

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
NOVEMBER 20, 1989
SADDLEBACK COLLEGE, LIBRARY 105

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 Hueter led the pledge of allegiance, and Trustee Milchiker offered words of inspiration.

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
Constance Carroll, President, Saddleback College
Anna McFarlin, 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

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the agenda as presented including replacement and/or additional pages to items 26-a and 26-b. Motion

APPROVAL
OF AGENDA

11/20/89

Page 1

carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL
OF MINUTES

Motion by Trustee Hueter, seconded by Trustee Gellatly, to approve minutes of the October 23, 1989 meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

There were no actions from closed session.

CLOSED SESSION

Student Trustee Lopez introduced Ryan Godfrey, math, science, and engineering senator and CALSAC alternate representative. President Carroll introduced Lonnie Poindexter, the new director of operations and support services, Saddleback College.

INTRODUCTIONS

Consent Calendar

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

APPROVAL OF
CONSENT
CALENDAR

Motion by Trustee Moore, seconded by Trustee Hueter, to support the 1990 Fiscal and Legislative Program. The Board of Governors is soliciting the assistance of local boards to communicate to local members of the legislature the importance of the state plan. The board expressed concern relative to the high per student cost of the Transfer Centers and recommended three considerations: 1) further measures of accountability be devised in terms of the work results of the centers, 2) more emphasis be placed on the guarantee program than on the centers, and 3) funding be given to all colleges in this effort. Motion carried unanimously. Student Trustee Lopez cast an affirmative vote.

FISCAL AND
LEGISLATIVE
PROGRAM

The board approved the application for the Immigration Reform and Control Act (IRCA) State Legalization Impact Assistance Grants: Irvine Valley College. The State Department of Education has invited applications for continuing grants for IRCA services to be reimbursed from Federal Funds. Irvine Valley College served 506 amnesty eligible students in 1989-1990. Monies will be used to offset certificated salaries, classified salaries, services, and supplies.

IRCA

The board approved the application for the Improvement in Instrumentation and Equipment for Teaching Cellular and Molecular Biology grant at Saddleback College. The purpose of this grant is to purchase \$54,200 of new equipment to upgrade instruction in cellular and

CELLULAR AND
MOLECULAR
BIOLOGY

molecular biology to state-of-the-art conditions in colleges and universities. The purchases are planned over a two and one-half year period. This grant requires a 50% match (\$27,100) to be expended by the college over a two and one-half year period of time.

The board approved the Saddleback College Community Education program, presenters, and compensation.

COMMUNITY
EDUCATION
PROGRAM

The board authorized the Supplemental Agreement, effective September 15, 1989 through January 30, 1990, to the five-year Master Agreement with San Bernardino Community College District for the Real Estate Principles course, a video course produced in cooperation with Saddleback College faculty and the Media Productions Department.

SUPPLEMENTAL
AGREEMENT

The board approved Saddleback College's additional and revised instruction fees for the Prevention and Care of Athletic Injuries course for 1989-1990.

FEES

The board approved the consulting agreement with Leonard R. Inch in an amount not to exceed \$650 to assist the Division of Health Sciences and Human Services with development of instructional and administrative materials necessary to provide information regarding ethical and legal issues as they pertain to pre-hospital care.

CONSULTANTS

The board approved the consulting agreement with the Institute of Applied Research and Policy Analysis, California State University, San Bernardino, in an amount not to exceed \$2,000 to compile and analyze a survey data of training needs of businesses in California that employ or will employ personnel in their international trade business in support of the development of an International Trade Model Curriculum.

The board approved the consulting agreement with Michael McCormack in the amount of \$120 to serve as consultant to instructors regarding an Advanced Cardiac Support class and be in attendance during the Mega Code testing of students.

The board approved the granting of certificates to the listed students.

CERTIFICATES

The board approved the Professional Development Project, Phase II, Spring 1990, to be held at Irvine Valley College and the expenditure for the presenters.

PROFESSIONAL
DEVELOPMENT
PROJECT

Dr. Philip Stanley, Director of Athletics, Irvine Valley College, provided an overview of the Intercollegiate Athletics report which illustrates the progress the college has made in designing and implementing its Intercollegiate Athletic Program including philosophy, governance, sports time line, and budget. Motion by Trustee Moore, seconded by Trustee Gellatly, to accept the report for review and study. Motion carried unanimously. Student Trustee Lopez cast an affirmative vote.

INTERCOLLEGIATE
ATHLETICS
REPORT

The board declared the Library Remodel Secondary Effects at Irvine Valley College to have no significant effect upon the environment and authorized the Chancellor to file a Notice of Categorical Exemption.

LIBRARY
REMODEL

Motion by Trustee Moore, seconded by Trustee Hueter, to adopt the resolution to declare its intent to lease surplus district property to locate a telephone relay tower and building for remote telephone service for an initial period of twenty years with an option to renew for two additional five year increments. Motion carried with a negative vote from Trustee Gellatly. Student Trustee Lopez cast an affirmative advisory vote.

LEASE OF
SURPLUS
PROPERTY

The board ratified Change Order No. 7 to amend the contract with Culp Construction Company for construction of the Student Services Center, Saddleback College, by increasing the contract amount to \$6,969,114.82 with no extension of the contract completion date.

CHANGE ORDER

Motion by Trustee Moore, seconded by Trustee Hueter, to proceed with the Golf Driving Range Project and authorize staff to proceed with the selection of architect to prepare preliminary plans for construction of the range. Vice Chancellor Yoneji summarized the project including location of the facility, anticipated revenues, and management of the facility. A schedule of activities leading to construction of the range will be established by the December 4, 1989 meeting of the Board of Trustees. Motion approved unanimously. Trustee Lisa Lopez cast an affirmative advisory vote.

GOLF DRIVING
RANGE

After a short break, Trustee Connolly and Student Trustee Lopez left the meeting.

TRUSTEES
LEFT MEETING

Reports

Walter Johnson, resident of San Juan Capistrano and student of Saddleback College, expressed his concerns relative to the football program.

STUDENT
REPORT

Trustee Walther reported on the CACC Convention and the meeting of the CACC Electors.

TRUSTEE
REPORT

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

PRESIDENTS'
REPORTS

President Carroll extended her congratulations to Dr. McFarlin relative to her recommendation for the Irvine Valley College presidency. President Carroll reported on the presentations at the CACC Convention, including many by Saddleback College staff. President Carroll also reported that Saddleback College has been selected as one of ten colleges to receive an on-site review of its staff development program. Saddleback College also has been singled out as one of five colleges to be visited as part of a matriculation program study.

President McFarlin invited board members to a Baroque Holiday, Irvine Valley College's annual holiday concert, December 9, Red Hill Lutheran Church, Tustin. President McFarlin also distributed copies of the third annual Art Calendar, a project coordinated by Professor Jeff Horn.

Professor Allen stated the Saddleback College faculty enjoyed the CACC Convention by participating and attending workshops. Professor Allen reported that the Senate has reviewed the Academic Calendar for next year. He stated that the In-Service Committee has selected presenters for the Spring In-Service. Professor Allen highlighted Professor Jan Smith's contribution to the Humanities Hour.

ACADEMIC
SENATES'
REPORTS

Professor Hewitt welcomed President McFarlin as leader of the college. Professor Hewitt attributed the success of the Irvine Valley College Foundation to Tom Wall, president of the foundation, and President McFarlin and announced a golf fund-raising activity that is being planned for the spring. Professor Hewitt reported on the food drive and acknowledged the contributions received from the Honors Society and the Associated Students/Irvine Valley College. Professor Hewitt distributed and summarized a student retention report that was presented at the CACC Convention.

There was no report from CSEA.

CSEA REPORT

Professor Walker distributed copies of the Faculty Newsletter. Professor Walker congratulated President McFarlin relative to her recommendation for the Irvine Valley College presidency.

FACULTY
ASSOCIATION
REPORT

Mr. Schramel congratulated President McFarlin.

CLASSIFIED
REPORT

Dr. Sneed stated that he was pleased to recommend to the board the appointment of Dr. McFarlin.

CHANCELLOR'S
REPORT

President McFarlin thanked her colleagues for their kind words on her recommendation as president, Irvine Valley College.

APPRECIATION

The board approved the amendment which provides for inclusion of references to the Internal Revenue Code Section 501c3 to the Bylaws of the Saddleback College Foundation and the Irvine Valley College Foundation. All other terms of the Bylaws remain unchanged.

BYLAWS OF THE
FOUNDATIONS

The board adopted the resolutions to amend the 1989-1990 budget, and directed that these funds be appropriated to the accounts displayed for the Videotape Production Agreement, Saddleback College, in the amount of \$15,000 and the Management Information Systems State Master Grant, Saddleback Community College District, in the amount of \$103,049.

BUDGET
AMENDMENTS

Motion by Trustee Gellatly, seconded by Trustee Hueter, to accept the quarterly budget status report for review and study, and to direct administration to include these reports in the minutes of this meeting as required by Education Code Section 84043. Motion carried unanimously.

BUDGET
REPORT

Motion by Trustee Moore, seconded by Trustee Milchiker, to approve/ratify the transfers of appropriations. Motion approved unanimously.

TRANSFERS OF
APPROPRIATIONS

The board ratified the site visits by the visitation team for the Irvine Valley College president position to Shoreline Community College on November 7 and November 8, 1989 and Irvine Valley College on November 13, 1989, and reimbursement of all actual and necessary expenditures for transportation, meals, and lodging incurred in the site visits.

SITE VISITS

The board ratified reimbursement of all actual and necessary costs for transportation, meals, and lodging incurred by candidates in the presidential interview process.

PRESIDENTIAL
CANDIDATES

The board approved the consulting contract with Innovative Business Solutions for Macintosh computer

COMPUTER
TRAINING

training for district staff at a fee of \$60 per hour, not to exceed \$1,560.

The board approved the consulting contract with A. Bray and Associates for the legislative/bill monitoring contract in the amount of \$2,100 for the remainder of the 1989-1990 academic year.

LEGISLATIVE/
BILL
MONITORING

The board approved the consulting agreement with Scott Thorne for RSTS to VAX RMS conversion services to assist in development of the district's accounting software covering the period November 21, 1989 to June 30, 1990 at a total cost not to exceed \$15,000. The funds for this work are budgeted within the MIS year two of five fiscal personnel payroll project.

COMPUTER
CONVERSION
SERVICES

The board approved the consulting agreement with Mike Meyerson for specialized systems analysis in personnel system implementation covering the period November 21, 1989 to June 30, 1990 at a total cost not to exceed \$12,000. The funds for this work are budgeted within the MIS year two of five fiscal personnel payroll project.

PERSONNEL
SYSTEM
IMPLEMENTATION

The board approved the payment of warrants 145284 through 146138 totaling \$1,644,938.80 and credit card purchases totaling \$6,825.52.

WARRANTS

The board approved purchases orders 11955 through 12355 totaling \$1,018,382.25.

PURCHASE
ORDERS

It is recommended that the Board of Trustees approve trustees' requests for travel and/or mileage.

TRAVEL

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the certificated personnel actions including replacement pages. Motion carried unanimously.

CERTIFICATED
PERSONNEL

Motion by Trustee Hueter, seconded by Trustee Moore, to approve the classified personnel action with removal of the retirement item on page 5. Motion carried unanimously.

CLASSIFIED
PERSONNEL

Motion by Trustee Gellatly, seconded by Trustee Walther, to ratify the amendments to the CSEA contract, November 9, 1989 through June 30, 1991. Motion carried unanimously.


CSEA
CONTRACT

Motion by Trustee Gellatly, seconded by Trustee Moore, to accept the gifts listed on behalf of Saddleback College and Irvine Valley College. Motion carried unanimously.

GIFTS

The meeting was adjourned to closed session at 10:00 p.m.

ADJOURNMENT


Richard Sneed, Secretary
Board of Trustees

bw

MIN11-20