

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
OCTOBER 28, 1991
SADDLEBACK COLLEGE, LIBRARY 105

CLOSED SESSION

The Board of Trustees met in closed session from 7:00 p.m. to 7:30 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 Milchiker at 7:30 p.m. Trustee Hueter led the pledge of allegiance, and Trustee Walther offered a moment of silence.

CALL TO
ORDER

Members of the Board of Trustees

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

PRESENT

Administrative Officers

Richard Sneed, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Kelly, Vice Chancellor, Administrative Services
Linda Kroner, Vice Chancellor, Human Resources
Constance Carroll, President, Saddleback College
Anna McFarlin, President, Irvine Valley College

Faculty Association

Bill Jay

Academic Senate

Lee Haggerty
Gary Resnick

California School Employees Association

Tamara Carnine

Classified Senate/Councils

Beth Brokaw
Tamara Carnine
Paul Brand

Motion by Trustee Moore, seconded by Trustee Connolly, to approve the agenda as presented including replacement and/or additional pages to items 40a and 40b. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Hueter, seconded by Trustee Connolly, to approve the minutes of the September 23, 1991, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

APPROVAL
OF MINUTES

There were no actions from closed session.

CLOSED SESSION

President Carroll introduced Mr. Douglas Barr, Dean of Student Development, Saddleback College, who introduced Joanna Joyce and Rachele Ricardo, the President and Treasurer of the Associated Student Government, respectively. Ms. Joyce and Ms. Ricardo outlined the ASG 1991-1992 budget process and answered the board's questions. Motion by Trustee Moore, seconded by Trustee Hueter, to ratify the 1991-1992 budget for the Associated Student Government of Saddleback College as presented. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

ASG 1991-1992
BUDGET

President McFarlin introduced Donna Audibert, Student Services Director, who introduced the presenters of the Associated Students of Irvine Valley College 1991-1992 budget, ASIVC President Munish Bharadwaja and Treasurer Reynaldo Lopez. Motion by Trustee Moore, seconded by Trustee Hueter, to ratify the 1991-1992 budget for the Associated Students of Irvine Valley College as presented. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

ASIVC 1991-1992
BUDGET

Mr. Tim Mead, Facilities Planning Director, conducted a slide presentation on the construction evolution of the new Student Services Building at Irvine Valley College. He stated that the two-story, 37,000 square foot building was within budget and on schedule.

BUILDING
CONSTRUCTION
PRESENTATION

Motion by Trustee Walther, seconded by Trustee Gellatly, to approve the consent calendar with a correction to exhibit B, item 30c. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

CONSENT
CALENDAR

Student Trustee Starkenburg reminded the board of the chili cook-off, hayrides, bluegrass bands and other events scheduled at IVC to celebrate the opening of the new Student Services building, and Saddleback College's homecoming game on November 2 and its attendant activities. He reported that he attended the ACCT annual convention and was particularly impressed by the demographics session presented by Harold Hodgkinson, Director of the Center for Demographic Policy, Institute for Educational Leadership. He added that 67 student trustees attended the convention.

TRUSTEES'
REPORTS

Trustee Walther commented that Harold Hodgkinson and another demographer made presentations to Coast Community College District as part of their long-range planning project called Vision 20-10 and their materials are available on videotape. She stated that community members were also involved in the project and she participated as a panelist. She reported that the conference on October 11, "A Region in Change," jointly sponsored by the District and South Orange County Leadership Conference, was outstanding and commended those responsible for its success. She added that many District staff, students, and community members attended the recent forum sponsored by the National Issues Forum on the boundaries of free speech.

Trustee Hueter reported that there was an excellent article in the October 18 issue of the Tustin Weekly on Trustee Walther and that she brought copies to the board meeting.

President Carroll reported that the Gauchos, who are currently five and one, will play Orange Coast College at the homecoming game and invited all to attend. She reminded the trustees that opening night of the college's production of Romeo and Juliet is November 1 and it will run through November 10. President Carroll also introduced Jim Jennings, the new Director of Public Information at Saddleback College, who distributed copies of the new Saddleback College spring schedule of classes.

PRESIDENTS'
REPORTS

President McFarlin reported that in its first competition of the 1991-1992 season, the Saddleback/Irvine Valley Forensics Team captured a first place. She indicated that she recently attended an excellent piano recital at IVC featuring four Music Department students and invited the board to attend future programs that are generally held once a month.

Professor Haggerty distributed folders to the trustees containing materials for the upcoming Senate/Board Workshop on October 30 and a position paper reaffirming the Senate's position against discrimination which he subsequently read to the board.

**ACADEMIC
SENATES'
REPORTS**

Professor Resnick stated that the faculty and Academic Senate at Irvine Valley College are also concerned about discrimination and support the goals of the Cultural Diversity Task Force established by Chancellor Sneed. He reported that he and Professor Haggerty will attend the upcoming Academic Senate conference in Los Angeles and will report back to the board on conference activities.

Ms. Carnine invited the board to attend the Irvine Valley College Classified Council Scholarship Foundation Holiday Boutique on Saturday, November 2, from nine to noon and distributed flyers detailing the event. She indicated that proceeds from the event are used for IVC student scholarships and that the Council hopes to raise \$1500.

**IVC CLASSIFIED
COUNCIL
REPORT**

The board approved Saddleback College's proposals for grant funds as follows: "Early Start Program," The Community College Foundation; and "State Preschool Program - Children's Center," California State Department of Education - Children's Division.

**GRANT
APPLICATIONS**

The board approved the request from Saddleback College to participate in the FIPSE grant submitted by the University of California, Irvine, Office of Teacher Education, who will act as fiscal agent for the community colleges that will comprise the Community College Apprentice Teacher Project.

**FIPSE GRANT
PARTICIPATION**

The board accepted the award of second year funding for the Drug Education and Prevention Program at Saddleback College, in the amount of \$71,321 which is \$8,321 greater than the previously stated amount. The board also adopted Resolution 91-65 to amend the General Funds Restricted Budget in the amount of \$8,321.

**GRANT
ACCEPTANCE/
BUDGET
AMENDMENT**

<p>Motion by Trustee Moore, seconded by Trustee Hueter, to accept for approval Board Policy 5404, Victims of Sexual Assault. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.</p>	<p>BOARD POLICY</p>
<p>The board approved the 1991-1992 Vocational and Applied Technology Education Act application and plan as presented.</p>	<p>1991-1992 VATEA APPLICATION/PLAN</p>
<p>The board approved the contract with Fairview Developmental Center to ensure that the District receives full Psychiatric Technician Apprenticeship Program income for the 1991-1992 academic year, and adopted Resolution 91-64 to amend the Unrestricted General Fund Budget in the amount of \$20,000.</p>	<p>PSYCHIATRIC TECHNICIAN PROGRAM</p>
<p>The board approved an Educational Services Agreement with Southern California Edison Company, Inc., San Onofre, for Saddleback College to offer mathematics and electronic technology training for the firm's employees.</p>	<p>EDUCATIONAL SERVICES AGREEMENT</p>
<p>The board approved the participation and co-sponsorship of Invent America by Saddleback College and the Division of Technology and Applied Science to be held on February 29, 1992.</p>	<p>INVENT AMERICA</p>
<p>The board approved the Consultant Agreements with eight scholars totaling \$16,800 for their presentations during the summer faculty study institute on Latin America literatures and cultures from June 8 through July 3, 1992 (funds to support these agreements are provided by NEH).</p>	<p>SUMMER INSTITUTE CONSULTANT AGREEMENTS</p>
<p>The board approved the following guest speakers and honorarium: \$100 to Ms. Diane Wynn for her presentation to nursing students at Saddleback College on November 20, 1991; \$500 to Mr. Ron Heitzinger for his alcohol/drug education and prevention presentation at the 4th Annual Red Ribbon Community Fair on October 18 and 19, 1991, at Saddleback College and Oso Viejo Park; and honorarium as listed in the agenda item exhibit for non-district personnel who will make presentations at the telecommunications workshops on November 15 at Canada College and November 22 at IVC, as part of the Statewide Community College Instructional and Administrative Telecommunications Network Project.</p>	<p>GUEST SPEAKER HONORARIUM</p>
<p>The board approved the granting of Certificates of Achievement to the students listed by Saddleback College and Irvine Valley College.</p>	<p>CERTIFICATES OF ACHIEVEMENT</p>

<p>The board authorized approval for Melissa Carews and Monica Smith to attend the 1991-1992 EOPS Student Leadership Conference to be held in San Diego on October 31 - November 1, 1991, at a cost of \$150 per student to be taken from the EOPS categorical budget.</p>	<p>EOPS CONFERENCE</p>
<p>The board approved the Irvine Valley College's Semester in Paris Program for Fall 1992 as presented.</p>	<p>SEMESTER IN PARIS</p>
<p>The board accepted the IBM Authorized Education contract for Irvine Valley College to participate as an educational provider in a pilot program which will begin October 29, 1991, and terminate January 31, 1992, unless extended by mutual consent. Under the contract, IBM will train IVC instructors designated to teach expanded educational courses designed by IBM and taught at CIM/HE Alliance colleges around the nation.</p>	<p>IBM AUTHORIZED EDUCATION CONTRACT</p>
<p>President Milchiker adjourned the regular meeting of the Board of Trustees to open the meeting of the Saddleback Community College District Facilities Corporation. After a short meeting of the Facilities Corporation, the regular meeting of the Board of Trustees was called back to order.</p>	<p>FACILITIES CORPORATION MEETING</p>
<p>The board approved the proposal of the Saddleback Community College District to refinance the 1990 Athletic Facility Certificates of Participation at a lower interest rate and extend the maturity of the issue, and adopted Resolution 91-62 to appoint an Underwriter and Special Legal Counsel and authorize the execution of various documents that will effect this action.</p>	<p>ATHLETIC FACILITY CERTIFICATES OF PARTICIPATION</p>
<p>The board adopted Resolution 91-60 to direct the publication of the Notice of Intention to Adopt Negative Declaration for Parking Lot 6 at Irvine Valley College.</p>	<p>NEGATIVE DECLARATION</p>
<p>The board approved an increase of \$5,000 to the contract with J.P. Brown to perform continued inspector-of-record services for the construction of the Technology and Applied Science Building at Saddleback College for a total revised contract of \$53,000.</p>	<p>INSPECTION SERVICES CONTRACT INCREASE</p>
<p>The board accepted the following projects as complete and authorized filing a Notice of Completion for each: reroofing of Buildings A-200, A-300, and A-400 at Irvine Valley College and the Administration and Governance Building at Saddleback College according to Bid 126; and reroofing of Buildings D, H, and the Fine Arts office area at Saddleback College according to Bid 869.</p>	<p>FILING OF NOTICES OF COMPLETION</p>

The board ratified the following change orders: No. 2, SA Building Saddleback College, to amend the contract with Sharp Construction by increasing the contract by \$7,762 to \$223,691 and 27 days extension of contract completion date; and No. 12, Hub I Student Services Center, Irvine Valley College, to amend the contract with Culp Construction by increasing the contract amount by \$19,154 to \$5,863,293 and five days extension of contract completion date.

CHANGE ORDERS

The board approved the following actions related to the P.E. Facilities, Irvine Valley College: increasing the contract with Valley Crest Landscape by \$500 to \$1,845,950 to correct the typographical error in the amount of minus \$500; hiring Parkin Architects to provide architectural services during the construction phase of the playing fields for a total of \$29,911; and hiring Parkin Architects to provide architectural services during the construction phase of the shower/locker room for a total of \$35,536.

**IVC P.E. FACILITIES
CONTRACTS**

The board approved a contract with Gage-Babcock and Associates to prepare a report on the Chemical Storage Facility as required by the State Fire Marshal for a fee of \$3,000.

**CHEMICAL
STORAGE
FACILITY**

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve a contract with Taylor & Associates, Architects, to prepare a Transition Plan for handicapped access and architectural barrier removal at Saddleback College for a fixed fee of \$23,500 plus reimbursable expenses. Motion carried unanimously. Student Trustee Starckenburg cast an affirmative advisory vote.

**ARCHITECTURAL
BARRIER
REMOVAL**

The board approved the award of Bid C9014D to Apple Computer of Sunnyvale for computer products for Irvine Valley College totaling \$35,618 and financing for the procurement through a three-year lease/purchase with Security Pacific Leasing Corporation of Costa Mesa; Bid 877 to Union Paving Company, Inc., for pavement rehabilitation at both campuses for \$120,269; Bid 154 to AA Equipment Rentals Co., Inc., for a heavy duty tractor for Irvine Valley College for a total of \$27,905 and financing for the procurement through a five-year lease/purchase with Security Pacific Leasing Corporation of Costa Mesa.

AWARD OF BIDS

<p>The board approved the rejection of Bid 876, Reconstruction of Cooling Towers, Central Plant, because low bidder was \$25,000+ higher than budgeted amount and asbestos removal costs were three times higher than the District's contracted engineer's estimate; and the award of Bid 879, Reconstruction of Cooling Tower, Central Plant, to B&P Services, Inc., for reconstruction of the cooling tower for \$68,381.</p>	<p>REJECTION/AWARE OF BID</p>
<p>The board approved the sale of Irvine Valley College surplus property on Bid 37 as listed. Bids will be opened on October 30 and the results will be brought to the board for recommendation on November 25.</p>	<p>SALE OF SURPLUS PROPERTY</p>
<p>The board adopted Resolution 91-48, Funds for Instructional Improvement Loan, Irvine Valley College, to amend the budget in the amount of \$50,000; Resolution 91-59, E.O.P.S., Irvine Valley College, to amend the budget in the amount of \$11,858; and Resolution 91-61, Mandated Costs Reimbursement, Health Fee Elimination, to amend the budget in the amount of \$24,153.</p>	<p>BUDGET AMENDMENTS</p>
<p>The board approved the contract with the Chancellor of the California Community Colleges for administrative services in connection with the collection of student financial aid obligations under the Chancellor's Office Tax Offset Program (COTOP) for the period from November 1, 1991, through the end of the 1992 interagency program processing year as defined by the Franchise Tax Board.</p>	<p>COTOP CONTRACT</p>
<p>Motion by Trustee Moore, seconded by Trustee Connolly, to accept for review and study the quarterly budget status report and direct administration to include these reports in the minutes of the board meeting as required by Education Code Section 84043. Motion passed unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.</p>	<p>QUARTERLY FINANCIAL STATUS REPORT</p>
<p>The board approved the trustees' requests for travel and/or mileage as shown.</p>	<p>TRAVEL</p>
<p>The board approved the trustees' requests for reimbursement of personal autos as shown.</p>	<p>AUTO</p>
<p>The board rejected the claim of Marjorie C. Luesebrink dated September 30, 1991, and directed that the claimant be notified of this action.</p>	<p>CLAIM AGAINST THE DISTRICT</p>

Motion by Trustee Moore, seconded by Trustee Walther, to approve/ratify transfers of appropriations as delineated. Motion passed unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

TRANSFERS OF
APPROPRIATIONS

The board approved purchase orders 26944 through 27800 totaling \$773,787.81.

PURCHASE ORDERS

The board approved checks 20674 through 21846 totaling \$2,220,067.84; credit card purchases totaling \$4,943.75; Saddleback College Community Education checks 1905 through 2002 totaling \$105,908.48; and Irvine Valley College Community Education checks 2369 through 2520 totaling \$163,706.72.

PAYMENT OF BILLS

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the submitted academic and classified personnel actions including replacement pages. Motion carried unanimously.

PERSONNEL
ACTIONS

Motion by Trustee Hueter, seconded by Trustee Moore, to accept the following gifts: coherent 350 Dye Laser Module to be used for student instruction, demonstrations and/or lab, donated by Dr. Clint Harper, Moorpark College, to Irvine Valley College; back-up monitors to be used in computer lab, donated by Regis Homes Corporation to Irvine Valley College; RapidText Software Program to be used for closed captioning of classroom lectures for hearing impaired students, donated by Mr. Andy Krater, RapidText, to Irvine Valley College; a drafting table to be used by graphic artists in the Learning Resources department, donated by Dave Everett to Irvine Valley College; Kenned 9600 Tape Drive, Decwriter III, VT101 Terminal, Princeton Monitor, CATS Hardware Modeler equipment to be used for instructional purposes, donated by Racal-Redec to Irvine Valley College; one Apple II3 Microcomputer, one Dot Matrix Printer, one Monitor, two 5-1/4" Disk Drives and one 10-key to be used in the Music Lab in the Fine Arts Department, donated by Jim Lenz to Irvine Valley College; various Microcomputers and Motherboards as displayed in Attachment 1 to be used by advanced electronic Microcomputer classes in the Technology & Applied Science Division, donated by Maria Atwood, Material Manager, Advanced Logic Research, Inc., to Saddleback College; Apple Computer Graphics Library Support Materials to be used by students in the Fine Arts Division, donated

GIFTS

by Carolann Messner to Saddleback College; various hardback and paperback books as displayed in Attachment 2 to be added to the Library collection donated to Saddleback College; sixty 286 Motherboards to be used in upgrading PC computers to AT's in the Computer Science Lab in the Math/Science/Engineering Division, donated by Dr. Don Calhoun, Hughes Aircraft Company, to Saddleback College. Motion carried unanimously.

The board meeting was adjourned to closed session at 9:35 p.m.

ADJOURNMENT



Richard Sneed, Secretary
Board of Trustees