

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
NOVEMBER 25, 1991
IRVINE VALLEY COLLEGE
STUDENT SERVICES CENTER, ROOM 240

CLOSED SESSION

The Board of Trustees met in closed session from 6:30 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. President Milchiker led the pledge of allegiance, and Trustee Connolly offered words of inspiration.

CALLED
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

Paul Brand

Tamara Carnine

Christina Ortiz

Motion by Trustee Hueter, seconded by Trustee Connolly, to approve the agenda as presented including replacement and/or additional pages to items 34a and 37. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Swanson, seconded by Trustee Hueter, to approve minutes of the October 28, 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 McFarlin introduced Ms. Nancy Beverage, Manager of the Industrial Sector Competency Center, IBM, who presented a commemorative plaque to Irvine Valley College for its participation in the IBM Computer-Integrated Manufacturing (CIM) in Higher Education program.

INTRODUCTION
OF GUEST

Agenda items 5, 10, 14, 21, 22, and 24 were 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. Student Trustee Starkenburg cast an affirmative advisory vote.

CONSENT
CALENDAR

Motion by Trustee Moore, seconded by Trustee Hueter, to accept for review and study the general purpose financial statements with accompanying audit report for the 1990-1991 fiscal year as prepared by KPMG Peat Marwick, Certified Public Accountants. Vice Chancellor Carcamo introduced representatives from KPMG Peat Marwick who answered the board's questions. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

AUDIT
REPORT

Motion by Trustee Moore, seconded by Trustee Hueter, to approve changes to the current budget allocation system for 1992-1993 to the extent indicated in the exhibit. Dr. Sneed reviewed the nineteen recommendations provided by the District Budget Committee and his subsequent responses and recommendations. Motion carried with Trustee Gellatly casting a negative vote. Student Trustee Starkenburg cast an affirmative advisory vote.

1992-1993 BUDGET
ALLOCATION
MODEL

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the 1992-1993 staffing plans for new faculty positions at Saddleback College and Irvine Valley College, and authorize the colleges to begin recruitment and implementation subject to availability of funds. Presidents Carroll and McFarlin detailed the full-time faculty hiring plans for 1992-1993 and answered questions from the board. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

1992-1993
ACADEMIC
STAFFING
PLANS

Motion by Trustee Moore, seconded by Trustee Swanson, to approve Saddleback College's Spring 1992 Community Education program excluding Parapsychology - Section A and Section B, as listed on page 6. Motion carried. Motion by Trustee Moore, seconded by Trustee Walther, to approve Parapsychology, Sections A and B. Motion carried with Trustee Swanson casting a negative vote. Student Trustee Starkenburg cast an affirmative advisory vote.

SC SPRING 1992
COMMUNITY
EDUCATION
PROGRAM

Professor Ronald Albright distributed and read a letter and resolution signed by more than 65 administrators and faculty members from both colleges opposing intolerance of any kind, and encouraging the District to establish policies and procedures promoting an environment free of discrimination.

PUBLIC
COMMENTS

Trustee Swanson reported that she attended the all day Leadership Training Institute for classified staff preceding the recent CCLC conference in Santa Clara, also attended by Tamara Carnine, Laura U'Ren, Mike Estes, Paul Brand, Marge Nielsen, and Jan Horn. She commended the District and college administration for enabling staff to participate in such conferences.

TRUSTEES'
REPORTS

Student Trustee Starkenburg announced that the Associated Students of Irvine Valley College will hold a talent show on December 5, and the Associated Student Government of Saddleback College will hold their talent show on December 12. He reported that Saddleback College's Academic Senate voted recently to include a student representative on the Senate.

President Carroll reported that at the Mt. San Antonio College Invitational on November 22, the Saddleback College/Irvine Valley College Forensics Team won 21 separate awards. She added that Saddleback College's football team ended the season at 9 and 1 and will play in the Orange County Simple Green Bowl at Orange Coast College on December 7.

PRESIDENTS'
REPORTS

President McFarlin distributed the 1992 Southern Orange County High School Art Calendar and invited the board to view the original artwork currently on display in Building A300. She announced that IVC's women's cross-country team is currently tied for first place in the state and the men's soccer team has reached the state quarter finals.

Professor Haggerty added to Student Trustee Starkenburg's report that he is pleased that the Academic Senate will include a student member and feels that the relationship will be beneficial. He reported that the Saddleback College Academic Senate resolution opposing discrimination was presented at the statewide senate meeting on October 31 and was subsequently adopted. He commended Chancellor Sneed on his memo dated November 22 to all faculty and staff in which he denounced acts of discrimination in the workplace.

ACADEMIC
SENATES'
REPORTS

Professor Resnick stated that the Irvine Valley College faculty and Academic Senate strongly oppose intolerance and expressed their views in a resolution for inclusion as an item on the current board meeting agenda.

Ms. Carnine stated that the IVC Classified Council, Saddleback College Classified Senate, and District Classified Council will present a joint report at the December meeting on statewide staff development and classified council meetings.

CLASSIFIED
SENATE/COUNC
REPORTS

Mr. Brand expressed his appreciation to the board and administration for the opportunity to attend the statewide classified staff conference.

Chancellor Sneed thanked Professor Albright and signatories for their letter and resolution against discrimination and stated that he felt the suggestions within the letter were excellent and consistent with related items on the current agenda.

CHANCELLOR'S
REPORT

The board approved the "300 Club" fundraising event for the Baseball and Men's Tennis teams at Saddleback College under the auspices of the Saddleback College Foundation tentatively scheduled for January 23, 1992.

ATHLETIC
FUNDRAISING
EVENT

Irvine Valley College submitted an information item to the board describing the mini-conference it will host on December 6 at no cost to the District for 25 public information and marketing professionals from Southern California community colleges for the purpose of improving newsletter design.

PIO/MARKETING
PROFESSIONALS
CONFERENCE

The board approved Educational Services for Saddleback College with the Civil Services Academy to offer an on-site special topics course entitled Postal Services Preparation, and with the Saddleback Valley Board of Realtors to offer computer and software courses for the firm's employee's, and for Irvine Valley College with Optrotech, Inc., to offer two fee-based courses that would serve the printed circuit industry.

EDUCATIONAL
SERVICES
AGREEMENTS

The board approved the consulting agreement for Saddleback College to hire Ms. Sherrie Baldwin to accomplish the objectives of the Phase II-International Trade Model Curriculum grant at a fee not to exceed \$21,475, plus travel and conference expenses; for Irvine Valley College to hire Ms. Sherrie Baldwin to complete the dissemination and training aspects of the Statewide Community College Instructional and Administrative Telecommunications Model Network Project grant project at a fee of \$2,000; and for Irvine Valley College to hire Mr. Scott Thorne to develop an Early Alert Retention Management software system at a fee of \$3,500.

CONSULTANT
AGREEMENTS

A motion was made to approve the agreement with CDT to update the operation of student copiers and related equipment in the Saddleback College library but at the request of a trustee to table the item a second motion was made by Trustee Walther, seconded by Trustee Connolly, to delay action on the item to a future board meeting. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

STUDENT
COPIER
AGREEMENT

The board approved the payment of \$400 for the Symphonic Wind Ensemble members and Jazz singers band accompaniment for the dedication of the IVC Student Services Center.

GUEST ARTISTS

The board approved Saddleback College's guest artist contracts with Ms. Sandy Owen for a single jazz piano performance on January 11, 1992, at a cost not to exceed \$3,000; with Periwinkle Productions for a single performance of An Evening of Comedy and Magic on April 25 at a cost not to exceed \$4,000; and with Lewitzky Dance Company for a single performance on May 9, 1992, at a cost not to exceed \$3,500.

The board approved the granting of certificates of achievement to the students listed by Saddleback College and Irvine Valley College.	CERTIFICATES OF ACHIEVEMENT
Motion by Trustee Gellatly, seconded by Trustee Swanson, to approve the following actions related to the remodel of Building N, Saddleback College: Change Order No. 2 to amend the contract with Irvine Engineering Corporation by increasing the contract by \$9,404.60 to \$179,399.04 and 19 days extension of contract completion date; and Beneficial Occupancy to allow CSUF personnel to occupy the building and determine appropriate terminal and telephone connection locations and to monitor remaining work. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.	BUILDING N
The board authorized the beneficial occupancy of the SA Building and Upper Quad Remodel to allow faculty and staff to make computer terminal and telephone connections and to monitor remaining work.	SA BUILDING
The board approved the following actions related to the construction of the P.E. facilities (shower/locker building) at Irvine Valley College: Change Order No. 1 to amend the contract with Pinner Construction Company by increasing the contract amount by \$10,569.65 to \$2,105,669.65 without extension of contract completion date; and substitution of the subcontractor, Nukes Design, by the general contractor, Pinner Construction Company, due to Nukes inability to bond the project (Pinner will use its own work force for concrete work).	P.E. FACILITIES
The board approved declaring that the construction of Parking Lot 6 at Irvine Valley College will have no significant effect upon the environment and adopted Resolution 91-66 approving a Negative Declaration and filing Notice of Determination.	PARKING LOT 6
The board approved final acceptance of the general construction of the Student Services Center, Irvine Valley College, and authorized the filing of the Notice of Completion with the County of Orange and further authorized the release of the retention bond 35 days after the date of filing.	STUDENT SERVICES CENTER
The board approved entering into a consultant agreement with BSI Consultants, Inc., to develop construction documents, and provide construction engineering and administration and construction inspections for the 1992 fiscal year of the District Pavement Management Plan for a fee of \$33,050.	PAVEMENT MANAGEMENT PLAN

The board authorized staff to extend the duration of the consultant's agreement with Moraes/Pham & Associates to provide professional services to decentralize the boiler plant at Saddleback College through December 31 at no additional fee.

DECENTRAL-
IZATION OF
BOILER PLANT

Motion by Trustee Gellatly, seconded by Trustee Hueter, to approve the contract with Nolte and Associates, Engineers, to provide engineering services required for reclaimed water irrigation system, Saddleback College, for a fixed fee of \$37,100. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

RECLAIMED
WATER
PROJECT

Motion by Trustee Gellatly, seconded by Trustee Hueter, to ratify the consultant agreement with KPMG Peat Marwick to update the market study for the Athletic Facilities at a cost not to exceed \$12,000. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

ATHLETIC
FACILITIES
MARKET
STUDY

Motion by Trustee Walther, seconded by Trustee Moore, to approve hiring RJM Design Group, Inc., Landscape Architects, to develop a preliminary design for the campus entries and electronic marquee at Saddleback College for a fixed fee of \$10,000 plus reimbursable expenses. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

CAMPUS ENTRIE
MARQUEE
DESIGN

Motion by Trustee Gellatly, seconded by Trustee Moore, to award Bid 155 for a five-year lease totaling \$78,000 for a used modular classroom for Irvine Valley College to Action Mobile Office Rentals. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

AWARD
OF BID

The board approved District consulting agreements with General Systems to provide specialized technical assistance in the continuing implementation of the District's Office Automation Leadership Information System covering the period November 26, 1991, through June 30, 1992, at a cost not to exceed \$10,000; and with Dr. George Henderson for his presentation, "One Nation . . . And Respect for All People of Color," on December 13, 1991, at the Management In-Service at a cost of \$1,700 including expenses.

CONSULTANT
AGREEMENTS

The board approved the settlement agreement in litigation against the County of Orange relating to interest on tax penalties and advising the Department of Education to proceed with settlement proceedings on the behalf of Saddleback Community College District.

SETTLEMENT
AGREEMENT

The board approved Resolution 91-67, Saddleback College/Irvine Valley College Disabled Students Program and Services and High Tech Centers, to amend the budget in the amount of \$84,166, and Resolution 91-68, Saddleback College Educational Services Agreement, to amend the budget in the amount of \$18,019.

BUDGET
AMENDMENTS

The board approved granting Wagner-Hohns-Inglis, Inc. leave to present a late claim in the amount of \$14,796 and payment of the claim.

CLAIMS
AGAINST THE
DISTRICT

The board rejected the claims of Ms. Judy St. Clair and Mr. Jason Bird and approved referring the claims to the District's broker for disposition.

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

TRANSFERS OF
APPROPRIATION

The board approved purchase orders 27801 through 28456 totaling \$6,907,388.

PURCHASE
ORDERS

The board approved checks 21847 through 22675 totaling \$1,834,719; credit card purchases totaling \$4,037; Saddleback College Community Education checks 2006 through 2100 totaling \$185,132; and Irvine Valley College Education checks 2521 through 2617 totaling \$43,073.

PAYMENT
OF
BILLS

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

PERSONNEL
ACTIONS

Vice Chancellor Kroner introduced Ms. Linda Newell, Director of Affirmative Action Programs, who reviewed the activities of the Cultural Diversity Task Force.

CULTURAL
DIVERSITY TASK
FORCE

Motion by Trustee Hueter, seconded by Trustee Walther, to support the proposed Title 5 affirmative action regulations under consideration by the California Community Colleges' Board of Governors. Director Linda Newell presented the Title 5 affirmative action regulations and answered questions from the board. Motion carried unanimously. Student Trustee Starkenburg cast an affirmative advisory vote.

PROPOSED
AFFIRMATIVE
ACTION
REGULATIONS

Resolutions in opposition to discrimination and in support of cultural diversity were provided by the Academic Senate Presidents from Saddleback College and Irvine Valley College.

ACADEMIC
SENATE
RESOLUTIONS

Professor Michael Reed, Saddleback College Journalism Program Chair and Faculty Advisor to The Lariat, read a written statement to the board which supported the goals expressed in the academic senates' resolutions, but objected to a reference to The Lariat in the IVC Academic Senate's resolution.

Professor Resnick agreed to take Trustee Walther's suggestions for revising the IVC resolution to the Academic Senate.

Motion by Trustee Hueter, seconded by Trustee Moore, to accept the following gifts: one Katchina (Wolf Katchina) doll to be used in Anthropology class lectures to illustrate traditional Hopi construction techniques as well as to enable students to visualize the symbolic meaning underlying the Katchina spirits, donated by Melvin Hendrickson to Irvine Valley College; one large box of diskettes to be used by CIS students, donated by Crystal Brown, LOTUS Development Corporation, to Irvine Valley College; twenty office chairs to be used for demonstrations in the computer lab, donated by Bill McCracken, IBM, to Irvine Valley College; a 1991 Acura Legend automobile to be used as a training aid and teaching tool by students in the Auto Lab, donated by Mission Viejo Acura to Saddleback College; 58 record albums to be added to the Library record collection, donated by Stan Hatto to Saddleback College. Motion carried unanimously.

GIFTS

The board meeting was adjourned at 10:30 p.m.

ADJOURNMENT



Richard Sneed, Secretary