honor the foundations, chambers of commerce and community business leaders. He also reported that he will inform the board of new Senate officers for the upcoming school year at the May 13 board meeting.

ACADEMIC
SENATES'
REPORTS

Professor Resnick reported that the AB 1725 full-time hiring policy will be discussed at the next Academic Senate meeting. He stated that he believes it will pass at the Academic Senate level and then come to the board for approval.

Professor Walker reported that he is pleased with the process for negotiations that has occurred and hopes that negotiations will commence soon. He stated that there is continued faculty concern over having an attorney present at the negotiating table and requested that the attorney not sit at the table.

FACULTY
ASSOCIATION
REPORT

Ms. Locke stated that in listening to reports at the board meetings on representation of various groups at the state level, she is reminded that the classified staff has no such representation. Ms. Locke commended Trustee Swanson and Ms. Laura U'Ren for their efforts to gain recognition for classified staff at the state level.

CLASSIFIED
SENATE/COUNC
REPORTS

Ms. Lewis stated that she had no report but concurred with Ms. Locke's statement.

The board approved purchase orders 23145 through 23420 totaling \$187,010.68.

PURCHASE
ORDERS

The board approved checks 15748 through 16113 totaling \$731,833.20; credit card purchases totaling \$3,611.85; IVC Community Education checks 1657 through 1714 totaling \$26,339.39; and SC Community Education checks 1283 through 1305 totaling \$21,904.41.

PAYMENT
OF
BILLS

Motion by Trustee Gellatly, seconded by Trustee Hueter, to approve the submitted academic and classified personnel actions including replacement pages. Vice Chancellor Lombardi requested deletion of the Leave of Absence item in Exhibit A Replacement Page of Item 35a. Motion by Trustee Moore, seconded by Trustee Hueter, to approve the personnel actions including replacement pages as amended. Motion carried unanimously.

PERSONNEL
ITEMS

The board approved Edwin Bush, Vice Chancellor, Human Resources, North Orange Community College District, and Patricia Mollica, Dean, Personnel Services, Pasadena City College, or alternates, to serve on the Search Committee for the position of Vice Chancellor, Human Resources, and to receive daily rate pay and reimbursement for actual and necessary expenses.

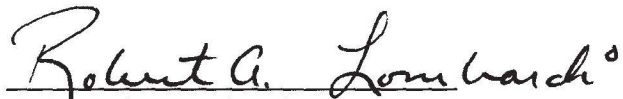
SEARCH
COMMITTEE

Motion by Trustee Hueter, seconded by Trustee Moore, to accept the following gift: one Varityper 5810 Comp/Edit to be used for typesetting instructional purposes in the Graphic Communications Program, Saddleback College, donated by Mr. Gene Mallard. Motion carried unanimously.

GIFTS

The board meeting was adjourned at 9:30 p.m.

ADJOURNMENT



Robert A. Lombardi
Acting Secretary, Board of Trustees