

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
DECEMBER 7, 1992
LIBRARY 105, SADDLEBACK COLLEGE

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 Vice President Walther at 7:30 p.m. Trustee Milchiker led the pledge of allegiance and Trustee Hueter offered words of inspiration.

CALLED
TO ORDER

Members of the Board of Trustees

Harriett Walther, Vice President
Steven Frogue, Member
Joan Hueter, Member
Marcia Milchiker, Member
Lee Rhodes, Member
Iris Swanson, Member
John Williams, Member
Heather Love, 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

Mike Runyan

Academic Senate

Mike Merrifield
Wendy Phillips

California School Employees Association

Tamara Carnine

Classified Senate/Councils

Mike Estes

Jamie Cayetano

Matthew Breindel

Career Guidance Officer Alma Vanasse administered the oath of office to reelected Trustee Harriett Walther, and Chancellor Richard Sneed administered the oath to newly elected Trustees Steven Frogue, Lee Rhodes, and John Williams. Trustee Williams introduced his wife, Joann, and two children, Ian and Lauren, and Trustee Frogue introduced his wife, Carol, from the audience.

ADMINISTRATION
OF OATH

The regular meeting was adjourned to the Annual Organizational Meeting at 7:45 p.m. where trustees elected officers for the 1992-1993 year as follows: Iris Swanson, President; Harriett Walther, Vice President; and Joan Hueter, Clerk.

ORGANIZATIONAL
MEETING

The Annual Organizational Meeting was adjourned to the Saddleback Community College District Facilities Corporation Meeting where the same persons holding comparable positions on the Saddleback Community College District Board of Trustees were elected as directors and officers of the Facilities Corporation, with Trustee Rhodes elected to the position of Treasurer. Following the completion of business required during the Facilities Corporation Meeting, the regular meeting was reconvened.

FACILITIES
CORPORATION
MEETING

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the agenda as presented including replacement and/or additional pages to items 31a and b, and moving forward item 21 to follow item 1 on the agenda. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

APPROVAL
OF AGENDA OF
THE REGULAR
MEETING

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve minutes of the November 16, 1992, regular meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

APPROVAL
OF MINUTES

Trustee Hueter read out the following closed session action:

CLOSED SESSION

The Board approved the appointment of Dr. Calvin Nelson as Acting President of Saddleback College effective December 22, until the position is filled.

President Swanson called for a break to celebrate trustee birthdays and for members of the audience to meet newly elected trustees.

BREAK

President Carroll announced that with the Gaucho's victory over the San Francisco Rams in the "Simple Green" Orange County Bowl game on December 5, they became the national champions in the Community College Football League. She introduced members of the coaching staff and Head Coach Ken Swearingen who introduced quarterback Tim Snowden and running back Marcellus Crishon.

**PRESENTATION AND
INTRODUCTION
OF GUESTS**

President Swanson presented a commemorative plaque to Constance Carroll and thanked her for ten years of dedicated service as President of Saddleback College.

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

**CONSENT
CALENDAR**

Motion by Trustee Hueter, seconded by Trustee Frogue, to accept for review and study the schematic designs and supplemental information for the Marguerite Parkway Entrance Safety Improvement, Saddleback College, Capitol Outlay Budget Change Proposal (COBCP) as presented by RJM Design Group, Inc., Landscape Architects. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**COBCP DESIGN
APPROVALS**

Motion by Trustee Hueter, seconded by Trustee Frogue, to accept for review and study the schematic designs and supplemental information for the Jeffrey Road Fire Safety Emergency Access, Irvine Valley College, COBCP as presented by Taylor and Associates, Architects. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

Motion by Trustee Milchiker, seconded by Trustee Hueter, to accept for review and study the schematic designs and supplemental information for the Transition Plan and Architectural Barrier Removal, Irvine Valley College, COBCP as presented by Taylor and Associates, Architects. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

<p>President Swanson adjourned the board meeting to hold a public hearing on the initial proposal of the Saddleback Community College District to the California School Employees Association (C.S.E.A.), Chapter 586. There were no comments and President Swanson reconvened the board meeting.</p>	<p>PUBLIC HEARING</p>
<p>The board approved the Irvine Valley College grant proposals "Cooperative Agencies Resources for Education (CARE)," State Chancellor's Office; "Development of a Social Sciences Computer Lab," National Science Foundation; and "Student Support Services," U.S. Department of Education.</p>	<p>GRANT APPLICATIONS</p>
<p>The board approved Saddleback Community College District's 1992-1993 Vocational and Applied Technology Education Act application as shown.</p>	<p>VATEA APPLICATION</p>
<p>The board accepted the award of the Funds for Instructional Improvement Loan to Irvine Valley College from the California Community College Chancellor's Office in the amount of \$18,883.</p>	<p>GRANT ACCEPTANCE</p>
<p>Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve the Saddleback College plan for new faculty positions as described for 1993-94, 1994-95, and 1995-96. The implementation of the plan is contingent upon available funding. President Carroll and Vice President Brewer explained the details of the plan and answered questions. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.</p>	<p>SC NEW FACULTY HIRING PLAN 1993-1996</p>
<p>The Saddleback College 1992-1993 Vocational Education Program Advisory Committee Resource Guide was provided for the board's information. Dr. Donald Busche, Dean of Vocational Education, explained the purpose of the guide and answered the board's questions.</p>	<p>VOCATIONAL EDUCATION RESOURCE GUIDE</p>
<p>The board approved the Saddleback College Fine Arts and Communications Division Retreat on January 6 at McKinney Theatre during Spring in-service, and Dr. Patricia Gainer as guest speaker and facilitator for a fee of \$500.</p>	<p>FINE ARTS RETREAT/ SPEAKER</p>
<p>The board approved the participation and cosponsorship of the Kidvention Fair by Saddleback College and the Division of Technology and Applied Science on February 27 at the Technology and Applied Science Building.</p>	<p>KIDVENTION FAIR</p>

The board approved Dr. Richard Keeling's presentation, "Straight Talk on AIDS: A Physician's Viewpoint," on January 5 at Saddleback College during in-service for a fee of \$1,000 plus travel expenses to be shared equally by the colleges and the District; Stop Gap's presentation of a drama on racial prejudice on January 5 at Irvine Valley College during in-service for a fee of \$425, and a Faculty Internship Model Workshop on January 5 at Irvine Valley College proposed by the Faculty Association of California Community Colleges, Inc., for a fee of \$450; Mr. David James Clarke's presentations at the local area network workshops listed in agenda item as part of Irvine Valley College's Staff-Development - Leadership Institute for Business Educators Project; and consultant agreements with additional clinical evaluators, proctors, center assistants and resident actors as listed for Saddleback College's Regional Health Occupation Resource Center grant project.

**PRESENTER/
CONSULTANTS**

The board approved the expenditure of \$1,650 to cover the cost of Irvine Valley College's breakfast and luncheon workshops and welcome-back receptions during in-service week, January 5-8, 1993.

**IN-SERVICE
EXPENDITURES**

The Irvine Valley College Foundation Annual Report 1991-1992 was provided for the board's information and presented by Dr. Donald Rickner, Dean of Irvine Valley College Community Relations and Executive Director of the Irvine Valley College Foundation.

**IVC FOUNDATION
ANNUAL REPORT
1991-1992**

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the plan of activities for 1992-1993 of the Irvine Valley College Foundation. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**IVC FOUNDATION
PLAN OF
ACTIVITIES
1992-1993**

The board approved the Irvine Valley College 1992-1993 curriculum revisions for implementation as indicated.

**CURRICULUM
REVISIONS**

The board approved the participation of the Irvine Valley College Office of Community Relations in developing the REFLECTIONS program at IVC in conjunction with the National PTA Reflections Program (Irvine Council).

**REFLECTIONS
PROGRAM**

The board approved the participation of members of the Irvine Valley College Symphonic Wind Ensemble and the Music Director in the Eleventh Annual Western States Wind Ensemble Festival at a cost not to exceed \$250 per person.

**CONCERT
TOUR**

The board approved the time extension to December 31, 1992, of the Educational Services Agreement with Baxter Healthcare Corporation to allow Irvine Valley College to complete instruction in Blueprint Reading for Industry and Geometric Dimensioning and Tolerancing for the firm's employees.

**EDUCATION
SERVICES
AGREEMENTS**

The board approved the Educational Services Agreement with the Consolidated Fire Protection District of Los Angeles County for Irvine Valley College to provide training in supervisory skills to their environmental hazardous materials supervisors for the amount of \$6,750.

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 Hueter, seconded by Trustee Milchiker, to accept for review and study Saddleback Community College District's Order of Priority and Schedule of Funds for the 1994-1998 Five Year Construction Plan and the proposed list of Capital Outlay Budget Change Proposals. Vice Chancellor Carcamo briefly commented on the plan and stated that the total amount of all construction projects currently in effect and for which the District is applying for funding is \$152,151,000. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**FIVE YEAR
PLAN**

The board approved the award of bid 155 to Dewey's Rubbish Service, Inc., for a five year contract for the District's trash removal for an amount not to exceed \$20,000 for the remainder of fiscal year 1992-1993 ending June 30, 1993; and bid 903 to Detmers & Associates for Saddleback College's Child Care Center playground equipment for a total amount of \$30,278.40, including sales tax.

**AWARD
OF BIDS**

The board adopted resolution 92-66, Disabled Students Program and Services and High Tech Centers, to amend the 1992-1993 General Fund Restricted Budget in the amount of \$115,682.

**BUDGET
AMENDMENT**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve/ratify transfers of appropriations as delineated.

**TRANSFERS OF
APPROPRIATIONS**

The board approved purchase orders 36692 through 37004 totaling \$411,477.30.

**PURCHASE
ORDERS**

<p>The board approved checks 33268 through 33706 totaling \$887,047.98; credit card purchases totaling \$1,489.62; Saddleback College Community Education checks 3319 through 3351 totaling \$7,746.07; and Irvine Valley College Community Education checks 3758 through 3818 totaling \$49,603.05.</p>	<p>PAYMENT OF BILLS</p>
<p>The board approved the additional 32-hour CFIER Interest-Based Bargaining Training with the first follow-up training scheduled for December 10, 1992.</p>	<p>CFIER FOLLOW-UP TRAINING</p>
<p>The board ratified the attendance of Ms. Rowene Medina and Mr. Matthew Breindel at the dinner meeting on November 30, 1992, and approved their attendance at the ACCA Reception and dinner meeting in Sacramento on January 13, 1993.</p>	<p>LEGISLATIVE TASK FORCE REPRESENTATIVES</p>
<p>The board approved the trustees' requests for travel and/or mileage as shown.</p>	<p>TRAVEL</p>
<p>Saddleback College Professor Lee Walker commented on the worthwhile experience of running in the election for the State Assembly, 73rd District. Ms. Susie Woods, a member of Saddleback College's student government, addressed the board to express her dissatisfaction with the board's recent action to approve the continuation of benefits for former board members and asked the board to consider reversing the action.</p>	<p>PUBLIC COMMENTS</p>
<p>Included in their reports, the speakers welcomed newly elected Trustees Frogue, Rhodes, and Williams.</p>	<p>REPORTS</p>
<p>Student Trustee Love reported that ASIVC is working on developing fundraising events to benefit students. She added that ASG is currently evaluating student applications for those wanting to participate in student government during spring semester, and planning their retreat at Lake Arrowhead in January. On behalf of the students, Student Trustee Love congratulated the Gauchos and thanked President Carroll for her contributions as Saddleback College President.</p>	<p>TRUSTEES' REPORTS</p>

Trustee Walther reported that at the recent CCCT Board of Directors' meeting Mr. Don Weaver was elected to fill a vacancy on the board. She added that the board endorsed the Chancellor's legislative program with the exception that the board requested the Board of Governors further define and apply residency status to undocumented aliens, and that the Board of Governors not include over cap FTE in determining the 75/25 full-time/part-time faculty ratio. Trustee Walther indicated that the CCCT Board also requested that CCLC staff draft a statement that defines higher education as a right for all people, financially accessible to all.

President Carroll called to the attention of the board the receipt of a \$50,000 donation to the Saddleback College Foundation to benefit student-oriented programs at the college, and thanked Vice President Hodge and Saddleback College Foundation Director McIntyre for their efforts in culminating the donation.

**PRESIDENTS'
REPORTS**

President McFarlin reported that a variety of activities from Fine Arts performances to athletic banquets concluded the fall semester. She stated that in-service preparations have been finalized and the brochures will be sent out within a few days. President McFarlin added that spring registration has commenced and that Vice President Burgess projects a 17% increase in student enrollment for the spring semester.

Professor Merrifield renewed his invitation to board members to attend Academic Senate meetings and to come to the campus to talk with faculty members. He stated that the Senate will be pleased to learn of Dr. Calvin Nelson's appointment as Interim President of Saddleback College, and thanked the Chancellor for consulting the faculty in the selection process. Professor Merrifield indicated that the Senate is actively pursuing the selection of faculty to serve on the search committee to fill the position of President of Saddleback College.

**ACADEMIC
SENATES'
REPORTS**

Professor Phillips reported that both Academic Senates and the Chancellor discussed holding a faculty forum during the spring and encouraged the board to attend. She thanked IVC Professor Pam Deegan for her efforts in coordinating the IVC in-service program which will include presentations by several IVC faculty members. Professor Phillips stated that there is still considerable discussion on the prerequisites issue at the statewide level, and that the Statewide Academic Senate has developed an administrative evaluation model which will be reviewed by the senates in January.

Ms. Carnine stated that the December 7 meeting may be her last as C.S.E.A. president and that a new C.S.E.A. president will be announced sometime in January.

C.S.E.A.
REPORT

Professor Runyan reported that many in the campus community were distressed by the board's recent action to confer the continuation of benefits to former board members. He introduced Saddleback College Professor Rey Kero who addressed the board and suggested that former board members are not eligible for benefits continuation based on the agenda item. Attorney Margaret Chidester responded that the wording and action are valid and in accord with appropriate government codes. Trustee Rhodes suggested that the board consider rescinding the action and Professor Merrified asked if it is within the board's purview to rescind the action. Trustee Frogue requested legal counsel and President Swanson stated the issue would require research by legal counsel and that the board will respond to the matter after legal research is completed.

FACULTY
ASSOCIATION
REPORT

Mr. Estes asked Ms. Carnine to report on the formation of a statewide classified senate and her efforts toward that goal. Ms. Carnine stated that at the CCLC conference in November, it was evident that there is strong support from the state, CCLC and other organizations for the formation of a statewide classified senate and that possibly in a year or two the ad hoc Statewide Classified Senate of which she is a member will become the Statewide Classified Senate. Mr. Estes thanked Ms. Carnine for her efforts in establishing that organization.

CLASSIFIED
SENATE/COUNCILS
REPORTS

Ms. Jamie Cayetano stated that Mr. Cooper was unable to attend the meeting and, on behalf of Mr. Cooper and the IVC Classified Council, she thanked President Swanson for her presentation at a recent Council meeting.

Mr. Breindel reported that he attended the recent Orange County Legislative Task Force meeting where Dr. David Viar, Executive Director of CCLC, spoke and that there was interesting commentary on possible future actions by the legislature. He added that the District Classified Council is coordinating its lobbying efforts with those of CCLC and a committee is being formed out of Vice Chancellor Kelly's office that will formulate the first steps in lobbying the legislators.

Chancellor Sneed thanked Tamara Carnine for her work as President of C.S.E.A. and stated that he hoped she would continue to be active. He reported that he had received all the names for the presidential search committee except for faculty representatives appointed by the Senate, and that he hoped the new president would take office by next fall if not sooner. Chancellor Sneed reemphasized the board's position and district policy on acts of discrimination against students and staff in response to recent reports of such actions against the Gay and Lesbian Students of Saddleback club, and referred to the board's statement of December 9, 1991, in which the board asserted its commitment to ensuring that the district provide an environment free from harassment or discrimination. He presented President Carroll with a pin in recognition of her ten years of service. Chancellor Sneed commented on the recent loss of Marjorie Blaha, Los Rios Chancellor and chair of the Saddleback College accreditation evaluation team, and praised her leadership role in the state.

**CHANCELLOR'S
REPORT**

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

**PERSONNEL
ACTIONS**

Motion by Trustee Hueter, seconded by Trustee Frogue, to accept the following gifts: Griffin motorized etching and lithographic conversion press, lithographic stones, large rollers, hydraulic lift, paper storage cabinets, printing supplies (inks, etches), print paper, small brayers and rosin box to be used by students in Printmaking Program classes, donated by David J. Schnabel to Saddleback College; portable storage facility to be used as a timing shed and score keeping office and to be located at the northwest corner of the 50m pool, donated by Capistrano Valley High School to Saddleback College; personal computer - XT Turbo, 20 Mb hard disk, 5-1/4 disk drive and monitor to be used in the Information Mgmt. Center for instructional programs, donated by Martha Bloomberg to Saddleback College; a \$600 check to be used to purchase instructional equipment in the Art Department, donated by Lawrence Jones to Saddleback College; miscellaneous small, used hand tools to be used in Construction Technology lab periods, donated by Steve Logan to Saddleback College; an Eclipse lightweight wheelchair to be used in wheelchair sports classes and programs, donated by John G. Box, Colours 'N Motion, to Saddleback College; \$2,500 cash to be used by the Dance Troupe, anonymous donation to Saddleback College; design magazines, Interior Design, Professional Builder, Architectural Lighting, Metropolitan Home, and Architectural Digest to be used by students for research, donated by Roseanne Lujan, Lujan & Associates, to Saddleback College; various computer manuals to be used for computer classes, donated by John D. Northrup to Irvine Valley College.

GIFTS

The meeting was adjourned at 10:15 p.m. to closed session.

ADJOURNMENT


Richard Sneed, Secretary

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
ANNUAL ORGANIZATIONAL MEETING
DECEMBER 7, 1992
LIBRARY 105, SADDLEBACK COLLEGE

ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational Meeting of the Board of Trustees was called to order by Vice President Walther at 7:45 p.m.

CALLED TO
ORDER

Members of the Board of Trustees

Harriett Walther, Vice President
Steven Frogue, Member
Joan Hueter, Member
Marcia Milchiker, Member
Lee Rhodes, Member
Iris Swanson, Member
John Williams, Member
Heather Love, Student Member

PRESENT

Administrative Officers

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Faculty Association

Mike Runyan

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California School Employees Association

Tamara Carnine

Classified Senate/Councils

Mike Estes
Jamie Cayetano
Matthew Breindel

<p>Motion by Trustee Swanson, seconded by Trustee Hueter, to approve the agenda as presented. Motion carried unanimously.</p>	<p>APPROVAL OF AGENDA</p>
<p>Motion by Trustee Milchiker, seconded by Trustee Hueter, to adopt the Rules and Procedures in Exhibit B for election officers. Motion carried unanimously.</p>	<p>RULES AND PROCEDURES</p>
<p>Chancellor Sneed announced the voting for the election of President of the Board. The ballots were marked, collected, and tallied, and Chancellor Sneed announced that Iris Swanson had been elected President. The gavel was passed to President Swanson followed by the election of Harriett Walther, Vice President, and Joan Hueter, Clerk, for the 1992-1993 term of office.</p>	<p>ELECTION OF OFFICERS</p>
<p>Motion by Trustee Hueter, seconded by Trustee Walther, to appoint Chancellor Sneed as Secretary and Vice Chancellor Kelly as Assistant Secretary to the Board of Trustees (Exhibit C). Motion carried unanimously.</p>	<p>APPOINTMENT OF SECRETARY/ASSIST SECRETARY</p>
<p>Motion by Trustee Hueter, seconded by Trustee Rhodes, to adopt the 1993 calendar of board meetings as presented in Exhibit D. Motion carried unanimously.</p>	<p>MEETING DATES</p>
<p>Motion by Trustee Hueter, seconded by Trustee Williams, to approve the agenda format as presented in Exhibit E. Motion by Trustee Walther, seconded by Trustee Milchiker, to amend the motion to include deletion of the invocation from the agenda format. The amended motion to delete the invocation from the agenda format carried with Trustees Williams, Frogue, and Swanson casting negative votes.</p>	<p>AGENDA FORMAT</p>
<p>Motion by Trustee Walther, seconded by Trustee Rhodes, to approve the appointment of Trustee Milchiker as the Saddleback Community College District's Political Action Representative to the Orange County School Boards Association, and the appointment of Trustee Hueter to serve on the Orange County Legislative Task Force, with appointments to the Nominating Committee to the Committee on School District Organization and the Orange County Community College Trustees Association, also listed in Exhibit F, to be determined at a future board meeting. Motion carried unanimously.</p>	<p>TRUSTEE REPRESENTATIVES</p>
<p>Motion by Trustee Hueter, seconded by Trustee Walther, to approve the planning agenda as presented in Exhibit G and G-1. Motion carried unanimously.</p>	<p>PLANNING AGENDA</p>

The Annual Organizational Meeting was adjourned to the Saddleback Community College District Facilities Corporation Meeting.

ADJOURNMENT



Richard Sneed
Secretary, Board of Trustees