

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
DECEMBER 5, 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 7:00 p.m.

CALLED TO ORDER

ANNUAL ORGANIZATIONAL MEETING

The regular meeting was adjourned to the Annual Organizational Meeting at 7:00 where trustee elections were held: Iris Swanson, President; Marcia Milchiker, Vice President; Shirley Gellatly, Clerk. The regular meeting reconvened at 7:20 p.m.

ORGANIZATIONAL MEETING

Members of the Board of Trustees

Iris Swanson, President
Marcia Milchiker, Vice President
Shirley Gellatly, Clerk
John Connolly, 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

Jan Ward

President Swanson, on behalf of the board, presented a gavel plaque to Past President Gellatly and expressed appreciation for her leadership over the past year.

PLAQUE

President Swanson stated that appointments of trustee representation to various associations would be recommended for action at the January 17, 1989 meeting.

TRUSTEE
REPRESENTATION

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

APPROVAL
OF AGENDA

Motion by Trustee Connolly, seconded by Trustee Hueter, to approve corrected minutes of November 21, 1988 board of trustees meeting. Motion carried unanimously.

APPROVAL
OF MINUTES

There were no actions from closed session.

ACTIONS

President Carroll summarized the planning process for acquisition of new full-time faculty for Saddleback College: 16 in 1989-1990; 20 in 1990-1991; and 23 in 1991-1992 contingent upon the funding capability of the college's approved 1989-1990 budget and legislative funding of the full-time faculty provision in AB 1725. Motion by Trustee Moore, seconded by Trustee Connolly, to approve the plan for faculty additions with authorization to recruit for the specified 16 positions for 1989-1990. Motion carried unanimously.

ADDITIONAL
FACULTY

Dr. Sneed asked that agenda item 1-b, Irvine Valley College: Plan for Additional Full-Time Faculty, be deferred from this agenda to the January 17, 1988 agenda.

Reports

Justine McCarthy and John Meyers, as student representatives, presented a petition and requested that a full boycott of General Electric consumer products and services be initiated due to recent corporate activities. Student Trustee Hellriegel stated the student governments had voted to support the boycott. Trustee Moore requested a report on counsel's view of the matter.

STUDENT REPORT

Trustee Walther reported on the recent Irvine Valley College concert and the December 11th concert at Saddleback College.

TRUSTEE'S
REPORT

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

PRESIDENTS'
REPORT

President Carroll reported on honors won by the Lariat and Saddleback College magazine at the recent Southern California Conference of the Journalism Association of Community Colleges.

President Kong reported on the success of the district forensics team at the Pacific Southwest Collegiate Forensics Association Fall Championship Tournament.

Professor Evans stated the Academic Senate has begun a project of thoroughly studying AB 1725.

ACADEMIC
SENATE REPORT

Professor Allen, on behalf of the Saddleback College Academic Senate, stated his support for Jean Vincenzi as a candidate for the Hayward Award. Professor Allen reported on the January 4th Math Contest.

There was no report from the Irvine Valley College Academic Senate.

There was no report from CSEA.

CSEA REPORT

Professor Christensen reported on a recent Faculty Association meeting with John Kuykendall, Keenan and Associates, who explained the fringe benefits package.

FACULTY
ASSOCIATION
REPORT

There was no report from the Classified Senate/Council.

CLASSIFIED

Dr. Sneed reported on state funding for construction projects under Proposition 78 including eligible construction and equipment for both student centers, equipment for the Computer Science building at Irvine Valley College and the Technology and Applied Sciences building at Saddleback College, and partial funding. Second year funding under Proposition 78 may include additional projects.

CHANCELLOR'S
REPORT

President Swanson called the meeting back to order after a short break to celebrate the birthdays of Trustees Gellatly and Walther.

BREAK/
RECONVENED

Trustee Gellatly left the meeting.

TRUSTEE DEPARTS

Consent Calendar

Agenda item 25 was removed from the consent calendar for separate discussion. Motion by Trustee Walther, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried with Trustee Connolly temporarily out of the room and Trustee Gellatly absent.

CONSENT
CALENDAR APPROVED

In developing a format for the Irvine Valley College Master Site Plan, representatives of Parkin Architects met with college and district staff, and the board of trustees for input. As a follow-up of the board's recommendations on site studies and master planning alternatives, a final draft of the IVC Master Site Plan was presented by representatives of Parkin Architects along with an overview of the proposed landscaping. Motion by Trustee Moore, seconded by Trustee Hueter, to approve the final draft facilities site plan with the term "college image" replacing "campus image" on page 13 of the exhibit, and to authorize the completion of a final master plan report. Motion carried with Trustee Gellatly absent.

IVC MASTER
SITE PLAN

Representatives from Parkin Architects presented architectural plans for the Learning Resources Center, Irvine Valley College. The board asked for alternative designs. Motion by Trustee Moore, seconded by Trustee Hueter, to accept for review and study, the schematic designs and supplemental information for the Learning Resources Center Project Planning Guide as presented by Parkin Architects. Motion carried with Trustee Gellatly absent.

ARCHITECTURAL
PLANS

Motion by Trustee Moore, seconded by Trustee Hueter, to authorize The Blurock Partnership to proceed with revisions to the Student Center Site Plan working drawings to relocate Hub I Student Center in accordance with the Irvine Valley College Master Plan, and to make necessary revisions to the drawings of the first and second floor plans for the Hub I Student Center. Motion carried with Trustee Gellatly absent.

HUB I STUDENT
CENTER

Representatives from Leo A. Daly presented slides of building renderings, site plans, and floor plans of Saddleback College's Liberal Arts Building, Health Sciences and Human Services Building, Math/Science Addition, Chemical Storage Building, secondary effects of the Learning Resources Center, 12KV Main Electrical Service Feeder, and the District Management and Computer Services Center. Motion by Trustee Moore, seconded by Trustee Walther, to accept for review and study the Project Planning Guides for those buildings. Motion carried with Trustee Gellatly absent.

ARCHITECT
PRESENTATION

Motion by Trustee Walther, seconded by Trustee Moore, to accept for review and study the District's Order of Priority and Schedule of Funds for the 1990-1995 Five-Year Construction Plan and the proposed list of Project Planning Guides. Motion carried with Trustee Gellatly absent.

ORDER OF
PRIORITY AND
SCHEDULE OF
FUNDS

Motion by Trustee Moore, seconded by Trustee Walther, to approve Board Policy, Section 4014, including the first version of paragraph 1 of the proposed draft, supporting a smoke-free environment. Under this policy, smoking is allowed in designated areas of the cafeteria until the new building is completed. Dr. Sneed stated Administrative Regulations would be presented for review in late spring. Motion carried with Trustee Gellatly absent.

BP 4014

Motion by Trustee Milchiker, seconded by Trustee Hueter, to accept for review and study a revision to Board Policy 104, Student Member of the Governing Board, giving the student trustee an advisory vote on public board agenda items. Motion carried with President Gellatly absent.

BP 104

The board approved the Development of an Articulated 2+2+2 Early Childhood Education (ECE) Program grant to provide funding to increase and strengthen articulation efforts between Saddleback College, Coastline ROP, and University of California, Irvine.

GRANT

The board accepted award of funds from the California Community College Chancellor's Office in support of the Fund for Instructional Improvement at Irvine Valley College, adopted the resolution to amend the 1988-1989 General Fund Restricted Budget in the amount of \$14,658, and directed that these funds be appropriated to the accounts and in the amounts listed. This proposal is a consortium effort with Sacramento City College to conduct classroom-based research projects.

AWARD OF FUNDS

The board approved the Community Services programs, presenters, and compensation for the colleges.

COMMUNITY SERVICES

The board approved the proposed Saddleback College Social and Behavioral Sciences, and Health Sciences and Human Services curriculum changes.

CURRICULUM CHANGES

The board approved the field trip for Saddleback College, and directed administration to execute the Educational Tour/Field Study Travel Contractor Agreement with California Institute for Peruvian Studies and Le Tourist Travel of San Francisco, and approved the Spanish Study Abroad Program for Irvine Valley College for Summer 1989.

TRIPS

The board approved participation of Saddleback College's forensic team members and coaches at the

FORENSIC TEAM

Governor's Cup Invitational Forensics Tournament at a total cost of \$4,700.

The board approved payment of Vocational Articulation Specialist stipends at Saddleback College.

VOC ED
SPECIALIST

The board approved the listed Saddleback College course/instructional fees.

FEES

The board approved honoraria for the listed in-service faculty lecturers at the colleges, and Saddleback College guest speakers.

HONORARIA

The board approved the Educational Services Agreement with Silicon Systems, Inc. to perform programs at Irvine Valley College in support of the English As a Second Language training program, to amend the 1988-1989 General Fund Restricted budget in the amount of \$4000, and to direct that funds be appropriated to the accounts and in the amounts listed.

EDUCATIONAL
SERVICES
AGREEMENT

The board approved the agreement with David Marr for loan of specified artworks at Irvine Valley College.

ARTWORKS

The board ratified Change Order #4 (Final) to amend the contract with Weeger Brothers, Inc. for construction of the Computer Sciences Building B, Irvine Valley College, by increasing the contract by \$8,105.83.

CHANGE ORDER

The board authorized beneficial occupancy of the Computer Sciences Building B, Irvine Valley College, under conditions of "Occupancy," Article 12 of the General Conditions of the construction contract.

BENEFICIAL
OCCUPANCY

Motion by Trustee Moore, seconded by Trustee Walther, to approve award of Bid #801, Construction of Technology and Applied Science Building, Saddleback College, to CIT Construction Inc. for \$4,300,000 pending approval by the Department of Finance of a budget augmentation of \$50,000, and under terms and conditions of the contract agreement, and to approve award of Bid #107, Add Air Conditioning and Ventilation for Printed Circuit Board Lab and Equipment, Physical Sciences Building, Irvine Valley College, to B & P Services, Inc. for the total amount of \$51,670, and under terms and conditions of the contract agreement. Motion carried with Trustee Gellatly absent.

AWARD OF BIDS

The board authorized The Blurock Partnership to prepare applications for permits to insure compliance with regulations of South Coast Air Quality Management District and County Sanitation District for the Printed

HIRE ARCHITECT

Circuit Board Lab, Physical Sciences Building, Irvine Valley College, for the fee not to exceed \$3,000 in accordance with the proposal and agreement.

The board approved a contract with Soils International in the amount of \$4,500 in accordance with the proposal dated November 22, 1988 for soils testing and inspection services for construction of the Technology and Applied Science Building, Saddleback College, and approved a contract with Irvine Testing Laboratory, Inc., in an amount of \$47,405 in accordance with the proposal dated November 28, 1988 for field and laboratory materials testing and inspections for construction of the Technology and Applied Science Building.

TESTING AND
INSPECTION
SERVICES

Motion by Trustee Moore, seconded by Trustee Walther, to approve revisions to the Master Site Plan, Saddleback College, and authorize Leo A. Daly Architects to prepare a new Master Site Plan for a fee of \$1,500 in accordance with the proposal and agreement. Proposed theatre to be relocated or eliminated depending on CSUF requirements. Motion carried with Trustee Gellatly absent.

SC MASTER
SITE PLAN

The board ratified the agreement with Keenan and Associates for claims management services for the period from July 1, 1988 to June 30, 1989 inclusive at a cost not to exceed \$9,000.

CLAIMS
MANAGEMENT
SERVICES

The board approved the consulting agreement with Jack Shumaker Management Consultants, Inc. for the remainder of the 1988-1989 academic year in an amount not to exceed \$9,500 for services rendered to the district as specified.

CONSULTANT

The board approved award to Apple Computer, Inc. for the purchase of computer hardware and software for the matriculation program.

COMPUTER
PURCHASE

The board ratified the extension of the district 1987-1988 audit completion date to December 31, 1988.

AUDIT EXTENSION

The board adopted the resolution to amend the 1988-1989 General Fund - Restricted budget in the amount of \$14,921, and directed that the funds be appropriated to the accounts and in the amounts listed for the learning disabled student program.

AMENDMENT TO
BUDGET

The board accepted the quarterly budget status reports for review and study.

BUDGET STATUS
REPORT

The board approved warrants 136809 through 137033 totaling \$727,896.63 and credit card purchases totaling \$102,29. WARRANTS

The board approved purchase orders 5748 through 5971 totaling \$225,572.23. PURCHASE ORDERS

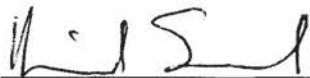
The board approved requests for trustee travel and/or mileage. TRAVEL

Motion by Trustee Walther, seconded by Trustee Moore, to approve the certificated and classified personnel actions including replacement pages. Motion carried unanimously with Trustee Gellatly absent. PERSONNEL ACTIONS

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the agreement with the Saddleback Community College District Faculty Association, and establish the Faculty Salary Schedule retroactive to July 1, 1988. Motion carried unanimously with Trustee Gellatly absent. FACULTY ASSOCIATION AGREEMENT

At 12:05 a.m. President Swanson adjourned the meeting. ADJOURNMENT

The next regular meeting of the board of trustees will be held on January 17, 1989 at 7:30 p.m. at the Saddleback College campus. NEXT MEETING



Richard Sneed
Secretary, Board of Trustees

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MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
ANNUAL ORGANIZATIONAL MEETING
DECEMBER 5, 1988
SADDLEBACK COLLEGE, LIBRARY 105

ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational Meeting of the board of trustees was called to order by President Gellatly at 7:00 p.m. Trustee Hueter led the pledge of allegiance, and Trustee Connolly offered an invocation.

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
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Carl Christensen

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Thomas Evans

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Matt Suarez

Classified Senate/Council

Jan Ward

Dr. Sneed administered oath of office to reelected Trustees John Connolly, Shirley Gellatly, Robert Moore, and Harriett Walther.

TRUSTEE OATH

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

AGENDA
APPROVAL

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

RULES AND PROCEDURES

Dr. Sneed, with the assistance of the board secretary, distributed ballots for election of officers and tallied votes. The following officers were elected to office for 1988-1989: President, Iris Swanson; Vice President, Marcia Milchiker; and Clerk, Shirley Gellatly.

ELECTION OF OFFICERS

Motion by Trustee Walther, seconded by Trustee Hueter, to appoint Chancellor Sneed as secretary and Dr. McFarlin as assistant secretary to the board of trustees. Motion carried unanimously.

SECRETARY, ASSISTANT SECRETARY

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the listed meeting dates and time. Motion by Trustee Walther, seconded by Trustee Milchiker, to amend previous motion to change meeting time to: Closed Session, 7 p.m. and Regular Session, 7:30 p.m. Motion carried unanimously on the amended motion. Motion carried unanimously on the main motion as amended.

MEETING DATES AND TIME

Motion by Trustee Hueter, seconded by Trustee Moore, to approve the agenda format. Motion by Trustee Walther, seconded by Trustee Gellatly, to amend previous motion to delete or replace invocation on the format. Amended motion was defeated. Motion carried unanimously on the main motion.

AGENDA FORMAT

The Annual Organizational Meeting was adjourned to the Regular Meeting.

ADJOURNMENT


Richard Sneed
Secretary, Board of Trustees

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