

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
JUNE 22, 1987  
SADDLEBACK COLLEGE, LIBRARY 105

REGULAR MEETING

The regular meeting of the board of trustees was called to order by President Moore at 7:15 p.m. Trustee Gellatly led the pledge of allegiance and Trustee Connolly offered an invocation.

CALL TO ORDER

Members of the Board of Trustees

PRESENT

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

Administrative Officers

Richard Sneed, Chancellor  
Neil Yoneji, Vice Chancellor, Fiscal Services  
Anna McFarlin, Acting Vice Chancellor  
Constance Carroll, President, Saddleback College  
Ron Kong, President, Irvine Valley College

Intercollege Academic Senate

Peter Morrison

California School Employees Association

Matt Suarez

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the agenda. Motion carried unanimously.

AGENDA  
APPROVED

Motion by Trustee Swanson, seconded by Trustee Hueter, to approve the minutes of the June 8, 1987 board of trustees meeting. Motion carried unanimously.

MINUTES  
APPROVED

Actions Taken in Closed Session

Clerk Milchiker read into record the following action taken by the board of trustees: "On June 8, 1987, the board of trustees adopted a 4% salary increase for the administrative and executive employees effective July 1, 1986, and adopted the administrative and executive compensation proposals dated June 8, 1987. The administrative and executive salary schedules are effective July 1, 1987."

CLOSED SESSION  
ACTIONS

Trustee Milchiker read a resolution awarding Evelyn Wrobleski the title of Outstanding Classified Employee of Saddleback College for 1986-87. Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve the resolution. Motion carried unanimously with a roll call vote.

OUTSTANDING  
CLASSIFIED  
EMPLOYEE  
AWARDS

Trustee Swanson read a resolution awarding Rosemary Billings the title of Outstanding Classified Employee of Irvine Valley College for 1986-87. Motion by Trustee Swanson, seconded by Trustee Walther, to approve the resolution. Motion carried unanimously with a roll call vote.

Trustee Milchiker read a resolution awarding Maxine Omer the title of Outstanding Classified Employee of the Saddleback Community College District for 1986-87. Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve the resolution. Motion carried unanimously with a roll call vote.

President Carroll accepted the award for Ms. Wrobleski. Trustee Swanson presented the award to Ms. Billings and Dr. Sneed presented the award to Ms. Omer.

Recess was announced at 7:35 p.m. Cake was served to honor Trustee Connolly's birthday and to congratulate the recipients of the awards. The meeting was reconvened at 7:55 p.m.

RECESS/RECONVENED

#### Reports

Trustee Walther stated she had attended a meeting of the board of directors of CCCT and asked for any board members interested in committee work to contact her.

TRUSTEES' REPORTS

Trustee Milchiker announced the funding of AB 94. She stated that legislature had not made a decision as to the state budget. She announced a meeting of the California Elected Women's Association for Education and Research to be held on August 6 and invited anyone who was interested.

President Carroll stated she was gratified to learn that the Saddleback College self-study is now used as a model for the Accrediting Commission. She announced the completion of Phase I of the newly required Title V Curriculum Review process. She announced an increase of 986 seats at Saddleback College during the summer session over last summer with a 2,327.9 WSCH increase. She stated this increase reflected 56 fewer class sections offered. President Carroll said Vice President Brewer and the deans were still studying ways to make the summer schedule even more accessible to graduating high school students.

PRESIDENTS'  
REPORTS

President Moore commented that an additional target group was the students who have not graduated from high school but were still interested in taking summer courses.

PRESIDENTS'  
REPORTS  
(continued)

President Kong announced a 20% increase in head count for the summer session at Irvine Valley College compared to summer of last year with a 70% WSCH increase and an increase of 478 for WSCH/FTEF.

Dr. Morrison, on behalf of the Senate, commended the classified members, especially the three recipients of the Outstanding Classified Employee Service Awards.

ACADEMIC SENATE  
REPORT

Dr. McCullough announced a ceremony was planned for July 1 at 2 p.m. for the planting of the redwood trees.

Mr. Suarez thanked the board for the employee service awards and expressed his appreciation to the board for making the awards possible.

CSEA  
REPORT

Chancellor Sneed stated he had no report.

CHANCELLOR'S REPORT

Motion by Trustee Hueter, seconded by Trustee Connolly, to adopt the 1987-88 Tentative Budget and to establish August 24, 1987 in Room 105 of the Saddleback College Library as the time and place of the public hearing for the final 1987-88 budget.

1987-88 TENTATIVE  
BUDGET

Consent Calendar

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the consent calendar with removal of items 3, 8, and 14 for separate discussion. Motion carried unanimously.

CONSENT CALENDAR  
APPROVED

Motion by Trustee Swanson, seconded by Trustee Hueter, to approve authorization for district institutional memberships and estimated dues for 1987-88. Motion carried unanimously.

DISTRICT  
INSTITUTIONAL  
MEMBERSHIPS

The board approved the submission by Irvine Valley College of an application for VEA funds to the Employer-Based Training Program to provide interactive 3D Computer-Aided Design and Manufacturing training.

GRANT PROPOSAL  
FOR EMPLOYER-  
BASED TRAINING  
PROGRAM

The board approved the high technology center Establishment Grant augmentation for Saddleback and Irvine Valley Colleges.

GRANT  
AUGMENTATION

The board accepted a grant for Saddleback College from the Chancellor's Office of the California Community Colleges for training in child abuse prevention techniques for staff of residential facilities.

GRANT AWARD  
ACCEPTANCE

Motion by Trustee Swanson, seconded by Trustee Walther, to approve the Articulation Council Agreement between Saddleback College and the Saddleback Valley Unified School District high schools in articulation established by the staffs of their respective institutions. President Carroll introduced Ms. Miki Mikolajczak from the Saddleback College Counseling Services department and Dr. Gail Houghton of the Saddleback Valley Unified School District who gave presentations on the agreement. President Carroll thanked them for their participation on the grant. Motion carried unanimously.

ARTICULATION  
COUNCIL  
AGREEMENT

#### Reports

Mr. Everett brought the board's attention to a newspaper article in The Orange County Register written by Gary Robbins. Mr. Everett felt the article created a negative picture of the college and urged the board to circumvent any future dealings with the writer.

SENATE REPORT

#### Consent Calendar

Motion by Trustee Swanson, seconded by Trustee Hueter, to approve the participation of Forensics Team members from Saddleback and Irvine Valley Colleges in the Arizona Debate Institute. Motion carried unanimously.

FORENSICS TEAM  
DEBATE

The board approved an Educational Service Agreement with CPI Pension Services whereby the company agrees to pay \$1,100 for the training program provided by the college.

EDUCATIONAL  
SERVICE  
AGREEMENT

The board approved an agreement with a computer aided design consultant for Irvine Valley College to develop curricula for the Computer Assisted Drafting (CAD) program.

COMPUTER AIDED  
DESIGN  
CONSULTANT

The board approved an agreement with Karen Meyers to provide an evaluation to determine the effectiveness on cooperation and coordination of effort between secondary educational institutions and the community colleges at Saddleback College.

COUNSULTANT  
AGREEMENT

The board approved an agreement with the artist who produced the stage backdrop for the 1987 commencement ceremony at Saddleback College.

ARTIST/CONSULTANT  
AGREEMENT

The board approved an agreement with Mary Auvil to produce a final, external evaluation to determine the effectiveness of a grant to develop a statewide model instructional and administrative telecommunications network.

CONSULTANT  
AGREEMENT

The board approved the renewal of the agreement with Sullivan & Associates to provide construction inspection services for the Administration Building (SS) and Nursing Cluster (BC) remodeling project at Saddleback College.

CONSTRUCTION  
INSPECTOR'S  
AGREEMENT  
RENEWAL

The board approved the substitutions of the subcontractors listed for the remodeling of the Administration Building (SS) and Nursing Cluster (BC), Saddleback College, as proposed by the prime contractor, TA Construction.

CHANGE IN  
SUBCONTRACTORS

The agenda item regarding escrow documents related to the purchase of Parcel #4 at Irvine Valley College was pulled from the agenda for further review.

ESCROW DOCUMENTS,  
PARCEL #4

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the continuation of the existing contract between the Saddleback Community College District and Campus Cuisine, Inc. for cafeteria and vending machine services at Saddleback College through June 30, 1988. Motion carried unanimously.

CAFETERIA SERVICES  
CONTRACT

The board approved a bid for computer software services for library book cataloging to Online Computer Library Center, Inc. for Saddleback and Irvine Valley Colleges.

AWARD OF BID:  
LIBRARY COMPUTER  
SERVICES

The board approved a bid for the printing of the Saddleback College Lariat to the Daily Sun Post.

AWARD OF BID:  
DAILY SUN POST

The board approved a bid for a preventative maintenance contract for photocopiers at Saddleback and Irvine Valley Colleges for 1987-88.

AWARD OF BID:  
CONTRACT FOR  
PHOTOCOPIERS

The board approved the sale of surplus, and lost and found property to the highest bidders as listed in the agenda item.

AWARD OF BID:  
SURPLUS PROPERTY

Motion by Trustee Swanson, seconded by Trustee Hueter, to approve the interfund transfer of \$921,000 from the Capital Projects Fund to the new Certificates of Participation/Capital Outlay Projects Fund and to authorize the apportionment of interest earned on cash balances in that fund to accrue to the credit of that fund. Motion carried unanimously.

INTERFUND  
TRANSFER

The board approved an amendment to the 1986-87 General Fund Operating budget to account for revenues and expenditures of the Saddleback College Guest Artist Series in the appropriate Saddleback College accounts.

BUDGET AMENDMENT:  
GUEST ARTIST  
SERIES

The board approved an amendment to the Saddleback College's operating budget to enable Admission and Records to complete the purchase of a Kodak Microfilmer.

BUDGET AMENDMENT:  
STUDENT RECORD  
FEES

The board approved warrants 124276 through 124785 totaling \$7,087,281.47 and credit card purchases totaling \$399.80.

WARRANTS

The board approved purchase orders 96157 through 96339 totaling \$285,179.76.

PURCHASE ORDERS

The board approved the requests for travel and/or mileage as exhibited.

REQUESTS FOR TRAVEL

The board approved the certification of the signatures as authorized to sign notices of employment, timesheets, vendor orders for payment, and warrant registers.

AUTHORIZATION OF SIGNATURES

Motion by Trustee Milchiker, seconded by Trustee Walther, to accept the gifts listed on behalf of Saddleback and Irvine Valley Colleges. Motion carried unanimously.

GIFTS

President Moore announced at 8:50 p.m. the board would go into executive session and would reconvene at the close of that session.

EXECUTIVE SESSION

After the regular meeting was reconvened, a motion was made by Trustee Milchiker, seconded by Trustee Hueter, to approve the classified and certificated personnel items including the replacement page for Exhibit A under the certificated personnel actions and modification to Item B to not include authorization to announce the classified position for college budget supervisor for Saddleback College at this time. Motion carried unanimously.

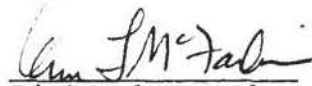
CLASSIFIED/  
CERTIFICATED  
PERSONNEL ACTIONS

The meeting was adjourned at 10:45 p.m.

ADJOURNMENT

The next regular meeting will be held on Monday, July 27 at Irvine Valley College.

NEXT MEETING



Richard Sneed  
Secretary, Board of Trustees  
ACTING

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