

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
DECEMBER 4, 1989
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 Swanson at 7:30 p.m. Trustee Milchiker led the pledge of allegiance, and Trustee Moore offered words of inspiration.

CALLED
TO ORDER

ANNUAL ORGANIZATIONAL MEETING

The regular meeting was adjourned to the Annual Organizational Meeting at 7:35 p.m. where trustee elections were held: Joan Hueter, President; Marcia Milchiker, Vice President; Iris Swanson, Clerk. Upon completion of business required in the Annual Organizational Meeting, the regular meeting was reconvened.

ORGANIZATIONAL
MEETING

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, Acting President, Irvine Valley College

Faculty Association

Lee Walker

Academic Senate

John Allen
William Hewitt

California School Employees Association

Matt Suarez

Classified Senate/Council

Laura U'Ren

Motion by Trustee Walther, seconded by Trustee Moore, to approve the agenda as presented including replacement and/or additional pages to items 29-a and 29-b. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Gellatly, seconded by Trustee Connolly, to approve minutes of the November 20, 1989 meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

APPROVAL
OF MINUTES

There were no actions from closed session.

CLOSED SESSION

Student Trustee Lopez introduced Don Mineo, Vice President, and Kim Pine, Corresponding Secretary, Associated Student Government, Saddleback College.

INTRODUCTIONS

REPORTS

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

PUBLIC
COMMENTS

Trustee Swanson reported on the Board of Governors' meeting and will distribute a brief report to board members and to the Chancellor including information on the Education and Employment Relations Act. Trustee Gellatly asked for faculty attendance at future meetings of the Board of Governors.

TRUSTEE
REPORT

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

PRESIDENTS'
REPORTS

President Carroll reported on the November 28 staff development program site visit by representatives of the State Chancellor's Office and UCLA. According to President Carroll, the team reviewing the college's staff development program commended Saddleback College for its collegial process, exemplary documentation, including evaluations, and quality comprehensive plan.

President McFarlin invited the board members and staff to attend Irvine Valley College's holiday concert featuring J.S. Bach's Christmas Oratorio scheduled for December 9 at the Red Hill Lutheran Church in Tustin.

Professor Allen reported that the Academic Senate selected Professor James Thorpe as its Hayward Award nominee.

ACADEMIC
SENATE
REPORTS

12/04/89

Page 2

Professor Hewitt stated that this meeting would be his last as president of the Irvine Valley College Academic Senate and introduced Jan Horn, 1990 president. Professor Hewitt expressed his concerns of the Senate and its charge of implementation of AB 1725, development of parody between academic/vocational education programs and developmental studies programs, development of an in-service training program, the charge to increase staff diversity at both institutions, and development of an independent Academic Master Plan. Professor Hewitt encouraged continuance of the honest approach the board has taken with the community.

There was no report from CSEA.

CSEA REPORT

Professor Walker stated that he hoped a positive relationship could be developed between colleges in Leningrad and the district. In answer to a statement made by Professor Walker, Dr. Sneed stated he would share materials with Professor Walker on a conference Trustee Walther attended which addressed the topic, Beyond Collective Bargaining.

FACULTY ASSOCIATION REPORT

Ms. U'Ren reported that the Irvine Valley College Classified Council Holiday Boutique raised \$1000 for scholarships.

CLASSIFIED REPORT

Dr. Sneed expressed his appreciation to Professor Hewitt for the work he accomplished during his term as Academic Senate President.

CHANCELLOR'S REPORT

President Hueter added her thanks to Professor Hewitt.

THANKS

Trustee Connolly left the room.

Motion by Trustee Moore, seconded by Trustee Gellatly, to approve the 1988-1989 District Audit Report. A representative from Peat Marwick Main and Company answered questions relative to the report. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

DISTRICT AUDIT REPORT

Consent Calendar

Agenda item 8 was removed from the consent calendar for separate discussion. Motion by Trustee Walther, seconded by Trustee Moore, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

CONSENT CALENDAR

Trustee Connolly returned to the meeting.

Motion by Trustee Swanson, seconded by Trustee Gellatly, to approve the Design Development and Working Drawings, Library Secondary Effects, Irvine Valley College. A representative from Parkin Architects showed slides of the design. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

LIBRARY
SECONDARY
EFFECTS

Motion by Trustee Gellatly, seconded by Trustee Walther, to accept for review and study the Preliminary Design, P.E. Swim Training Facility, Irvine Valley College. A representative from Parkin Architects gave a presentation of the design and answered questions. Trustee Moore asked for further information relative to aquatic competition pools in the area, and the feasibility of a diving competition pool on campus. Trustee Connolly asked for additional information on the cost providing a pool depth that might someday accommodate diving competition. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote. Trustee Gellatly left the meeting prior to the vote.

P.E. SWIM
TRAINING
FACILITY

Motion by Trustee Walther, seconded by Trustee Swanson, to accept for review and study the Preliminary Design, Corporate Yard, Phase I, Irvine Valley College. A representative from Parkin Architects gave a presentation of the design. Trustee Moore asked if a fuel storage tank planned for the yard would be a cost effective expenditure. Dr. Sneed indicated that information would be compiled and presented at the next meeting. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

CORPORATE
YARD

12-4-89

Motion by Trustee Walther, seconded by Trustee Moore, to accept for review and study the Feasibility Study and Preliminary Plan, Reclaimed Water Irrigation System, Saddleback College. A representative from Nolte and Associates answered questions. Motion carried unanimously. Student Trustee Lopez cast an advisory vote. Trustee Walther temporarily left the meeting and did not cast a vote.

RECLAIMED
WATER
IRRIGATION
SYSTEM

A short break was called at 9:25 p.m. to celebrate the birthdays of Trustees Gellatly and Walther.

BREAK

Motion by Trustee Walther, seconded by Trustee Swanson, to approve the Chancellor's recommended changes to the current Budget Allocation Model for 1990-1991. In August of 1989 the District Budget Committee was appointed for the purpose of reviewing the current allocation model and

BUDGET
ALLOCATION
MODEL

making recommendations for 1990-1991. The committee makes its recommendations to the Chancellor. Dr. Sneed summarized his response and recommendations to the board: 1) Allocated Reserve Fund, 2) Growth Equalization Credit, 3) Temporary Replacements, 4) Distribution of Excess Reserve, 5) Discretionary Expenditures Credit, 6) Mandated Costs Reimbursement, 7) District Services Ending Balance, 8) Assessment Rate for Central Services, 9) Capital Projects Reserve Fund, 10) Funding for Decentralized Class Schedules, and 11) Centralization/Decentralization. The allocation system that results from the Chancellor's review and recommendations, and the decisions of the board determine the allocation of fiscal resources for 1990-1991 which are linked to the comprehensive plan under development at each college and in the district. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

The board approved the revised administrative reporting structure for the Saddleback College Publications Center, effective spring semester 1990.

SC PUBLICA-
TIONS CENTER

The board approved the Psychiatric Technician Apprenticeship Training Program with Fairview Developmental Center and adopted the resolution amending the budget in the amount of \$47,609.

APPRENTICESHIP
TRAINING
PROGRAM

The board approved the 1990-1991 Academic Calendar.

ACADEMIC
CALENDAR

The board approved the Community Education programs, presenters, and compensation for Saddleback College and Irvine Valley College.

COMMUNITY
EDUCATION

Motion by Trustee Swanson, seconded by Trustee Moore, to approve Irvine Valley College's Spanish Study Abroad program in Guanajuato, Mexico for summer of 1990. Trustee Swanson suggested that Board Policy 6150 be reviewed and revised to conform with the recommended guidelines from the Board of Governors. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

STUDY ABROAD

The board approved honoraria for the following guest speakers: 1) Ed Harmon, lecture entitled "Increasing Teacher Effectiveness" in the amount of \$150, 2) Cherie Barker-Reid, an in-service program for counselors to assist them in counseling students on non-traditional programs in the amount of \$75, 3) Lillian Roybal Rose, keynote program for faculty at in-service in the amount of \$1,000 with expenses not to exceed \$400, and 4) John Kangus, an in-service program on matriculation, the

HONORARIA

effects of co-requisites and pre-requisites for courses requiring reading and writing competencies in the amount of \$600.

The board approved granting of certificates to the listed students.

CERTIFICATES

Motion by Trustee Moore, seconded by Trustee Connolly, to accept for review and study the district's Order of Priority and Schedule of Funds for the 1991-1996 Five-Year Construction Plan and the proposed list of Project Planning Guides. Trustee Moore suggested that changes from the previous year be reflected in the proposed list. Motion carried unanimously. Student Trustee Lopez cast an affirmative advisory vote.

SCHEDULE OF FUNDS

Staff and faculty have reviewed the Hub I Student Services Center design with the architect, The Blurock Partnership, to evaluate alternatives for reducing the cost. The board approved the list of proposed alternatives, and authorized a contract with The Blurock Partnership to review the working drawings for a fee of \$4,600.

HUB I STUDENT SERVICES CENTER

The board authorized Parkin Architects to redesign the preliminary plans for the P.E. Gymnasium at Irvine Valley College as described in the exhibit for an additional fee of \$22,285.

P.E. GYMNASIUM

The board awarded Bid No. 107 for the replacement of heating and air conditioning units at Saddleback College to B & P Services, Incorporated in the amount of \$56,520 with the district's share in the amount of \$28,260.

HVAC UNITS

The report on the schedule of activities of the Golf Driving Range consisted of the project components leading to construction and occupancy. Within this schedule, activities leading to the financing of the project will be developed. Staff is in the process of developing a report to establish the financing method. The findings will be presented to the Board of Trustees at its meeting on January 22, 1990.

GOLF DRIVING RANGE

The board awarded Bid No. 123 for purchase of sound modules for the Music Department at Irvine Valley College to Wenger Corporation at a total cost of \$40,590.58.

SOUND MODULES

The board adopted the resolutions to amend the 1989-1990 budget, and directed that these funds be appropriated to the accounts and in the amounts displayed for Capital

BUDGET AMENDMENTS

Outlay, Underground Storage Tank Removal in the amount of \$22,000 and Dedicated Revenue, Irvine Valley College in the amount of \$52,256.

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

TRANSFER OF APPROPRIATIONS

The board denied the claim of Tim Shine and directed staff to notify claimant of this action.

CLAIM

The board approved warrants 146139 through 146563 totaling \$1,183,224.26 and credit card purchases totaling \$2,905.95.

WARRANTS

The board approved purchase orders 012556 through 012806 totaling \$214,527.66.

PURCHASE ORDERS

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

TRAVEL

The board approved the consulting agreement with Jack Schumaker Management Consultants, Incorporated, for the remainder of the 1989-1990 academic year, which includes a contract extension of an additional 20 days of service.

CONSULTANT

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

PERSONNEL ACTIONS


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

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

GIFTS

The meeting was adjourned to closed session at 11:10 p.m.

ADJOURNMENT



Richard Sneed
Secretary, Board of Trustees

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
ANNUAL ORGANIZATIONAL MEETING
DECEMBER 4, 1989
SADDLEBACK COLLEGE, LIBRARY 105

ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational Meeting of the Board of Trustees was called to order by President Swanson at 7:35 p.m.

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
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Lee Walker

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John Allen
William Hewitt

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Matt Suarez

Classified Senate/Council

Laura U'Ren

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

APPROVAL
OF AGENDA

President Swanson thanked her colleagues for their support during her term as President, and listed board accomplishments in the past year. President Swanson stated she hoped some aims could be accomplished in the

APPRECIATION

12/04/89

Page 1

next year: monthly informational presentations from the colleges through the Chancellor to the Board of Trustees at the regular board meetings and Board Forums, and to have the Reports section of the board meetings begin at 8 p.m.

Motion by Trustee Moore, seconded by Trustee Milchiker, to adopt the Rules and Procedures for election of officers. Motion carried unanimously.

RULES AND PROCEDURES

Ballots were distributed for election of officers, collected, and tallied. The following officers were elected to office for 1989-1990: President, Joan Hueter; Vice President, Marcia Milchiker; and Clerk, Iris Swanson.

ELECTION OF OFFICERS

Motion by Trustee Walther, seconded by Trustee Moore, to appoint Chancellor Sneed as secretary and Vice Chancellor Kelly as assistant secretary to the Board of Trustees. Motion carried unanimously.

SECRETARY/ ASSISTANT SECRETARY

Motion by Trustee Walther, seconded by Trustee Gellatly, to approve the listed meeting dates and time. Motion carried unanimously.

MEETING DATES AND TIME

Motion by Trustee Swanson, seconded by Trustee Milchiker, to approve the agenda format. It was suggested that the reports be placed on the agenda immediately following the consent calendar. Motion amended by Trustee Moore, and seconded by Trustee Gellatly, to change placement of the reports. The amended motion failed.

AGENDA FORMAT

Motion by Trustee Walther, seconded by Trustee Gellatly, to amend the agenda format motion to delete invocation from the format. Trustee Walther stated she believes that separation of church and state make it inappropriate to have a religious activity at a state function. Trustee Connolly stated that in addressing invocations the supreme court has made the distinction between colleges and high schools while never stating that colleges could not have invocations. Trustee Connolly stated he does not want to take away individual expressions of invocation whether a prayer, moment of silence, or a quotation. Trustee Gellatly stated she feels the meaning of prayer is diminished in the context under discussion. The amended motion failed.

Motion by Trustee Moore, seconded by Trustee Walther, to amend the agenda format motion to begin reports at 8:30 p.m., or as soon thereafter as practicable. Motion carried with a negative vote from Trustee Gellatly.

The original agenda format motion, as modified by the amended motion, was carried unanimously.

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve trustee representation to various organizations. Motion carried unanimously. The following appointments were made:

TRUSTEE
REPRESENTATIVES

Robert Moore to the Nominating Committee to the Committee on School District Organization

Joan Hueter with Marcia Milchiker as alternate as the district's Political Action Representative to the Orange County School Boards Association

Iris Swanson as the liaison to the Orange County Community College Trustees Association

Joan Hueter for Saddleback College, Marcia Milchiker for Irvine Valley College, and Harriett Walther for the Saddleback Community College District as electors to the California Association of Community Colleges

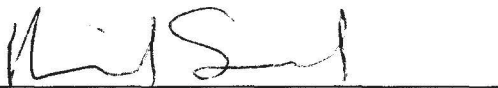
Shirley Gellatly with Iris Swanson as alternate to the Orange County Community College Legislative Task Force.

President Hueter, on behalf of the board, presented a gavel plaque to Past President Swanson and commended her for her efforts during the past year.

PLAQUE

The Annual Organizational Meeting was adjourned to the Regular Meeting.

ADJOURNMENT



Richard Sneed
Secretary, Board of Trustees

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