

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
JULY 25, 1988  
IRVINE VALLEY COLLEGE, PHYSICAL SCIENCES - B209

CLOSED SESSION

The board of trustees met in closed session from 6:00 p.m. to 7:00 p.m. to discuss personnel and negotiations. All trustees were present.

CLOSED SESSION

REGULAR MEETING

The open session of the regular meeting of the board of trustees was called to order by President Gellatly at 7:10 p.m. This meeting is a continuation of the special board meeting held on July 8, 1988. Trustee Milchiker led the pledge of allegiance, and President Gellatly offered a poem as an invocation.

PRESENT

Members of the Board of Trustees

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

Absent

Joan Hueter, Clerk

Administrative Officers

Richard Sneed, Chancellor  
Neil Yoneji, Vice Chancellor, Fiscal Services  
Anna McFarlin, Vice Chancellor, Administrative Services  
Constance Carroll, President, Saddleback College  
Terry Burgess, Vice President, Office of Instruction,  
Irvine Valley College

Faculty Association

Carl Christensen

Intercollege Academic Senate

Thomas Evans

California School Employees Association

Matt Suarez

Classified Senate/Council

No representation.

Motion by Trustee Milchiker, seconded by Trustee Walther, to approve the agenda as presented. Motion carried unanimously with Trustee Hueter absent.

AGENDA  
APPROVAL

Motion by Trustee Walther, seconded by Trustee Connolly, to approve minutes of the regular June 27, 1988 and special July 8, 1988 board of trustees meetings. Motion carried unanimously with Trustee Hueter absent.

APPROVAL OF  
MINUTES

Action from closed session was read out by Vice President Swanson.

CLOSED SESSION  
ACTION

"The board of trustees on June 27, 1988 approved the dismissal of a permanent classified employee effective the same date."

Noelia Vela, Vice President, Student Services, Irvine Valley College, summarized the history of the matriculation programs of Irvine Valley College and Saddleback College. Dean Patricia Griffin presented a general financial background from the state's perspective, and the Saddleback College matriculation budget relative to data processing and operations reallocations. Professor Jerry Rudmann presented the Irvine Valley College matriculation budget along with three of the seven components of the matriculation process; follow-up, coordination and training, and institutional research and evaluation. Professor Miki Mikolajczak presented the other components; admissions, orientation, assessment, and advisement.

MATRICULATION

Consent Calendar

Agenda item 3 was removed from the consent calendar for separate discussion. Motion by Trustee Connolly, seconded by Trustee Walther, to approve the consent calendar as amended. Motion carried unanimously with Trustee Milchiker abstaining on item 10 and Trustee Hueter absent.

CONSENT  
CALENDAR

Reports

Elisabeth Charron, a citizen from Garden Grove, suggested some agenda changes.

CITIZEN  
REPORT

Student Trustee Hellriegel reported on the Welcome Fair being planned between Associated Student Government and counseling.

TRUSTEES'  
REPORTS

Trustee Milchiker thanked Dr. Sneed and all the individuals who had worked for funding for the Student Services Centers. Trustee Milchiker stated that Dr. Sneed had been appointed chair to the Orange County

Legislative Task Force. Trustee Milchiker commended the Wizard of Oz theatre performance.

Trustee Swanson stated that student Jim Doehring had qualified for the US Olympics in shot put.

Trustee Connolly stated that the Irvine Valley College schedule of classes was well organized and had a terrific cover.

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

PRESIDENTS'  
REPORTS

President Carroll reported on interim facilities made in preparation for the Student Services Center. President Carroll stated that summer enrollment figures reflect an increase over last year with fewer courses offered.

Vice President Burgess commended Elaine Rubenstein, Jan Simmons, and Bob Urell for their work on the Irvine Valley College schedule of classes.

Blake Gould, director/producer of Irvine Valley College summer theatre, gave a brief presentation on the development and status of Theatrefaire for Children.

THEATREFAIRE  
REPORT

Dr. Richard McCullough introduced Professor John Allen, 1988-1989 Academic Senate President, Saddleback College. Dr. McCullough noted that a meaningful budget process involves developing goals and objectives, and then having an accurate stable budget to plan those goals and objectives, difficult at Saddleback College because of the late start of district budget planning, and of changes made between the Operations Budget and the Publication Budget. Dr. McCullough stated that recommendations had been given to augment the budget: by increasing the carryover from 1%, by reallocating from the District contingency fund, or by earmarking new money for the operations budget.

ACADEMIC  
SENATE  
REPORT

Mr. Suarez stated that CSEA negotiations had started to lag.

CSEA REPORT

Professor Christensen stated that he hoped for good communications between the Faculty Association and the board of trustees next year by avoiding past frustrations. Professor Christensen noted that the Faculty Association president receives direction from Executive Council as to what to say at a board meeting. The Executive Council is comprised of elected

FACULTY  
ASSOCIATION  
REPORT

representatives of constituencies with the president not having a vote, but taking direction from the Executive Council. Professor Christensen stated that once faculty caught up to where it was ten years ago, an end to long bargaining procedures could be realized with a consideration of a computer driven formula tied to ADA creating a salary increase equivalent to CPI or equivalent.

There was no representation of the Classified Senate/Council.

CLASSIFIED  
REPORT

Dr. Sneed commended the individuals who worked on both college schedules, especially Diane Riopka. Dr. Sneed stated that comments relative to the budget are taken seriously, and review is taking place.

CHANCELLOR'S  
REPORT

At 9:10 p.m. President Gellatly called for a break that reconvened at 9:25 p.m.

BREAK

Trustee Connolly thanked the people involved with the California State Department of Education's Immigration Reform and Control Act, State Legalization Impact Assistance Grant (SLIAG) application. Motion by trustee Connolly, seconded by Trustee Moore, to approve SLIAG which will provide educational services for amnesty participants in a college residence area. Motion carried unanimously.

SLIAG

The board approved submission of the Saddleback Community College District's short form VEA application for 1988-1989 funding.

VEA APPLICATION

The board accepted the award of funds from the California Community College Chancellor's office for the Computer Numerical Control project which will provide in-service training in multiaxis computer numerical control programming and implementation for a CAD/CAM instructor.

COMPUTER  
NUMERICAL  
CONTROL  
PROJECT

Margaret Chidester, Parker and Covert, explained revisions to Board Policy Section 5000, Students, and 5600, Catalog. The board suggested some further revisions:

BOARD POLICY  
REVISIONS

- Page 2, "Bookstore" revised to bookstores
- Page 55, "...a charge of \$2 per copy." revised to, for a charge to be determined.

Trustee Walther suggested eliminating some of the detail in board policy language. It was agreed that

detail could appear in Administrative Regulations under broad policy. Dr. Sneed indicated that in current revisions the emphasis is on updating policy under current law, and will be recommending further revisions to separate broad policies from Administrative Regulations. Dr. Sneed asked the college presidents to discuss with the Academic Senates the matter of a time limit on degrees. Motion by Trustee Moore, seconded by Trustee Walther, to accept for review and study the Board Policy revisions. Motion carried with Trustee Hueter absent.

Trustee Swanson thanked the staff for response to her request for progress reports on Wellness and Employee Assistance Programs, but stated she had concerns with the evaluation and follow-up processes, and requested a survey to measure the program's effectiveness.

WELLNESS AND  
EMPLOYEE  
ASSISTANCE  
PROGRAMS

The board approved the listed programs, presenters, and compensation for a variety of cultural, educational and recreational events during the 1988 Fall Session at Saddleback College and Irvine Valley College.

COLLEGE  
EVENTS

The board authorized a guest speaker contract with Lordly & Dame, Inc., for a presentation by Coretta Scott King on March 2, 1989.

GUEST SPEAKER  
CONTRACT

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

HONORARIA

The board authorized Irvine Valley College to apply for child care licensure from Department of Social Services Community Care Licensing Division from August 22, 1988 to August 18, 1989, inclusive, at no cost to the district or college.

CHILD CARE  
LICENSURE

The board approved granting of certificates of achievement to the listed students.

CERTIFICATES

The board authorized hiring of a Business Education specialist to design and offer in-service workshops and program improvements services to ten colleges participating in a state funded telecommunication consortium project for which Irvine Valley College is the fiscal agent.

STATEWIDE  
TELECOMMU-  
NICATIONS  
GRANT

The board approved an honorarium for Ruth Sarvas, R.N., for a refresher seminar on cardiopulmonary resuscitation (CPR).

HONORARIUM

The board awarded the maintenance contract of telephone systems to GTEL/GTE.

TELEPHONE  
CONTRACT

The board ratified an agreement extension with C & S Services for computer analysis services and a consultant agreement extension with Erick Garske to program Matriculation requirements.

COMPUTER  
ANALYSIS  
SERVICES

The board approved award of bid for printing the Lariat to Daily Sun Post, and ratified the lease/purchase for implementation of Option 4 to develop a new computer system in-house and to enter into a procurement contract with Digital Equipment Corporation.

AWARD OF BID

The board authorized participation of Saddleback Community College District in the Schools Alliance for Workers' Compensation Excess Self Funded Joint Powers Authority.

JOINT POWERS  
AUTHORITY

Motion by Trustee Connolly, seconded by Trustee Moore, to adopt staff recommendations as listed in connection with the 1988-1989 District Parking Program. Motion approved unanimously with Trustee Hueter absent.

PARKING  
PROGRAM

Mr. Yoneji presented for information the 1988-1989 Publication Budget status report. Mr. Yoneji stated that revisions were made to the Publication Budget as a result of revised revenue estimates and projected appropriations for nonenrollment driven revenue.

PUBLICATION  
BUDGET

The board approved requests for reimbursement for use of personal auto by trustees.

USE OF AUTO

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

TRAVEL

The board approved credit card purchases totaling \$640.32.

CREDIT CARD  
PURCHASES

The board approved purchase orders 102744 through 102817 and 002817 through 00338 totaling \$1,545,566.46.

PURCHASE  
ORDERS

Motion by Trustee Moore, seconded by Trustee Connolly, to approve certificated personnel actions as submitted. Motion carried unanimously with Trustee Hueter absent.

PERSONNEL  
ACTIONS

Motion by Trustee Moore, seconded by Trustee Connolly, to approve classified personnel actions as submitted. Dr. Sneed asked that authorization to announce the position of public information officer be pulled from the agenda. Motion carried with removal of that item and with Trustee Hueter absent.

Motion by Trustee Swanson, seconded by Trustee Moore,  
to approve acceptance of gifts on behalf of Saddleback  
College and Irvine Valley College.

GIFTS

President Gellatly adjourned the meeting to closed  
session at 10:40 p.m.

ADJOURNMENT



Richard Sneed  
Secretary, Board of Trustees

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