

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
JULY 27, 1987  
IRVINE VALLEY COLLEGE, DINING COMMONS

REGULAR MEETING

The regular meeting of the board of trustees was called to order by President Moore at 6:55 p.m. Trustee Hueter led the pledge of allegiance and Trustee Gellatly offered an invocation.

CALL TO ORDER

Members of the Board of Trustees

Robert Moore, President  
Joan Hueter, Vice President  
Marcia Milchiker, Clerk  
John Connolly, Member  
Shirley Gellatly, Member  
Iris Swanson, Member  
Harriett Walther, Member  
Chris MacLean, Student Trustee

PRESENT

Administrative Officers

Richard Sneed, Chancellor  
Neil Yoneji, Vice Chancellor, Fiscal Services  
Anna McFarlin, Acting Vice Chancellor  
Ron Kong, President, Irvine Valley College  
William Kelly, Dean of Student Services

Faculty Association

(Absent)

Intercollege Academic Senate

Peter Morrison

California School Employees Association

Matt Suarez

Motion by Trustee Hueter, seconded by Trustee Connolly, to approve the agenda. Motion carried unanimously.

AGENDA  
APPROVED

Motion by Trustee Hueter, seconded by Trustee Connolly, to approve the minutes of the June 22, 1987 board of trustees regular meeting. Motion carried unanimously.

MINUTES  
APPROVED

Actions Taken in Closed Session

Clerk Milchiker read into record the following actions taken by the board of trustees in the closed session of June 22, 1987:

CLOSED  
SESSION  
ACTIONS

Approval of a 4.25% salary increase to the Classified Leadership salary schedule.

Approval of an increase in the Confidential stipend by \$100 per month.

CLOSED SESSION  
ACTIONS (continued)

Denial of an administrative retirement proposal request.

President Moore administered the oath of office to Chris MacLean, the student trustee for 1987-88.

OATH OF OFFICE

Trustee Milchiker read a resolution congratulating Dean Lee McGrew on her retirement, and commending her for her exemplary service to Saddleback College. Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve the resolution. Motion carried unanimously by a roll call vote.

RESOLUTIONS

Trustee Milchiker read a resolution commending Robert Towers for his service as student trustee during 1986-87. Motion by Trustee Milchiker, seconded by Trustee Walther, to approve the resolution. Motion carried unanimously by a roll call vote.

Consent Calendar

Motion by Trustee Walther, seconded by Trustee Swanson, to approve the consent calendar with removal of item 15 for separate discussion. Motion carried unanimously.

APPROVAL OF  
CONSENT CALENDAR

The board approved the submission of a grant application to the Employer-Based Training Program Project with Irvine Valley College and Mt. San Antonio College, in consortium, to develop a model core curriculum for community colleges in the area on desktop publishing.

GRANT  
APPLICATION

The board accepted the report as an informational item on the Saddleback College's Twentieth Anniversary Concert.

TWENTIETH  
ANNIVERSARY  
CONCERT

The board approved the student certificates of achievement for students from Saddleback and Irvine Valley Colleges.

STUDENT  
CERTIFICATES

The board approved the Community Services program, presenters, and compensation for the planned events for Fall 1987 at Saddleback and Irvine Valley Colleges.

COMMUNITY SERVICES  
PROGRAM

The board accepted the evaluation report on Saddleback College's articulation grant and projects.

ARTICULATION  
EVALUATION

The board approved the honorarium for a guest speaker at the Irvine Valley College Staff Development Workshop.

HONORARIUM

Motion by Trustee Walther, seconded by Trustee Milchiker, to approve the submittal of a proposal for an

PARAMEDIC PROGRAM  
PROPOSAL

Emergency Medical Technician/Paramedic Program to the county of Orange. Motion carried unanimously.

The board approved the temporary easement and right-of-way to the Southern California Edison Company for installation of electrical power service to the Physical Science Building A at Irvine Valley College.

TEMPORARY  
EASEMENT

The board approved the renewal of a consulting agreement for construction inspection services for the Physical Science Building A, Irvine Valley College.

CONSTRUCTION  
INSPECTION SERVICES

The board ratified Change Order #3 to amend the contract with Nielsen Construction Company for the construction of the Physical Science Building A, Irvine Valley College, by increasing the contract cost by \$12,713 and extending the time of completion by three calendar days.

CHANGE ORDER

The board approved the publication of the Notices of Intention to Adopt Negative Declarations for the Saddleback College Student Services Center and the Hub I Student Center at Irvine Valley College.

ADOPT NEGATIVE  
DECLARATIONS

Motion by Trustee Milchiker, seconded by Trustee Hueter, to ratify a contract with B&P Services for the installation of HVAC units in rooms of the Fine Arts building at Saddleback College. Motion carried unanimously.

HVAC UNITS

The board approved the award of bids for 1987-88 athletic supplies, custodial supplies, and the printing of an art history catalog.

AWARD OF BIDS

The board approved the instructional service contract with a one-year renewal option to the Elegante Beauty School for the 1987-88 cosmetology and manicurist instructional programs.

COSMETOLOGY/  
MANICURIST  
PROGRAMS SERVICE  
CONTRACT

The board authorized in a library services agreement the purchase of library supplies and services to the Midwest Library Services.

LIBRARY SERVICES  
AGREEMENT

The board approved a sixty-month photocopier agreement with West Coast Copy, Inc. to furnish and maintain an additional coin-operated photocopy machine at the Irvine Valley College Library without charge.

PHOTOCOPIER  
AGREEMENT

The board ratified an agreement with Randy Tucker to perform instructional services in connection with the use of firearms for district safety officers.

INSTRUCTIONAL  
SERVICES  
AGREEMENT

The board approved an agreement with Leonard R. Inch for consultant services in the preparation of the Paramedic Training Program proposal.

CONSULTANT  
AGREEMENT

The board approved an agreement with Susan Ferrera for professional services associated with the VEA, Part III grant in providing nutrition and food preparation instruction for individuals on limited budgets.

PROFESSIONAL  
SERVICES  
AGREEMENT

The board ratified a contract with Dr. Ken Druck for services provided at the board of trustees retreat held on July 24 and 25, 1987.

BOARD RETREAT  
CONSULTANT

The board approved an educational services agreement with Del Mar Avionics whereby the company agrees to pay \$1,200 to develop an on-site program to provide training skills in C Programming for the firm's employees.

EDUCATIONAL  
SERVICES  
AGREEMENT

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

HONORARIA

The board approved the requests for travel and/or mileage to attend conferences and meetings.

TRAVEL REQUESTS

The board approved the request for reimbursement of trustees' personal auto use.

PERSONAL AUTO USE

The board ratified the expenses of the July 24 and 25 board retreat.

BOARD RETREAT  
EXPENSES

The board approved purchase orders 96339 through 97090 totaling \$1,539,991.67.

PURCHASE ORDERS

The board approved warrants 124276 through 124908 totaling \$7,292,039.13 and credit card purchases totaling \$857.55.

WARRANTS

Reports

There were no comments from the public.

PUBLIC COMMENTS

There were no reports from board members.

BOARD REPORTS

Both college presidents submitted a written report for inclusion in the agenda distributed in advance of this meeting.

PRESIDENTS'  
REPORTS

Dr. Sneed indicated that in response to a reporter's question, he wished to point out that President Carroll's report is her recommendation at this time based on earlier information from the Governors budget. The final budget will be contingent on the actual ending balance and the actual dollar allocations, and board action.

President Kong expressed his appreciation for the time the board members spent to review the draft document of the self-study. He announced the accreditation would be

March 22, 23, and 24, 1988. Dr. Donald Singer, President, Crafton Hills College, would chair the committee. President Kong said that an ad hoc committee had been set up for the facilities planning meeting. He announced the funds had been released from the state for Building B.

PRESIDENTS'  
REPORTS  
(continued)

The Academic Senate had no report.

ACADEMIC SENATE

There was no report from the California School Employees Association.

CSEA REPORT

There was no representation from the Faculty Association.

FACULTY ASSOCIATION

Dr. Sneed had no report at this time.

CHANCELLOR REPORT

Personnel Items

Motion by Trustee Swanson, seconded by Trustee Hueter, to approve the submitted certificated personnel actions. Motion carried unanimously.

PERSONNEL ITEMS  
APPROVED

Dr. Sneed requested the removal of the senior administrative secretary position on page 1, the removal of the authorization to announce a general secretary position on page 5, and the deferment to the closed personnel session of the college budget supervisor position on page 5 of the submitted replacement pages of the classified personnel actions. Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the classified actions with the removal of the three items. Motion carried unanimously.

REMOVAL OF  
CLASSIFIED ITEMS/  
APPROVAL OF  
CLASSIFIED ITEMS

Trustee Walther thanked Donna Hatchett for her contributions to the district. Peter Morrison expressed the same thoughts on the resignations of Ngapare Hopa and Gary Wolfe.

COMMENDATIONS

Gifts to the District

Motion by Trustee Milchiker, seconded by Trustee Hueter, to accept the gifts to the district. Motion carried unanimously.

GIFTS

At 7:25 p.m. President Moore announced the board would adjourn to closed session. The meeting was reconvened at 8:15 p.m to include the last portion of the agenda.

ADJOURNMENT/  
RECONVENED

Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve the authorization to announce the college budget supervisor classified position on page 5 of the replacement page of exhibit A to the classified personnel actions. This position is a dual reporting position responsible to the president of the college and

PERSONNEL ITEMS  
APPROVED

the district chief fiscal officer. Motion carried unanimously.

At 8:16 p.m. President Moore announced this meeting would be continued at a special meeting on August 3 and was reconvened to closed session.

CONTINUATION OF  
MEETING/RECONVENED

The next regular meeting will be held on Monday, August 24 at Saddleback College.

NEXT MEETING



Richard Sneed  
Secretary, Board of Trustees

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