

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
28000 Marguerite Parkway  
Mission Viejo, California 92692

MINUTES OF THE BOARD OF TRUSTEES  
December 9, 1985 - 8:00 P. M.  
Saddleback Community College - Library 105

The Annual Organizational Meeting of the Board of Trustees was called to order by Trustee Moore at 8:00 p. m. Student Trustee Bell led the audience in the Pledge of Allegiance, and Trustee Connolly offered an invocation.

CALL TO ORDER

Members of the Board of Trustees

PRESENT

Mr. Robert Moore, Vice President  
Ms. Shirley Gellatly, Clerk  
Ms. Harriett Walther, Member  
Mr. John Connolly, Member  
Ms. Joan Hueter, Member  
Ms. Marcia Milchiker, Member  
Ms. Iris Swanson, Member  
Mr. Brian Bell, Student Trustee

Administrative Officers

Dr. Larry Stevens, Chancellor  
Mr. David Habura, Vice Chancellor, Educational Services  
Dr. Al Grafsky, Vice Chancellor, Fiscal Services  
Dr. Maria Sheehan, Director, Employee Relations and Personnel  
Ms. Constance Carroll, President, Saddleback Community College  
Dr. Edward Hart, President, Irvine Valley College

Academic Senate

Mr. Terry Burgess

CSEA Representative

Mr. Matt Suarez

Trustee Moore introduced Judge Lloyd Blanpied to administer the oath of office to new Trustees Joan J. Hueter, Marcia Milchiker, and Iris Swanson.

ADMINISTRATION OF  
OATH OF OFFICE TO  
NEW TRUSTEES

Chancellor Stevens, on behalf of the Administration, extended congratulations to the new Trustees, and introduced their guests.

CONGRATULATIONS  
TO NEW TRUSTEES  
BY CHANCELLOR

Motion by Trustee Walther, seconded by Trustee Swanson, to approve the agenda. Motion carried unanimously.	APPROVE AGENDA
Motion by Trustee Walther, seconded by Trustee Gellatly, to adopt the Rules and Procedures for the election of officers. Motion carried unanimously.	RULES AND PROCEDURES TO ELECT OFFICERS
Trustee Moore turned control of the meeting to Dr. Stevens, who explained the rules and procedures for casting ballots. The ballots were distributed and the following officers were elected to office for 1985-86: President, Harriett Walther; Vice President, Shirley Gellatly; Clerk, Iris Swanson.	ELECTION OF OFFICERS
Motion by Trustee Gellatly, seconded by Trustee Connolly, to appoint Chancellor Stevens as Secretary to the Board, and Dr. Sheehan as Assistant Secretary. Motion carried unanimously.	APPOINTMENT OF SECRETARY/ASSISTANT SECRETARY
Motion by Trustee Swanson, seconded by Trustee Connolly, to approve every second and fourth Monday nights of each month as Regular Meeting dates. Motion carried.	ESTABLISHMENT OF REGULAR MEETING DATES AND TIMES
Motion by Trustee Connolly, seconded by Trustee Gellatly, to approve 8:00 p. m. as Regular Meeting time. Motion carried unanimously.	
Motion by Trustee Gellatly, seconded by Trustee Hueter, to table the approval of the agenda format until the first Regular Meeting in January 1986. Motion carried.	APPROVAL OF AGENDA FORMAT TABLED
Trustee Walther suggested, since no action was coming up soon, that appointments for representatives to the Orange County School District Organization Nominating Committee, and the appointment to be the District's Political Action Representative to the Orange County School Boards Association, be discussed at the January 13, 1986, Regular Meeting.	APPOINT REP TO OCSA ORGANIZATION/ POLITICAL ACTION REP TO OCSBA TO BE DISCUSSED AT 1-13-86 MEETING
The Annual Organization Meeting adjourned to the Regular Meeting at 8:25 p. m. Dr. Stevens suggested that those Trustees having birthdays in December, and the new Trustees be honored with cake and coffee. Trustee Walther called for a 15-minute recess to honor those Trustees with December birthdays, and the newly elected Trustees.	ADJOURNMENT TO REGULAR MEETING AND RECESS TO HONOR BIRTHDAYS AND NEW TRUSTEES

*Larry P. Stevens*

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Larry P. Stevens  
Secretary to the Board of Trustees

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
28000 Marguerite Parkway  
Mission Viejo, California 92692

MINUTES OF THE BOARD OF TRUSTEES  
December 9, 1985 - 8:00 P. M.  
Saddleback Community College - Library 105

The Regular Meeting of the Board of Trustees was called  
to order by Trustee Walther at 8:40 p.m.

CALL TO ORDER

Members of the Board of Trustees

PRESENT

Ms. Harriett Walther, President  
Ms. Shirley Gellatly, Vice President  
Ms. Iris Swanson, Clerk  
Mr. John Connolly, Member  
Ms. Joan Hueter, Member  
Ms. Marcia Milchiker, Member  
Mr. Robert Moore, Member  
Mr. Brian Bell, Student Trustee

Administrative Officers

Dr. Larry Stevens, Chancellor  
Mr. David Habura, Vice Chancellor, Educational  
Services  
Dr. Al Grafsky, Vice Chancellor, Fiscal  
Services  
Dr. Maria Sheehan, Director, Employee  
Relations and Personnel  
Ms. Constance Carroll, President, Saddleback Community  
College  
Dr. Edward Hart, President, Irvine Valley College

Academic Senate

Mr. Terry Burgess

CSEA Representative

Mr. Matt Suarez

Motion by Trustee Moore, seconded by Trustee Gellatly,  
to approve agenda for balance of meeting. Motion  
carried unanimously.

APPROVE AGENDA

Motion by Trustee Moore, seconded by Trustee Connolly, to approve Minutes of Previous Meeting, with the following corrections: Page 1, Trustee Walther did not offer an invocation, rather silent meditation. Pages 8, 9 and 10 need clarification as to the fact that no monies were appropriated for this study. Motion carried unanimously with these corrections noted.

APPROVE  
MINUTES

Motion by Trustee Swanson, seconded by Trustee Moore, to approve Resolution for retiring Mr. Francis Gerald ("Jerry") Edwards. The motion was adopted with the following votes:

APPROVE  
RESOLUTION

AYES: Trustees Connolly, Gellatly, Hueter, Milchiker, Moore, Swanson, Walther and Student Trustee Bell  
NOES: None  
ABSTENTIONS: None

Trustee Walther asked for public comments concerning items that were not on the agenda. There were none.

PUBLIC COMMENTS  
RE. ITEMS NOT  
ON AGENDA

Trustee Gellatly requested that the following items be removed from the Consent Calendar for separate consideration: Item E, Community Services Non-Credit Program, Spring 1986; Item I, German Summer Session in Munich, Summer 1986; Item J, Astronomy Field Study in New Zealand, Spring 1986; and, Item K, Irvine Valley College, Consulting Agreement.

REMOVE ITEMS  
FROM CONSENT  
CALENDAR

Motion by Trustee Moore, seconded by Trustee Swanson, to approve Consent Calendar with the removal of the items enumerated above. Motion carried unanimously.

APPROVE  
CONSENT  
CALENDAR

Attendance at the conferences and meetings shown with actual and necessary expenses to be paid as shown on the exhibit which is made a part of these minutes was approved.

CONFERENCES  
AND MEETINGS

The Board of Trustees approved the Certificated Personnel Actions listed in the exhibit on file with these minutes.

CERTIFICATED  
PERSONNEL  
ACTIONS

The Board of Trustees approved the Classified Personnel Actions listed in the exhibit on file with these minutes.

CLASSIFIED  
PERSONNEL  
ACTIONS

The Board of Trustees approved the Student Certificates of Achievements listed in the exhibit on file with these minutes.

STUDENT CERTIF-  
ICATES OF  
ACHIEVEMENTS

The Board of Trustees approved the ratification of Irvine Valley College Consultant Agreement Dedication

CONSULTANT  
AGREEMENT

Week Activities. The payment of \$750 to Dr. Ron Steinke for his services as special consultant for Irvine Valley College dedication activities as presented in Exhibit A on file with these minutes, was ratified.

The Board of Trustees approved the Guest Speaker Honorarium listed in the exhibit on file with these minutes.

GUEST SPEAKER  
HONORARIUM

The Board of Trustees approved the 1986 Spring In-Service Speaker. The fee is not to exceed \$300 for speaker, Dr. Steve Lamy.

1986 SPRING IN-  
SERVICE SPEAKER

The Board of Trustees approved the Award Construction Contract, Saddleback College HVAC Deferred Maintenance Project. Awarded to D. W. Payne Air Conditioning Company in the amount of \$29,283 for construction to repair the HVAC system in the Fine Arts Theatre at Saddleback as presented in the exhibit on file with these minutes.

AWARD CONSTRUC-  
TION CONTRACT  
APPROVAL

The Board of Trustees approved the rejection of a claim by Mr. and Mrs. George W. Sullivan, and the matter will be referred to the District's insurance carrier. The exhibit is on file with these minutes.

CLAIM AGAINST  
DISTRICT  
REJECTED

The Board of Trustees approved the Surplus Property Bid, Digital Equipment Corporation PDP 11/70 Computer System, as described in the exhibit on file with these minutes.

SURPLUS PROPERTY  
BID, DIGITAL  
EQUIPMENT CORP.

Credit Card Purchases totaling \$123.41 were approved by the Board of Trustees. A copy of the list is on file with these minutes.

CREDIT CARD  
PURCHASES

Purchase Orders 87208, 87210, 87250 and 87282, totaling \$31,437.40, were approved by the Board of Trustees. A copy of the list is on file with these minutes.

PURCHASE ORDERS

Purchase Orders 087185 through 087378, totaling \$90,393.88, were approved by the Board of Trustees. A copy of the list is on file with these minutes.

The Board of Trustees approved Change Orders and authorized payment totaling \$737.79. A copy of the list is on file with these minutes.

CHANGE ORDERS

Warrants 111351 through 111741, totaling \$671,432.38, were approved by the Board of Trustees. A copy of the list is on file with these minutes.

WARRANTS

After discussion, motion by Trustee Gellatly, seconded by Trustee Swanson, to approve the Community Services

COMMUNITY  
SERVICES

Non-Credit Program, Spring 1986. Motion carried unanimously.

NON-CREDIT PROGRAM

After discussion, motion by Trustee Gellatly, seconded by Trustee Moore, to approve German Summer Session in Munich, Summer 1986. Motion carried unanimously.

GERMAN SUMMER SESSION, MUNICH

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve the Astronomy Field Study in New Zealand, Spring 1986. Motion carried unanimously.

ASTRONOMY FIELD STUDY, NEW ZEALAND

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve the Irvine Valley College Consulting Agreement. Motion carried unanimously.

CONSULTING AGREEMENT

### Old Business

Title 5 of the California Education Code authorizes community colleges to offer both Associate in Arts and Associate in Science degrees. It was recommended that the Board of Trustees accept for review and study the proposed Associate Degree requirements, including the revisions.

PROPOSED NEW DEGREE: ASSOC. IN SCIENCE

Motion by Trustee Moore, seconded by Trustee Milchiker, to accept for review and study, the Proposed New Degree, to return for approval at the next Regular Meeting. The motion carried unanimously.

Title 5 of the California Education Code permits a community college to claim state apportionment for the enrollment of a student repeating a credit course only when the student has not earned a satisfactory grade, or when the course is determined by the Board of Trustees to meet the requirements for a repeatable course under state law and the policies of the Board of Trustees.

COURSE REPETITION POLICY APPROVED

Motion by Trustee Hueter, seconded by Trustee Swanson, to approve the Course Repetition Policy. The motion was carried with Trustee Gellatly voting nay.

Not for credit community service enrollments in credit courses, in some instances, would be appropriately allowed. Certain credit classes may include students seeking credit as a part of their academic program and students for whom credit is not an important factor. Saddleback has recommended a District-wide policy permitting community service (not for credit) enrollments in courses specifically approved by the Board of Trustees for joint enrollment. The policy recommendation assures that credit enrollments in the specifically designated classes will have the highest priority.

COMMUNITY SERVICE ENROLLMENT IN CREDIT COURSES POLICY APPROVAL

Motion by Trustee Moore, seconded by Trustee Connolly, to approve Community Service Enrollment in Credit Courses. The motion carried unanimously.

The Board directed the administration to provide options for the District and provide financial information on the Employee Assistance-Wellness Program.

EMPLOYEE ASSIST-  
ANCE WELLNESS  
PROGRAM

Motion by Trustee Gellatly, seconded by Trustee Moore, to accept for review and possible action Option 4, and direct budget developers to project costs of Options 1, 2, and 3 into the 1986-87 budget.

Motion by Trustee Gellatly, seconded by Trustee Swanson, to suspend rules to complete agenda. The motion carried with Trustees Moore and Connolly voting nay.

SUSPEND RULES  
TO COMPLETE  
AGENDA

At 10:17 p.m. Trustee Walther called for a five-minute recess.

RECESS

At 10:25 p.m. Trustee Walther reconvened the meeting.

RECONVENE

Motion by Trustee Moore, seconded by Trustee Connolly, to accept for review the Five-Year Capital Construction Plan and Project Planning Guides for 1986-87 through 1991-92. The motion carried unanimously.

FIVE-YEAR  
CAPITAL CONST.  
PLAN/PROJECT  
PLANNING GUIDES

The Board previously reviewed a report regarding options for Trustee compensation provided by recently adopted legislation in Assembly Bill No. 479. A Board member shall be compensated for services provided in the following manner: Each member of the governing Board of the District who actually attends all meetings held may receive a compensation for services a sum not to exceed four hundred dollars (\$400) in any month. The amendment to the Bylaws of Saddleback Community College District was approved to become effective January 1, 1986.

AMENDMENT OF BY-  
LAWS, BOARD  
COMPENSATION  
APPROVAL

Motion by Trustee Gellatly, seconded by Trustee Swanson, to approve compensation for Board of Trustees at \$400 a month, effective January 1, 1986. The motion was adopted with the following votes:

AYES: Trustees Connolly, Gellatly, Hueter,  
Swanson and Walther  
NOES: Trustee Moore  
ABSTENTIONS: Trustee Milchiker

It was recommended by Student Trustee Bell that a motion be made to approve compensation for Student Trustee members at \$100 a month.

STUDENT TRUSTEE  
COMPENSATION  
APPROVAL

Motion by Trustee Gellatly, seconded by Trustee Swanson, to approve compensation for Student Trustee members at \$100 a month, effective January 1, 1986. The motion was adopted with the following votes:

AYES: Trustees Connolly, Gellatly, Hueter, Swanson and Walther  
NOES: Trustee Moore  
ABSTENTIONS: Trustee Milchiker

New Business

The 1986-87 Academic Calendar was developed in compliance with Section 79020 of the Education Code and applicable provisions of the 1984-85 Certificated Employee Master Agreement.

1986-87 ACADEMIC  
CALENDAR  
APPROVAL

Motion by Trustee Gellatly, seconded by Trustee Moore, to approve the 1986-87 Academic Calendar. Motion carried unanimously.

Item A-2, California State University, Fullerton, Satellite Learning Center, and Item A-3, Assessment and Placement Report, will return on the agenda of the next Regular Meeting.

RETURN TO  
AGENDA 1/13/86

Recently passed legislation to be effective January 1, 1986, provides for sheltering of employee contributions to the State Teachers Retirement System (STRS) from taxation until an employee retires. In order for employee contributions to STRS to be sheltered from taxes, the Board of Trustees must adopt a resolution prescribed by the IRS.

TAX EXEMPTION  
OF STRS EMPLOYEE  
CONTRIBUTIONS

Motion by Trustee Hueter, seconded by Trustee Moore, to approve the Tax Exemption of State Teacher Retirement System Employee Contributions. The motion carried with the following votes:

AYES: Trustees Connolly, Gellatly, Hueter, Milchiker, Moore, Swanson and Walther  
NOES: None  
ABSTENTIONS: None

The District and individual employees benefit when a faculty member or administrator wishes to retire and is able to maintain a continuing relationship with the District.

RETIREMENT  
INCENTIVE  
PROGRAM  
APPROVAL

Motion by Trustee Moore, seconded by Trustee Hueter, to approve the Retirement Incentive Program for Certificated Personnel. The motion carried unanimously.

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Motion by Trustee Gellatly, seconded by Trustee Connolly, to accept for review and study the Mid-Year Budget Report. Motion carried unanimously.

MID-YEAR BUDGET REPORT

Several times during the fiscal year, the Board of Trustees is asked to approve transfers from the District's Contingency account to accounts of various operating units to meet unanticipated demands upon those accounts.

BUDGET TRANSFERS APPROVAL

Motion by Trustee Gellatly, seconded by Trustee Connolly, to approve Budget Transfers. The motion carried with Trustee Moore voting nay.

Budget Amendment will return on the agenda of the next Regular Meeting.

RETURN TO AGENDA 1/13/86

Motion by Trustee Moore, seconded by Trustee Connolly, to accept for review and study the Saddleback College Interim Facilities Master Plan. The motion carried unanimously.

INTERIM FACILITIES MASTER PLAN

Due to the Clerk's temporary disability to comfortably speak, and due to the lateness of the hour, by consensus the reading of the gifts to the District was waived.

GIFTS TO DISTRICT

Motion by Trustee Moore, seconded by Trustee Connolly, to accept the gifts listed in the exhibit and made a part of these minutes. Motion carried unanimously.

#### Information and Reports

President Hart announced that the State Chancellor is working with the Department of Finance to get special funding in the State budget this year for the 20-acre purchase of land for Irvine Valley College.

SPECIAL FUNDING, STATE BUDGET FOR 20-ACRE PURCHASE

President Carroll announced that the Saddleback Community College football team won the Pony Bowl, and the team tied for the number one community college football team in the nation.

FOOTBALL TEAM #1 IN NATION

Motion by Trustee Moore, seconded by Trustee Connolly, to adjourn to closed session. Motion carried unanimously.

ADJOURN TO CLOSED SESSION

The meeting adjourned at 11:05 p.m.

ADJOURNMENT

The next Regular Meeting of the Board of Trustees will be held January 13, 1986, at 8:00 p.m. at Saddleback Community College, Library 105.

NEXT REGULAR MEETING

*Larry P. Stevens*

Larry P. Stevens  
Secretary to the Board of Trustees

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