

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

MINUTES OF THE BOARD OF TRUSTEES
June 9, 1986 - 8:00 P.M.
Irvine Valley College Room A-311

STUDY SESSION

The Board of Trustees met in a study session from 6:00 p.m. until 7:00 p.m. to discuss the Foundation. Trustee Hueter was absent for all meetings.

STUDY SESSION

REGULAR MEETING

The regular Board meeting was called to order by Trustee Walther at 8:10 p.m. Trustee Milchiker led the audience in the Pledge of Allegiance, and Trustee Moore gave the invocation.

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. Marcia Milchiker, Member
Mr. Robert Moore, 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/Personnel
Ms. Constance Carroll, President, Saddleback College
Dr. Ed Hart, President, Irvine Valley College

Faculty Association

Mr. Curt McLendon

Academic Senate

(Absent)

California School Employees Association

Mr. Matt Suarez

President Walther announced that changes on the Agenda would be addressed during discussion of the Consent Calendar. A motion was made by Trustee Connolly, seconded by Trustee Gellatly, to approve the Agenda. Motion carried unanimously.

APPROVE AGENDA

President Walther declared the Minutes approved as presented, with one replacement page (Page 6 of 8).

APPROVE MINUTES

Actions from closed sessions of May 12 and May 27, 1986, were read into the record by Clerk Swanson. A motion was made by Trustee Gellatly, seconded by Trustee Swanson, to approve Minutes from the closed sessions; motion carried unanimously. A copy is filed with these Minutes.

CLOSED SESSION
ACTIONS TAKEN

President Walther asked Acting Chancellor Habura for presentations and introductions. Acting Chancellor Habura stated the speakers would address their items of concern later in the meeting.

PRESENTATIONS/
INTRODUCTIONS

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

PUBLIC COMMENTS

The Board of Trustees must approve various documents and form the Board of Directors of the Saddleback Community College District Facilities Corporation. A motion was made by Trustee Moore, seconded by Trustee Swanson, to adopt Resolution 86-41, authorizing the final steps in the lease of capital improvements and the sale of Certificates of Participation. After discussion, it was determined that money amounts were changed, i.e., the \$18,780,000 was changed to \$19,195,000. With noted changes, and further discussion, a roll call vote was taken with the following results:

CERTIFICATES
OF PARTICIPATION,
RESOLUTION 86-41

AYE: Trustees Connolly, Gellatly, Milchiker,
Moore, Swanson, and Walther
NO: None
ABSENT: Trustee Hueter
ABSTAIN: None

A recess of the regular meeting of the Board of Trustees was called at 8:30 p.m., and a call to order was made of the Saddleback Community College District Facilities Corporation.

RECESS OF REGULAR
MEETING; CALL TO
ORDER OF SCCD
FACILITIES CORP.

The regular meeting of the Board of Trustees reconvened at 8:40 p.m., June 9, 1986.

RECONVENE

Information and Reports

Saddleback College President Carroll submitted a written report for inclusion in the Agenda distributed in advance of this meeting. Irvine Valley College President Hart stated enrollments were up slightly.

PRESIDENT'S
REPORT

Inter-College Academic Senate was not represented.

ACADEMIC SENATE

The California School Employees Association President Suarez had no report.

CSEA REPORT

Faculty Association President McLendon had no report.

FACULTY ASSOCIATIO
REPORT

Acting Chancellor Habura introduced Dr. Maria Sheehan who presented a follow-up report on the Employee Assistance Program. Dr. Sheehan introduced Ms. Cindy James who gave a presentation

CHANCELLOR'S
REPORT

with handouts; copies are filed with these Minutes.

A study of the General Contingency Fund from July 1, 1985, through May 6, 1986, was presented to the Board for information as requested at the May 27, 1986, Board meeting. A copy of the study is filed with these Minutes.

The Executive Council reviewed and adopted a methodology to stabilize distribution of parking income. The process is described in the exhibit made a part of these Minutes. The Board suggested this item return as an Approval Item.

Consent Calendar

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

There was a replacement page in the Consent Calendar: Certificated Personnel Actions, Exhibit A. Trustee Gellatly requested Items H and P be removed for separate discussion; Trustee Swanson requested Item I be removed for separate discussion. Trustee Walther stated that Items J, K and L would be delayed until after Tab V, Item B was discussed since these items were related. A motion was made by Trustee Moore, seconded by Trustee Swanson, to approve the Consent Calendar with those notations. Motion carried unanimously.

In accordance with the Academic Master Plan, a Laser Technology program is being developed for Irvine Valley College. The program is unique and requires special skills to develop curricula. The contractor must have the background, experience and qualifications for developing the curriculum required. Funds of \$8000 will be paid from the Industry Funded Contract Services Account. After discussion, Trustee Gellatly made a motion, seconded by Trustee Swanson, to approve the hiring of a special contractor as shown in the consulting agreement, a copy of which is on file with these Minutes. Motion carried unanimously.

There is a need to make additional changes in design and construction of the Saddleback College General Classroom Building (Business/General Studies Center). Change Order #6 reflects these additional changes to the contract. Funds to support this change are included in the 1985-86 General Classroom Building Contingency Account. After discussion, a motion was made by Trustee Swanson, seconded by Trustee Gellatly, to approve Change Order #6, as shown in the exhibit made a part of these Minutes, contracted with Shirley Brothers, Inc., Pasadena, in the amount of \$11,554, for a revised contract amount of \$8,335,055. After discussion, a motion was made by Trustee Swanson, seconded by Trustee Gellatly, to approve this item. Motion carried unanimously.

A total of 22 invitations to bid were submitted for typewriter maintenance and repair services from July 1, 1986, through June 30, 1988; 7 responses were received. After discussion, a motion

UTILIZATION OF
GENERAL CONTINGENCY
FUNDS

PARKING INCOME
USAGE

ITEMS REMOVED
FROM CONSENT
CALENDAR

APPROVE CONSENT
CALENDAR

IVC: CONSULTING
AGREEMENT, LASER
TECHNOLOGY PROGRAM

CHANGE ORDER #6:
SADDLEBACK COLLEGE
GENERAL CLASSROOM,
SHIRLEY BROTHERS,
PASADENA

BID #57, TYPEWRITER
MTC. AGREEMENTS,
1986-88, AMERICAN
BUSINESS MACHINES,

was made by Trustee Gellatly, seconded by Trustee Moore, to approve award of Bid #57 for typewriter maintenance and repair to All American Business Machines, Orange, and to Keller Typewriter Service, Laguna Niguel, for a total of \$15,000 per year each, totaling \$30,000 for the two-year period. Motion carried unanimously.

ORANGE; KELLER
TYPEWRITER SERVICE
LAGUNA NIGUEL

Attendance at the conferences and meetings shown with actual and necessary expenses to be paid, as shown on the exhibit made a part of these Minutes, was approved.

CONFERENCES AND
MEETINGS

In accordance with Education Code Section 72290, all employee actions must be approved or ratified by the Board of Trustees. Certificated personnel actions presented to the Board were approved with a June 10, 1986, effective date, as shown in the exhibit filed with these Minutes.

CERTIFICATED
PERSONNEL ACTIONS

In accordance with Education Code Section 72290, all employee personnel actions must be approved or ratified by the Board of Trustees. Classified personnel actions presented to the Board were approved with a June 10, 1986, effective date, as shown in the exhibit filed with these Minutes.

CLASSIFIED
PERSONNEL ACTIONS

The individuals listed in the exhibit made a part of these Minutes include guest speakers at Saddleback College for the Fostering Parenting Grant Program and the Saddleback Community College District Classified Professional Growth Committee. The Board approved the honorarium for the listed guest speakers.

GUEST SPEAKER
HONORARIUM: FOSTER-
ING PARENTING GRANT
PROGRAM

Reviewing and approving noncredit courses includes division or school recommendation, inter-college articulation, College Curriculum Committee, and District action. All noncredit course changes, deletions, and new courses are subjected to this process before Chancellor review and subsequent recommendation to the Board. The Board approved the courses listed in the exhibit made a part of these Minutes.

CURRICULUM: APPROVAL
OF NONCREDIT COURSES

Many cultural, educational and recreational (noncredit, fee-based) events, programs and classes have been planned by the Saddleback College Community Services for the 1986 Summer Session. These programs, and projected income and expenditures, are outlined in the exhibits filed with these Minutes. The Board approved the Community Services programs, presenters, and compensation as exhibited.

SADDLEBACK COLLEGE
COMMUNITY SERVICES,
SUMMER 1986

Reviewing and approving noncredit courses includes division or school recommendation, inter-college articulation, College Curriculum Committee, and District action. All noncredit course changes, deletions, and new courses are subjected to this process before Chancellor review and subsequent recommendation to the Board. The courses listed in the exhibit filed with these Minutes were so reviewed. The first two courses are proposed to be changed from "credit" (one unit) to "noncredit" (zero unit) status to accommodate future Emeritus Institute student needs. The Board

CURRICULUM: APPROVAL
OF EMERITUS
INSTITUTE COURSE
REVISIONS/ADDITION

approved the new course request and change in status as exhibited.

There is a need to extend the agreement with Sullivan and Associates, consultant for inspection of record services for the new General Classroom Building, until June 30, 1987, to provide construction inspection services for the Fire Access/ Loop Road Extension, Parking Lots 9 and 10 expansion, and the Interim Plan/Secondary Effects projects at Saddleback College. Funds are included in the 1985-86 and 1986-87 capital projects budgets. The Board approved authorizing the extension of the Sullivan and Associates agreement to June 30, 1987, for construction inspection services as shown on the exhibit filed with these Minutes.

EXTENSION OF
CONSTRUCTION
INSPECTOR'S
AGREEMENTS,
SULLIVAN & ASSOCS.

The Board approved rejection of a claim filed against the District by Robert E. Lulofs, as indicated in the exhibit filed with these Minutes. The matter shall be referred to the District's insurance carrier.

CLAIM AGAINST
DISTRICT, ROBERT
E. LULOFS

The Board approved award of Bid #735 for contracts for the 1986-87 fiscal year for cosmetology services to Touch of Beauty Institute, Inc., Laguna Hills, and Capistrano Beach; Lake Forest Beauty College, El Toro; and, Elegante' Beauty College, Mission Viejo. These private beauty colleges will offer instruction at the rate of \$2 per hour per student, for a total not to exceed \$70,000. Contract period for these awards is July 1, 1986, through June 30, 1987, as shown in the exhibit filed with these Minutes.

BID #735, SADDLE-
BACK COLLEGE 1986-87,
COSMETOLOGY PROGRAM

The District received four bids for typesetting, paste-up and printing of a 40-page Fall 1986 brochure for \$13,281.50; a 48-page Spring 1987 brochure for \$14,891.44; and, a 48-page Summer 1987 brochure for \$14,891.44; for a total of \$43,064.38. The Board approved award of Bid #60 for printing the Community Services brochures, as displayed in the exhibit made a part of these Minutes, to low bidder, Robert John Industries, Huntington Beach.

BID #60, COMMUNITY
SERVICES BROCHURES:
ROBERT JOHN
INDUSTRIES, HUNT-
INGTON BEACH

The Board approved Warrants 115648 through 116098 totaling \$510,375.70, and credit card purchases paid through the revolving fund, totaling \$300.16. A list is filed with these Minutes.

APPROVE WARRANTS

The Board approved Purchase Orders 90181 through 90325, totaling \$117,426.52, processed in accordance with the general priorities of the adopted budget. A list is filed with these Minutes.

APPROVE PURCHASE
ORDERS

Old Business

A bid for construction was opened May 1, 1986. Eight contractors requested plans and specifications; three responded to the bid. District staff and The Blurock Partnership have analyzed the bid and contractor's qualifications. The Chancellor's Office of California Community Colleges notified the District that, based on the bid, the Department of Finance released funds and authorized awarding the contract. A motion was made by Trustee Gellatly, seconded by Trustee Moore, to approve Award of Bid #738 for construction of the Fire Access/Loop Road, Saddleback College, to Fleming Engineering, Inc., Buena Park, as displayed in the

BID #738, FIRE/
ACCESS LOOP ROAD,
SADDLEBACK COLLEGE,
FLEMING ENGRG., INC.
BUENA PARK

exhibits filed with these Minutes. The motion carried unanimously.

A bid for construction was opened May 20, 1986. Fourteen contractors requested plans and specifications; six responded to the bid. District staff and The Blurock Partnership have analyzed the bid and contractor's qualifications. The Chancellor's Office of California Community Colleges notified the District that, based on the bid, the Department of Finance released funds and authorized awarding the contract. A motion was made by Trustee Moore, seconded by Trustee Gellatly, to approve award of Bid #75 for construction of Physical Science Building A, Irvine Valley College, to Nielsen Construction Company, Irvine, as displayed in the exhibits filed with these Minutes. The motion carried unanimously.

BID #75, IVC
PHYSICAL SCIENCE
BLDG A, NIELSEN
CONSTRUCTION CO.,
IRVINE

At this point, the Board addressed Consent Calendar Items J, K, and L, which are relevant to Bid #75, construction of Physical Science Building A, Irvine Valley College.

(Consent Calendar
Items J, K, and L)

Irvine Testing Laboratory, Inc. employs qualified soils and materials testing engineers acceptable to the Office of the State Architect. The District has employed them on previous projects. A motion was made by Trustee Moore, seconded by Trustee Gellatly, to approve a contract with Irvine Testing Laboratory, Inc., Irvine, in an amount not to exceed \$50,000 for soils and materials testing and inspection in conjunction with the construction of Physical Science Building A, Irvine Valley College, as displayed in the exhibit filed with these Minutes. The motion carried unanimously.

SOILS ENGINEER AND
INSPECTIONS, PHYSI-
CAL SCIENCE BLDG A,
IVC, IRVINE TESTING
LABORATORY, INC.,
IRVINE

Moore and Taber, consulting engineers and geologists, employs qualified soils engineers who perform preliminary soils testing, and are acceptable to the Office of the State Architect. A motion was made by Trustee Moore, seconded by Trustee Gellatly, to approve a contract with Moore and Taber, Anaheim, in an amount not to exceed \$20,000, for soils testing and inspections in conjunction with the construction of the Fire Access/Loop Road Extension, Saddleback College, and as displayed in the exhibit made a part of these Minutes. The motion carried unanimously.

SOILS ENGINEER AND
INSPECTIONS, FIRE
ACCESS/LOOP ROAD
EXT., SADDLEBACK,
MOORE & TABER,
ANAHEIM

Irvine Testing Laboratory, Inc., qualified soils and material testing engineers, are acceptable to the Office of the State Architect. The District has previously employed them on construction projects. A motion was made by Trustee Moore, seconded by Trustee Gellatly, to approve a contract with Irvine Testing Laboratory, Inc., Irvine, in an amount not to exceed \$4000 for material testing and specialized inspection services to be performed in conjunction with the construction of the Fire Access/Loop Road Extension, Saddleback College. The motion carried unanimously.

MATERIAL TESTING ANI
SPECIALIZED INSPEC-
TION, FIRE ACCESS/
LOOP ROAD EXT.,
SADDLEBACK COLLEGE,
IRVINE TESTING
LABORATORY, INC.,
IRVINE

A motion was made by Trustee Moore, seconded by Trustee Walther, to authorize and direct the District administration to negotiate

AUTHORIZATION TO
NEGOTIATE REVISED

proposed changes with The Blurock Partnership for future architectural services, and, that the negotiated changes be presented to the Board for consideration at the June 23, 1986, meeting to minimize the delay of planning and design for the Saddleback College Student Services Center and the Irvine Valley College Hub Phase I. The motion carried unanimously.

AGREEMENTS FOR
CONTRACTED
ARCHITECTURAL
SERVICES

President Walther called for a recess at 9:30 p.m. The meeting reconvened at 9:40 p.m.

RECESS/RECONVENE

In order to give the attention required and deserved to the budget items, President Walther announced that this meeting would reconvene Monday, June 16, 1986, at 7:00 p.m., at Irvine Valley College. And, prior to that, at 6:45 p.m., there would be a brief groundbreaking ceremony at Irvine Valley College.

CONTINUATION OF
MEETING/GROUND-
BREAKING CEREMONY
AT IVC

New Business

Education Code Sections 81310 through 81315 prescribe the procedure for granting an easement or dedication for construction and maintenance of water and sewer lines. The Board must adopt a resolution declaring its intent to grant the easement and fix a time and place for a public hearing. A motion was made by Trustee Gellatly, seconded by Trustee Moore, to adopt Resolution 86-43, declaring intent to grant an easement to the Moulton Niguel Water District, and setting 8:00 p.m., June 23, 1986, Saddleback Library Room 105, as the time, date and place of the public hearing. A roll call vote was taken as follows:

RESOLUTION 86-43,
INTENT TO GRANT
EASEMENT FOR WATER
MAIN, MOULTON
NIGUEL WATER
DISTRICT

AYE: Trustees Gellatly, Milchiker, Moore, Swanson,
and Walther
NO: None
ABSENT: Trustees Connolly, and Hueter
ABSTAIN: None

District staff evaluated alternate plans for merging the Facilities Planning function with the District Facilities Maintenance and Operating functions. That alternative is workable, but it is projected that this reorganization would not maintain the current level of quality and service, would be less efficient and result in minimal savings. A motion was made by Trustee Moore, seconded by Trustee Milchiker, to authorize the selection process for replacement of the District's Facilities Planning Administrator position scheduled to be vacant July 1, 1986. The motion carried with one no vote.

AUTHORIZATION TO
INITIATE SELECTION
PROCESS FOR RE-
PLACEMENT OF
FACILITIES PLANNING
ADMIN POSITION

The Board directed a "request for proposal" be developed and advertised for solicitation of quotations to provide required services for District Research and Data Processing, Facilities Management Services. Two firms responded. An evaluation committee evaluated the proposals. After discussion, a motion was made by Trustee Moore, seconded by Trustee Gellatly, to have this item addressed at the next meeting, and parties representing both Aldrich and Turner be present to speak. The motion carried

DISTRICT RESEARCH
AND DATA PROCESSING
FACILITIES MANAGE-
MENT SERVICES

unanimously.

A motion was made by Trustee Moore, seconded by Trustee Connolly, to approve establishing an appropriations limit of \$49,096,484 for fiscal year 1986-87 by adopting Resolution 86-40 as presented in the exhibit made a part of these Minutes. A roll call vote was taken as follows:

RESOLUTION 86-40,
APPROPRIATIONS
LIMIT

AYE: Trustees Connolly, Gellatly, Milchiker, Moore, Swanson, and Walther
NO: None
ABSENT: Trustee Hueter
ABSTAIN: None

Saddleback College was notified by the State Chancellor's Office that the request for a budget augmentation from recycled EOPS funds had been approved. These funds will be used to employ additional student peer advisors and to sustain additional postage expenses. A motion was made by Trustee Moore, seconded by Trustee Gellatly, to adopt Resolution 86-42 amending the College budget in the amount of \$1945 as displayed in the exhibit made a part of these Minutes. The motion carried with the following roll call vote:

RESOLUTION 86-42,
SADDLEBACK COLLEGE
EOPS PROGRAM

AYE: Trustees Connolly, Gellatly, Milchiker, Moore, Swanson, and Walther
NO: None
ABSENT: Trustee Hueter
ABSTAIN: None

Correspondence/Comments/Action

Correspondence was submitted to the Board of Trustees for information, review and comment.

CORRESPONDENCE/
COMMENTS/ACTION

The meeting adjourned to closed session at 10:15 p.m.

CLOSED SESSION

The Board reconvened and continued its meeting on Monday, June 16, 1986, at 7:00 p.m., at the Irvine Valley College, Room A-311. All Trustees were present for this continuation meeting.

CONTINUATION
6/16/86, IVC

The Board adjourned to closed session at 7:05 p.m., June 16, 1986, and reconvened to open session at 7:40 p.m., June 16, 1986.

CLOSED SESSION

Representatives from Turner Data Systems spoke, as did the representative from Aldrich Computer Services, Inc. After discussion, a motion was made by Trustee Moore, seconded by Trustee Swanson, to approve Turner Data Systems as Facilities Management Services for District research and data processing. The motion carried with one no vote, two abstentions, and four ayes. Mr. Aldrich took issue with this decision. The Board determined to adjourn to closed session to discuss the legalities brought forth here, and to confer with legal counsel.

TURNER DATA
SYSTEMS/ALDRICH
COMPUTER SERVICES

The Board adjourned to closed session at 8:15 p.m. It was agreed

CLOSED SESSION

and continue the open session at 7:00 p.m., June 18, 1986, at Saddleback College Room 105.

The Board reconvened and continued its June 9, 1986, meeting on Wednesday, June 18, 1986, holding a closed session at 6:30 p.m. Trustees Connolly and Moore were absent for this continuation.

CONTINUATION,
6/18/86,
CLOSED SESSION

The Board adjourned to open session at 7:13 p.m., and announced action taken in closed session. A motion was made by Trustee Gellatly, seconded by Trustee Hueter, to accept Dr. Richard Sneed as Chancellor, effective July 28, 1986.

CLOSED SESSION
ACTION: NEW
CHANCELLOR,
DR. RICHARD SNEED

The Board adjourned to closed session at 7:15 p.m., and reconvened to open session at 7:54 p.m.

CLOSED SESSION/
RECONVENE TO OPEN
SESSION

President Walther turned the meeting over to Vice President Gellatly at 7:55 p.m.

A motion was made by Trustee Milchiker, seconded by Trustee Swanson, to rescind the contract with Turner Data Systems, and extend the Aldrich contract on a month-to-month basis, not to exceed six months. The motion carried unanimously with Trustees Connolly and Moore absent.

TURNER DATA SYSTEMS/
ALDRICH COMPUTER
SERVICES, INC.
CONTRACT

The balance of the meeting was dedicated to budget discussion. Handouts were provided by Drs. Hart, Grafsky, and McLendon. Copies are filed with these Minutes.

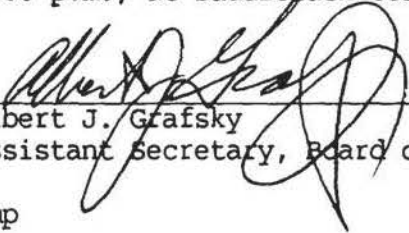
BUDGET DISCUSSION

Vice President Gellatly adjourned the June 9th meeting at 10:00 p.m., June 18, 1986.

MEETING ADJOURNED

The next regular meeting will be held Monday, June 23, 1986, at 8:00 p.m., at Saddleback College, Room 105.

NEXT REGULAR MEETING



Albert J. Grafsky
Assistant Secretary, Board of Trustees

fmp