

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

MINUTES OF THE BOARD OF TRUSTEES
June 23, 1986 - 8:00 P.M.
Saddleback College Library 105

CLOSED SESSION

The Board of Trustees met in closed session from 6:00 p.m. until 8:00 p.m. to discuss personnel and negotiations matters. Trustees Connolly, Gellatly, and Moore were absent.

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 Walther asked the audience to remain standing for a moment of silence for those who wished to meditate.

CALL TO ORDER

Members of the Board of Trustees

Ms. Harriett Walther, President
Ms. Iris Swanson, Clerk
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. Ed Hart, President, Irvine Valley College

Faculty Association

Dr. Curt McLendon

Academic Senate

Dr. Robert Cosgrove

California School Employees Association

Mr. Matt Suarez

A motion was made by Trustee Milchiker, seconded by Trustee Hueter, to approve the Agenda after removing Items IV-C, Exhibit A, page 3, 4th item; IV-P; V-C, and VI-D. Motion carried unanimously.

APPROVE AGENDA

Minutes of prior meetings will be submitted to the Board for approval at the next regular Board meeting.

APPROVE MINUTES

President Walther stated there had been no additional action taken in closed session.

CLOSED SESSION ACTION

President Walther asked Acting Chancellor Habura for introductions of guests. There were none.

INTRODUCTIONS

Clerk Swanson read into the record the resolution commending Student Trustee Brian Bell for his service during 1985-86, and wished him continued success in his future endeavors. A motion was made by Trustee Swanson, seconded by Trustee Hueter, to adopt Resolution 86-47, a copy of which is on file with these Minutes. Motion carried with the following roll call vote:

RESOLUTION 86-47, STUDENT TRUSTEE BRIAN BELL

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

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

PUBLIC COMMENTS

President Walther opened a public hearing on the issue of the proposed grant of easement to Moulton Niguel Water District. There were no comments or questions from the public regarding this subject. However, because of a lack of 2/3 vote, it was determined that this item would return for action.

PUBLIC HEARING: EASEMENT TO MOULTON NIGUEL WATER DISTRICT

Information and Reports

Both College Presidents submitted a written report for inclusion in the Agenda distributed in advance of this meeting.

PRESIDENT'S REPORT

Inter-College Academic Senate President Cosgrove stated his pleasure at the Board having selected a Chancellor.

ACADEMIC SENATE REPORT

The California School Employees Association President Suarez stated his favorable impressions of the Employee Assistance Program.

CSEA REPORT

Faculty Association President McLendon had no special report.

FACULTY ASSOCIATION REPORT

Acting Chancellor Habura also stated his pleasure at the selection of a new Chancellor.

CHANCELLOR'S REPORT

With the June 3, 1986, voter approval of Proposition 46, community college districts may request of District voters the authorization to issue general obligation bonds. The Acting Chancellor recommended the Board give consideration to the desirability and feasibility of asking District electors to approve general obligation bonds.

ABILITY TO ISSUE GENERAL OBLIGATION BONDS

The monthly budget status reports were presented to the Board for information and review. A copy of the budget report with 1985-86 budget status as of May 31, 1986, as displayed in the submitted exhibits is filed with these Minutes.

1985-86 BUDGET STATUS SUMMARIES

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.

CONSENT CALENDAR ITEMS REMOVED

Trustee Swanson requested Items B and K be pulled for separate discussion; Student Trustee Bell requested Item F be removed for separate discussion; Dr. Al Grafsky requested Item L be removed for separate discussion; and CSEA President Suarez requested Item C, Exhibit A, Page 3, item 3, regarding Sheila Martin, be removed for later consideration. This was in addition to Item C, Exhibit A, Page 3, item 4, regarding Jan Ward, being removed earlier. A motion was made by Trustee Milchiker, seconded by Trustee Swanson, to approve the Consent Calendar with the above mentioned items removed as indicated. The motion carried unanimously.

CONSENT CALENDAR APPROVED

In accordance with Education Code Section 72290, all employee actions must be approved or ratified by the Board of Trustees. A motion was made by Trustee Swanson, seconded by Trustee Hueter, to approve Certificated personnel actions as presented to the Board and after discussion. The effective date for

CERTIFICATED PERSONNEL ACTIONS

approval is June 24, 1986. A copy of the exhibit is filed with these Minutes. Motion carried unanimously.

Cost to the Saddleback Forensics Team for tuition and lodging is \$370 per person at the Arizona Debate Institute; however, two of the six participants will be incurring their own costs. The remainder of funding is budgeted in the ASG "Annual Debate Institute" account. After discussion, a motion was made by Trustee Milchiker, seconded by Trustee Swanson, to approve \$1480 for these students to attend the Arizona Debate Institute at Arizona State University from July 29, to August 9, 1986. The motion carried unanimously.

SADDLEBACK COLLEGE
FORENSICS TEAM, ARIZONA
DEBATE INSTITUTE

The Southern California Edison (SCE) Company has required a revision to the existing license agreement, requiring the District provide \$1,000,000 in liability insurance; other conditions remain the same. After discussion, a motion was made by Trustee Hueter, seconded by Trustee Swanson, to approve the revised license agreement with SCE for agricultural use of approximately 22 acres of property adjacent to Irvine Valley College campus. A copy of the exhibit is on file with these Minutes. The motion carried unanimously.

RENEWAL OF LICENSE
AGREEMENT, SCE

After discussion, a motion was made by Trustee Hueter, seconded by Trustee Milchiker, to approve award of Bid #61 for maintenance of water treatment equipment for Saddleback College for five years, for \$33,690.01, and for the 1986-87 fiscal year, \$8770.04, to Calgon Corporation, City of Industry. The low bidder for Irvine Valley College, Burmah Technology Services, Inc., Burbank, withdrew its bid. The Board amended its approval of this item to delete any reference to Irvine Valley College and award of bid to Burmah. Therefore, approval was granted only to Calgon Corporation for Saddleback College. A bid award will be brought before the Board for approval for Irvine Valley College at the next regular meeting. A copy of the exhibit is on file with these Minutes. The motion carried unanimously.

BID #61, WATER TREATMENT
SERVICE, CALGON CORP.,
CITY OF INDUSTRY

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 personnel actions must be approved or ratified by the Board of Trustees. Classified personnel actions presented to the Board were approved, after discussion, and after removal of Items 3 and 4, on Page 3 of Exhibit A, concerning Sheila Martin and Jan Ward, with a June 24, 1986, effective date, as shown in the exhibit filed with these Minutes.

CLASSIFIED PERSONNEL
ACTIONS

The Board approved the Certificated and Classified Management personnel requests to carry over accumulated vacation leave to the 1986-87 academic year.

CARRY OVER ACCUMULATED
VACATION LEAVE

Irvine Valley College plans to send two students to the debate institute in Arizona from July 26, to August 9, 1986. Cost for tuition and lodging is \$379 per student, and \$99 for the forensics advisor. The Board approved funding for Irvine Valley College participation in the Arizona State University Debate Institute Workshop in the amount of \$857.

IVC FORENSICS TEAM,
ARIZONA DEBATE INSTITUTE

Saddleback College grants certificates to students in various occupational areas. Certificates are awarded in programs consisting of 18 to 30 units of credit. The Board approved granting certificates to the students listed in the exhibit filed with these Minutes.

STUDENT CERTIFICATES
OF ACHIEVEMENT

The Board approved for honorarium payment the Saddleback Company Theatre Performing Artists for Summer 1986, as shown in the exhibit filed with these Minutes.

CONSULTANT AGREEMENTS,
PERFORMING ARTISTS

The Board approved for honorarium payment the Saddleback Company Theatre Artists and Craftspersons for Summer 1986, as shown in the exhibit filed with these Minutes.

CONSULTANT AGREEMENT,
ARTISTS & CRAFTSPERSONS

The Board approved a contract with Killian Management Services, Inc., in the amount of \$19,259, for Mr. Rex Tyner's services as noted in the exhibit made a part of these Minutes.

CONTRACT FOR EMERITUS
INSTITUTE CONSULTANT,
KILLIAN MANAGEMENT

The Board approved award of Bid #58 for preventive maintenance contracts for photocopiers for 1986-87 to the vendors as shown in the exhibit filed with these Minutes.

BID #58, 1986-87 PHOTO-
COPIER PREVENTIVE
MAINTENANCE SERVICE

The Board approved award of Bid #745 for the design, supply, and installation of an emergency lighting back-up system at the Saddleback College Physical Education Complex to Atlantic Electric Company, Santa Ana, for the amount of \$19,940.

BID #745, EMERGENCY
LIGHTING SYSTEM FOR
PHYS-ED COMPLEX

The Board approved award of Bid #744 for chiller maintenance at Saddleback College to Air Conditioning Company, Inc., Glendale, for three years, in the amount of \$11,312, with the option to renew for two additional years beyond that time. A copy of the exhibit is on file with these Minutes.

BID #744, CHILLER
EQUIPMENT MAINTENANCE,
AIR CONDITIONING COMPANY,
INC., GLENDALE

The Board approved award to Lucas Construction Company, Costa Mesa, Base Bid 2, Site Work, in accordance with Bid #76 for temporary classroom and cafeteria buildings at Irvine Valley College, in the amount of \$45,033, under the terms of the contract agreement, a copy of which is on file with these Minutes.

BID #76, TEMPORARY CLASS-
ROOM & CAFETERIA BLDGS.,
IVC, LUCAS CONSTRUCTION
COMPANY, COSTA MESA

The Board approved Warrants 116099 through 116605, totaling \$7,294,335.62, and credit card purchases paid through the revolving fund totaling \$49.25. A list is filed with these Minutes.

WARRANTS

The Board approved Purchase Orders 90326 through 90476, totaling \$203,804.55, processed in accordance with the general priorities of the adopted budget. A list is filed with these Minutes.

PURCHASE ORDERS

Old Business

President Carroll revised her comments from last week's meeting when she stated to the Board that the budget was workable. Final corrections to budget data reduced the amount unallocated in the Saddleback College budget by \$253,000. President Carroll indicated there now is a serious problem. After further discussion by Drs. Graftsky, McLendon, President Carroll, Acting Chancellor Habura, and the Board, a motion was made by Trustee Hueter, seconded by Trustee Swanson, to adopt the tentative budget as presented by the Administration, and that it be filed with Orange County Superintendent of Schools before July 1, 1986. Monday, September 1, 1986, Saddleback College Library Room 105, is the date and place of public hearing on the final budget. The motion carried unanimously.

ADOPTION OF 1986-87
TENTATIVE BUDGET

The Acting Chancellor recommended the Board of Trustees approve the (Foundation) proposed organization for fund raising, including the staff support and reimbursement detailed in the exhibit filed with these Minutes. Ms. Donna Hatchett gave a presentation and summarized why the District needs the Foundation for a fund-raising vehicle. A motion was made by Trustee Milchiker, seconded by Trustee Hueter, that the Board of Trustees approve the proposed organization for fund raising, with Chancellor-Select Sneed reviewing within six months after beginning employment with the District, and having the option of recommending any modifications at that time. An amendment to the motion was made by Clerk Swanson, seconded by Trustee Milchiker, to immediately obtain written legal opinion on the organizational structure, to assure the legality of the dedication of District staff to the Foundation, to determine the appropriateness of the reimbursement proposal from the Foundation, and that any other questions of legality are adequately answered so that the Board is assured of proceeding within legal boundaries. The motion as amended carried unanimously.

FOUNDATION FOR DISTRICT

President Walther called for a recess at 9:30 p.m. The meeting reconvened at 9:47 p.m.

RECESS/RECONVENE

New Business

A motion was made by Trustee Hueter, seconded by Trustee Milchiker, to approve authorization of hiring The Blurock Partnership architectural firm to provide the necessary planning and designing required for construction of the Student Center at Saddleback College, and Hub I at Irvine Valley College, under the terms of the contract dated October 18, 1976. The motion carried unanimously.

ARCHITECT FOR STUDENT SERVICES CENTER, AND HUB I, THE BLUROCK PARTNERSHIP

A motion was made by Trustee Milchiker, seconded by Trustee Hueter, to approve authorization of the selection process for replacement of the Heating/Air Conditioning Mechanic position in the District Facilities and Maintenance Department which was vacated on March 28, 1986. The motion carried unanimously.

SELECTION PROCESS FOR REPLACEMENT OF HEATING/AIR CONDITIONING MECHANIC POSITION

On June 9, 1986, the Board directed the District administration to negotiate proposed changes to the master contract with The Blurock Partnership for future architectural services. Since June 9th, District officials met with The Blurock Partnership principals and negotiated modifications to the original master

REVISED ARCHITECTURAL SERVICES CONTRACT

agreement adopted in 1976. A motion was made by Trustee Milchiker, seconded by Trustee Hueter, to approve the revised architectural services agreement with The Blurock Partnership. A copy of said agreement is made a part of these Minutes. The motion carried unanimously.

Gifts to the District were read by Clerk Swanson. A motion was made by Trustee Swanson, seconded by Trustee Hueter, to approve these gifts to the District. The motion carried unanimously.

Correspondence/Comments/Action

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

Trustee Milchiker discussed her trip to Sacramento, stating it was very worthwhile. It was determined that Trustee Milchiker would draft a letter to the Legislators supporting the Emeritus program.

President Walther announced that this meeting would reconvene at 9:00 a.m., Thursday, June 26, 1986, at Saddleback College Library Room 105.

The Board adjourned to closed session at 10:10 p.m.

The Board reconvened and continued its (June 23, 1986) regular meeting on Thursday, June 26, 1986, in the Saddleback College Library Room 105, at 9:03 a.m. Present were: Trustees Walther, Swanson, Connolly, Hueter, and Milchiker. Absent were: Trustees Moore, Gellatly, and Student Trustee Bell.

Tab II, Item H, Grant of Easement to Moulton Niguel Water District for Installation and Maintenance of Water Main, was again brought before the Board. This item required a 2/3 vote, and had been discussed at the beginning of the meeting on June 23, 1986, at which time a public hearing was held. A motion was made by Trustee Swanson, seconded by Trustee Connolly, to approve and adopt Resolution 86-45 granting an easement for the installation of water and sewer lines to the Moulton Niguel Water District. The motion carried with the following roll call vote:

GIFTS TO DISTRICT

CORRESPONDENCE/COMMENTS/
ACTION

TRUSTEE MILCHIKER REPORTS
ON SACRAMENTO TRIP

RECESS TO 6/26/86,
9:00 A.M.

ADJOURN TO CLOSED SESSION

RECONVENE (CONTINUE
MEETING OF 6/23/86)
ON 6/26/86

PRESENT/ABSENT

RESOLUTION 86-45, GRANT OF
EASEMENT TO MOULTON NIGUEL
WATER DISTRICT

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

Tab V, Item C, Installation of Fence Around Construction Technology Area, was again brought before the Board. This item also required a 2/3 vote, and had been discussed at the beginning of the June 23, 1986, meeting. A motion was made by Trustee Hueter, seconded by Trustee Connolly, to approve revising the transfer from the District's general contingency account to the Facilities and Maintenance Department construction account for the erection of the safety fence around the Construction Technology area from \$5000 to \$3827; also, to approve authorizing staff to proceed with a contract with the Pyramid Fence Company, Inc., for this work. The motion carried with the following vote:

INSTALLATION OF FENCE
AROUND CONSTRUCTION
TECHNOLOGY AREA, PYRAMID
FENCE COMPANY, INC.

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

Tab VI, Item D, Constitutional Requirement for Adoption of Interim Salary Schedules, was again brought before the Board. It had been discussed at the beginning of the June 23, 1986, meeting and returned for a 2/3 vote. A motion was made by Trustee Swanson, seconded by Trustee Milchiker, to approve adoption of Resolutions 86-36, 86-37, and 86-38, regarding classified, certificated, administrative and contract administrator salary schedules for the 1986-87 fiscal year. The motion carried with the following roll call vote:

RESOLUTIONS 86-36, 86-37,
AND 86-38, CONSTITUTIONAL
REQUIREMENT FOR ADOPTION
OF INTERIM SALARY
SCHEDULES

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

Tab VI, Item E, Authorization to Join the School Excess Liability Fund (SELF), was again brought before the Board. It, too, had been discussed at the beginning of the June 23, 1986, meeting and returned for a 2/3 vote. A motion was made by Trustee Hueter, seconded by Trustee Connolly, to approve adoption of Resolution

RESOLUTION 86-44,
AUTHORIZATION TO JOIN THE
SCHOOL EXCESS LIABILITY
FUND (SELF)

86-44 approving the District's membership in the School Excess Liability Fund. The motion carried with the following roll call vote:

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

A motion was made by Trustee Hueter, seconded by Trustee Connolly, to authorize Dr. Grafsky to execute the Joint Powers Agreement on behalf of the District. The motion carried with the following vote:

JOINT POWERS AGREEMENT,
DR. GRAFSKY AUTHORIZED TO
EXECUTE AGREEMENT


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

President Walther adjourned the June 23, 1986, meeting at 9:15 a.m., June 26, 1986. The Board of Trustees at this time adjourned to closed session.

MEETING ADJOURNED

The next regular meeting will be held July 14, 1986, at 8:00 p.m., Saddleback College Library Room 105.

NEXT REGULAR MEETING



David P. Habura
Secretary, Board of Trustees

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