

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

MINUTES OF THE BOARD OF TRUSTEES
April 28, 1986 - 8:00 P. M.
Saddleback College, Library 105

CLOSED SESSION

The Board of Trustees met in closed session from 7:00 p.m. to 8:00 p.m. to discuss personnel and negotiations matters. All Trustees were present except Trustee Moore.

CLOSED SESSION

REGULAR MEETING

The regular meeting of the Board of Trustees was called to order by President Walther at 8:00 p.m. Trustee Swanson led the audience in the Pledge of Allegiance, and Trustee Connolly gave an invocation. All Trustees were present except Trustee Moore.

CALL TO ORDER

Members of the Board of Trustees

Ms. Harriett Walther, President
Ms. Shirley Gellatly, Vice President
Ms. Iris Swanson, Clerk
Mr. John Connolly, Member
Ms. Joan Hueter, Member
Ms. Marcia Milchiker, Member
Mr. Brian Bell, Student Trustee

PRESENT

Administrative Officers

Mr. David Habura, Acting Chancellor
Dr. Al Grafsky, Vice Chancellor,
Fiscal Services
Dr. Maria Sheehan, Director, Employee
Relations and Personnel
Ms. Constance Carroll, President,
Saddleback College
Dr. Dale Larson, Representing President
Hart, Irvine Valley College

Faculty Association

Mr. Thom Evans

Academic Senate

Mr. Terry Burgess

California School Employees Association

Mr. Matt Suarez

Motion was made by Trustee Hueter, seconded by Trustee Connolly, to approve the Agenda. Motion carried unanimously.

APPROVE AGENDA

Motion was made by Trustee Hueter, seconded by Trustee Connolly, to approve the Minutes with replacement page (page 1) showing that Trustees Walther and Swanson were absent due to official college business at the AACJC conference in Orlando, Florida. Motion carried unanimously.

APPROVE MINUTES

President Walther announced actions taken in closed session. There will be another meeting next week (a special closed session May 3, 1986, from 9:00 a.m. to 12:00 noon, and a special open session from 1:00 p.m. to 2:00 p.m., and a special closed session on May 5, 1986, at 7:00 p.m., all to be held in the Saddleback College Library Room 105).

ACTION TAKEN IN CLOSED SESSION

President Walther asked Acting Chancellor Habura if there were any presentations and introductions. The Acting Chancellor stated that the Outstanding Employees would be announced and honored at the next Board Meeting. Presentations were given by: Dave De Berry, Paul Loomis, James Bungartner, Dave Crebbs, John Lowe, Tamara Hales, Wayne Hatleberg, Jack Barley, and Matt Suarez.

INTRODUCTIONS/PRESENTATIONS

President Walther asked for public comments concerning items not on the Agenda. There were none.

PUBLIC COMMENTS

Information and Reports

Saddleback College President Carroll submitted a written report for inclusion in the Agenda distributed in advance of this meeting.

SADDLEBACK COLLEGE
PRESIDENT'S REPORT

Dr. Larson, representing Irvine Valley College President Hart, stated he had nothing to add at this point.

IVC PRESIDENT'S REPORT

Inter-College Academic Senate President Burgess stated he would address items later in the Agenda.

ACADEMIC SENATE REPORT

California School Employees Association President Suarez spoke regarding lay offs, and asked that the Board consider ending the scrutinization of the budget.

CSEA REPORT

Faculty Association President Evans stated he would be addressing budget items later in the meeting. President Evans stated his wish for the Board to reflect briefly on the fashion of the particular cuts and how they were proposed to the Board.

FACULTY ASSOCIATION REPORT

Acting Chancellor Habura introduced Dr. Cal Nelson who gave a presentation on Research and Data Processing. A handout was provided by Dr. Nelson and is made a part of these Minutes.

CHANCELLOR'S REPORT

Board of Trustees President Walther called for a recess at 8:50 p.m. The meeting reconvened at 9:00 p.m.

RECESS/RECONVENE

The District entered into an agreement with the Saddleback Partnership for the development and joint occupancy of the property on the Saddleback College campus known as the Marguerite Parkway Property. The Lessee (Saddleback Partnership), in accordance with the provisions of the agreement, is requesting District approval to assign the lease to a new partnership which will include The William Lyon Company as a fourth general partner. Lessee is requesting the agreement be amended to change the manner in which payments to the District will be escalated during the term of the lease. Lessee has requested that certain conditions of the lease be changed to make it more acceptable to institutional lenders as represented in the exhibit which is made a part of these Minutes. The changes have been reviewed by the District's legal and financial advisors, and were found to be both legally and financially acceptable. After discussions by and with Mr. Jeff Neehan of Regis Homes Corporation, and Mr. John Markley of The William Lyon Company, it was decided that no action would be taken on this item during open session, but that it would be addressed during closed session.

REVISION OF JOINT
OCCUPANCY AGREEMENT

Monthly budget status reports are presented for Board information and review. The reports which represent 1985-86 budget status as of March 31, 1986, are represented in the list filed with these Minutes.

1985-86 BUDGET STATUS
SUMMARIES

The Saddleback Community College District encourages the annual preparation of goals and objectives. This ensures that annual plans and directions are clearly stated and complementary to the policies and plans of the Board. Saddleback College has completed the development of its goals and objectives for 1986-87. The College's annual plan includes specific directions for all divisions, operating units and governance organizations. The plans were shaped with the participation of all segments of the College community.

SADDLEBACK COLLEGE'S 1986-87
GOALS AND OBJECTIVES

The Board of Trustees asked for a policy regarding instructional offerings abroad. A policy proposal was developed by Saddleback College; Irvine Valley College is in the process of developing one. The proposals will be referred to the Inter-District Academic Senate for its recommendations and to the District Curriculum Committee to resolve curriculum issues. Following receipt of recommendations, the Executive Council will recommend a policy to the Acting Chancellor. This collegiate process will not be completed in time to guide in a decision regarding the prepared England Semester Abroad. In the absence of a more restrictive policy adopted by the Board, State codes and regulations apply. Of particular concern is that these courses are not open to all who can pay tuition. Only those who can afford the substantial travel costs are able to participate. According to Education Code Section (ECS) 84500.1, the District must insure that attendance in classes receiving ADA is open to the general public. A second concern relates to ECS 78004, 78005 and 78006, which state that a District may offer classes for residents of the District in facilities outside the District if the necessary facilities are not available within the District. The final concern is addressed in Article 4, Excursion to a Foreign Country, Section 72640, which states that no student shall be prevented from making the field trip or excursion because of lack of sufficient funds. The governing board shall coordinate efforts of community service groups to supply funds for students in need of them. A final point of consideration is that the courses do meet the standards and criteria as specified in Title V, Section 55002.

INSTRUCTIONAL OFFERINGS
ABROAD POLICY

Consent Calendar

President Walther asked the audience if there were any items they wished to pull from the Consent Calendar for separate discussion. The audience requested none.

CONSENT CALENDAR ITEMS FOR
SEPARATE DISCUSSION

Motion was made by Trustee Hueter, seconded by Trustee Connolly, to approve the Consent Calendar. Motion carried unanimously.

APPROVE CONSENT CALENDAR

In accordance with Education Code Section 72290, all employee actions must be approved or ratified by the Board of Trustees. Those Certificated personnel actions shown in the exhibit filed with these Minutes effectuate April 29, 1986. The Board approved the Certificated Personnel actions.

CERTIFICATED PERSONNEL
ACTIONS

In accordance with Education Code Section 72290, all employee actions must be approved or ratified by the Board of Trustees of each respective community college district. Personnel are employed in the Saddleback Community College District for the purpose of meeting the needs of students. Classified Staff are hired to work either directly with students or in a related support capacity. Those Classified Staff personnel actions shown in the exhibit made a part of these Minutes become effective April 29, 1986. The Board approved the Classified Staff personnel actions.

CLASSIFIED STAFF
PERSONNEL ACTIONS

Saddleback College grants certificates to students in a variety of occupational areas. Certificates are awarded in programs consisting of 18 to 30 units of credit in specific occupational courses of study. These certificate programs include such diverse areas as Computer and Information Science, Office Administration, Electronic Technology, and Real Estate. The objective of the Certificate Program is to provide a brief, comprehensive period of intensive training which enables the student to be immediately employable upon completion. Although students are generally prepared for employment upon receiving the certificate, many are employed prior to certificate completion. Saddleback College students listed have completed the certificate requirements for those programs indicated. The Board approved the granting of certificates to the students listed on the exhibit filed with these Minutes.

SADDLEBACK COLLEGE: STUDENT
CERTIFICATES OF ACHIEVEMENT

Special Services has acquired two Apple II-E microcomputers to be used with disabled students in an instructional mode. Both the instructional as well as support staff for this program are in need of training on both the Apple II-E hardware and the special educational software that has been purchased. Ms. Kathleen Paredes, an educational software consultant of Lehrer Associates, can provide the required services on or before May 9, 1986, for a cost not to exceed \$300. The Board approved contracting Ms. Kathleen Paredes to provide this training for the Saddleback College Special Services staff as represented in the exhibit filed with these Minutes.

SADDLEBACK COLLEGE: CONSULTANT
AGREEMENT LEARNING DISABILITIES
MICROCOMPUTER TRAINING
(MS. KATHLEEN PAREDES, LEHRER
ASSOCIATES)

With the near completion of the Saddleback College Business/General Studies Building and scheduled occupancy to begin in May, College administration working with faculty and staff have prepared requests for bids for equipment and furnishings for the new building. Bid #734 for modular furniture

SADDLEBACK COLLEGE: AWARD OF
BID FOR BUSINESS/GENERAL
STUDIES BUILDING (BID #734,
HAMILTON SORTER CO., RECORDS
RETRIEVAL, INC., SANTA ANA)

for work stations was opened and evaluated on March 21, 1986. Four vendors responded for a total award of \$24,534.39, including tax, to Hamilton Sorter Company in care of Records Retrieval, Inc., Santa Ana. Funds to support these purchases are included in the 1985-86 state allocation for Capital Projects Fund Business/General Studies Building Equipment accounts. This furniture will provide work stations for Business Science students. The Board approved the award of Bid #734 for modular furniture as shown in the exhibit filed with these Minutes.

The Board approved Warrants 114626 through 114998, totaling \$454,872.90; and credit card purchases paid through the revolving fund totaling \$1,047.81, as shown in the exhibit filed with these Minutes.

PAYMENT OF BILLS

The Board approved Purchase Orders processed in accordance with the general priorities of the adopted budget and numbered 89669 through 89878 totaling \$166,467.50 and as displayed in the exhibit filed with these Minutes.

PAYMENT OF PURCHASE ORDERS

Old Business

Acting Chancellor Habura suggested modifying the agenda by postponing Tab V, Item A (Award of Bid: Contracted Architectural Services), until a later date. This was suggested in light of the many people who wished to address the Board of Trustees.

MODIFYING AGENDA/POSTPONING
ITEMS TO LATER DATE

President Walther declared a recess at 9:50 p.m. The meeting reconvened at 10:00 p.m.

RECESS/RECONVENE

Because of the number of people wishing to speak, and due to the hour, it was recommended that Tab V, Item D (1986-87 Budget Proposal) be addressed here and Tab V, Items B (Change Order Bid #712, Business/General Studies Building - Computer Equipment), and C (England Semester Abroad, Spring 1987) be addressed following Item D.

The Board of Trustees has been involved in the processes leading to the determination of the 1986-87 budget allocations. The Board must consider the allocation of funds to the several budget activities. President Carroll gave an extensive presentation, and among the audience, several people spoke including: Kathie Hodge, Greg Bishopp, Bob Cosgrove, Susan Corum, Mike Reed, Al Brightbill, and others. Irvine Valley College will present its process to the Board on May 12, 1986.

1986-87 BUDGET PROCESS

On January 27, 1986, the Board of Trustees awarded Bid #712, for \$525,000. Of that, \$250,744.35 was awarded to Digital Equipment Corporation (DEC), Costa Mesa, for computer equipment for the Business/General Studies Building. A change order on Bid #712 to DEC was Board approved on March 24, 1986, for a revised amount of \$288,009.98. The Board approved another change order to Bid #712, as shown in the exhibits filed with these Minutes, to Digital Equipment Company, Costa Mesa, for \$5,374.20 for a revised total award of \$293,384.18. Motion was made by Trustee Gellatly, seconded by Trustee Hueter, to approve this item. Motion carried unanimously.

CHANGE ORDER TO BID #712,
DIGITAL EQUIPMENT CORP.,
COSTA MESA

Saddleback College is committed to providing high quality education and a full range of cultural activities for students. The Liberal Arts Division proposes to offer a Semester Abroad in England instructional program during Spring 1987; to be conducted from January 12, 1987, through May 18, 1987. All student fees, insurance, travel, food and lodging requirements would be organized and arranged by the Consortium for International Education of Irvine, California. A motion was made by Trustee Milchiker, seconded by Trustee Connolly, to approve consideration of this proposal with attention to the assumption that no student be denied enrollment as a consequence of lack of sufficient funds per ECS 72640 (all similar programs in the District are subject to this provision); however, the motion failed to carry. Trustees Hueter, Gellatly and Walther voted no, with Trustees Connolly, Milchiker and Swanson voting yes.

SADDLEBACK COLLEGE: ENGLAND
SEMESTER ABROAD, SPRING 1987

After a series of meetings between Saddleback College officials and Dr. Stanley Cummings, Executive Director of the Orange County Marine Institute (OCMI), Dr. Cummings presented a proposal to Saddleback College for a cooperative arrangement to develop educational facilities and curriculum in Dana Point Harbor. During the Board meeting April 14, 1986, Saddleback College President Carroll discussed the proposal with the Board. Consensus at that time was to continue the programmatic relationship with OCMI, but to participate in a joint facilities development effort at Dana Point was beyond the financial capacity of the District. The Acting Chancellor drafted a letter to Dr. Cummings conveying the intent of the Board's decision. The Board approved the response to Dr. Cummings as presented in the exhibits filed with these Minutes. Motion was made by Trustee

OCMI PROPOSAL

Gellatly, seconded by Trustee Connolly, to approve the draft response, and to have the Acting Chancellor forward the signed letter to Dr. Cummings. Motion carried unanimously.

California ECS 85210 provides that the Board of Trustees, by Resolution, and with the approval of the County Superintendent of Schools, may amend the District budget to provide for the expenditure of funds, the amount of which was unknown at the time of adoption of the final budget. On January 13, 1986, the Board approved an Educational Services Agreement with Parker Berteau Aerospace Group, Inc., to provide training in blueprint reading skills for company employees for a consideration of \$3080. Three classes were included in the original award amount. The program has been overwhelmingly successful, and as a result the company has requested that two additional classes be scheduled in the current fiscal year for a consideration to the College in the amount of \$1620. In order for the additional revenues and expenditures to be properly accounted for under this revised contract award, the College's 1985-86 Operating Budget is required to be amended as displayed in the exhibit made a part of these Minutes. A motion was made by Trustee Hueter, seconded by Trustee Gellatly, to adopt Resolution 86-27 to amend the College budget in the amount of \$1620. A roll call vote was taken with the following results:

AYES: Trustees Connolly, Gellatly, Hueter,
Milchiker, Swanson, and Walther
NOES: None
ABSENT: Trustee Moore
ABSTENTIONS: None

New Business

Acting Chancellor Habura suggested postponing Tab VI, Item A (Budget Amendment: Allocation of New Income and Revised Beginning Balances); and after referring to Trustees Swanson and Gellatly, Senate President Burgess stated he had no objections to deferring Tab VI, Item C (Review of Model of Operations) to a later date.

On September 23, 1985, the Board approved an agreement with Saddleback Partnership, Inc. to develop the "Marguerite Parkway Project." On February 24, 1986, the Board approved a contract with The Blurock Partnership to prepare plans and specifications for the final phase of constructing Parking Areas 9 and 10 at Saddleback College. There is a need to file a Notice of Categorical

IVC: BUDGET AMENDMENT
PARKER-BERTEAU BLUEPRINT
READING PROGRAM

POSTPONING TAB VI, ITEMS
A AND C TO A LATER DATE

NOTICE OF CATEGORICAL
EXEMPTION SADDLEBACK COLLEGE:
PARKING AREAS 9 & 10
(MARGUERITE PARKWAY PROJECT)

Exemption in order to proceed with the construction of the final phase of Parking Areas 9 and 10. An initial study of the environmental impact of Parking Areas 9 and 10, Saddleback College, has been made by the District Facilities Planning Administrator pursuant to the guidelines for such an evaluation. The outcome recommends the Board declare that this project will have no significant effect upon the environment, and, therefore, authorizes the filing of a Notice of Categorical Exemption as represented in the exhibit filed with these Minutes. A motion was made by Trustee Hueter, seconded by Trustee Swanson, to approve declaring Parking Areas 9 and 10, Saddleback College, to have no significant effect upon the environment and to authorize the Acting Chancellor to proceed with the filing of a Notice of Categorical Exemption. Motion carried unanimously.

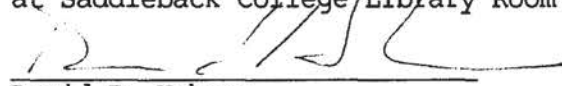
Motion was made by Trustee Gellatly, seconded by Trustee Swanson, to approve the gifts to the District. Motion carried unanimously.

Trustee Milchiker addressed members of the Board of Trustees and members of the audience regarding the "bad press" which the Board has been getting recently. Trustee Milchiker expressed her concern about remarks being made about the Board. She explained that the remarks should be addressed, and she had, therefore, composed a letter which she requested be published in all the local newspapers, sent to all the local legislators, local school boards, and Orange County Community College Boards.

Trustee Swanson commented about the conference she attended in Florida. She shared the sentiment that "the community colleges are the salvation of our country."

The meeting was adjourned to closed session at 12:45 a.m.

The next regular meeting is set for May 12, 1986, at Saddleback College Library Room 105.


David P. Habura
Secretary, Board of Trustees

GIFTS TO THE DISTRICT

CONCERNS STATED BY
TRUSTEE MILCHIKER

TRUSTEE SWANSON COMMENTS ON
CONFERENCE IN FLORIDA

ADJOURNMENT

NEXT REGULAR MEETING:
5/12/86, SADDLEBACK COLLEGE
LIBRARY ROOM 105

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