

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
SEPTEMBER 19, 1988
SADDLEBACK COLLEGE, LIBRARY 105

CLOSED SESSION

The board of trustees met in closed session from 6:30 p.m. to 7:00 p.m. to discuss personnel and negotiations. Trustee Hueter 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 Gellatly at 7:10 p.m. Trustee Swanson led the pledge of allegiance, and Trustee Milchiker offered an invocation.

CALLED
TO ORDER

Members of the Board of Trustees

Shirley Gellatly, President
Iris Swanson, Vice President
Joan Hueter, Clerk (Late arrival.)
John Connolly, Member
Marcia Milchiker, Member
Robert Moore, Member
Harriett Walther, Member
John Hellriegel, Student Member

PRESENT

Administrative Officers

Richard Sneed, Chancellor
Neil Yoneji, Vice Chancellor, Fiscal Services
Anna McFarlin, Vice Chancellor, Administrative Services
Maria Sheehan, Vice Chancellor, Employee Relations and Personnel
Constance Carroll, President, Saddleback College
Ronald Kong, President, Irvine Valley College

Faculty Association

Carl Christensen

Intercollege Academic Senate

Thomas Evans

California School Employees Association

Matt Suarez

Classified Senate/Council

Norma McClellan

Motion by Trustee Swanson, 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 Swanson, to approve minutes of the August 22, 1988 board of trustees meeting. Motion carried unanimously with Trustee Hueter absent.

MINUTES
APPROVAL

There were no actions from closed session.

CLOSED SESSION

President Carroll congratulated Coach Bill Otta and members of the Saddleback College Men's Tennis Team on receiving the 1988 California Dual Team Championship. The resolution commending Coach Otta and the team was approved with a roll call vote by the board except for Trustee Hueter who was not present for the vote. Trustee Hueter commented later in the meeting that she was in support of the resolution.

COMMENDATIONS

Dr. Sneed introduced Ms. Norma McClellan, secretary, social and behavioral sciences division, who acted as representative of the Classified Senate/Council, and Mr. John Williams, candidate for the board of trustees.

INTRODUCTIONS

Consent Calendar

Agenda items 2, 4, 5, and 10 were removed from the consent calendar for separate discussion. Motion by Trustee Connolly, seconded by Trustee Swanson, to approve the consent calendar as amended. Motion carried unanimously with Trustee Hueter absent.

CONSENT
CALENDAR

Mr. John Kuykendaal, regional vice president, Keenan and Associates, gave a presentation on the Resources for Employee Assistance and Comprehensive Health (REACH) program stating that a report will be compiled after the first year of service can be evaluated. Motion by Trustee Walther, seconded by Trustee Moore, to approve ratification of an extension of the agreement with Martin Luther Hospital Medical Center to continue the REACH program from October 1, 1988 to September 30, 1989, at a rate of \$1.95 per employee per month, total cost not to exceed \$15,912. Motion carried with Trustee Hueter absent.

REACH

Motion by Trustee Connolly, seconded by Trustee Moore, to revise the district employee benefits program for eligible employees of classified services and management effective October 1, 1988; that dental, vision and FHP medical programs be secured through Orange County Fringe Benefits Joint Powers Authority; and that current employee benefits programs for members

EMPLOYEE
BENEFITS
PROGRAM

of Saddleback Community College District Faculty Association continue until agreement with SCCD Faculty Association is approved by said board of trustees. Motion carried unanimously with Trustee Hueter absent.

Motion by Trustee Swanson, seconded by Trustee Moore, to approve allocation of VEA funds. Each college, working through existing collegiate processes, assigned VEA funds to specific projects meeting VEA requirements. Motion carried with Trustee Hueter absent.

VEA FUNDS

Trustee Hueter arrived.

TRUSTEE
ARRIVAL

Dr. Sneed indicated that the planning parameters, including assumptions, standards, and goals, incorporate revisions made by the board at the September 9 workshop. The planning parameters will be used as a basis for the 1989-1990 planning and budget cycle with a specific plan being returned to trustees by December. After some discussion, Standard 7 was revised to read:

PLANNING
PARAMETERS

Both colleges will increase the number of full-time faculty assigned them.

Standard 9 (second sentence) was revised as follows:

Preliminary budgets are to be built in recognition of board goals as reflected in the goal statements included within these planning parameters. In submitting preliminary budgets for review and approval, units should address in what manner and to what extent these goals have or have not been achieved within the local budget plan.

Goal 1 was revised to read:

Maintain a contingency reserve equivalent to 4% of the unrestricted general fund operating budget.

Goal 2 was revised to read:

Specify goals and objectives relative to the continuing development of Information Services and Data Processing.

Goal 3 was added:

Establish a percentage target relative to the employment of full-time faculty and complete a long-range plan for achieving that goal.

Goal 4 was added:

Plan for serving and/or meeting the needs of our growing population districtwide, particularly the southern most area.

Motion by Trustee Walther, seconded by Trustee Moore, to approve the planning parameters for 1989-1990. Motion carried unanimously.

Reports

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

PUBLIC
COMMENTS

Trustee Walther reported on the AIDS forum. Trustee Walther also reported that telephone registration will be initiated at Coast Community College District by 1991 stated Trustee Walther.

TRUSTEES'
REPORTS

Trustee Milchiker reported that Assembly Bill 1725, community college reform bill, and Assembly Bill 2978, relative to parking fees, had passed.

Trustee Swanson requested a comparison report on the number of foreign students enrolled this year to last year under the TOEFL testing revision. In answer to a question from Trustee Swanson, Dr. Sneed stated that a report relative to smoking will be presented to the board in two to three weeks.

Student Trustee Hellriegel expressed concern on the Orange County Transit District (OCTD) eliminating service to lower campus. Student Trustee Hellriegel reported on the California Community College Trustees' (CCCT) Student Orientation Workshop.

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

PRESIDENTS'
REPORTS

President Carroll stated her written report pertained to the Student Services Center and announced October 11, 1 p.m., for the ground breaking ceremony. President Carroll reported enrollment had increased in all categories.

President Kong indicated staff had toured the Irvine Company Spectrum Exhibit and invited board participation in another tour tentatively set for October 24. President Kong reported on the telecommunications grant project, the American Heart Association Food Fair and the Heritage Park Child Care Center dedication.

There was no report from the Academic Senate.

ACADEMIC SENATE

Mr. Suarez thanked the board for approval of the employee benefits package, stated that the initial CSEA Chapter 586 contract proposal had been distributed immediately prior to this meeting, and said CSEA would be awaiting a response.

CSEA REPORT

Professor Christensen reported on negotiations. Professor Christensen also commented on the applicability of the AB 1725 provisions relative to full-time/part-time faculty ratios.

FACULTY
ASSOCIATION
REPORT

There was no report from the Classified Senate/Council.

CLASSIFIED

Dr. Sneed reported on the Board of Governor's meeting.

CHANCELLOR

President Gellatly called a recess at 8:50 p.m. to celebrate birthdays of Trustee Moore and Student Trustee Hellriegel. The meeting was reconvened at 9:00 p.m.

RECESS

Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve the master telecourse license with Coast Community College District in order to utilize telecourse tapes and print materials from the "Quest for Peace" series produced by Coast. Motion carried with Trustee Connolly momentarily out of the room.

MASTER
TELECOURSE
LICENSE

Motion by Trustee Milchiker, seconded by Trustee Moore, to approve the Study Abroad course, Music 127, and the Geology Field study to Baja California. Motion carried with Trustee Connolly momentarily out of the room.

STUDY
ABROAD

The board approved the Saddleback College Community Services non-credit fee supported course listed.

COURSE
APPROVAL

The board approved granting of certificates to the listed students.

STUDENT
CERTIFICATES

The board approved honoraria for Ronald Heitzinger to provide training for faculty, staff, and coaches as a guest lecturer relative to the Student Athlete Assistance Program, to Jack Ullom as a guest speaker in the Interactive Video Workshop, and to Deborah Davidson, Susan Hecht, and Elizabeth McLaren as guest speakers for the Classified Senate Professional Growth Seminar on "Healing Through Creativity."

HONORARIA

The board approved guest artist contracts for an Evening of Comedy and Magic, Performers of the World, and Bobby McFerrin.

GUEST ARTIST
CONTRACTS

Motion by Trustee Milchiker, seconded by Trustee Moore, to approve consulting agreements with Cherie Baker Reed to review selected Saddleback College publications to insure their absence of sex bias and stereotyping, and with David Otta to perform a video taping service for the Saddleback College football games. Motion carried unanimously.

CONSULTING
AGREEMENTS

The board approved the ten-year lease agreement with San Juan Company for the Saddleback College KSBR radio station transmitter/antenna.

KSBR
TRANSMITTER

President Kong presented history of the Marine Corps Air Station (MCAS) relative to educational services offered by Saddleback Community College District, and reviewed the previous and current letters of agreement explaining major provisions, marketing of the program, personnel support, and program growth and improvements. Motion by Trustee Moore, seconded by Trustee Connolly, to approve the Letter of Agreement between MCAS and Saddleback Community College District. Motion carried unanimously.

MCAS

The board approved revisions to Computer Information Science Course, CIS 181, Computer Aided Instruction in Chemistry; a title revision from Computer Aided Instruction in Chemistry to Computer Chemistry Laboratory, and a method of instruction revision from computer aided to laboratory.

CIS 181

The board accepted completion of the project entitled Upgrading Parking Lot Lighting, Saddleback College, and authorized filing of Notice of Completion with the County of Orange.

PARKING LOT
LIGHTING

The board approved Addendum #1 to the agenda item dated February 8, 1988 to include a fee of 7.5% of construction cost for Parking Lots 13 and 14 to Leo A. Daly, Architects and Engineers, for necessary planning, design, and construction administration services.

PARKING LOTS
13 AND 14

The board approved an increase to the level of funding for construction inspection services for the Computer Science Building from \$75,000 to \$83,000, and increased Kenneth E. Mosholder's base rate from \$21.50 to \$25.00 per hour.

COMPUTER
SCIENCE
BUILDING

The board accepted a check in the amount of \$10,000 for reimbursement of the Thermal Storage Study from Southern California Edison Company to be credited to the Hub I Student Center, Irvine Valley College account.

THERMAL
STORAGE
STUDY

Dr. Sneed explained that a project planning guide is necessary for each project on the state five year facilities plan if funding is being requested. Each project therefore requires funding for architectural services. Motion by Trustee Moore, seconded by Trustee Connolly, to approve employment of the listed

PROJECT
PLANNING
GUIDES

architects for the projects listed. Dr. Sneed indicated that a future meeting will include information and funding alternatives relative to matching requirements. Motion carried with a negative vote from President Gellatly.

President Gellatly adjourned the meeting to a public hearing on the proposed easement and agreement with Irvine Ranch Water District (IRWD). Motion by Trustee Moore, seconded by Trustee Hueter, to close the public hearing, and reconvene the regular meeting after hearing no comments from the audience. Motion carried unanimously.

PUBLIC
HEARING

Motion by Trustee Moore, seconded by Trustee Walther, to adopt the resolution to convey easement to and enter in agreement with IRWD. Motion carried unanimously with a roll call vote.

EASEMENT/
IRWD

The board accepted the quarterly budget status reports for review and study.

BUDGET
STATUS

The board adopted resolutions to amend the 1988-1989 General Fund-Unrestricted budget for miscellaneous local income in the amount of \$273.50, and for Lariat advertising, miscellaneous local income in the amount of \$4,750.

LOCAL INCOME

The board approved warrants 134408 through 135091 totaling \$1,298,642.21 and credit card purchases totaling \$1,351.74.

WARRANTS

The board approved purchase orders 3954 through 4499 totaling \$7,409,274.50.

PURCHASE
ORDERS

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

TRAVEL

The board approved the consulting agreement with Robert Bosanko for the 1988-1989 academic year in an amount not to exceed \$7,500 for services rendered to the district as specified.

CONSULTING
AGREEMENT

Motion by Trustee Moore, seconded by Trustee Walther, to approve the certificated and classified personnel actions including replacement pages with the exception of the authorizations to announce classified positions. Motion carried unanimously.

PERSONNEL
ACTIONS

Motion by Trustee Moore, seconded by Trustee Walther, to approve the authorizations to announce classified

positions. Motion carried with a negative vote from President Gellatly.

Motion by Trustee Walther, seconded by Trustee Moore, to recommend that the CSEA Chapter 586 initial proposal be received for the purpose of making it a public document. Motion carried unanimously.

CSEA INITIAL PROPOSAL

Motion by Trustee Hueter, seconded by Trustee Moore, to approve acceptance of listed gifts on behalf of Saddleback College and Irvine Valley College. Motion carried unanimously.

GIFTS

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

ADJOURNMENT

The next regular meeting of the board of trustees will be held on October 10 at 7 p.m. at Irvine Valley College.

NEXT MEETING



Richard Sneed
Secretary, Board of Trustees

bw

MIN9-19