

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
JUNE 24, 1991  
SADDLEBACK COLLEGE, LIBRARY 105

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 with the exception of Trustee Hueter.

CLOSED  
SESSION

REGULAR MEETING

The open session of the regular meeting of the Board of Trustees was called to order by President Milchiker at 7:30 p.m. Trustee Moore led the pledge of allegiance, and Trustee Connolly offered words of inspiration.

CALLED  
TO ORDER

Members of the Board of Trustees

PRESENT

Marcia Milchiker, President  
Robert Moore, Vice President  
John Connolly, Member  
Shirley Gellatly, Member  
Iris Swanson, Member  
Harriett Walther, Member  
Michael Starkenburg, Student Member

Absent

Joan Hueter, Clerk

Administrative Officers

Richard Sneed, Chancellor  
Robert Matthew, Acting Vice Chancellor, Fiscal Services  
William Kelly, Vice Chancellor, Administrative Services  
Robert Lombardi, Acting Vice Chancellor, Employee Relations and Personnel  
Constance Carroll, President, Saddleback College  
Terry Burgess, Vice President, Instruction, Irvine Valley College

Faculty Association

Bill Jay

Academic Senate

Lee Haggerty  
Gary Resnick

California School Employees Association

No representation

Classified Senate/Council

Helen Locke

Penny Lewis

Motion by Trustee Moore, seconded by Trustee Swanson, to approve the agenda as presented including replacement and/or additional pages to items 32a and 32b. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

APPROVAL  
OF AGENDA

Motion by Trustee Moore, seconded by Trustee Walther, to approve minutes of the June 10, 1991, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

APPROVAL  
OF MINUTES

There were no actions from closed session.

CLOSED SESSION

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the resolution commending Dr. Robert Lombardi for his service and dedication to the District as Acting Vice Chancellor of Employee Relations and Personnel from July of 1990 to July of 1991. Motion carried unanimously by a roll call vote.

RESOLUTION  
OF  
COMMENDATIO:

Motion by Trustee Connolly, seconded by Trustee Moore, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

CONSENT  
CALENDAR

Motion by Trustee Walther, seconded by Trustee Moore, to approve the addition of the MW (Military Withdrawal) grade to Board Policy 5300, Grading Policy. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

BP5300  
REVISION

Motion by Trustee Walther, seconded by Trustee Moore, to approve Resolution 91-42 opposing Section 51025 of Title 5. Motion carried by a roll call vote with Trustee Gellatly casting a negative vote.

SECTION 51025,  
TITLE 5

The board approved the revised Saddleback College, Irvine Valley College, and District Foundation bylaws.

FOUNDATION  
BYLAWS

The board approved the Joint Powers Agreement as amended increasing the number of directors for the Orange County Marine Institute from 11 to 13, and designated one new member from Dana Point and one additional director at large.

MARINE  
INSTITUTE

Motion by Trustee Moore, seconded by Trustee Connolly, to approve Saddleback College's new ESL matriculation procedures, revised English placement procedures, and revised mathematics placement procedures for publication in the 1991/1992 College Catalog supplement. President Carroll reviewed the item briefly and introduced Ding-Jo Currie, Matriculation Coordinator, and Jerilyn Chuman, Dean of Counseling and Special Programs, who answered questions for the board. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

MATRICULATION  
PROCEDURES

The board approved Saddleback College's additional and revised instructional fees for 1991/1992.

REVISED FEES

The board approved the expenditure of funds for hotel expenses for the ABA accreditation team visit to the Saddleback College Legal Assisting Program.

ABA ACCREDI-  
TATION TEAM  
EXPENSES

The board approved honorarium payment to Saddleback Company Theatre Performing Equity Artists for their services in producing summer professional theatre.

HONORARIUM

The board approved honoraria of \$330 for Mr. Larry Toy's in-service presentation on Program-Based Funding at Saddleback College on January 8, 1991, and for the Saddleback College summer stock artists and craftspersons.

The board approved an extension of the consultant agreement with Professor Paul Berry to cover his presentation at Saddleback College on June 1 during the NEH funded study institute.

CONSULTANT  
AGREEMENT  
EXTENSION

The board approved the agreement with Proscenery, Inc., for providing set construction and painting services for IVC's Theatrefaire for Children productions during June 6 through July 31, 1991, in an amount not to exceed \$9,669.

CONSULTANT  
AGREEMENTS

The board approved the increase in payment of \$500 to \$1,000 for each of two projects to Irvine Valley College consultant, Mary Auvil, to fulfill increased requirements in the evaluation and preparation of final projects reports for the Leadership Conference for Business Education and the Business Faculty Internship Project.

<p>The board approved the Irvine Valley College Community Education program, presenters and compensation for the 1991 fall session</p>	<p>IVC FALL COMMUNITY EDUCATION</p>
<p>The board approved the Irvine Valley College Freshman Camp orientation program scheduled for July 24 and 25, 1991, and lodging at Point Loma College at an approximate amount of \$2,500.</p>	<p>IVC FRESHMAN CAMP</p>
<p>The board approved IVC's further exploration of the feasibility of co-sponsoring an Irvine Orange Groves Electric Music Festival in September with the City of Irvine Office of Cultural Affairs.</p>	<p>ELECTRIC MUSIC FESTIVAL</p>
<p>The board approved the award of the construction contract for the remodel of Building N at Saddleback College to Irvine Engineering Corporation for \$166,005, and the construction inspection services contract for the Building N remodel and other projects to J.P. Brown for an amount not to exceed \$8,000.</p>	<p>BUILDING N REMODEL</p>
<p>The board approved termination of the contract with Tibs Construction for construction of the Irvine Valley College Library Secondary Effects for failure by Tibs to provide bonds required in bid documents.</p>	<p>TERMINATION OF CONTRACT</p>
<p>The board approved the loan proposal for Irvine Valley College for the amount of \$50,000 as follows: "Loan for Acquisition of Rear Projection Video Equipment," State Chancellor's Office, Funds for Instructional Improvement, Capital Equipment Loan Program.</p>	<p>IVC LOAN PROPOSAL</p>
<p>The board approved the consulting agreement with Robert Bosanko for services rendered to the district from July 1, 1991, to June 30, 1992.</p>	<p>CONSULTANT CONTRACT</p>
<p>The board approved award of Bid 146 for outfitting the athletic department at Irvine Valley College to twelve vendors for a total of \$30,316.81; Bid 867 for a refrigerated super speed Centrifuge at Saddleback College to DuPont Company for \$22,319.50; Bid 130 for parking permits for the District to Weldon, Williams &amp; Lick for \$21,304.68; Bid 860 for the decentralization of the heating plant at Saddleback College to San Marcos Mechanical Incorporated for \$177,888; and Bid 868 for repairs to the Saddleback College library elevator to Amtech Reliable Elevator Company for \$26,720.</p>	<p>AWARD OF BIDS</p>

<p>The board approved the amendment of the lease agreement with Follett College Stores Corporation for the bookstore at Irvine Valley College, and the award of Bid 148 leasing a portable structure to house the bookstore to Action Mobile of Carson at \$14,400 per year (cost for five year lease is \$72,000).</p>	<p>IVC BOOKSTORE</p>
<p>The board authorized the attorneys with the Orange County Department of Education to file and represent the District's interest at the United States District Court with respect to the Complaint for Interpleader &amp; Declaratoy Relief against Anaheim Electric Motor Company.</p>	<p>COMPLAINT FOR INTERPLEADER , DECLARATORY RELIEF</p>
<p>The board approved extending the terms of the agreement with Keenan &amp; Associates to provide workers' compensation claims administration services for the period from July 1, 1991, to June 30, 1992, inclusive, at a cost of \$0.07 for each \$100 of audited payroll.</p>	<p>CLAIMS ADMINISTRATIC CONTRACT</p>
<p>The board approved establishing an appropriations limit of \$76,803,403 for fiscal year 1991/1992 by adopting Resolution 91-41.</p>	<p>APPROPRIATION LIMIT</p>
<p>Motion by Trustee Moore, seconded by Trustee Walther, to adopt the 1991/1992 Tentative Budget as presented and establish August 19, 1991, at the Irvine Valley College campus as the date and place of the public hearing for the final 1991/1992 budget. Vice Chancellor Matthew used a slide presentation to review the item and answered the board's questions. Motioned carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.</p>	<p>1991/1992 TENTATIVE BUDGET</p>
<p>Motion by Trustee Moore, seconded by Trustee Connolly, to approve/ratify transfers of appropriations delineated in the exhibit. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.</p>	<p>TRANSFERS OF APPROPRIATION</p>
<p>The board approved purchase orders 24503 through 24754 totaling \$399,363.96.</p>	<p>PURCHASE ORDERS</p>
<p>The board approved checks 17676 through 18266 totaling \$5,158,137.82; credit card purchases paid through the revolving fund totaling \$2,136.18; and IVC Community Education checks 1940 through 1962 totaling \$48,391.06.</p>	<p>PAYMENT OF BILLS</p>
<p>The board approved the trustees' requests for travel and/or mileage as shown.</p>	<p>TRAVEL</p>

There were no public comments concerning items not on the agenda.

PUBLIC  
COMMENTS

Trustee Walther reported that she had recently attended the Chancellor's Task Force on Faculty and Staff Diversity where pending legislation on faculty interns and draft affirmative action regulations were discussed. She added that she also attended the CCCT board meeting which Student Trustee Starkenburg attended.

TRUSTEES'  
REPORTS

Trustee Swanson reported that the breakfast held by the Orange County Legislative Task Force on June 14 to honor foundation members was well attended by District staff and that the District's exhibit was excellent.

Student Trustee Starkenburg reported that he attended both the CCLC and CCCT board meetings as well as a meeting of the California Community College Student Trustees that was unexpectedly well attended. At the latter meeting, communications among the student trustees and a newsletter were discussed and he announced his candidacy for a student seat on the CCCT board of directors.

President Carroll did not add to her written report but asked Vice President's Brewer and Hodge to distribute Saddleback College's Fall 1991 Schedule of Classes to the board.

PRESIDENTS'  
REPORTS

Vice President Burgess, representing President McFarlin, reported that Irvine Valley College's single summer session opened smoothly on June 24, and that in checking the campus during peak periods throughout the day it appeared all seats in every classroom were filled.

Professor Haggerty added to Trustee Swanson's report on the OCLTF breakfast meeting that it was announced Dr. Sneed will be the Chair of the Legislative Task Force during the next academic year. He reported that the NEH supported summer study institute is at the half way point and continues to be very interesting.

ACADEMIC  
SENATES'  
REPORTS

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the submitted academic and classified personnel actions including replacement pages. Motion carried unanimously.

PERSONNEL  
ACTIONS

Motion by Trustee Gellatly, seconded by Trustee Walther, to approve the Administrative Retreat Rights Policy/Procedure. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

ADMINISTRATIVE  
RETREAT RIGHTS  
POLICY

Motion Trustee Connolly, seconded by Trustee Moore, to approve the Contracts of Employment of Educational Administrators which will become effective as of July 1, 1991. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

ADMINISTRATIVE  
CONTRACTS

The board approved the reviewed and revised administrative job descriptions.

ADMINISTRATIVE  
JOB DESCRIPTIONS

Motion by Trustee Moore, seconded by Trustee Walther, to accept the following gifts: eleven IBM R/T Computer Work Stations and one R/T Server to be used by Computer Science and Computer Applications classes, donated by Mr. Tony Rummans, Branch Manager, IBM, to the IVC Foundation.

GIFTS



Richard Sneed, Secretary  
Board of Trustees