

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
SEPTEMBER 14, 1987  
SADDLEBACK COLLEGE, LIBRARY 105

REGULAR MEETING

The regular meeting of the board of trustees was called to order by President Moore at 6:35 p.m. President Moore led the pledge of allegiance, and Trustee Milchiker 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, Vice Chancellor, Administrative Services  
Constance Carroll, President, Saddleback College  
Ron Kong, President, Irvine Valley College

Faculty Association

James Lane

Intercollege Academic Senate

Mark McNeil

California School Employees Association

Matt Suarez

Motion by Trustee Swanson, seconded by Trustee Milchiker, to approve the agenda. Dr. Sneed informed the board of a change to agenda item 19. The last line in the item should read "from Twenty Three Thousand and No/100 Dollars (\$23,000) to Fifty Three Thousand and No/100 Dollars (\$53,000) for fiscal 1987/88." Motion carried unanimously with the change to item 19.

AGENDA APPROVED

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the minutes of the August 24, 1987 regular board meeting. Trustee Gellatly questioned the last paragraph on page 5. After consultation with James Lane, it was ascertained that there were questions on the ending balance which would be followed up with Vice Chancellor Yoneji. Trustee Walther asked that the word "generally" be inserted after the word plans in the

MINUTES APPROVED

sixth line of her report on page 4. Minutes unanimously approved as corrected.

Closed Session Actions

Clerk Milchiker read into record the following actions taken by the board of trustees in closed sessions.

CLOSED SESSION  
ACTIONS

Closed Session Actions of August 26, 1987:

The board of trustees approved the termination of a classified employee effective August 26, 1987.

Closed Session Actions of August 24, 1987:

The board of trustees approved the agreement with Robert Ragland dated August 21, 1987.

Closed Session Actions of July 26, 1987:

Authorization was given to announce the position of General Accounting Manager.

Consent Calendar

Items 9 and 22 were removed from the consent calendar for separate discussion. Motion by Trustee Connolly, seconded by Trustee Hueter, to approve the consent calendar. Motion carried unanimously.

CONSENT  
CALENDAR  
APPROVED

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the Foundaton Reorganization and Funding Request. Chancellor Sneed asked the board's support for the two college foundation plan with the seed money to be repaid in two years from fund-raising efforts; specifically, the Computer Science building at Irvine Valley College, and the Technology and Applied Sciences building at Saddleback College. Motion carried unanimously. Trustee Swanson asked for a list of projects that the Foundation funded last year.

FOUNDATION  
REORGANIZATION

President Carroll stated that the final report and evaluation of the "Statewide Community College Instructional and Administrative Telecommunications Network" project was an entirely positive evaluation, and will be used throughout the state as a model.

TELECOMMUNICATION  
PROJECT

The board authorized the expenditures for non-district personnel and expenditures for those events which are not a part of an approved class for Irvine Valley College Performing Arts Events, Fall 1987.

PERFORMING  
ARTS EVENTS

The board ratified the guest artist contract for the musical group, The Klezmerim, to perform at Saddleback College.

GUEST ARTIST  
CONTRACT

The board approved a consultant agreement with Priscilla Adams of Computer Systems and Services International to update the PRO/Search system in the Career Placement Center.

CONSULTANT  
AGREEMENT

The board approved the 1987-88 Audio-Visual Services contract with the Orange County Department of Education Media Services Unit for materials and services.

AUDIO-VISUAL  
SERVICES  
CONTRACT

The board ratified Change Order No. 4 to amend the contract with Nielsen Construction Company for the construction of the Physical Science Building A, Irvine Valley College, by increasing the contract amount to \$4,189,532 and extending the time of completion by three (3) calendar days to September 26, 1987.

CHANGE ORDER

Motion by Trustee Hueter, seconded by Trustee Connolly, to award the on-going maintenance of the telephone systems for Irvine Valley College and Saddleback College/District Offices to Centel Communication Systems through June 30, 1988. In answer to a question asked by Trustee Gellatly, Vice Chancellor Yoneji explained that a district individual performs the interface liaison work with the maintenance company to insure that the equipment being installed is appropriate as well as to identify problem areas which may not be the result of technical problems needed to be repaired through Centel. Motion carried unanimously.

TELEPHONE  
SYSTEM

The board authorized the agreement with the Board of Governors of the California Community Colleges to participate in the 1987-88 State Deferred Maintenance Program to proceed with the five submitted projects.

DEFERRED  
MAINTENANCE  
PROGRAM

The board authorized the Vice Chancellor to seek bids to enter into a lease agreement for a modular facility to consolidate MIS personnel.

DISTRICT MIS  
FACILITY  
LEASE

Motion by Trustee Hueter, seconded by Trustee Milchiker, to adopt a Resolution of Intention for conveyance to the Southern California Edison Company for a permanent right-of-way and easement in order to install and maintain electrical service to the Physical Science Building A, Cluster II at Irvine Valley College. Motion carried by a roll call vote with a nay vote from Trustee Gellatly.

NOTICE OF  
INTENTION TO  
CONVEY  
EASEMENT

The board declared Hub I Student Center of Irvine Valley College, and the Student Services Center of Saddleback College to have no significant effect upon the environment, and adopted the resolution to approve a Negative Declaration and to file a Notice of Determination.

ADOPTION OF  
NEGATIVE  
DECLARATIONS

The board adopted a resolution appointing Vice Chancellor Yoneji as custodian of the revolving cash fund and authorized the signature of same on all claims for the replenishment of this fund.

REVOLVING  
CASH FUND

The board adopted a resolution authorizing the Orange County Treasurer to apportion interest earned on cash balances in the Capital Outlay Fund to the credit of that fund.

APPORTIONMENT  
OF INTEREST  
INCOME

The board adopted a resolution to indemnify and hold harmless the Orange County Board of Education and the Orange County Superintendent of Schools from any claims arising from any determination that an employment relationship exists for any contract the district enters into with any independent contractor during the 1987-88 fiscal year.

HOLD HARMLESS  
AGREEMENT

The board authorized the listed individuals to approve travel and conference requests when appropriate.

DESIGNEES AUTHOR-  
IZED TO APPROVE  
TRAVEL

The board accepted the Alcohol and Drug Education, and Prevention Program grant award, a two-year program which will include the development and implementation of an Alcohol and Drug Education, and Prevention curriculum and program within a community college.

ACCEPTANCE OF  
GRANT FUNDS

The board amended a purchase agreement with Midwest Library Services authorized on July 17, 1987 by increasing the amount of books and related library supplies to be purchased on behalf of Irvine Valley College from \$23,000 to \$53,000.

LIBRARY PURCHASE  
AMENDMENT

The board amended Purchase Order No. 96322 authorized on June 22, 1987 to include the determination as required by the Orange County Superintendent of Schools that said transaction is a sole source procurement.

PURCHASE ORDER  
AMENDMENT

The board approved the award of Bid #774 for computer equipment to the listed vendors for the Computer Science Department at Saddleback College.

BID

Motion by Trustee Gellatly, seconded by Trustee Connolly, to declare the watercraft "Sea Mentor" as surplus and to authorize its sale to the highest responsible bidder. After discussion on the wording of the agenda item, President Moore suggested changing the wording on item 22, Recommendation: Sale of Surplus Property, to read as follows: "The Technology and Applied Science Division of Saddleback College has been informed that the 40-foot ketch Sea Mentor cannot be insured because the insurance company has determined that the 40-foot ketch Sea Mentor is not seaworthy nor is it safe for instructional purposes." Also a conclusion was made

SALE OF SURPLUS  
PROPERTY

that advertising on the Sea Mentor would carry appropriate wording from legal counsel. Motion carried unanimously with the correction to the wording of the Sale of Surplus Property agenda item.

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the consulting agreement with John McKinley to provide employees with Public Employee Retirement System and State Teachers Retirement System information. Motion carried unanimously.

RETIREMENT  
CONSULTANT  
CONTRACT

Motion by Trustee Swanson, seconded by Trustee Hueter, to approve a consulting agreement with Richard Goff for services in conjunction with the workshop on principles and budgeting for community colleges. Dr. Sneed explained that the budget committee is to monitor the current budget on a regular basis, and to refine the allocation for 1988/1989. Dr. Sneed invited anyone interested from the staff and from the board of trustees to attend the Budget Committee Workshop on October 9 from 10:00 to about 3:00. Motion carried without a vote from Trustee Connolly who had momentarily left the room.

CONSULTANT  
AGREEMENT

The board appointed the chancellor or designee as the Saddleback Community College District representative on the Orange County Marine Institute (OCMI) Board of Directors.

OCMI APPOINTMENT

The board approved the requests for travel and/or mileage of trustees.

TRAVEL/MILEAGE

The board approved the purchase orders numbered 97571 through 97878 totaling \$3,378,742.72.

PURCHASE ORDERS

The board approved for payment warrant 125780 through 126192 totaling \$885,148.15 and credit card purchases totaling \$2,114.79.

WARRANTS

Motion by Trustee Hueter, seconded by Trustee Walther, to approve the submitted certificated and classified personnel actions. Motion carried. Trustee Gellatly chose to abstain since her daughter was listed.

PERSONNEL ITEMS

Reports

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

PUBLIC COMMENTS

Trustee Milchiker stated that the ad hoc Legislative Committee composed of the four local community colleges would remain as is with the first rotation taking place next September. An AB 1725 workshop is being planned and legislators are to be invited with 25 business and community people invited from each district. Trustee Milchiker asked the board for suggestions. President

TRUSTEES' REPORTS

Moore suggested this item be put on the agenda for consideration at the September 21 special meeting of the board of trustees. The board concurred that a starting time of 6:15 for a tour of Building A (Physical Sciences) at Irvine Valley College would allow time for the scheduled 7:00 special meeting.

Trustee Walther reported that at a meeting of the Budget Committee and the Legislation Committee of the Board of Governors, the board members indicated that they would like to be involved early in the budget development process so they would have a better understanding of the policy implications of the budget.

Trustee Walther stated that Chancellor Smith had requested 50 additional positions, and the Board of Governors requested descriptions of the present positions and justification for the new ones. She said that the Legislature denied the requested \$100,000 for a nationwide search for chancellor. Trustee Walther said she had brought back an analysis of the Community College Finance Mechanism from CCCT and a summary of AB 1725 which she would share with the other board members. Trustee Walther stated she has been asked to give a presentation at the ACCT Convention in Orlando, and that the cost would be underwritten by the Kettering Foundation.

Student Trustee MacLean explained that the Student Committee had plans for marketing the college in the way of a high school day in the near future, a blood drive, and a bulletin paper to inform students of events. Bicentennial Day was to be celebrated by a live band on campus.

Trustee Hueter asked the board for nomination recommendations to the Orange County School District Organization Committee. President Moore asked Trustee Hueter to obtain more information so the board could consider this item.

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

President Carroll had handouts on the AACJC Teleconference on September 29. President Carroll gave up-to-date enrollment figures at Saddleback College. She announced the Constitutional Bicentennial Series.

President Kong announced the Irvine Harvest Festival, the Women's Fair on September 17, and the High School Day on October 31.

Mr. McNeil had no report from the Intercollege Academic Senate.

ACADEMIC SENATE

Dr. McCullough announced the Honors Program will be brought to a vote at the next meeting, then moved to the President's Council, and eventually to the board for discussion. He stated the Title V Curriculum revisions are well on the way, the General Education Committee will be examining the courses for the Associate Degree, and the International Studies program is planning further faculty exchanges and possible student exchanges.

There was no report from the Irvine Valley College Academic Senate.

There was no report from the California School Employees Association.

CSEA

Mr. Lane stated that the Faculty Association has selected a three-member negotiating team for this year with Dr. Jay holding the chair position. He stated the CTA representative would not be at the table, but would be used only for consultation. Mr. Lane expressed his hope that the attorney for the district would hold the same position. Mr. Lane also reported on the work of the Sabbatical Leave Committee.

FACULTY ASSOCIATION

Chancellor Sneed expressed his appreciation to Mr. Lane and stated he looked forward to constructive discussions on negotiations. Chancellor Sneed said that a date needs to be set for a workshop on AB 1725. He stated that the position of director of MIS Systems was in the finalist interview stage, and a recommendation might be made at the next board meeting.

CHANCELLOR'S REPORT

At 8:30 p.m. President Moore announced the meeting would be adjourned to executive session.

ADJOURNMENT



Richard Sneed  
Secretary, Board of Trustees

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