

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
APRIL 24, 1989
SADDLEBACK COLLEGE, LIBRARY 105

CONTINUATION MEETING

A Special Closed Session was held by the board of trustees on April 21, 1989 to discuss personnel, and was continued to the April 24, 1989, regular board of trustees meeting. Trustee Walther was absent for the April 21 portion of the meeting.

CONTINUATION
MEETING

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. Trustee Moore was absent for this portion of the meeting.

CLOSED
SESSION

REGULAR MEETING

The open session of the continuation meeting of the board of trustees was called to order by President Swanson at 7:40 p.m. Trustee Connolly led the pledge of allegiance, and Trustee Swanson offered a few words of inspiration.

PRESENT

Members of the Board of Trustees

Iris Swanson, President
Marcia Milchiker, Vice President
Shirley Gellatly, Clerk
John Connolly, Member
Joan Hueter, Member
Harriett Walther, Member
John Hellriegel, Student Member

Absent for This Portion of Meeting

Robert Moore, Member

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
Ronald Kong, President, Irvine Valley College
Everett Brewer, Vice President, Instruction

Faculty Association

No representation.

Intercollege Academic Senate

Thomas Evans

California School Employees Association
Matt Suarez

Classified Senate/Council
Patsy Emmert

Motion by Trustee Hueter, seconded by Trustee Walther, to approve the agenda as presented including replacement pages for items 3, 4, 25-a, and 25-b. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Hueter, seconded by Trustee Walther, to approve minutes of the April 10, 1989 board of trustees meeting. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

APPROVAL
OF MINUTES

Clerk Gellatly read the following action taken at closed session:

EMPLOYMENT
AGREEMENT

Saddleback Community College District amendment to employment agreement for Chancellor Sneed. The district agrees to extend the Chancellor's contract until June 30, 1992. The base salary of the Chancellor shall be adjusted by the application of the annual COLA percentage as established in the state budget for California community colleges.

Student Trustee Hellriegel introduced Lisa Lopez, 1989-1990 student trustee.

INTRODUCTION

Dr. Sneed introduced Charles Blek, president, Saddleback College Foundation, and John McIntyre, director of the foundation. Charles Blek updated the board on the stadium fund-raising objective of the Saddleback College Foundation and the desire to solicit contributions toward construction of a stadium at Saddleback College. A formal proposal will be presented at the May 15, 1989, board meeting.

SC FOUNDATION
FUND-RAISING

Consent Calendar

Agenda item 4 was removed from the consent calendar for separate discussion. Motion by Trustee Walther, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

CONSENT
CALENDAR

The board approved application for the continuation of High Technology for the Disabled Establishment Grant, Irvine Valley College and Saddleback College, which

GRANT
APPLICATIONS

will continue specialized services and adaptive equipment for disabled students who need computers in academic or vocational training.

The board approved application for the Pediatric Nursing Instructor In-Service Training grant, Saddleback College, which will permit the lead instructor in this area to update skills.

The board approved application for Saddleback College's Changing Technology and Workplace Skills In-Service Training grant which will provide in-service training opportunities for four business instructors in desktop publishing, computer-compatible input, new marketing methods for entrepreneurship, and new marketing and management techniques for internationally involved companies.

The board approved acceptance of the award and budget amendment for the International Trade Model Curriculum grant which will provide leadership in the development of a curriculum guide for an international trade model curriculum and a compendium of present and future jobs in international trade.

ACCEPTANCE
OF GRANTS

Motion by Trustee Walther, seconded by Trustee Gellatly, to accept award of funds in support of the Peer Evaluation Pilot, An Analysis of Classroom Effectiveness grant, which will improve teaching effectiveness of faculty by involving them in a peer evaluation process, and to adopt the resolution amending the 1989-1990 General Fund Restricted budget in the amount of \$19,750. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

The board approved rescheduling the June 12 board of trustees meeting to June 5, 1989.

BOARD MEETING
RESCHEDULED

The board approved the board retreat planned for May 5-6, 1989.

BOARD RETREAT

Motion by Trustee Hueter, seconded by Trustee Gellatly, to accept for review and study Board Policy 4016, Drug-Free Workplace. Trustees suggested the policy be condensed and detail included in the Administrative Regulations. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

BOARD POLICIES

Motion by Trustee Hueter, seconded by Trustee Walther, to approve Board Policy 4054, Political Activities, and Board Policy 4113, Parental Leave for Administrators

and Classified Leadership Personnel. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

The trustees discussed Board Policies; the Introduction, 5000s, and 6000s. Trustee Walther stated that wording in BP 12 of the Introduction, Philosophy, and BP 16, Mission Statement, is too limited and suggested statements that will be considered when revising these sections of the board policies. The board discussed course audits relative to BP 5610, Enrollment in Courses. Review will begin with BP 5601.1 at the May 15, 1989, meeting.

Reports

Professor Peter Espinosa, speaking on behalf of the Student Alliance for Survival, asked that the board act upon the organization's request that the district boycott General Electric products. Chancellor Sneed outlined district efforts in studying the issue since it was brought to the board's attention in February. Dr. Sneed distributed a written statement which, after listing a series of considerations, recommended against action by the board.

G.E. PRODUCTS

Motion by Trustee Gellatly, seconded by Trustee Walther, to place the G.E. boycott on the agenda. Motion failed with yes votes from Trustees Milchiker, Walther, and Gellatly. Student Trustee Hellriegel cast an affirmative advisory vote.

G.E. BOYCOTT

Trustee Connolly left the meeting.

TRUSTEE DEPARTS

Trustee Milchiker praised the staff of the Saddleback College library, and reported on the Saddleback College Science Fair.

TRUSTEES'
REPORTS

Trustee Walther reported on her recent visit to the San Jacinto College South, Houston, Texas, and the college's telephone registration system. Trustee Walther commented about Board Policy 4000, and noted that the employment process should assure confidentiality as required.

Student Trustee Hellriegel invited trustees to Gaucho Day on May 3 at Saddleback College.

Vice President Brewer announced Assemblyman John Vasconcellos as Saddleback College commencement speaker.

PRESIDENTS'
REPORTS

President Kong thanked trustees and staff for their participation in the Irvine Valley College Foundation event on April 13. President Kong reported that IBM announced its intention to donate equipment to assist IVC's computer integrated manufacturing program.

Professor Evans reported that the Intercollege Senate continues to meet on AB 1725 and the Budget Workshop.

INTERCOLLEGE
SENATE

Professor Hewitt announced that Jan Wyma was selected to participate in the Association of California Community College Administrators (ACCCA) one-year mentorship program. Professor Hewitt thanked Dr. Sneed for his recent visit to state legislators to seek support on facilities funding.

IVC SENATE

There was no report from CSEA.

CSEA

There was no report from the Faculty Association.

FACULTY

There was no report from Classified Senate/Council.

CLASSIFIED

Dr. Sneed reported on recent legislative visits with Senator Bergeson and Assemblyman Ferguson who are supportive of our program. Dr. Sneed also reported that he appeared before the Senate Budget and Finance Committee to urge funding of cafeterias for both colleges.

CHANCELLOR'S
REPORT

A short recess was announced at 9:45 p. m.

RECESS

The board approved granting of certificates to the listed Irvine Valley College students.

CERTIFICATES

Professor Jean Vincenzi, Chancellor's Projects Coordinator, updated the board on the progress of the proposed California State University, Fullerton-Mission Viejo Campus planned to open fall semester, 1989. It is anticipated that the lease agreement in its final form will be available for board action by the May 15, 1989 board meeting.

CSUF-MS
CAMPUS

The board approved substitution of subcontractor for the portion of the work subcontracted to Insul-Acoustics, Inc., for construction of the Student Services Center, Saddleback College.

SUBSTITUTION
OF SUB-
CONTRACTOR

Motion by Trustee Walther, seconded by Trustee Hueter, to ratify Change Order No. 3 to amend the contract with Culp Construction Company for construction of the Student Service Center, Saddleback College, by increasing the contract amount to \$6,861,436.64, and

CHANGE ORDER

extending time of completion to February 13, 1990. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

The board authorized hiring of JHH Consultant to prepare topographic and utility surveys for the Outdoor Physical Education Facilities and the physical Education Facilities, Phase I (Locker Rooms), Irvine Valley College, in accordance with the Proposal and Consulting Agreement at a fee of \$6,600.

CONSULTANT

Motion by Trustee Hueter, seconded by Trustee Walther, to approve the change of scope of the Cogeneration/Thermal Energy Storage (TES) Project at Saddleback College which was board approved on September 23, 1985, and the local share of the cost for the project to be secured annually from budget allocation of the beneficiaries on a proportionate basis in the cost. The motion also included approval to enter into a consulting agreement with KS Engineers to provide professional services for the TES - PLUS Project in an amount not to exceed \$55,300. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

THERMAL
ENERGY
STORAGE
PROJECT

The board approved bid #109 for purchase of electronic equipment to Print Products International at a total cost of \$35,419.25, bid #110 for purchase of exercise Physiology equipment as listed at a total cost of \$133,183.54, bid #98 for production of the Fall 1989, Spring 1990, and Summer 1990 Schedule of Classes to Irvine World News for Saddleback College for the base amount of \$143,415.88 and to Trend Offset Printing for Irvine Valley College for the base amount of \$115,736.31, and bid #99 to Action Mailing in the amount of \$20,859 for mailing of class schedules.

BIDS

The board adopted the resolution to amend the 1988-1989 General Fund-Restricted budget in the amount of \$15,000, and directed that these funds be appropriated to the accounts and in the amounts displayed.

BUDGET
AMENDMENT

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

TRANSFERS OF
APPROPRIATIONS

Motion by Trustee Hueter, seconded by Trustee Walther to accept the quarterly budget status report for review and study, and to direct administration to include these reports in the minutes of this meeting as

BUDGET
STATUS REPORT

required by Education Code Section 84043. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

The board approved purchase orders 008197 through 008506 totaling \$286,408.29.

PURCHASE
ORDERS

The board approved warrants 140059 through 140627 totaling \$1,564,437.15 and credit card purchases totaling \$2,290.88.

WARRANTS

The board approved requests for trustees' travel and mileage.

TRAVEL

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the certificated and classified personnel actions including replacement pages. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

PERSONNEL

The board approved acceptance of gifts on behalf of Saddleback College and Irvine Valley College. Motion carried unanimously. Student Trustee Hellriegel cast an affirmative advisory vote.

GIFTS

At 10:55 p.m., President Swanson adjourned the meeting to closed session.

ADJOURNMENT


Richard Sneed, Secretary
Board of Trustees

bw

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

BOARD MEETING
BOARD OF TRUSTEES

7:30 P.M.
MONDAY, APRIL 24, 1989

CONSENT CALENDAR

The following agenda items are recommended for action as indicated: (Any item which a board member wishes to discuss may be removed.)

2. Grant Applications: Approval
 - a. Continuation of High Technology for the Disabled Establishment Grant: Irvine Valley College and Saddleback College
 - b. Pediatric Nursing Instructor In-Service Training: Saddleback College
 - c. Saddleback College Changing Technology and Workplace Skills In-Service Training
3. Saddleback College: Acceptance of Award and Budget Amendment, International Trade Model Curriculum Approval
4. Irvine Valley College: Peer Evaluation Pilot: An Analysis of Classroom Effectiveness Approval
5. Revision of Board Meeting Dates Approval
6. Board Retreat Approval
9. Certificates of Achievement: Irvine Valley College Approval
11. Notice of Completion: Repair of Solar System: Irvine Valley College approval
12. Substitution of Subcontractor: Student Services Center: Saddleback College Approval
14. Consulting Agreement: Surveys: Physical Education Facilities (Outdoor and Locker Rooms): Irvine Valley College Approval
17. Award of Bids: Approval
 - a. Electronic Equipment: Irvine Valley College
 - b. Equipment/Exercise Physiology Lab: Irvine Valley College
 - c. Printing of 1989-1990 Class Schedules
 - d. Mailing of Class Schedules
18. Budget Amendment: EOPS Augmentation: Irvine Valley College Approval
21. Purchase Orders Approval
22. Payment of Bills Approval
23. Trustee Request to Attend Conferences and Meetings Approval

CONSENTC

SADDLEBACK COMMUNITY COLLEGE DISTRICT
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M. APRIL 24, 1989
IRVINE VALLEY COLLEGE
COMPUTER SCIENCE BUILDING, B304

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Connolly

INVOCATION

Led by Trustee Swanson

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of April 10, 1989

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

President Charles Blek, Saddleback College
Foundation

John McIntyre, Director of Saddleback College
Foundation

A Conceptual Presentation on Fund-Raising
Objectives

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for
action as indicated.

GENERAL

2. GRANT APPLICATIONS

ACTION

It is recommended that the board of trustees approve the following grant applications.

a. CONTINUATION OF HIGH TECHNOLOGY FOR THE DISABLED ESTABLISHMENT GRANT: IRVINE VALLEY COLLEGE AND SADDLEBACK COLLEGE

This grant will continue specialized services and adaptive equipment for students with disabilities who need computers in academic or vocational training.

b. PEDIATRIC NURSING INSTRUCTOR IN-SERVICE TRAINING: SADDLEBACK COLLEGE

Health care has changed rapidly in pediatric nursing and care of children in the pediatric intensive care area. The critical technological changes in this field have required a major re-education and training of nursing educators. This project will permit the lead instructor in this area to update skills thereby strengthening the Saddleback College Nursing Program.

c. SADDLEBACK COLLEGE CHANGING TECHNOLOGY AND WORKPLACE SKILLS IN-SERVICE TRAINING

This project will provide in-service training opportunities for four business instructors in the following areas: desktop publishing, computer-compatible input, new marketing methods for entrepreneurship, and new marketing and management techniques for internationally involved companies.

3. SADDLEBACK COLLEGE: ACCEPTANCE OF AWARD AND BUDGET AMENDMENT, INTERNATIONAL TRADE MODEL CURRICULUM ACTION

It is recommended that the board of trustees accept award of funds from the California Community College Chancellor's Office to Saddleback College in support of development of an International Trade Model Curriculum; to adopt the resolution to amend the 1989-1990 General Fund Restricted budget, and to direct that these funds be appropriated to the accounts and in the amounts displayed.

4. IRVINE VALLEY COLLEGE: PEER EVALUATION PILOT: AN ANALYSIS OF CLASSROOM EFFECTIVENESS ACTION

It is recommended that the board of trustees accept award of funds from the California Community College Chancellor's Office in support of the Peer Evaluation Pilot: An Analysis of Classroom Effectiveness and adopt the resolution amending the 1989-1990 General Fund Restricted budget in the amount of \$19,750, and to direct that these funds be appropriated to the accounts and in the amounts displayed.

5. REVISION OF BOARD MEETING DATES ACTION

It is recommended that the board of trustees reschedule the June 12 meeting to June 5, 1989.

6. BOARD RETREAT ACTION

It is recommended that the board of trustees approve the retreat planned for May 5-6, 1989.

7. DRUG-FREE WORKPLACE BOARD POLICY ACCEPTANCE FOR REVIEW AND STUDY

It is recommended that the board of trustees accept for review and study the addition to Board Policy Manual, Section 4016.

8. BOARD POLICY REVISIONS

ACTION

It is recommended that the board of trustees approve the following revisions.

- a. BOARD POLICY: SECTIONS 4054 AND 4113
- b. BOARD POLICY: SECTIONS INTRODUCTION, 5000 AND 6000

INSTRUCTION AND STUDENT SERVICES

9. CERTIFICATES OF ACHIEVEMENT: IRVINE VALLEY COLLEGE

ACTION

It is recommended that the board of trustees approve granting of certificates to listed students.

10. CALIFORNIA STATE UNIVERSITY, FULLERTON: MISSION VIEJO CAMPUS

INFORMATION

In order to provide availability to prospective upper division and graduate students in southern Orange County, Saddleback Community College District and California State University at Fullerton have almost completed plans for a satellite campus (California State University, Fullerton: Mission Viejo) to open in Fall 1989 contingent on state funding. This report is for information. It is anticipated that by the May 15 meeting, a lease agreement in its final form will be available for board consideration.

FACILITIES

11. NOTICE OF COMPLETION: REPAIR OF SOLAR SYSTEM: IRVINE VALLEY COLLEGE

ACTION

It is recommended that the board of trustees approve acceptance of the deferred maintenance project, Repair of Solar System at Irvine Valley College, and authorize filing of a Notice of Completion.

12. SUBSTITUTION OF SUBCONTRACTOR: STUDENT SERVICE CENTER: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees approve substitution of subcontractor for the portion of the work subcontracted to Insul-Acoustics, Inc. for construction of the Student Services Center, Saddleback College.

13. CHANGE ORDER: STUDENT SERVICES CENTER: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustee ratify Change Order No. 3 to amend the contract with Culp Construction Company for construction of the Student Services Center, Saddleback College, by increasing the contract amount to \$6,861,436.64, and extending time of completion to February 13, 1990.

14. CONSULTING AGREEMENT: SURVEYS: PHYSICAL EDUCATION FACILITIES (OUTDOOR AND LOCKER ROOMS): IRVINE VALLEY COLLEGE ACTION

It is recommended that the board of trustees authorize hiring of JHH Consultants to prepare topographic and utility surveys for the Outdoor Physical Education Facilities and the Physical Education Facilities, Phase I (Locker Rooms), Irvine Valley College, in accordance with the Proposal and Consulting Agreement at a fee of \$6,600.

15. APPROVAL TO CHANGE PROJECT SCOPE: ENERGY MANAGEMENT SYSTEM AT SADDLEBACK COLLEGE, THERMAL ENERGY STORAGE (TES) PROJECT ACTION

It is recommended that the board of trustees approve the change of scope of the Cogeneration Project board approved on September 23, 1985. It is further recommended that the local share of the cost for the project be secured annually from the budget allocation of the beneficiaries on a proportionate basis in the cost.

16. CONSULTING AGREEMENT: TES - PLUS PROJECT: ACTION
SADDLEBACK COLLEGE

It is recommended that the board of trustees approve entering into a consulting agreement with KS Engineers to provide professional services for the TES - PLUS Project at Saddleback College in an amount not to exceed \$55,300.

BUSINESS/FISCAL

17. AWARD OF BIDS ACTION

It is recommended that the board of trustees award the following bids.

- a. ELECTRONIC EQUIPMENT: IRVINE VALLEY COLLEGE

Bid #109 is for the purchase of electronic equipment to Print Products International at a total cost of \$35,419.26.

- b. EQUIPMENT/EXERCISE PHYSIOLOGY LAB: IRVINE VALLEY COLLEGE

Bid #110 is for the purchase of exercise Physiology equipment as listed at a total cost of \$133,183.54.

- c. PRINTING OF 1989-1990 CLASS SCHEDULES

Bid #98 is for production of the Fall 1989, Spring 1990, and Summer 1990 Schedule of Classes to Irvine World News for Saddleback College for the base amount of \$143,415.88, and also, to Trend Offset Printing for Irvine Valley College for the base amount of \$115,736.31.

- d. MAILING OF CLASS SCHEDULES

Bid #99 is for mailing of class schedules to Action Mailing in the amount of \$20,859.

18. BUDGET AMENDMENT: EOPS AUGMENTATION:
IRVINE VALLEY COLLEGE ACTION
- It is recommended that the board of trustees adopt the resolution to amend the 1988-1989 General Fund-Restricted budget in the amount of \$15,000, and to direct that these funds be appropriated to the accounts and in the amounts displayed.
19. TRANSFERS OF APPROPRIATIONS ACTION
- It is recommended that the board of trustees approve/ratify transfers of appropriations delineated in the exhibit.
20. BUDGET STATUS SUMMARY ACCEPTANCE
FOR REVIEW
AND STUDY
- It is recommended that the board of trustees accept the quarterly budget status report for review and study, and direct administration to include these reports in the minutes of this meeting as required by Education Code Section 84043.
21. PURCHASE ORDERS ACTION
- It is recommended that the board of trustees approve purchase orders 008197 through 008506 totaling \$286,408.29.
22. PAYMENT OF BILLS ACTION
- It is recommended that the board of trustees approve warrants 140059 through 140627 totaling \$1,564,437.15 and credit card purchases totaling \$2,290.88.
23. TRUSTEE REQUEST TO ATTEND CONFERENCES AND
MEETINGS ACTION
- It is recommended that the board of trustees approve requests for travel and/or mileage.

SPECIAL REPORTS

24. REPORTS

INFORMATION

- a. Public Comments Concerning Items Not on Agenda
- b. Board Members' Reports
- c. Saddleback College President's Report
- d. Irvine Valley College President's Report
- e. Academic Senate Report (Intercollege Academic Senate President)
 - 1. Saddleback College Academic Senate
 - 2. Irvine Valley College Academic Senate
- f. California School Employees Association Report
- g. Faculty Association Report
- h. Classified Senate/Council Report
- i. Chancellor's Report

PERSONNEL

25. EMPLOYMENT AND STATUS CHANGE

ACTION

a. CERTIFICATED PERSONNEL

It is recommended that the submitted certificated personnel actions be approved.

b. CLASSIFIED PERSONNEL

It is recommended that the submitted classified personnel actions be approved.

GIFTS TO THE DISTRICT

26. GIFTS TO THE DISTRICT

ACTION

It is recommended that the gifts listed be accepted by the board of trustees on behalf of Saddleback College and Irvine Valley College.

CORRESPONDENCE

27. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT