

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
MAY 14, 1990  
IRVINE VALLEY COLLEGE  
B 304 - COMPUTER SCIENCES BUILDING

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 Hueter at 7:30 p.m. Trustee Hueter led the pledge of allegiance, and Trustee Milchiker offered words of inspiration.

CALLED  
TO ORDER

Members of the Board of Trustees

Joan Hueter, President  
Marcia Milchiker, Vice President  
Iris Swanson, Clerk  
John Connolly, Member  
Shirley Gellatly, Member  
Robert Moore, Member  
Harriett Walther, Member  
Lisa Lopez, Student Member

PRESENT

Administrative Officers

Richard Sneed, Chancellor  
Neil Yoneji, Vice Chancellor, Fiscal Services  
William Kelly, Acting Vice Chancellor, Administrative Services  
Walter Collins, Acting Vice Chancellor, Employee Relations and Personnel  
Constance Carroll, President, Saddleback College  
Anna McFarlin, President, Irvine Valley College

Faculty Association

Lee Walker

Academic Senate

John Allen  
Janice Horn

California School Employees Association  
Tamara Carnine

Classified Senate/Council  
No representation.

Motion by Trustee Walther, seconded by Trustee Moore, to approve the agenda as presented including replacement and/or additional pages to items 40-a and 40-b. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL  
OF AGENDA

Motion by Trustee Moore, seconded by Trustee Milchiker, to approve minutes of the April 16, 1990 meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL  
OF MINUTES

Trustee Swanson read the following action taken in closed session:

CLOSED  
SESSION  
ACTION

"On Monday, April 30, 1990, the Board of Trustees of Saddleback Community College District conducted a Level Four Grievance Hearing as requested by a Certificated Instructor.

After hearing and reviewing all evidence and testimony as presented by the grievant's and the district's representative, the Board of Trustee denied the grievance."

Dr. Sneed introduced Kymberly Pine, Student Trustee, 1990-1991 and Gary Stakan, the new dean of Admissions and Records, Saddleback College.

INTRO-  
DUCTIONS

Motion by Trustee Swanson, seconded by Trustee Gellatly, to approve the resolution commending Lisa Lopez for her service as student trustee during the 1989-1990 academic year. Motion approved with a roll call vote. The board presented a plaque to Student Trustee Lopez and expressed appreciation for her efforts over the past year.

RESOLU-  
TIONS

Motion by Trustee Swanson, seconded by Trustee Milchiker, to approve the resolution commending Pam Deegan, Mary O'Malley Evans, Christina Ortiz, Mark Pendry, Elaine Rubenstein, Wendi Ryan, and Jan Simmons for their work on Irvine Valley College publications which received California Association of Community

Colleges PRO awards. Motion approved with a roll call vote. Student Trustee Lopez cast an affirmative advisory vote.

Elaine Rubenstein, publications editor, Irvine Valley College, gave a brief presentation on the elephant-ear and distributed copies to members of the Board of Trustees.

PRESENTA-  
TIONS

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the consent calendar with item 18 removed.. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

CONSENT  
CALENDAR

The board approved the California Community College Business Faculty Internship, Vocational Education Act, Title II, Part B proposal. The purpose of this proposal to the Chancellor's Office, California Community Colleges, is to develop internships at community colleges and in business and industry as professional development activities.

GRANT  
APPLICATIONS

The board approved the Leadership Conference for Business Education, Vocational Education Act, Title II, Part B proposal. The purpose of this proposal to the Chancellor's Office, California Community Colleges, is a leadership conference for business education which would serve both to upgrade teachers and train them to become administrators, plus address upward mobility and affirmative action; and train teachers in the current teaching theories.

The board approved Demonstration Programs in Business and Marketing Education, Vocational Education Act, Title II, Part B. The purpose of this proposal to the Chancellor's Office, California Community Colleges, is to cover funding to provide coordination of one statewide conference which will be held at Irvine Valley College demonstrating the curriculum and facilities for local area networks, telecommunications, business graphics, and desktop publishing.

The board accepted the annual reports of Irvine Valley College and Saddleback College to the Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges.

ACCREDITA-  
TION REPORTS

The board approved Resolution 90-34 to notify the Orange County Department of Education of the consolidated election specifications as outlined in the agenda item.

CONSOLI-  
DATED  
ELECTION

Motion by Trustee Moore, seconded by Trustee Gellatly, to accept for review and study the proposed revisions to Board Policy 6150, Study Abroad Programs. Motion carried unanimously with a few minor additional revisions. Student Trustee Lopez cast an affirmative advisory vote. This item will be presented for board action at the next board meeting.

BP 6150

The board approved the revised Irvine Valley College Foundation Bylaws.

FOUNDATION  
BYLAWS

The board received a written report on the progress of the Telephone Registration Task Force. The report included definition, objectives, technology options, implementation schedule, cost estimates, and recommendations. Dr. Sneed stated that he will likely recommend initial one-time installation funding in the district budget if possible. A finance plan, probably lease purchase, will be developed.

TELEPHONE  
REGISTRATION

Motion by Trustee Walther, seconded by Trustee Swanson, to approve the Irvine Valley College Administrative Organization, 1990-1991 which included revisions to positions. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

IVC  
ADMINISTRATIVE  
ORGANIZATION

#### Reports

There were no reports from the public on items not on the agenda.

PUBLIC  
COMMENTS

Student Trustee Lopez reported on the meeting of the State Chancellor's Task Force on Course Repetition.

TRUSTEES'  
REPORTS

Trustee Walther stated that David Viar was selected as executive director of the Confederation of Organizations.

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

PRESIDENTS'  
REPORTS

President Carroll reminded the board of the May 25 commencement ceremony at Saddleback College and the May 17 Scholarship Awards Banquet.

President McFarlin commended Irvine Valley College student Elizabeth Leetz for being awarded a scholarship and receiving a 1990 Mom of the Year award from her three children.

Professor Allen announced results of the Saddleback College Academic Senate election for next year's officers: Lee Haggerty, president; Johe Morris, vice president; Gary Luke, Secretary/Treasurer. Professor Allen distributed revisions to the Academic Senate Constitution.

ACADEMIC  
SENATES'  
REPORTS

Professor Horn thanked the board for approving the Irvine Valley College Administrative Organization plan, and stated that the Faculty Senate is pleased with the document. Professor Horn stated that both Academic Senates are working on an administrative retreat model.

Ms. Carnine thanked the board for approving the resolution on the Classified Student Employees' Week, and invited board members to attend the special functions during that week.

CSEA REPORT

Professor Walker stated that the FSA document is being circulated to faculty and will be coming back with a proposal in the summer. Professor Walker distributed the Saddleback Community College District Faculty Association Newsletter. Professor Walker stated that he will be president of the Faculty Association next year.

FACULTY  
ASSOCIATION  
REPORT

There was no report from the Classified Senate/Council.

CLASSIFIED

Dr. Sneed congratulated Dr. Patricia Griffin on her new position as vice president, Student Services, San Mateo College.

CHANCELLOR'S  
REPORT

President Hueter called for a short break.

The board approved changes in Saddleback College's 1990-1991 catalog, and authorized publication of this document.

CATALOG  
CHANGES

The board approved curriculum changes in Saddleback College's 1990-1991 catalog and authorized publication of this document.

The board approved curriculum changes for Irvine Valley College.

The board approved Saddleback College's additional and revised instructional fees for 1990-1991.

FEES

The board approved the consulting agreement with Richard Thomas to assist in updating instructional data pertaining to Hazardous Materials for paramedic students in an amount not to exceed \$100.

CONSULTANT

The board approved honoraria for payment to the Saddleback Company Theatre Artists and Craftspersons for Summer Stock.

HONORARIA

The board approved the granting of certificates to the listed students.

CERTIFICATES

Motion by Trustee Swanson, seconded by Trustee Walther, to accept for review and study the Irvine Valley College Academic Master Plan. Vice President Burgess reviewed the plan's history and process of development. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

ACADEMIC  
MASTER PLAN

The board approved the \$300 expenditure for Jan Gregory for the Professional Development Project, Phase II, presentation at the Asilomar Networking Conference.

PRESENTER

The board approved the hiring of Ms. Susan DuBois as consultant in the development of the Irvine Valley College Alumni Association for a fee of \$2,100.

CONSULTANT

Motion by Trustee Walther, seconded by Trustee Swanson, to approve the proposed scope and functions of the Saddleback College Regional Performing Arts Complex and authorized continuation of planning based upon these concepts. Dr. Sneed stated that upon board approval of the scope and function of the plan, other components of the project such as site, finance plan, and operations projections would be developed. Motion approved with a negative vote from Trustee Gellatly. Student Trustee Lopez cast an affirmative advisory vote.

PERFORMING  
ARTS CENTER

Motion by Trustee Swanson, seconded by Trustee Moore, to ratify Change Order No. 10 (final) as described in Exhibit B of the agenda item, to amend the contract with Culp Construction Company for construction of the Student Services Center, Saddleback College, increasing the contract amount by \$40,492 and a contract completion date extension of 33 days. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

STUDENT  
SERVICES  
CENTER

The board approved the Release of Stop Notice for the Technology/Applied Science Building, Saddleback College in the amount of \$5,500 submitted by Fleming Engineering.

STOP  
NOTICE

The board approved a contract with South Coast Geologic Services to provide geotechnical services for the Child Development Center, Saddleback College, for a fee of \$5,650.

CHILD  
DEVELOPMENT  
CENTER, SC

The board approved a contract with JHH Consultants to provide a site survey and topographic map for the Child Development Center, Saddleback College, for a fixed fee of \$2,800.

The board approved the Consultant Agreement with Western Telecommunication Consulting, Inc. in accordance with the proposal dated March 29, 1990 for telecommunications systems design and specifications in the Technology/Applied Science Building, Saddleback College, for a fee not to exceed \$13,000.

TECHNOLOGY/  
APPLIED  
SCIENCE  
BUILDING

The board approved the contract with Taylor & Associates for working drawings and other architectural services as described in the Owner/Architect contract for a fee of \$81,153, and authorized additional services as shown in Exhibit C of the agenda item required to modify the plans for a guaranteed maximum fee of \$15,750 for the Child Development Center, Irvine Valley College.

CHILD  
DEVELOPMENT  
CENTER, IVC

The board approved replacement of chilled water piping at the Fine Arts Department, Saddleback College, to B & P Services, Inc. for the amount of \$67,660.

WATER  
PIPING

The board approved Bid No. 126 to Anaheim Electric Company for replacement of Hydronic heat pump units at Irvine Valley College in Buildings A 200, 300, and 400 for the amount of \$187,916.

HEAT PUMPS

The board awarded the option to extend Bid No. 195 for one additional year for printing of the Saddleback College and Irvine Valley College Community Education brochures to South Coast Printing at a cost of \$90,000.

BROCHURES

The board approved the continuation of Bid No. 101 for preventative maintenance contracts on photocopiers for the fiscal year July 1, 1990 through June 30, 1991 and July 1, 1991 through June 30, 1992 at the same rate.

PHOTOCOPIERS

The board approved the request for Public Funding Corporation for assignment of the lease-purchase agreement, identified as Exhibit A of the agenda item, to Mr. Walter A. Plummer; Pillow, Olson, and Company.

LEASE-  
PURCHASE

The board approved the revised 1990-1991 membership requests and estimated organizational dues.

MEMBERSHIPS

The board adopted resolution 90-39 to increase the 1989-1990 budget by \$38,124 for the Instructional Equipment Grant for Saddleback College and Irvine Valley College from the State Master Grant allocation, and directed that these funds be appropriated to the accounts and in the amounts displayed.

BUDGET  
AMENDMENTS

The board adopted resolution 90-40 to increase the 1989-1990 budget by \$2,144 from the Master Grant allocations increasing the Staff Development Project, and directed that these funds be appropriated to the accounts and in the amounts displayed.

The board adopted resolution 90-41 to decrease the 1989-1990 budget by \$27 resulting from a reduction to the district for the Staff Diversity Project from the final allocation of the Master Grant from the State Chancellor's Office, and directed that these funds be appropriated to the accounts and in the amounts displayed.

The board adopted resolution 90-36 to increase the 1989-1990 budget by \$27,150, and directed that these funds be appropriated to the accounts and in the amounts displayed. The funds are being donated by the Saddleback College Foundation for purchase of equipment for the Radio Station and Marine Science, and supplies for the Women's Center.

Vice Chancellor Yoneji summarized the 1990-1991 Budget Development Parameters which is a revision to the planning allocation for the operating units as well as establishment of a projected funding level for the 1990-1991 General Fund/ Unrestricted budget.

BUDGET  
DEVELOPMENT  
PARAMETERS

Motion by Trustee Gellatly, seconded by Trustee Walther, to adopt resolution 90-44 and 90-45 in support of Propositions 111 and 121 on the June 5, 1990, California ballot. Motion carried unanimously. Student Trustee Lopez abstained.

PROPOSITIONS  
111 AND 121

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve/ratify transfers of appropriations. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROPRIA-  
TIONS  
TRANSFERS



Motion by Trustee Gellatly, seconded by Trustee Moore, to approve extension of Plan 65 benefits to dependents of district-eligible retirees at the same rate paid by the district for the year the plan is effective, and that the board make this benefit available such that the retiree who elects to exercise this option bears the additional cost for same. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

PLAN 65

The board approved resolution 90-38 approving the Official Statement, authorizing the issuance of \$4,000,000 in 1990 Tax and Revenue Anticipation Notes (TRANS), pledging property tax revenues for repayment, and making certain tax covenants required by law.

TRANS

The board approved payment of warrants 150050 through 151149 totaling \$1,620,128 and credit card purchases totaling \$9,140.

WARRANTS

The board approved purchase orders 15405 through 16191 totaling \$765,736.

PURCHASE  
ORDERS

The board approved requests for trustee travel and/or mileage.

TRAVEL

The board approved requests for reimbursement for use of the trustees' personal auto.

AUTO

The board approved the consulting contract with Innovative Business Solutions for Macintosh computer training for district staff at a fee of \$60 per hour, not to exceed \$1,680.

INNOVATIVE  
BUSINESS  
SOLUTIONS

The board approved the proposed District Services Staff Development Advisory Committee spring retreat with expenses not to exceed \$400.

RETREAT

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

PERSONNEL  
ACTION

Motion by Trustee Gellatly, seconded by Trustee Walther, to approve modifications to the Non-Bargaining Unit, Temporary, Short Term, Hourly Schedule as presented effective July 1, 1990. Motion carried unanimously.

SHORT-TERM  
EMPLOYEES

Motion by Trustee Gellatly, seconded by Trustee Walther, to accept the following gifts: \$1,250 for Marine Science Department, \$500 for the Women's Center, and \$400 for the 1990 Women's Conference Brochures from the Saddleback College Foundation; ten cases Dressing Kits for the Nursing Program from Support Systems International, Inc; one slide projector for the Audio Visual Department from Dr. J. Houts. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

GIFTS

The meeting was adjourned to closed session at 10:45 p.m.

ADJOURNMENT



Richard Sneed  
Secretary, Board of Trustees

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