

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
OCTOBER 23, 1989
IRVINE VALLEY COLLEGE, B 304

CLOSED SESSION

The Board of Trustees met in closed session from 7:00 p.m. to 7:45 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 Swanson at 7:50 p.m. Trustee Gellatly led the pledge of allegiance, and Trustee Hueter offered a moment of silence for victims of the October 17 San Francisco earthquake.

CALLED
TO ORDER

Members of the Board of Trustees

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

PRESENT

Administrative Officers

Richard Sneed, Chancellor
Neil Yoneji, Vice Chancellor, Fiscal Services
William Kelly, Acting Vice Chancellor, Administrative Services
Walter Collins, Acting Vice Chancellor, Employee Relations and Personnel
Constance Carroll, President, Saddleback College
Anna McFarlin, Acting President, Irvine Valley College

Faculty Association

Lee Walker

Academic Senate

John Allen
William Hewitt

California School Employees Association

Matt Suarez

Classified Senate/Council

P.J. Schramel
Laura U'Ren

Motion by Trustee Moore, seconded by Trustee Connolly, to approve the agenda as presented including replacement and/or additional pages to items 30-a and 30-b. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL
OF AGENDA

The last paragraph of the minutes of the October 2, 1989 Board of Trustees meeting was revised to read:

APPROVAL
OF MINUTES

The meeting was adjourned to closed session at 8:30 p.m., and subsequently adjourned to the October 23, 1989 Regular Meeting of the Board of Trustees.

Motion by Trustee Hueter, seconded by Trustee Walther, to approve the revised minutes of the October 2, 1989 meeting. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

There was no action taken at closed session.

ACTIONS

Motion by Trustee Walther, seconded by Trustee Moore, to approve new faculty positions and authorize recruitment subject to available funding in 1990-1991 and review of the 1991-1992 plan in the next academic year. Presidents Carroll and McFarlin, Vice President Burgess, and Academic Senate President Hewitt provided information on the colleges' plans for hiring additional faculty over the next two years. Professor Walker stated there was faculty concern that the impact of so many new faculty without adequate funding could have a negative effect on salary negotiations two years from now. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

NEW FACULTY
POSITIONS

Consent Calendar

Agenda items 5 and 8 were removed from the consent calendar for separate discussion. Motion by Trustee Walther, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL
OF CONSENT
CALENDAR

The board approved allocation of Vocational Education Act funds. The award to Saddleback Community College District for 1989-1990 is in the amount of \$359,425.

VEA FUNDS

The board approved the acceptance and budget amendment for an award of funds of \$28,400 from the State Chancellor's Office for the Articulation 2+2+2, Phase II Grant, and directed that these funds be appropriated to the accounts and in the amounts displayed. The purpose of this grant is to increase and strengthen the articulation efforts among Saddleback College, Coastline

BUDGET
AMENDMENTS

Regional Occupational Program, and the University of California.

The Emeritus Institute has identified a need to change the repeatability status of courses to meet educational needs of students enrolled in the Emeritus Program to adequately cover topics or to provide required skill-building practice. The courses require a change in repeatability status from "none" to "repeatable three times." Motion by Trustee Walther, seconded by Trustee Hueter, to approve the curriculum changes contingent upon consistency with current Title V regulations and the Education Code. Motion approved with a negative vote from Trustee Gellatly. Student Trustee Lopez cast an affirmative advisory vote.

CURRICULUM
CHANGES

The board approved the Saddleback College Community Education program consultant agreement with Carolyn Williams to provide typesetting, layout, and production of camera-ready copy for the Spring 1990 Community Education brochure.

CONSULTANT
AGREEMENT

The board approved honorarium for Mr. Kamila Abdulsattar's presentation, "Islam" Its History and Culture," at the November 1 Saddleback College Humanities Hour.

HONORARIUM

In answer to a question from Trustee Gellatly, Dean Bishopp distributed a Music 127 course outline. Motion by Trustee Walther, seconded by Trustee Milchiker to approve the Study Abroad course, Music 127, and direct administration to execute the Educational Tour/Field Study Travel Contractor Agreement with Mandrake Tours. Motion carried with a negative vote from Trustee Gellatly. Student Trustee Lopez cast an affirmative advisory vote.

MUSIC 127

The board approved additional and revised instruction fees for 1989-1990. Introduction of new courses, alteration of other courses in the curriculum, and changes in costs have required Saddleback College to augment and revise fees.

FEES

The board approved workshops and expenditures for presenters of the Professional Development Program.

PROFESSIONAL
DEVELOPMENT

The board approved substitution of the subcontractor, Pacifica West Electrical Contractors, for electrical work for construction of the Technology/Applied Science Building, Saddleback College.

SUBSTITUTION
OF
SUBCONTRACTOR

The board approved an increase of the base rate per hour from \$25.00 per hour to \$26.50 per hour for Kenneth E. Mosholder for inspector-of-record services for construction of the Technology/Applied Science Building, Saddleback College, as shown on the Fee Schedule displayed in the agenda exhibit item.

INSPECTOR
SERVICES

The board approved an increase of the level of funding for construction inspection services for the Student Services Center, Saddleback College, by \$31,500 and increase J.P. Brown's base rate from \$25.00 per hour to \$26.50 per hour to perform inspector-of-record services, under the terms and conditions of the Consulting Agreement and Fee Schedule displayed in the agenda exhibit item.

The board authorized a professional services agreement with Nack & Sunderland, Los Angeles, to prepare plans and specifications to replace the HVAC Chilled Water Lines at the Fine Arts Complex, Saddleback College, for the amount of \$10,750.

HVAC WATER
LINES

Trustee Walther left the meeting.

DEPARTURE

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the architectural designs and cost estimates for the P.E. Facilities, Phase I (Locker Rooms) and the P.E. Facilities (Outdoor), Irvine Valley College, and to authorize Parkin Architects to proceed with working drawings for construction. Representatives from Parkin Architects presented architectural designs and landscape plans for the facilities. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

P.E.
FACILITIES

Reports

Elisabeth Charron from Garden Grove reported on a contract with the County of Orange as a single provider for traffic school, and a proposed change in telephone zones.

PUBLIC
COMMENTS

Trustee Milchiker thanked the people involved in the October 14 fund-raising event at the Mission Viejo Mall.

TRUSTEE'S
REPORT

President Carroll reported on the success of the fund-raising event to benefit a performing arts complex. The event raised \$125,000 for the design costs for the complex. President Carroll stated that her written report outlined the general time line for submitting the preliminary design of the complex to the state, the planning process, and the design committee for the board's review. President Carroll asked the board for

PRESIDENTS'
REPORTS

suggestions of community members to serve on the committee.

President McFarlin reported on the meeting of the Electronics Technology Advisory Committee. President McFarlin also reported on a recent visit to Christ College, Irvine, to tour facilities similar to those in the planning stages at Irvine Valley College.

Professor Allen introduced Professor Janice Twait who gave an overview of the Faculty Development proposals and distributed materials including applications, a description of categories, the tentative budget, and a list of the fall awards. Professor Susan Gordon presented a library orientation videotape, and Professor Janet Gavin presented a word processing tutorial for faculty and writing development students funded by Faculty Development grants.

ACADEMIC
SENATES'
REPORTS

Professor Hewitt gave an update on the Irvine Valley College Academic Senate organizational structure. He thanked Professor Allen for assisting in the development of the Irvine Valley College staff development program. Professor Hewitt acknowledged Dean Jess Craig who presented to the Academic Senate recommendations for streamlining the grading process, the add/drop process, and the process for no-shows, and to Professor Phil Stanley who provided an update for an athletic program for the next three years. Professor Hewitt stated that the Academic Senate is working on recognition of part-time students on the Dean's List and the rewriting of the Academic Senate Bylaws. In responding to a recent Lariat article regarding the zero unit cancellation of English as a second language classes, Professor Hewitt stated that a Task Force will be formed to address the issues outlined in the article.

Mr. Suarez stated that CSEA has the fact-finding report, and a notice was sent today after review of the report stating that it is a package that CSEA can live with.

CSEA REPORT

Professor Walker stated that in the future he will request board approval of programs such as the Soviets Meet Middle America program. Professor Walker reported on his recent visit to universities in the USSR.

FACULTY
ASSOCIATION
REPORT

Mr. Schramel reported that the Classified Senate has been contacted to participate in a Shared Governance Across the Community College System panel which is a part of AB 1725. Mr. Schramel announced that Penny Lewis is president-elect and Marge Nielsen is secretary.

CLASSIFIED
REPORTS

Ms. U'Ren stated that the Classified Council will host a Holiday Boutique Scholarship Fund-Raiser on November 4 with a goal of \$1000.

Dr. Sneed stated that the district is generally pleased with the fact-finders report and that the final report containing concurrences or dissents on either side will be distributed within two weeks.

CHANCELLOR'S
REPORT

President Swanson called the meeting back to order after a short break to celebrate the birthday of Trustee Moore.

BREAK

Trustee Gellatly left the meeting.

DEPARTURE

Motion by Trustee Moore, seconded by Trustee Connolly, to authorize Nolte and Associates, Engineers/Planners, Surveyors, Mission Viejo, to perform the engineering services for the feasibility study and preliminary planning guide required for the Reclaimed Water Irrigation System project, Saddleback College, for a fee not to exceed \$12,900. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

RECLAIMED
WATER
SYSTEM

The board approved an agreement with Yorba Orange Growers Association for picking of oranges at Irvine Valley College.

ORANGES

The board awarded Bid 105 for printing of Community Education brochures for Spring and Summer 1990 to South Coast Printing, Irvine, not to exceed \$90,000.

PRINTING
OF BROCHURES

The board approved surplus as obsolete and lost and found property be awarded to the highest bidders as listed in the agenda item exhibit. Authorization was also approved to dispose of items for which no bids were received in conformance with the law and in the most prudent manner possible.

SURPLUS
PROPERTY

The board authorized the individuals listed in the agenda item exhibit to approve travel and conference requests when appropriate.

TRAVEL
REQUESTS

Motion by Trustee Moore, seconded by Trustee Connolly, to approve/ratify transfers of appropriations. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

TRANSFERS OF
APPROPRIATIONS

The board adopted resolutions to amend the 1989-1990 budget for Saddleback Community College District, AB 1725 Staff Diversity by \$573, for the Saddleback College

BUDGET

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Learning Disabled Project by \$17,400, and for Capital Outlay: Deferred Maintenance Carry-Over by \$77,377.

The board approved denial of the claim of the Ballet Conservatory of Mission Viejo and directed staff to notify claimant of this action.

CLAIM

The board approved payment of warrants 144635 through 145283 totaling \$2,080,554.37 and credit card purchases totaling \$3,668.23.

WARRANTS

The board approved purchase orders 011401 through 011954 totaling \$568,460.01.

PURCHASE
ORDERS

The board authorized a contract with Bill Brooks, The Brooks Group, to conduct a staff development program for district staff on November 13, 1989, at a fee of \$1,350.

THE BROOKS
GROUP

The board approved the retreat planned for November 6, 1989, University of California, Irvine.

RETREAT

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

AUTO

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

TRAVEL

Motion by Trustee Moore, seconded by Trustee Connolly, to approve the certificated and classified personnel actions and to authorize the district to enter into a consultant contract with Professional Personnel Leasing, Inc. to provide a consultant, Mr. David Hafiz, commencing November 1, 1989 and concluding on or before January 31, 1990. Professional Personnel Leasing, Inc. shall be paid a fee at a rate comparable to the daily cost of salary and benefits of the incumbent, Dean of Admissions, Records and Outreach, Saddleback College. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

PERSONNEL

Motion by Trustee Connolly, seconded by Trustee Milchiker, to accept the gifts to the district. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

GIFTS

The meeting was adjourned at 10:50 p.m.

ADJOURNMENT


Richard Sneed, Secretary
Board of Trustees

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