

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
NOVEMBER 16, 1992  
LIBRARY 105, SADDLEBACK COLLEGE

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 Connolly at 7:30 p.m. Trustee Hueter led the pledge of allegiance, and Trustee Walther offered words of inspiration.

CALLED  
TO ORDER

Members of the Board of Trustees

John Connolly, President  
Harriett Walther, Vice President  
Shirley Gellatly, Clerk  
Joan Hueter, Member  
Marcia Milchiker, Member  
Robert Moore, Member  
Iris Swanson, Member  
Heather Love, 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

Mike Runyan

Academic Senate

Mike Merrifield  
Wendy Phillips

California School Employees Association

Tamara Carnine

Classified Senate/Councils

Mike Estes  
Vince Cooper  
Matthew Breindel

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the agenda as presented including replacement and/or additional pages to items 32a and 32b. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

APPROVAL  
OF AGENDA

Motion by Trustee Moore, seconded by Trustee Milchiker, to approve the minutes of the October 19, 1992, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

APPROVAL  
OF MINUTES

There were no actions from closed session.

CLOSED SESSION

Motion by Trustee Walther, seconded by Trustee Moore, to approve the resolution commending Trustee Shirley Gellatly for nine years of service to the Saddleback Community College District. Motion carried unanimously by a roll-call vote. Trustee Walther presented Trustee Gellatly with a plaque commemorating her years of service.

RESOLUTIONS/  
PRESENTATIONS

Motion by Trustee Hueter, seconded by Trustee Swanson, to approve the resolution commending Trustee Robert L. Moore for thirteen years of service to the District. Motion carried unanimously by a roll-call vote. Trustee Hueter presented Trustee Moore with a commemorative plaque.

Motion by Trustee Swanson, seconded by Trustee Moore, to approve the resolution commending Trustee John C. Connolly for fourteen years of service to the District. Motion carried unanimously by a roll-call vote. Trustee Hueter presented Trustee Connolly with a plaque commemorating his years of service.

President Connolly introduced the newly elected trustees, Mr. John Williams, Mr. Lee Rhodes, and Mr. Steven Frogue.

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the consent calendar. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

CONSENT  
CALENDAR

<p>Motion by Trustee Swanson, seconded by Trustee Moore, to accept for review and study the general purpose financial statements with accompanying audit report for the 1991-1992 fiscal year as prepared by Vicenti, Lloyd &amp; Stutzman, Certified Public Accountants. Vice Chancellor Carcamo introduced audit team members Jonathan Forgy and Renee Graves who reviewed the audit team's findings and answered the board's questions. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.</p>	<p>1991-1992 DISTRICT AUDIT REPORT</p>
<p>Motion by Trustee Swanson, seconded by Trustee Hueter, to approved Saddleback College's England Semester Abroad program as described for Fall 1993. President Carroll and Dean Rivas briefly described the program and answered questions. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.</p>	<p>ENGLAND SEMESTER ABROAD</p>
<p>President Connolly adjourned the board meeting to hold a public hearing on the initial proposal of the Saddleback Community College District California Employees Association (C.S.E.A.). There were no public comments and President Connolly reconvened the board meeting.</p>	<p>PUBLIC HEARING / C.S.E.A. INITIAL PROPOSAL</p>
<p>Motion by Trustee Moore, seconded by Trustee Hueter, to receive the draft initial proposal from Saddleback Community College District regarding C.S.E.A. negotiations for the purpose of making it a public document. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.</p>	<p>DRAFT INITIAL PROPOSAL FROM SC REGARDING C.S.E.A NEGOTIATIONS</p>
<p>The board approved Saddleback College's grant proposal, "Computers in the Nursing Curriculum," Helene Fuld Health Trust.</p>	<p>GRANT APPLICATION</p>
<p>The board approved the revised term of the contract for the Staff Development for Business Educators grant project to read Fall 1992 to May 30, 1994.</p>	<p>DATE REVISION ON APPROVED GRANT</p>
<p>The board approved the proposed changes to the Orange County School Boards Association bylaws as indicated.</p>	<p>OCSBA BYLAWS REVISION</p>
<p>The board approved the programs, presenters, and compensation for Saddleback College's Spring 1993 Community Education Program and for Irvine Valley College's Winter 1993 Community Education Program.</p>	<p>COMMUNITY EDUCATION PROGRAMS</p>

The board approved guest artist contracts with Sheldon Soffer Management, Inc., for a single performance of Les Ballets Trockadero de Monte Carlo on May 9, 1993, at a cost not to exceed \$7,000; with Producers, Inc. for a single performance of "Yesterday (A Tribute to the Beatles)" on June 11, 1993, at a cost not to exceed \$4,000; with Traditional Arts Services for a single performance of Boys of the Lough on February 26, 1993, at a cost not to exceed \$6,000; and with Jim Gamble Puppet Productions for two performance of "Carnival of Animals" on January 9, 1993, at a cost not to exceed \$1,250.

GUEST  
ARTISTS

The board approved the honorarium of \$200 for Ms. Lillian Lesefko's presentation, "Chinese Face Reading and Its Implications for the Care of the Chronically Ill Patient," on November 20, 1992.

GUEST  
SPEAKER

The board approved consulting agreements with additional consultants to serve as proctors, center assistants, and resident actors for the Saddleback College Regional Health Occupation Resource Center Grant Project for an amount not to exceed \$700; and two consulting agreements with Mr. David Jones and Associates Education Consultants to submit a Student Literacy Corp grant application and a Student Support Services Program proposal to obtain available grant funds, for a one-time payment for each grant application of \$500 and 6% of the funds awarded each year.

CONSULTANT  
AGREEMENTS

The board authorized approval for two students to attend the 1992-1993 EOPS Student Leadership Workshop to be held in San Diego on November 19-20, 1992, for a total expenditure of \$300 toward registration, incidentals, and transportation.

EOPS STUDENT  
LEADERSHIP  
WORKSHOP

The board approved the recommended student health fee increase from \$7.50 to \$10.00 per semester, and \$7.00 for summer session, commencing Spring 1993.

STUDENT  
HEALTH FEE  
INCREASE

Motion by Trustee Hueter, seconded by Trustee Moore, to authorize the new full-time faculty positions, contingent on funding, as listed, and approve the 1994-1996 priority list, contingent on funding, as indicated. President McFarlin, Vice President Burgess, and Academic Senate President Phillips explained the details of the plan and answered questions. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

IVC NEW  
FACULTY  
HIRING PLAN  
1993-1996

The board approved Change Order 6 to decrease the contract amount by \$309 to \$1,809,253 for the Saddleback College Child Development Center, and Change Order 3 to increase the contract amount by \$2,416 to \$1,541,785.55 for the Irvine Valley College Child Development Center.

**CHANGE  
ORDERS**

The board approved final acceptance of Irvine Valley College's Architectural Barrier Removal project and P.E. Facilities, Phase I (Shower/Locker Building) project and authorized the filing of the Notices of Completion with the County of Orange and further authorized the release of the retention 35 days after the date of filing.

**NOTICES OF  
COMPLETION**

The board adopted Resolution 92-62 and publication of the Notice of Intention to Adopt Negative Declaration for the Irvine Valley College Learning Resources Center project, and approved a contract with Stockton/Jellison Architects for the working drawings and other architectural services as described for a fee of \$226,700 for the same project.

**LEARNING  
RESOURCES  
CENTER  
PROJECT**

The board approved Bid 154 to Anderson & Howard Electric, Inc., for the amount of \$199,947 to improve the District parking lot lighting; Bid 901 to the nine vendors indicated for a total amount of \$59,345.58 for Saddleback College's Child Care Center equipment; Bid 151 to Ross Systems for a total amount of \$20,000 for the District software maintenance contract; Bid 153 to Guaranty Chevrolet for \$14,791.04 and Tuttle-Click Ford for \$16,984.15 for two District utility vans; Bid 172 to Sears Roofing Service for \$49,997 for the reroofing of the Irvine Valley College Library; and Bid 173 to Lodestar Systems, Inc. for the amount of \$22,950 for the purchase of an optical scanner for Irvine Valley College.

**AWARD  
OF BIDS**

The board rejected Bid 152 for upgrading the HVAC chiller controls due to the amount bid by single bidder exceeding available funds, and authorized rebidding with modifications.

**REJECTION OF BID/  
AUTHORIZATION  
TO REBID**

The board rescinded the action to award Bid 171 for a high-speed duplicator to a vendor incorrectly listed as lowest bidder, and correctly awarded Bid 171 to Eastman Kodak for a total amount of \$105,234 including trade-in and a monthly maintenance contract of \$615 through June 30, 1993.

**RESCISSION  
AND REAWARD  
OF BID**

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the draft of the agreement for the Water Reclamation Project between Saddleback College and Moulton Niguel Water District and authorize the Chancellor or the Vice Chancellor of Fiscal Services and Operations to execute the final draft of the agreement. Motion carried with Trustee Gellatly casting a negative vote. Student Trustee Love cast an affirmative advisory vote.

**WATER  
RECLAMATION  
PROJECT**

Motion by Trustee Moore, seconded by Trustee Hueter, to accept the quarterly budget status report for review and study as displayed and direct the administration to include these reports in the minutes of the meeting as required by Title 5, California Code of Regulations, Section 58310. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**QUARTERLY  
BUDGET STATUS  
REPORT**

The board adopted Resolution 92-60, Irvine Valley College/Saddleback College Matriculation, to amend the budget in the amount of \$43,597, and Resolution 92-61, Irvine Valley College Child Care Services, to amend the budget in the amount of \$52,042.

**BUDGET  
AMENDMENTS**

Motion by Trustee Swanson, seconded by Trustee Moore, to approve/ratify transfers of appropriations as delineated. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**TRANSFERS OF  
APPROPRIATIONS**

The board approved the consulting agreement with Mr. Rusty Kennedy for his faculty in-service presentation on January 5, 1993, for a fee not to exceed \$600.

**IN-SERVICE  
PRESENTER**

The board approved the consulting agreement with Jack Schumaker Management Consultants, Inc., for services rendered to the District by Robert G. Bosanko from January 1, 1993, to June 30, 1993, as specified.

**CONSULTING  
AGREEMENT**

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

**TRAVEL**

The board approved purchase orders 36089 through 36691 totaling \$4,280,426.25.

**PURCHASE  
ORDERS**

The board approved checks 32247 through 33267 totaling \$1,812,878.06; credit card purchases totaling \$3,913.96; Saddleback College Community Education checks 3175 through 3315 totaling \$44,812.58; and Irvine Valley College Community College Education checks 3652 through 3754 totaling \$33,954.18.

**PAYMENT  
OF BILLS**

Included in their reports, various speakers expressed their appreciation to Trustees Connolly, Gellatly, and Moore for their years of service to the District, congratulations to reelected Trustee Walther, and welcome to newly elected Trustees Frogue, Rhodes, and Williams.

REPORTS

There were no public comments.

PUBLIC COMMENTS

Student Trustee Love reported that ASIVC is working on a handbook to supplement the catalog that would detail areas such as specific student services, student government, and athletics, to try to get more students involved. They are also working on developing the student newspaper and fundraisers for scholarships. The ASG is working on its talent show to be held November 24, AIDS awareness week, rape awareness week, and planning their winter retreat.

TRUSTEES'  
REPORTS

Trustee Swanson reported that she attended the recent Orange County Legislative Task Force meeting with Classified Representative Matthew Breindel, and that the top priorities of the other districts in Orange County include funding mechanisms, restoration of Proposition 98, and the protection of the current level of fees. Trustee Swanson indicated Saddleback CCD did not respond because of the late receipt of the request for priorities but that she believed the capital outlay program for the districts in Orange County should be included as a priority.

Trustee Walther reported that the CFIER workshop November 4-6 was a very worthwhile and positive experience. She commended the classified staff for their creativity, capabilities, and superior contributions to the District.

President Carroll reported that the recent diversity conference at USC was outstanding and very well attended by District representatives. She added that she requested transcripts of the meeting proceedings to share with staff.

PRESIDENTS'  
REPORTS

President McFarlin reported that Sandra Rickner, Director of Community Education, was honored as the top community education administrator in California by the state association. She added that the opening of the of Don Hendricks' art exhibit will be on November 20 in the new display cases in the Student Services Center.

Professor Merrifield reported that he attended the statewide academic senate meeting in San Diego with Professors Jim Thorpe and Gary Luke. He indicated that the senate is continuing to work on a campus governance model that should be finalized in another month. Professor Merrifield stated that the senate session with Chancellor Sneed was a good start toward open communication, and that the possibility of scheduling several districtwide open forums in the spring was discussed.

**ACADEMIC  
SENATES'  
REPORTS**

Professor Phillips thanked the board members that attended Meet the Candidates Night on October 23 and Ms. Janel Tortorice, ASIVC Vice President, for coordinating the event. She reported that she attended the statewide academic senate meeting where the issues of prerequisites, faculty workload, and the role of the academic senates and unions were discussed. Professor Phillips indicated that she will serve on the statewide academic senate ad hoc committee that will focus on the faculty workload and senate/union issues.

Ms. Carnine thanked Chancellor Sneed and the board on behalf of C.S.E.A. for the opportunity to enter into interest-based bargaining. She indicated that the CFIER workshop was a valuable and rewarding experience and that they looked forward to continuing efforts toward the betterment of labor/management relations.

**C.S.E.A.  
REPORT**

Mr. Estes thanked the board members and administrators who attended the CFIER workshop and stated that it was a very positive experience.

**CLASSIFIED  
SENATE/COUNCILS  
REPORTS**

Mr. Cooper thanked IVC Professor Carlos Sanchez for his efforts in coordinating a rape prevention seminar for classified staff. He reported that the Classified Council's Holiday Boutique was very successful and that they exceeded their \$2100 goal for scholarships.

Mr. Breindel reported that he attended the Orange County Legislative Task Force meeting with Trustee Swanson and that each district will host visits of local legislators early next year. He added that the District Classified Council has convened its nominating committee to begin the process of electing next year's officers.



Chancellor Sneed thanked the board for supporting the CFIER event and the district and colleges for their participation. He indicated that not only did participants learn to talk together about difficult subjects but how to identify common interests and real options as well. Chancellor Sneed stated that a workshop has been scheduled on December 10 for participants of the November workshop to continue training and test skills on the application of the principles. He expressed gratitude to Trustees Connolly, Gellatly, and Moore for the privilege of working for and with them for the past seven years and commended them for the many accomplishments during their terms.

**CHANCELLOR'S  
REPORT**

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

**PERSONNEL  
ACTIONS**

The Board of Trustees next took action to apply the continuation of health and welfare benefits to members of the board in accordance with Government Code Section 53201. Motion was then made by Trustee Gellatly, seconded by Trustee Swanson, to approve providing for continuation of health and welfare benefits of former board members and their spouse and dependents who are eligible for retirement and who elect to retire subsequent to this action, and/or for former board members who have served in office for not less than twelve years after January 1, 1981, in accordance with Government Code Sections 53201, 53205, and 53205.1 and further approve that existing benefits limitation applicable to Administrators, Classified Managers, Supervisors, Exempt, and Confidential Employees of the District also apply to the benefits provided to board members under this action. Motion carried with Trustees Walther and Milchiker casting negative votes. Student Trustee Love cast an affirmative advisory vote.

**SCCD BOARD  
MEMBER BENEFITS  
COVERAGE**

Motion by Trustee Gellatly, seconded by Trustee Hueter, to accept the following gifts: assorted sizes and lengths of construction lumber to be used by students during lab periods in Construction Technology classes, donated by William Doyle to Saddleback College; MAC Plus computer, 800k disk drive, and printer to be used as a faculty work station, donated by Patricia Lynne Boutelle, to Saddleback College; discarded 16mm films from the Orange County Audio-Visual Services Center as display on attachment to be used to enhance classroom activity in various diciplines, donated by Orange County Department of Education to Saddleback College; redwood trees to be planted on the Saddleback College campus at various locations, donated by Berit Austin to Saddleback College; Panasonic laser disk player to used in course work, donated by Dr. Jane Aloï to Saddleback College; assorted sizes and colors of tile, bricks, block and other masonry supplies to be used by students during lab and also for instructor demonstrations in Construction Tech classes, donated by Daniel Shultis to Saddleback College; four formal dresses and one pair of shoes to be used in productions and acting classes, donated by Marjorie D. Miller to Saddleback College; a Luci-Grafic unit to be used in several Graphic classes for image tracing, donated by Roger Boggio to Saddleback College; assorted sizes and types of masonry tile to be used by students during lab and for instructor demonstration in Construction Tech classes, donated by Karen Cabael to Saddleback College; nine desks, one work table, one folding table, two free-standing partitions, donated by Work Station Technologies to Irvine Valley College; NEC lap-top computer and accessories as listed to be used by the IVC College faculty, donated by Cadam Education Fellow, Elliot J. Actor, to Irvine Valley College; two whirlpools, two hydrocollator units and pads, one treatment table to used in the treatment of athletic injuries, donated by anonymous donor to Irvine Valley College; Dokorder 4 track reel to reel tape deck, TEAC model 2 mixer, realistic eq, cables, amplifier to be used for instructional purposes for various music courses, donated by Brian Folkes to Irvine Valley College; two track TEAC tape deck with Dolby unit, one box tapes and cables to be used for instructional purposes in various music classes and to be added to the Library's recording facility, donated by Dr. Alfred Bleir to Irvine Valley College; and 269 record albums, 20 cassette tapes, 16 CD singles, one Sony turntable to be used in the Music Lab and various music courses, donated by Dan Siegel to Irvine Valley College. Motion carried unanimously.

Trustee Walther, on behalf of the board, presented a gavel plaque to President Connolly in appreciation for his service as board President during the 1991-1992 term.

PRESENTATION

The board meeting was adjourned at 9:10 p.m.

ADJOURNMENT

A handwritten signature in black ink, appearing to read 'R. Sneed', written over a horizontal line.

Richard Sneed, Secretary