

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
JUNE 26, 1989
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. Trustee Milchiker was absent for the closed session with all other trustees present.

CLOSED
SESSION

REGULAR MEETING

The open session of the regular meeting of the board of trustees was called to order by President Swanson at 7:40 p.m. Trustee Connolly led the pledge of allegiance, and Trustee Gellatly offered a few moments of silence.

PRESENT

Members of the Board of Trustees

Iris Swanson, President
Shirley Gellatly, Clerk
John Connolly, Member
Joan Hueter, Member
Harriett Walther, Member
Lisa Lopez, Student Member

Absent

Marcia Milchiker, Vice President
Robert Moore, Member (Trustee Moore was absent for the open session of the meeting.)

Administrative Officers

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

Georganna Sizelove, Personnel Manager, for
Maria Sheehan, Vice Chancellor, Employee Relations
and Personnel

Faculty Association

Lee Walker

Academic Senate

John Allen
William Hewitt

California School Employees Association

Matt Suarez

Classified Senate/Council
Patsy Emmert

Motion by Trustee Gellatly, seconded by Trustee Connolly, to approve the agenda as presented including replacement and/or additional pages to items 1, 7, 28, 38-a, and 38-b. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Gellatly, seconded by Trustee Connolly, to approve minutes of the June 6, 1989 board of trustees meeting. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL
OF MINUTES

Trustee Gellatly read out the following action taken from closed session:

ACTION FROM
CLOSED SESSION

On June 5, 1989, the Board of Trustees directed Neil Yoneji, Vice Chancellor/Fiscal Services & Operations, to settle the lawsuit against Victory Sports Systems, Inc., William P. Whitehead and Nicholas E. Tavaglione, in an amount payable by the District of One Hundred Thirty Seven Thousand and No/100 Dollars (\$137,000.00) for furnished services and materials pertaining to the installation of a new track at Saddleback College.

Motion by Trustee Walther, seconded by Trustee Hueter, to approve resolutions commending the Irvine Valley College Publications Office, Saddleback College Golf Team, Saddleback College Men's Tennis Team, Barbara A. Zevnik, Patrick Grant, Annette C. Hayes, Harry Sherer, and Ronald A. Kong. Motion carried unanimously with a roll call vote. Student Trustee Lopez cast an affirmative advisory vote.

RESOLUTIONS

Recess was announced at 8:10 p.m. in order to congratulate recipients of the commendation resolutions and to celebrate the birthday of Trustee Connolly.

RECESS

Motion by Trustee Gellatly, seconded by Trustee Hueter, to approve the resolution providing approval of a lease financing with Certificates of Participation to refinance the district's 1986 Capital Construction projects. The resolution provides the form and authorizes execution of an amendment to the 1986 lease agreement, a site and facilities lease, a lease agreement a trust agreement, an escrow agreement, a purchase agreement, and a preliminary official statement. Motion carried unanimously with a roll call

CERTIFICATES
OF
PARTICIPATION

vote. Student Trustee Lopez cast an affirmative advisory vote.

At 8:40 p.m., President Swanson adjourned the Saddleback Community College District Board of Trustees' meeting and convened the Saddleback Community College District Facilities Corporation meeting. After approving the resolution providing approval of a lease financing with Certificates of Participation to refinance the district's 1986 Capital Construction projects, and approving reallocation of Certificates of Participation component funds, the Facilities Corporation meeting was adjourned, and the Board of Trustees' meeting was reconvened.

SCCD
FACILITIES
CORPORATION

Motion by Trustee Gellatly, seconded by Trustee Walther, 1) to approve the California State University, Fullerton-Mission Viejo (CSUF-MV) Campus "standard form" lease with the understanding that the lease will go into effect only if funding for the satellite is approved in the Governor's budget, 2) to authorize the Vice Chancellor' Fiscal Services and Operations, to authorize award of Bid 817, Remodeling of Buildings D, H, and M, Saddleback College, to the lowest responsible bidder in each specialty category subject to ratification by said Board of Trustees no later than sixty days following the award, 3) to approve a contract with Birtcher Company for construction management services during remodeling of Buildings D, H, and M, Saddleback College, for CSUF-MV for a fee of \$40,780 under terms and conditions of the agreement, and 4) to approve contracting with Sullivan & Associates, as an independent contractor, to perform inspector-of-record services for remodeling of Buildings D, H, and M, Saddleback College, in accordance with the terms and conditions of the Consulting Agreement and Fee Schedule for a total amount not to exceed \$4,250. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

CSUF-MV
CAMPUS

Consent Calendar

Agenda items 15, and 22 were removed from the consent calendar for separate discussion. Motion by Trustee Gellatly, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

CONSENT
CALENDAR

The board approved the grant application, Development of an Articulated 2+2+2 Early childhood Education Program - Phase II. The purpose of this grant is to

GRANT
APPLICATION

increase and strengthen articulation efforts among Saddleback College, Coastline Regional Occupational Program, and University of California, Irvine, in the Early Childhood Education program area.

The board accepted the Vocational Instructor In-Service Training grants totaling \$36,671 to Saddleback College from the California Community Colleges Chancellor's Office, adopted the resolution, and authorized inclusion of these funds in the 1989-1990 General Fund Restricted budget of Saddleback College. This project will provide in-service training opportunities for four business instructors in desktop publishing, computer-compatible input, new marketing methods for entrepreneurship, and the new marketing and management technique for internationally involved companies.

ACCEPTANCE
OF GRANTS

Motion by Trustee Gellatly, seconded by Trustee Hueter, to authorize Saddleback College to participate in the fund-raising activity sponsored by the Mission Viejo Mall for the purpose of raising funds for preliminary studies and architectural drawings. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

MISSION VIEJO
MALL FUND-
RAISING PROJECT

Motion by Trustee Walther, seconded by Trustee Connolly, to approve revisions to Board Policies 6124, 6125, 6130, 6135, 6150, and 6160. The board requested Board Policies 6122, 6132, and 6140 be reworded and returned to the next meeting for board action. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

BOARD POLICIES

Reports

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

PUBLIC
COMMENTS

Trustee Walther reported on the meeting of the State Chancellor's Advisory Committee on Affirmative Action and Staff Diversity and stated that guidelines were being reviewed. Trustee Walther reported on the Leadership 2000 Conference and the lack of staff diversity, and stated that at the CCCT board meeting a suggestion was made that a letter be sent to all organizations participating in the Leadership 2000 Conference to be extremely selective of events relative to affirmative action.

TRUSTEE'S
REPORT

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

PRESIDENTS'
REPORTS

President Carroll distributed copies of the new Honors Program brochure. President Carroll announced that the exhibit catalog, "Stephen DeStaebler: The Figure," received the Award of Excellence in Museum Design Competition from the American Federation of Arts.

President Kong reported on the Irvine Valley College Health and Wellness Center. President Kong stated that enrollment figures for summer reflected close to a 50% increase from last summer.

Professor Allen reconfirmed Academic Senate support of the Honors Program. Professor Allen stated the Intercollege Senate was planning to implement AB 1725 this fall.

ACADEMIC
SENATE
REPORT

Professor Hewitt reported on workshops on developing faculty services areas, and the peer evaluation process under AB 1725. Professor Hewitt commended the district office for the new budget format.

There was no report from CSEA.

CSEA REPORT

Professor Walker stated that the Faculty Association would like to have a representative involved in the review of AB 1725 implications relative to negotiations.

FACULTY
ASSOCIATION
REPORT

Ms. Emmert distributed and gave a presentation on Irvine Valley College's Classified Employee Orientation Procedures.

CLASSIFIED
REPORT

Dr. Sneed reported that the legislature was expected to pass funding for the California State University, Fullerton-Mission Viejo campus and other facilities projects for Saddleback College and Irvine Valley College in the budget. Also, Dr. Sneed reported that funding for the cafeterias and the Student Services Centers was approved by the Joint Conference Committee, but requires approval of the full legislature and the Governor's signature. Dr. Sneed urged letters be written to the Governor on the need of these projects.

CHANCELLOR'S
REPORT

A brief summary of each of the sabbatical project reports has been prepared and was presented to the board on work accomplished under this staff development project.

SABBATICAL
PROJECTS

The board approved participation of two Forensics Team members in the Arizona Debate Institute for a total cost of \$1427.

FORENSICS
TEAM

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

HONORARIA

The board ratified the consultant agreement with Rex Tyner for a total cost not to exceed \$7,950 for services rendered to Saddleback College in administering specified duties for the period from July 11, 1989 to June 30, 1990, inclusive.

TYNER CONTRACT

The board approved the contract with Killian Management Services, Inc. in the amount of \$9,824 for Rex Tyner's services for 1989-1990.

KILLIAN
CONTRACT

The board approved the contract with Orange County Department of Education Media Services Unit for materials and services in an amount not to exceed \$1,300 for the 1989-1990 fiscal year.

ORANGE COUNTY
DEPT. OF ED.
CONTRACT

Motion by Trustee Gellatly, seconded by Trustee Walther, to approve the changes listed in the District Capital Projects Analysis Report dated May 31, 1989 for the Vocational Technology Building Project (Exhibit B of the agenda item). Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

CAPITAL
PROJECTS

The board authorized entering into a consulting agreement with KVB to evaluate existing conditions of two 250-horsepower hot water boilers located at Saddleback College's Central Plant, and to prepare construction plans and specifications as required to meet emission standards outlined in South Coast Air Quality Management District's Rule 1146.

HOW WATER
BOILERS

The board authorized a five-year consulting agreement with Engineering Alternatives to continue supervising the district's Heating, Ventilation and Air Conditioning Water Treatment Program.

WATER
TREATMENT
PROGRAM

The board ratified a consultant services agreement with Bob Baldock & Son not to exceed \$2,500 to provide architectural services for a golf driving range.

GOLF DRIVING
PROGRAM

The board ratified settlement of the lawsuit against Victory Sports Systems, Inc., William P. Whitehead, and Nicholas E. Taglione in an amount of \$137,000 for work not performed under terms of the agreement dated February 15, 1983.

LAWUIT-
VICTORY SPORTS

The board ratified Change Order No. 4 to amend the contract with Culp Construction Company for construction of the Student Services Center, Saddleback

CHANGE ORDER

College, by increasing the contract amount to \$6,892,920.12.

The board approved the request by CIT and American Funding Corporation for Assignment of Contract Proceeds dated June 13, 1989, and notification to both parties of the board action by the execution and transmittal of the agenda exhibit.

ASSIGNMENT
OF CONTRACT
PROCEEDS

The board awarded Bid 114 to Machinery Sales Company for \$129,293.50, and Ellison Machinery Company for \$81,263.84.

AWARD OF
BIDS

Trustee Walther stated she had not received a reply to letters the CACC electors of the district and colleges had sent to CACC relative to the bylaws regarding the advisory role of CACC electors. Motion by Trustee Walther, seconded by Trustee Gellatly, to approve the District Institutional Memberships for 1989-1990, and to withhold CACC dues until such time that a written reply was received, and that letters be written to all associations co-sponsoring the Leadership 2000 Conference requesting that they be supportive of affirmative action in future events. The motion failed. Dr. Sneed was requested to report back to the board after contacting the CACC director stating the board was considering withholding dues until a written reply to Trustee Walther's request is received. Dr. Sneed stated that the Community College Leadership Institute on the membership list is connected with the Leadership Institute, and he will obtain more information for the next board meeting. Motion by Trustee Walther, seconded by Trustee Connolly, to approve the District Institutional Memberships with deletion of Community College Leadership Institute. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

MEMBERSHIPS

The board authorized the consulting agreement with Talco Systems in the amount of \$2,500 to develop a Payroll Manual.

TALCO SYSTEMS

The board approved consulting contracts with Ron Heitzinger, Karen Sue Grosz, Mirian Rosenthal, and Peter Landsberger for services rendered for In-Service on August 21, 1989, inclusive, including travel expenses, at a cost not to exceed \$300 per person.

CONSULTING
CONTRACTS

The board authorized the agreement with Keenan and Associates for claims management services for the period from July 1, 1989 to June 30, 1990, inclusive, at a cost not to exceed \$10,000.

CLAIMS
MANAGEMENT
SERVICES

The board, in accordance with contract terms, concluded the consultant services agreement with Carolyn L. Charkey, Foundation Consultant, Irvine Valley College, effective August 7, 1989.

CONSULTANT
SERVICE

The board approved award of Bid 101 for preventative maintenance contracts for photocopiers for 1989-1990 to the vendors listed in the agenda item.

AWARD OF BIDS

The board approved award of Bid 807 to the vendors listed in the agenda item for janitorial supplies for a total amount of \$64,641.96.

The board authorized the purchase of books and related supplies for the Irvine Valley College Library provided by Midwest Library Service at a cost not to exceed \$23,000.

MIDWEST
LIBRARY
SERVICE

The board adopted the resolution for EOPS Augmentation for Irvine Valley College to amend the 1989-1990 budget by \$3,595, and to direct that these funds be appropriated to the accounts and in the amounts displayed in the agenda item.

EOPS
AUGMENTATION

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

TRANSFERS OF
APPROPRIATIONS

The board established an appropriations limit of \$61,517,793 for fiscal year 1989-1990 by adopting the resolution presented in the agenda exhibit.

APPROPRIATIONS
LIMIT

Motion by Trustee Connolly, seconded by Trustee Hueter, to adopt the 1989-1990 Tentative Budget as presented, and establish August 21, 1989 in Room 105 of the Saddleback College Library as the time and place of the public hearing for the final 1989-1990 budget. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

TENTATIVE
BUDGET

The board denied the claim filed by Lindley R. Poteet against the district on June 8, 1989, and authorized district staff to notify claimant of this action.

CLAIM

The board approved warrants 141828 through 142547 totaling \$6,171,594.54 and credit card purchases totaling \$2,458.16.

WARRANTS

The board approved purchase orders 9244 through 9571 totaling \$386,383.38.

PURCHASE ORDERS

The board approved the reception and expenses planned for President Ronald A. Kong on July 7, 1989. RECEPTION

The board approved the trustees' request for travel and/or mileage. TRAVEL

Motion by Trustee Gellatly, seconded by Trustee Connolly, to approve certificated and classified personnel actions, including replacement pages, and the six classified bargaining unit positions studied by Andersen and Associates. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote. PERSONNEL

Motion by Trustee Gellatly, seconded by Trustee Walther, to accept the gifts on behalf of Saddleback College and Irvine Valley College. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote. GIFTS

The meeting was adjourned to closed session and subsequently adjourned to the July 17, 1989 Board of Trustees meeting. ADJOURNMENT



Richard Sneed, Secretary
Board of Trustees

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