

MINUTES OF THE BOARD OF TRUSTEES  
 SADDLEBACK COMMUNITY COLLEGE DISTRICT  
 NOVEMBER 21, 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. 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 Gellatly at 7:05 p.m. President Gellatly led the pledge of allegiance, and Trustee Walther offered a few words of inspiration.

CALLED  
 TO ORDER

Members of the Board of Trustees

Shirley Gellatly, President  
 Iris Swanson, Vice President  
 Joan Hueter, Clerk  
 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

Colette McClellan

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the agenda as presented. Motion carried unanimously.

APPROVAL  
 OF AGENDA

Trustee Walther revised minutes of the October 24, 1988 board of trustee meeting, page 4, second paragraph, to read, "Trustee Walther reported on the California Community College Trustees (CCCT) Board of Directors Meeting." Motion by Trustee Hueter, seconded by Trustee Walther, to approve the revised minutes. Motion carried unanimously.

APPROVAL  
OF MINUTES

There were no actions from closed session.

ACTIONS TAKEN

President Kong commended Professor Gary Brazelton and members of the Irvine Valley College Administration of Justice team, Chi Tau Epsilon, for recently winning 30 of 55 trophies, including sweepstakes and team spirit awards, at the American Criminal Justice Association's Police Academy. Trustee Hueter, after reading the commendation resolution, motioned for approval of the resolution which was seconded by Trustee Moore. Motion carried with a roll call vote.

COMMENDATION  
RESOLUTION

President Carroll introduced John R. McIntyre, College Foundation Director, Saddleback College.

INTRODUCTION

Consent Calendar

Agenda item 18 was removed from the consent calendar for separate discussion. Motion by Trustee Moore, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried unanimously.

APPROVAL OF  
CONSENT CALENDAR

In the fall of 1988, the District Budget Committee was appointed for the purpose of reviewing the current allocation model and making recommendations for 1989-1990. The committee made its recommendations to the Chancellor. Dr. Sneed summarized his response and recommendation to each of the committee recommendations: 1) College Ending Balances, 2) Sabbatical Replacement Costs, 3) Assessment Rate for District Services, 4) Disposition of Mid-Year Growth Monies, 5) Distribution of Lottery Revenues, 6) Centralization and Decentralization of Services, and 7) Committee Charge. Dr. Sneed stated the comprehensive plan in which the colleges and district are outlining priorities for 1989-1990 will be completed December 15 and will be presented in January for board review. Trustee Swanson asked that the Chancellor appoint a committee to review the effectiveness of Maintenance and Operations since its decentralization. Motion by Trustee Swanson, seconded by Trustee Connolly, to approve the Chancellor's recommended changes to the current allocation system for 1989-1990. Motion carried unanimously.

RESPONSES TO  
DISTRICT BUDGET  
COMMITTEE  
RECOMMENDATIONS

After some discussion, the board revised Board Policy: Section 4014. Paragraph 1 was modified to read:

The Saddleback Community College District is committed to a smoke-free environment in all college and district buildings and hallways.

Paragraphs 2 and 3 were deleted, and paragraph 4 will be reworded by staff. BP 4014 will be presented at the December 5 meeting for further discussion and board action.

BOARD POLICY

#### Reports

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

PUBLIC  
COMMENTS

Trustee Walther requested the Chancellor to review the district's mission in light of the AACJC publication, "Building Communities, A Vision for a New Century."

TRUSTEES'  
REPORTS

Student Trustee Hellriegel distributed a written report prior to the meeting, and asked that consideration be given to AIDS education in different areas of the colleges and classes.

President Gellatly explained that this would be her last meeting as president of the board and thanked staff for their support.

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

PRESIDENTS'  
REPORTS

President Carroll stated that on behalf of the college they have enjoyed this past year with President Gellatly as board president. President Carroll reported on the positive tone of the California Board of Registered Nursing report. Also she reported on the selection process for new Saddleback College full-time faculty and the CACC Annual Convention.

President Kong thanked President Gellatly for her openness during her tenure as board president. President Kong invited the members of the board to a November 22 meeting with architects on the Irvine Valley College Master Plan and a December 9 holiday celebration. He also reported on The Three Musketeers presentation.

Professor Allen reported on the Senate's involvement with the Staff Development Plan, a faculty questionnaire for use in nominating faculty for outstanding awards, a Staff Development Needs survey, the spring in-service and Humanities Hour presentations.

ACADEMIC SENATE

There was no report from the Intercollege Academic Senate nor the Irvine Valley College Academic Senate.

Mr. Suarez thanked the board of trustees for the contract proposal and related that the reclassification study is moving along.

CSEA REPORT

Professor Christensen stated the Faculty Association had some decline in membership. He stated that the faculty tentative agreement was filed last week, but needs to be presented to Faculty Association members for ratification. A public ballot count is scheduled.

FACULTY  
ASSOCIATION  
REPORT

Ms. McClellan reported the Classified Senate sponsored a successful professional growth videotaped workshop.

CLASSIFIED  
SENATE/COUNCIL

Dr. Sneed thanked everyone who worked on Proposition 78 and stated the proposition would partially fund both student centers to the extent eligible including a part of the equipment for both centers, the Computer Science building at Irvine Valley College, the Technology and Applied Science building at Saddleback College, and other instructional equipment. Dr. Sneed stated that on February 1 the district will be submitting the Five-Year Plan on future facilities. Dr. Sneed reported that at the November 21 workshop, the board determined that the location of the District Management and Computer Services Center will be off the Avery entrance to the campus. Dr. Sneed reported that the Orange County Legislative Task Force in January will be hosting local legislators, and trustees and staff from all four Orange County districts to discuss matters of mutual interest.

CHANCELLOR'S  
REPORT

President Gellatly called the meeting back to order at 8:50 p.m. after a short break.

BREAK

A report was presented on the use of polystyrene products in the district.

POLYSTYRENE  
PRODUCTS

The board approved application for grant funds for the "Assessment of Human Physical Function" project from the Irvine Health Foundation. Irvine Valley College will work in partnership with UC Irvine Medical School for the purpose of developing normative data.

GRANT FUNDS

The board approved expenditures for non-District personnel who provide business education workshops to improve teaching skills and content knowledge level awarded through the Professional Development and Program Improvement grant.

WORKSHOP  
EXPENDITURES

The board approved honoraria for the listed Saddleback Company Theatre professional artists and craftspersons for Summer 1988.

HONORARIA

The board authorized a guest artist contract with Columbia Artists Management, Inc. for a performance of The Boston Symphony Chambers Players.

CONTRACT

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

CERTIFICATES

The board ratified Change Order No. 3 - Final to amend the contract with Natkin & Company for the HVAC Underground Loop System Phase II and III, Saddleback College, by decreasing the contract amount to \$510,825 and extending time of completion to February 11, 1988.

CHANGE ORDER

The board approved final acceptance of the HVAC Underground Loop System Phase II and III, Saddleback College, and authorized filing of Notice of Completion with County of Orange and further directed release of the retention after thirty-five calendar days.

HVAC UNDER  
GROUND LOOP  
SYSTEM

A time frame for securing and awarding a contract to the successful bidder for joint development of a golf driving range and a child care center or alternate facilities was discussed. The golf range would be used by students and a portion of revenue from commercial use would assist Community Services and other programs. Discussion focused on length of the lease, size of project, and lighting of project. Motion by Trustee Moore, seconded by Trustee Milchiker to approve the time frame. The board approved the time frame with a roll call vote: aye: Trustees Hueter, Milchiker, Moore, and Walther, nay: Trustees Connolly, Gellatly, and Swanson.

TIME FRAME  
FOR GOLF  
DRIVING  
RANGE

The board approved authorization to enter into a consulting agreement with Nack & Sunderland Mechanical Engineers for \$5,000 for its investigation of the college's water system, and preparation of construction plans and specifications per the proposal.

CONSULTANT  
AGREEMENT

The board approved award of Bid #800 for reroofing of the Fine Arts Building, Saddleback College, to William H. Lavey & Associates in the amount of \$54,570, Bid #799 for installation and remodeling of heating and air conditioning units and air handlers to B & P Service in the amount of \$35,535, and Bid #106 for repair of solar panels to Generic Electric in the amount of \$26,380.

BID AWARDS



The board authorized extension of the consulting agreement with Parkin Architects to February 1, 1989 for necessary planning and design required for the Master Plan at Irvine Valley College.

The board adopted the resolution to approve the Corporation Quitclaim Deed from The Irvine Company to be recorded with the County of Orange.

QUITCLAIM  
DEED

The board ratified the agreement with Eadington Fruit Company for harvest of Irvine Valley College's orange crop.

IVC ORANGES

Motion by Trustee Swanson, seconded by Trustee Moore, to approve the legislative/bill monitoring contract in the amount of \$3,600 with A. Bray and Associates. Motion carried with a negative vote from President Gellatly.

LEGISLATIVE/  
BILL MONITORING  
CONTRACT

Motion by Trustee Hueter, seconded by Trustee Moore, to authorize the loan agreement with International Business Machines (IBM) for services and equipment. A revision was made to the date in the last line of the agenda item to read:

IBM LOAN  
AGREEMENT

The Chancellor recommends that the Board of Trustees authorize the loan agreement with IBM for services and equipment for a period from November 21, 1988 to December 31, 1991 inclusive.

Motion carried unanimously.

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

SURPLUS  
PROPERTY

The board approved entering into an agreement with the Chancellor's Office of the California Community Colleges to extend the grant for matriculation plans.

MATRICULATION  
PLANS GRANT

The board adopted the resolution to amend the 1988-1989 budget in the amount of \$8,700.

BUDGET  
AMENDMENT

The district transfer of funds administrative regulations were reviewed and revised by staff, and presented to the board for ratification. Trustee Swanson suggested a line be added to Exhibit B for board approved amendments. Motion by Trustee Moore, seconded by Trustee Connolly, to ratify transfer of appropriations as listed. Motion carried unanimously.

TRANSFER OF  
FUNDS  
ADMINISTRATIVE  
REGULATIONS

The board approved warrants 135945 through 136808 totaling \$714,260.73 and credit card purchases totaling \$2,024.20.

WARRANTS

The board approved purchase orders 005292 through 005747 totaling \$268,935.73.

PURCHASE  
ORDERS

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

TRAVEL

The date was revised on the classified personnel actions for Carol Jones, General Secretary Substitute, to October 20, 1988. Motion by Trustee Hueter, seconded by Trustee Swanson, to approve the revised certificated and classified personnel actions with the date revision. Motion carried unanimously.

PERSONNEL  
ACTIONS

Motion by Trustee Walther, seconded by Trustee Connolly, to receive the District Initial Proposal to CSEA Chapter 586 for purposes of making it a public document. Motion carried unanimously.

CSEA PROPOSAL

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


GIFTS

At 10:45 p.m. President Gellatly adjourned the meeting to closed session.

ADJOURNMENT

The next regular meeting of the board of trustees will be held on December 5, 1988 at 7 p.m. at the Saddleback College campus.

NEXT MEETING

  
\_\_\_\_\_  
Richard Sneed  
Secretary, Board of Trustees

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MIN11-21