

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

MINUTES OF THE BOARD OF TRUSTEES
July 22, 1985 - 6:00 p.m.
Saddleback College Library 105

CLOSED SESSION

The Board of Trustees met in Closed Session from 6:00 to 7:30 p.m. for the purpose of accepting proposals from developers interested in the Marguerite Property Project. All were present with the exception of Trustee Moore and Student Trustee Bell. At 7:30 p.m. Trustee Watts called a recess until 8:00 p.m. CLOSED
SESSION

REGULAR MEETING

The regular meeting of the Board of Trustees was called to order by Trustee Watts at 8:00 p.m. Trustee Gellatly led the audience in the Pledge of Allegiance and Trustee Price offered an invocation. CALL TO
ORDER

Motion by Trustee Connolly, seconded by Trustee Gellatly, to approve the agenda as printed. Motion carried. APPROVE
AGENDA

Members of the Board of Trustees

PRESENT

Mr. William Watts, President
Mr. Robert Moore, Vice President
Mrs. Shirley Gellatly, Clerk
Mr. John Connolly, Member
Prof. Eugene McKnight, Member
Mr. Robert Price, Member
Ms. Harriett Walther, Member

Administrative Officers

Dr. Larry Stevens, Chancellor
Mr. David Habura, Vice Chancellor,
Educational Services
Dr. Al Grafsky, Vice Chancellor,
Fiscal Services and Operations
Mr. Tom Kimberling, Acting Vice Chancellor,
Fiscal Services and Operations/Controller

Mrs. Georganna Sizelove representing the
Director, Employee Relations and Personnel
Mr. Everett Brewer representing the President,
Saddleback College
Dr. Anna McFarlin representing the President,
Irvine Valley College

Faculty Association

No representative

Academic Senate

No representative

California School Employees Association

No representative

Trustee Price called attention to pages five, six and seven of the minutes of the July 8 Board Meeting. Following discussion, he said he would not request a change in the item on employment of an architect for final design drawings but he would request that the item on the Chancellor's participation in the American Association of Community and Junior Colleges (AACJC) Presidents' Academy read as follows:

APPROVE
MINUTES

"Chancellor Stevens advised the Board that he had been selected to participate in the American Association of Community and Junior Colleges (AACJC) Presidents' Academy in Colorado July 14-18, 1985. . ."

Motion by Trustee Connolly, seconded by Trustee Walther, that the minutes of the Regular Board Meeting of July 8, 1985, be approved with the revisions submitted by Trustee Price. Motion carried.

There was no action taken in Closed Session to be read into the minutes.

CLOSED SESSION
ACTIONS

Trustee Price requested that Item III, E of the Consent Calendar, "Irvine Valley College: Community Services Program, Fall, 1985," be withdrawn for separate discussion.

CONSENT
CALENDAR

Motion by Trustee McKnight, seconded by Trustee Connolly, to approve the Consent Calendar as presented with the exception of Item III, E, which will be considered separately. Motion carried.

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7/22/85

<p>The Board of Trustees approved Trustee Requests to Attend Conferences and Meetings as shown in the exhibit made a part of these minutes.</p>	<p>CONFERENCES & MEETINGS</p>
<p>The Board of Trustees approved Certificated Staff Personnel Actions as shown in the exhibits made a part of these minutes.</p>	<p>CERTIFICATED PERSONNEL ACTIONS</p>
<p>The Board of Trustees approved Classified Staff Personnel Actions as shown in the exhibits made a part of these minutes.</p>	<p>CLASSIFIED PERSONNEL ACTIONS</p>
<p>The Board of Trustees approved the request of Donald Busche, Associate Dean, Vocational Education to carry over accumulated vacation leave to the 1985-86 academic year.</p>	<p>CARRY OVER ACCUMULATED VACATION</p>
<p>The Board of Trustees approved the expenditure of \$1,950 for four technical staff members for the Summer Children's Theatre Productions at Irvine Valley College as shown in the exhibits made a part of these minutes.</p>	<p>TECHNICAL STAFF APPROVED IVC SUMMER THEATRE</p>
<p>The Board of Trustees approved an educational services agreement with Interconics of Irvine and Irvine Valley College staff to develop an on-site program to provide training in chemical awareness for the firm's printed circuit technicians. A copy of that agreement is shown in the exhibits made a part of these minutes.</p>	<p>EDUCATIONAL SERVICES AGMT INTERCONICS OF IRVINE</p>
<p>The Board of Trustees approved a consulting agreement in the amount of \$350.00 and expenses not to exceed \$650.00 with The Center for Occupational Research and Development to render technical advice regarding advancing technologies core curriculum, computer integrated manufacturing curriculum, semiconductor technology curriculum and plating technology curriculum and to review successful industry/college cooperative curriculum and program funding models. A copy of that agreement is shown in the exhibits made a part of these minutes.</p>	<p>CONSULTING AGREEMENT CENTER FOR OCCUPATIONAL RESEARCH & DEVELOPMENT</p>
<p>The Board of Trustees approved an addendum in the amount of \$385.00 to the consulting agreement approved January 14, 1985, by the Board of Trustees between the District and Dr. Dolores MacNaughton to collect and analyze data pertaining to assessment and placement functions in the District and to formulate recommendations for future assessment and placement policy and practice. A copy of that addendum is shown in the exhibits made a part of these minutes.</p>	<p>ADDENDUM TO CONSULTING AGREEMENT MCNAUGHTON (ASSESSMENT & PLACEMENT)</p>

The Board of Trustees approved honoraria for presenters Cheryl Kuptz and Mikel Garcia in the Women's Center Seminar Series entitled "Women, Motherhood and Work: the Great Balancing Act" to be held during Fall Semester at Saddleback College. Details concerning this item will be found in the exhibits made a part of these minutes.

PRESENTER
HONORARIA
WOMENS CENTER
SEMINAR
(KUPTZ AND
GARCIA)

The Board of Trustees approved a payment of \$500 to Dr. Barbara Clark who will serve as a Guest Speaker for the Fall, 1985 In-Service for faculty and staff.

PAY GUEST
SPEAKER FALL
IN SERVICE
(CLARK)

Purchase Orders 084017 through 084386, totaling \$503,417.60 were approved by the Board of Trustees. A copy of the list is on file with these minutes.

PURCHASE
ORDERS

Motion by Trustee Price, seconded by Trustee Moore, to approve Consent Calendar Item III, E, "Irvine Valley College: Community Services Program, Fall, 1985," as shown in the exhibits made a part of these minutes. Motion carried.

IVC COMMUNITY
SERVICES FALL
1985

Trustee Watts asked for public comments concerning items not on the agenda. There were none.

PUBLIC COMMENTS

Chancellor Stevens introduced Mr. Mike Aldrich, Aldrich Computer Systems, and those who were serving as substitutes at the staff table for this meeting.

INTRODUCTIONS

Old Business

At its May, 1985, meeting, the California Community Colleges Board of Governors adopted regulations on instructional and other materials fees to bring community colleges into compliance with the language and interpretations of AB1XX and AB 2808 of the Statutes of 1984. Those regulations require that each community college district Board of Trustees adopt by no later than January 1, 1986, policies implementing the regulations.

PROPOSED
BOARD POLICY:
INSTRUCTIONAL
& COURSE
MATERIALS
FEES

District and College instructional staff have reviewed the regulations in accordance with current practices for assessing instructional and course materials fees. The result of that review has been the elimination of certain fees, the amendment of others and the development of a local District policy for Board consideration and adoption. The policy shown in the exhibit made a part

of these minutes will bring the District into compliance with State regulations well within the established deadlines and, if adopted, will be forwarded to the State Chancellor's Office for filing. In addition to the policy, the administration will review all proposed instructional and course materials fees on a semester basis in the future to insure the Colleges maintain compliance with State regulations and Board Policy.

Motion by Trustee Moore, seconded by Trustee Price, to accept for review and study the Instructional and Course Materials Fee Policy as shown in the exhibit made a part of these minutes. When approved, this Policy would be implemented during Fall Semester, 1985. Motion carried.

At its meeting of June 24, 1985, the Board of Trustees adopted the District's Information System Interim Plan including authority to negotiate contracts with Aldrich Computer Services to provide the necessary support to implement the Plan.

**INFORMATION
SYSTEMS:
FACILITIES
MANAGEMENT
AGREEMENT**

Staff have met with legal counsel and Aldrich Computer Services to develop an agreement for facilities management support to implement the interim plan and maintain the District's information system. The services stipulated in the contract include facilities management, software licenses, and hardware maintenance. The base contract is for a total of \$337,541. Provision for additional maintenance and supplemental services in the amount of \$22,459 is provided at fixed rates, should the need arise, for a contract total not to exceed \$360,000. The District proposes to include the software licenses as part of a five-year lease agreement.

Motion by Trustee McKnight, seconded by Trustee Walther, to approve the agreement in an amount not to exceed \$360,000 between the District and Aldrich Computer Services as shown in the exhibits made a part of these minutes. This agreement is for the period July 1, 1985, through June 30, 1986. The Board also authorized the administration to solicit proposals and negotiate a lease/purchase agreement subject to Board approval to finance the software licenses in combination with required hardware from Bid #708. Motion carried. Copies of the agreement are shown in the exhibits made a part of these minutes.

At its meeting of June 24, 1985, the Board of Trustees adopted the District's Information System Interim Plan including authority to solicit proposals for the purchase of Digital Equipment Corporation (DEC) VAX 785 and PDP 11/84.

**AWARD BID
708: DISTRICT
INFORMATION
SYSTEMS
COMPUTERS**

Fourteen vendors were sent requests for proposals. Two proposals were received on July 15, 1985, one from International Business Machines Corporation (IBM) and one from the Digital Equipment Corporation (DEC). The IBM proposal was evaluated as not meeting the bid specifications. The DEC proposal met all bid specifications. The DEC proposal, in the amount of \$551,678.00, is shown in the exhibits made a part of these minutes. Annual maintenance costs also shown in the exhibits are in addition to the purchase price.

Motion by Trustee Connolly, seconded by Trustee Moore, to approve the award of Bid No. 708 for acquisition of computer systems and associated operating systems hardware and software to Digital Equipment Corporation in the amount of \$551,678.00. The Board also authorized the administration to solicit proposals and negotiate a lease/purchase agreement subject to Board approval to finance the purchase of these systems, associated software, and applicable software licenses at the most reasonable rate available. Motion carried.

New Business

The Board of Trustees approves new programs and new courses. From time to time, programs are modified and updated through the addition of program options. A program option allows for some specialization within a broader program. In the past, program options have been considered by the Board of Trustees as a part of new program proposals, as a part of course proposals, or as additions to the catalog.

**NEW OPTIONS
TO EXISTING
OCCUPATIONAL
PROGRAMS
APPROVED**

Board Members have recently expressed the desire to more systematically and routinely consider substantial changes affecting the direction of the curriculum. To that end, the District administration has asked that the addition of program options be considered and approved by the Board of Trustees before inclusion in the catalog.

New options have been developed for the following programs: Automotive Mechanics, Child Development, Fashion Merchandising, Foods, Human Services and Medical Assistant. Eight new courses, previously held at Board request, are included in the Clinical Laboratory Assistant option of the Medical Assistant Program and are shown in the exhibits made a part of these minutes.

Motion by Trustee Moore, seconded by Trustee Walther, to approve the program options and eight new courses as shown in the exhibits made a part of these minutes. Motion carried.

Trustee Gellatly read into the record the list of gifts GIFTS TO being donated to the District as shown in the exhibit on DISTRICT file with these minutes.

Motion by Trustee Gellatly, seconded by Trustee Moore, to accept on behalf of Saddleback Community College District, the gifts shown in the exhibit made a part of these minutes. Motion carried.

Information and Reports

Dr. Anna McFarlin, representing President Hart, announced that summer session at Irvine Valley College would be completed this week. She also announced that preparation was underway for Fall Semester registration which would begin August 6. She commended the production of Treasure Island to all and invited them to attend. She announced that Irvine Valley College identification signs were to be installed at the College by August 5.

PRESIDENTS' REPORTS

Mr. Everett Brewer, representing President Carroll, reported he had just returned from a visit to twelve community colleges and universities and he felt we were fortunate to live and work in this area. He observed that the Summer Stock presentations were going very well and that he was very pleased with the Saddleback College replacement deans and faculty members he had met upon his return from vacation. He also said that Summer Session had gone well and would end between August 12 and 16.

There were no reports from the Intercollegiate Academic Senate, the Classified Employees Association or the Faculty Association.

Special Assistant to the Chancellor Pete Espinosa distributed to Trustees a Legislative Update and elaborated upon the material provided. A copy of that summary is shown in the exhibit on file with these minutes.

LEGISLATIVE REPORT

Motion by Trustee Moore, seconded by Trustee Walther, that the Saddleback Community College District Board of Trustees take a position of strong opposition fo AB 1887 (Chacon): California Educational Achievement Program. Motion carried.

BOARD STRONGLY
OPPOSE AB 1887
(CHACON)

James Pettengill, Acting Director of Institutional Advancement, reported to the Board the District's participation in the People for an Irvine Community Hospital (PICH) fund-raising event held July 20 entitled "Celebration in White."

CELEBRATION
IN WHITE

Chancellor Stevens reported on activities at the recent Presidents' Academy sponsored by the American Association of Community and Junior Colleges.

AACJC
PRESIDENTS'
ACADEMY

Chancellor Stevens commended staff members Dr. Cal Nelson and Mr. Pete Espinosa for their many long hours of hard work.

COMMENDATION
OF STAFF
MEMBERS

Correspondence/Comments/Action

CORRESPONDENC
COMMENTS
ACTION

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

Trustee Moore, with concurrence from his colleagues, requested that at the next Board Retreat the matter of content of Board Minutes be discussed.

BOARD MINUTES
TO BE TOPIC
AT RETREAT

The meeting was adjourned to Closed Session at 9:40 p.m.

ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on August 19, 1985, at 8:00 p.m. at Irvine Valley College.

NEXT REGULAR
MEETING

Larry P. Stevens

Larry P. Stevens
Secretary to the Board of Trustees

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