

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
JANUARY 22, 1996
LIBRARY 105, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Lorch at 6:00 p.m. The open session was then adjourned to closed session.

**CALLED
TO ORDER**

The Board of Trustees met in closed session from 6:00 p.m. to 7:10 p.m. All trustees were present.

**CLOSED
SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Lorch at 7:13 p.m. Trustee Milchiker led the pledge of allegiance and Trustee Williams asked for a moment of silence in honor of Saddleback College Professor Patricia Grignon who passed away on January 17. President Lorch noted that longtime faculty member Michel Menard also recently passed away.

RECONVENED

Members of the Board of Trustees

Teddi Lorch, President
Lee Rhodes, Vice President
Steven Frogue, Clerk
Joan Hueter, Member
Marcia Milchiker, Member
Harriett Walther, Member
John Williams, Member
Tim Gertz, Student Member

PRESENT

Administrative Officers

Robert Lombardi, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
Linda Kroner, Vice Chancellor, Human Resources
Kathleen O'C. Hodge, Associate Vice Chancellor,
Administrative Services
Ned Doffoney, President, Saddleback College
Daniel Larios, President, Irvine Valley College

Faculty Association

Thomas Carroll

Academic Senate

Bob Cosgrove

Peter Morrison

California School Employees Association

Mark Pendry

Classified Senates/Council

Mark Kruhmin

Associated Student Government

Jeff Haskell

Judy Krieg

President Lorch announced that items 43, 46, and 47 were pulled from the agenda. Motion by Trustee Hueter, seconded by Trustee Frogue, to approve the agenda as amended, including replacement and/or additional pages to items 51a and b. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Walther, seconded by Trustee Hueter, to approve minutes of the December 4, 1995, regular meeting, and the December 4, 1995, annual organizational meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

There were no actions to report from closed session.

CLOSED SESSION

Items 7, 27, 30, 31, 48, and 49 were removed from the consent calendar for separate discussion. Motion by Trustee Frogue, seconded by Trustee Rhodes, to approve the consent calendar as amended. Motion carried with Trustee Walther abstaining to vote on item 35 only. Student Trustee Gertz cast an affirmative advisory vote.

**CONSENT
CALENDAR**

There were no public comments.

PUBLIC COMMENTS

Motion by Trustee Hueter, seconded by Student Trustee Gertz, to approve the recommended faculty members for sabbatical leaves during the 1996-1997 academic year as indicated. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**SABBATICAL
LEAVES**

The board accepted for review and study the proposed 1996-1997 Saddleback College and Irvine Valley College Academic Calendars as shown. During discussion of the item, several board members expressed concern over implementing two calendars that differ in the number of days of instruction.

**ACADEMIC
CALENDARS**

Motion by Trustee Rhodes, seconded by Trustee Milchiker, to approve a Joint Powers Agreement to join the SHARE Consortium for an amount not to exceed \$2,000 for the fiscal year 1995-1996. Information Resources Director MacDougall stated that the consortium consists of representatives from several Orange County unified school districts, the Cal State system, and various private sector communications and technology vendors, including Cox Communications, and the consortium's objective is to improve high-speed data communications between these entities. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Gertz cast an affirmative advisory vote.

**SHARE
CONSORTIUM
JPA**

Information on proposed dates for board workshops and forums during 1996 was provided for the board's review.

**BOARD FORUMS/
WORKSHOPS**

Motion by Trustee Rhodes, seconded by Trustee Milchiker, to select Trustee Williams as the board's nomination for membership on the CCCT Board of Directors for transmittal to the CCCT office by the February 15, 1996, deadline. Motion carried with Trustee Walther casting a negative vote. Student Trustee Gertz abstained.

**CCCT
NOMINATION**

The board approved the IVC Health and Wellness Center Health Education Program events and granted authorization for the purchase of required items and activities to support the program in an amount not to exceed \$1,770.

**HEALTH AND
WELLNESS
CENTER EVENTS**

The board approved Educational Services Agreements with State-of-the-Art, Inc., for IVC to provide Microsoft Software training for their employees at the rate of \$180 per hour of training plus materials and incidental expenses; with CDB, Infotek, for IVC to provide Team Building training for their employees at the rate of \$150 per hour of training plus materials and incidental expenses; and with Motorola for IVC to provide employee assessment in reading, math, and writing at the rate of \$150 per hour, plus development time, books, and materials.

**EDUCATIONAL
SERVICES
AGREEMENTS**

The board approved the expenditures for the IVC Symphonic Wind Ensemble to perform at the winter conference of the Southern California School Band and Orchestra Association held at CSU, Long Beach, on February 3, 1996.	WIND ENSEMBLE CONFERENCE ATTENDANCE
The board approved the KinderCaminata 1996 event sponsored by ASIVC, Community Relations, and the IVC Foundation.	KINDER- CAMINATA
The board approved the Aurora International Student Festival to be held at IVC on January 24 for an amount not to exceed \$1,700.	AURORA FESTIVAL
The board approved participation by the District Forensics Team and its coaches at the Spring League Championship on March 1-3, 1996.	DATE CHANGE FOR TEAM COMPETITION
The board approved the IVC Foundation Board of Governors' Statement of Investment Policy for 1995-1996.	INVESTMENT POLICY
The board approved consultant agreements for IVC with Julie Garino for her services in providing Microsoft training, as part of the Microsoft Training Project, to community college faculty members to prepare them for teaching students; with Mary Auvil for her services in the development of the telecommunications curriculum modules in the Model Curriculum for Telecommunications Programs Project for the amount of \$6,000; and Terry Green for his services as consultant for strategic planning to the IVC Foundation for two days plus a written report for the amount of \$1,529.	CONSULTANTS
The board approved the workshops, agencies, and personnel providing training for the Microsoft Training Project at IVC for the amounts listed.	WORKSHOPS
The board approved services provided by RCS Information Services to facilitate the training and workshops necessary for the Microsoft Training Project at IVC for an amount not to exceed \$1,500, and by CAVIX, Inc., to furnish online services from January 22 to June 30, 1996, to support the Professional Development in Business Education Project for the amount of \$10,360.	SERVICES
The board approved allowing Professor Roy McCord to teach the CAFE LabView fee-based course during his sabbatical leave in Spring Semester 1996.	TEACHING DURING LEAVE

President Doffoney distributed draft strategic planning recommendations for Saddleback College to the board that were presented to the steering committee and noted that the final recommendations will be presented to the board in March.	STRATEGIC PLANNING PROCESS
The board approved the tennis teams' participation in matches against Hawaii Pacific and Chaminade Colleges on March 29 and 30, 1996.	TENNIS COMPETITION
The board approved honoraria for Karen McBride and Musicians of Laguna Playhouse in the amount of \$150 for their presentation on January 23 at the Humanities Hour, and for the individuals listed in the amount of \$13,000 total for their lectures as part of the Saddleback College Division of Fine Arts and Communications spring semester 1996.	HONORARIA
The board approved a guest artist contract with Periwinkle productions for a single performance of <i>An Evening of Mind-Boggling Madness</i> at Saddleback College on May 18, 1996, for a cost not to exceed \$4,000.	GUEST ARTIST CONTRACT
The board approved the agreement between the district and California Media Services for the latter to produce a monthly publication for KSBR in exchange for 80 on-air mentions per month.	KSBR PUBLICATION
The board approved Educational Services Agreements with Unisys Corporation and with Ball Corporation, Efratom, for Saddleback College to offer pre-employment assessment services for both firm's employees at a rate of \$40 per individual assessment.	EDUCATIONAL SERVICES AGREEMENTS
The board approved consultant agreements with Lina Perez and Martha Olivas for their services in completing the goals of the VATEA grant project at Saddleback College for an amount not to exceed \$2,250 each; with Deborah Grubb for her services as Coordinator of CNA testing as part of the RHORC grant project for an amount not to exceed \$5,000; and with the individuals listed for their services as clinical evaluators, proctors, center assistants, and resident actors for the RHORC Certified Nurse Assistant and Emergency Medical Technician exams for an amount not to exceed \$500 per year each.	CONSULTANT AGREEMENTS
The board approved granting certificates of achievement to the students listed by Saddleback College.	CERTIFICATES OF ACHIEVEMENT

Motion by Trustee Hueter, seconded by Trustee Rhodes, to authorize District Campus Safety Officers to possess oleoresin capsicum, a self-defense pepper spray product made from cayenne pepper, to use when necessary in the lawful performance of their duties. Harry Parmer and Ted Romas, Directors of Safety and Security/Chiefs of Police, at Saddleback College and Irvine Valley College, respectively, spoke in support of pepper spray as an additional and reasonable force option for officers to employ to protect members of the campus community and themselves while carrying out their duties. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Gertz cast an affirmative advisory vote.

**SELF-DEFENSE
PEPPER SPRAY**

The board approved the ASG sponsored guest speakers representing JAMPAC as listed for their lecture entitled *Activism in the Arena* on February 7 for a fee of \$2,200 plus travel and accommodations.

**ASG GUEST
SPEAKERS**

The board approved filing Notices of Completion for the Emergency Repair of Chillers at the Central Plant, Installation of Telephone and Data Services to Modular Relocatable Buildings for Health Sciences and Human Services Division, and General Construction of P.E. Scoreboards projects at Saddleback College, and release of retention 35 days after the date of filing.

**NOTICES OF
COMPLETION**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve Change Order 1 increasing the contract with Moraes/Pham & Associates for the Central Plan Chiller Replacement Project by \$2,350 to \$25,850. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Gertz cast an affirmative advisory vote.

**CHANGE
ORDERS**

Motion by Trustee Hueter, seconded by Student Trustee Gertz, to approve Change Order 2 increasing the contract with Culp Construction for the IVC Learning Resource Center construction by \$7,763.77 to \$5,066,078. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the proposed joint agreement and authorize the Chancellor or the Vice Chancellor, Fiscal Services, to execute said agreement and cause it to be filed in a timely manner to protect the district's interests. Chancellor Lombardi stated that this proposed amendment to the original agreement increases the likelihood of the school districts receiving an additional five cents on the dollar by moving school district claims ahead of the other claimants against the County. Motion carried with Trustee Frogue abstaining to vote. Student Trustee Gertz cast an affirmative advisory vote.

**JOINT AGREEMENT
BETWEEN THE
COUNTY AND
SCHOOLS
COMMITTEE**

The California Community Colleges Quarterly Financial Status Report as of December 31, 1995, for the 1995-1996 fiscal year was provided for the board's information and review.

**QUARTERLY
FINANCIAL
STATUS REPORT**

Monthly financial data providing trends and current information on the district's financial position was provided for the board's review.

**MONTHLY
FINANCIAL
STATUS REPORT**

The board approved the revised 1995-1996 district institutional memberships and estimated dues for organizations as presented.

**REVISED DISTRICT
MEMBERSHIPS**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to adopt a nonresident tuition fee for the 1996-1997 year of \$130 per semester unit based on the calculated district rate, and approve the additional capital outlay fee of \$7 per semester unit authorized by ECS 76141 and the \$47 application fee authorized by ECS 76142. Following statements of opposition by student representatives, motion carried with Trustee Frogue casting a negative vote. Student Trustee Gertz cast a negative advisory vote.

**NONRESIDENT
TUITION
FEES**

The board adopted Resolution 96-4 to implement the STRS employer tax deferral of member buy back contributions under the Internal Revenue Services ruling, effective with the payroll period beginning March 1, 1996.

**STRS REDEPOSIT
PAYROLL
RESOLUTION**

The board adopted Resolution 96-2, 1995-1996 Deferred Maintenance Program, to amend the 1995-1996 Capital Outlay Budget by \$211,450, and Resolution 96-3, CSUF Mission Viejo Campus Lease Agreement Revision, to amend the 1994-1995 General Fund Restricted Budget by \$1,000.

**BUDGET
AMENDMENTS**

The board approved/ratified transfers of appropriations as indicated.

**BUDGET
TRANSFERS**

The board denied claims against the district by Erin Davidson, Tammy Boatwright, and Crown Fence Company, and directed referral to the district's insurance administrator for processing.	CLAIMS AGAINST THE DISTRICT
The board approved purchase orders 59164 through 59862 totaling \$15,714,372.20.	PURCHASE ORDERS
The board approved checks 65826 through 67102 totaling \$16,598,742.51; credit card purchases totaling \$1,443.97; Saddleback College Community Education checks 2778 through 2813 totaling \$21,806.36; and IVC Community Education checks 3822 through 3932 totaling \$101,058.92.	PAYMENT OF BILLS
The board approved the "Nutrition Workshop" and luncheon presented by Barbara Gershman from Saddleback College on January 25, 1996, at a cost not to exceed \$800.	NUTRITION WORKSHOP
The board approved the district's participation in the Orange County Legislative Task Force meetings on February 15 and March 22, 1996.	LEGISLATIVE TASK FORCE MEETINGS
Motion by Trustee Williams, seconded by Trustee Rhodes, to approve the trustees' requests to attend conferences and meetings, and/or local mileage reimbursement as indicated. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.	TRUSTEE ATTENDANCE/ REIMBURSEMENT
Motion by Trustee Hueter, seconded by Student Trustee Gertz, to approve mileage reimbursement for the trustees' attendance at required board meetings.	
President Lorch called for a ten minute recess at 8:48 p.m.	RECESS
Many of the individuals giving reports commemorated Professor Pat Grignon and part-time faculty member Michel Menard and offered condolences to their families and friends.	REPORTS

TRUSTEES' REPORTS

Student Trustee Gertz reported that he attended both student government retreats during the week of January 8 and returned feeling confident that both groups will have a great year. He noted that many students were in the audience and thanked them for attending the meeting. Student Trustee Gertz commented that we are currently living in the new industrial revolution and he believes the district must pursue technology to the fullest extent. He indicated that he did not receive certain materials that other trustees received and stated that he should receive all documents pertaining to open session.

Trustee Hueter commended Dean Keith Calkins for his opening presentation during in-service, and stated that she also thoroughly enjoyed participating as a judge during the annual Astounding Inventions event at IVC on January 30.

Trustee Milchiker reported that she attended the recent OCSBA board meeting where the upcoming Business Education Partnership Conference to be held on April 25 was discussed. She distributed a flyer detailing the event that is sponsored by the Orange County Business Council, Orange County Business-Education Roundtable, and Orange County Department of Education, in cooperation with The Orange County Career Coalition, and stated that the conference will emphasize work force preparation, technology of the future, and economic growth in the County. Trustee Milchiker indicated that she attended a SHARE Consortium meeting, the Martin Luther King, Jr., Celebration, and many in-service activities. She commended the academic senates for the quality of the class schedules, and noted that the district's World Wide Web site is excellent.

Trustee Walther expressed concern regarding hiring procedures for part-time nontenured faculty and staff, and was particularly concerned that reemployment occurs without eligibility review or formal action by the board. She proposed that the board direct an investigation into the district's hiring procedures and consider modifications. Trustee Walther stated that another change of status that should be reviewed is an employee's appointment or election to the board and suggested that the board consider adoption of a policy prohibiting future employment in the district of any board member.

Trustee Williams stated that he is the district representative on the subcommittee to the El Toro Airport Citizens Advisory Commission and welcomed anyone interested to attend the open meetings. He added that the Commission has released a diagram with six non-airport uses for the land and the district has requested roughly two to three hundred acres to establish an Educational Conference Center in partnership with Cal State, Fullerton, and other interested institutions. Trustee Williams indicated that he enjoyed Astounding Inventions and thanked President Larios and Dean Rickner for inviting him to participate as a judge. He referenced articles commending several outstanding athletes from both colleges, an article that noted Saddleback is the only community college in the nation with an observatory, and another that named several Rhodes scholars, one of whom was a former community college graduate. He noted that he hopes the soccer program is moving forward, and thanked board members for selecting him as a nominee to the CCCT Board of Directors.

Trustee Frogue commented that he enjoyed the holidays and extended best wishes to members of the Islamic faith for whom Ramadan has just begun. He reported that he attended several programs during in-service and was particularly impressed by the presentations made by Dean Calkins and former Olympic gold-medal winner Terry McCann. Trustee Frogue added that he participated in the two-day South Orange County Martin Luther King, Jr., Celebration and was pleased to have the opportunity to meet Senator Diane Watson. He added to his comments earlier in the meeting regarding using caution while advancing technologically, that the world is still recovering from abuses incurred by the last industrial revolution.

Trustee Rhodes reported that he enjoyed judging the projects of fifth graders at the Astounding Inventions event, and noted that twelve out of the thirteen entries utilized computers in some aspect. He added that he also attended the Martin Luther King, Jr., Celebration and was particularly moved by the presentation of the Tuskegee Airmen who endured many hardships in order to fight for the nation in World War II.

President Lorch reported that she attended several in-service activities including informative presentations by President Larios on IVC strategic planning, by Vice President Loeffler on the Tustin Air Base, and by Patricia Eyres, Esquire, on detection and prevention of sexual harassment in the work place. She added that she also enjoyed attending the Astounding Inventions event and Martin Luther King, Jr., Celebration. President Lorch stated that Dr. King's message was universal in nature and that the district should incorporate his ideas of structural change and societal goals to create a system in which democracy can prevail.

Mr. Haskell announced that a scholarship will be established in honor of Professor Grignon and that he will provide additional details as they become available. He reported that the ASG retreat earlier in the month was very successful and named many individuals who contributed to the success of the event. Mr. Haskell introduced several ASG members from the audience and stated that they make tremendous contributions to the student government. He noted that three scholarships have been initiated by students and they are the ASG Veterans Scholarship, ASG Patriotic Women's Scholarship, and the ASG Single Parent Scholarship. Mr. Haskell stated that the ASG is considering loaning \$70,000 to the Financial Aid office to prevent late payment to students of loan checks as a result of federal government shutdowns. He thanked the board and members of administration for supporting the ASG's right to make their own decisions.

ASG REPORTS

Ms. Krieg also reported on the success of the student government retreat, and reminded the board that they are invited to the Aurora Festival on January 24. She expressed concern over the occasional gaps in the shared governance process and emphasized the importance of adhering to the process. She invited the board to attend ASIVC meetings and indicated that in accordance with the decision made by the 1994-1995 student government, time has been allocated at the beginning of their meetings for those who wish to pledge allegiance to the flag. Ms. Krieg read a statement on behalf of the student government which expressed discontent over the lack of unanimous support by the board of the selection of Dr. Francisco Marmolejo as the IVC students' nominee for the California Teacher of the Year award.

**ACADEMIC
SENATES'
REPORTS**

Professor Cosgrove commended the Staff Development Committee and Chair Paula Jacobs for their excellent in-service program and noted that several events were developed jointly by the colleges. He reported that the Senate will be studying several issues including associate faculty hiring guidelines as well as full-time faculty hiring procedures, and will report the results to the board. Professor Cosgrove indicated that the Senate recently held an emergency meeting at his request to discuss the lack of the faculty's involvement in the process of the COPS funds and the technology and infrastructure needs at both colleges. He stated that he hopes the issue of shared governance will be the predominate topic at the board forums in the spring and fall.

Professor Morrison invited the board as well as members of the faculty, staff, and administration to attend Senate meetings and noted that a joint Senate meeting was held at IVC during in-service and will occur again at the end of the semester at Saddleback College. He distributed copies of the fall semester minutes as well as copies of the new Senate constitution and bylaws. Professor Morrison noted that there is a proposal to replace existing part-time faculty hiring policies currently before both Senates and it is available for general review. He reported that the proposed policy on Academic Freedom that was unanimously approved on November 30, 1995, has passed through the college's shared governance process and is now before the Saddleback College Academic Senate for review and comments. Professor Morrison added that the Senate also adopted a policy for college planning and participated in an ad hoc advisory group that is studying the district budget development process.

**FACULTY
ASSOCIATION
REPORT**

Professor Carroll thanked President Larios and IVC for their hospitality in hosting the Faculty Association luncheon and for the excellent food. He stated that the Faculty Association is reviewing the academic calendars and will submit comments to Associate Vice Chancellor Hodge. Professor Carroll indicated that the Association is considering writing a grievance procedure for inclusion in the contract with the intention of eliminating inconsistencies. He reported that the Association is contemplating donating money to the school bond issue, and will possibly write their own draft of the administrative evaluation. Professor Carroll noted that the forthcoming newsletter will announce the new officers, and that the Association encourages input from all sources on future negotiation items.

Mr. Kruhmin commented that following the hectic beginning of the semester, the Senate will now begin to concentrate on staff development activities.

**CLASSIFIED
SENATE REPORT**

President Doffoney brought the attention of the board to his written report and highlighted the Emeritus Day activities on February 6, as well as the 24 Hours in Cyberspace event on February 8.

**PRESIDENTS'
REPORTS**

President Larios reported that the ninth annual Astounding Inventions was a tremendous success and thanked the board members, faculty, staff, and particularly Dean Rickner and Del Varela for their participation. He stated that the strategic planning process that was developed by administration and the academic senate is moving forward and Professor Jan Horn will chair the committee. Professor Larios thanked those responsible for making Flex-Week successful, and noted that IVC will commence the production *Incidents in the Life of a Slave Girl* on February 9.

Chancellor Lombardi paid tribute to Professor Grignon, and added that he wishes a speedy recovery to Saddleback College Professor Wayne Horvath who was recently hospitalized.

**CHANCELLOR'S
REPORT**

Motion by Trustee Hueter, seconded by Student Trustee Gertz, to approve the submitted academic personnel actions, including replacement pages. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**PERSONNEL
ACTIONS**

Vice Chancellor Kroner announced that the item under Change of Status concerning Mark Duvall has been deleted from the classified actions. Motion by Trustee Williams, seconded by Trustee Hueter, to approve the submitted classified personnel actions, including replacement pages as amended. Motion carried with Trustee Frogue abstaining to vote. Student Trustee Gertz cast an affirmative advisory vote.

GIFTS

Motion by Trustee Frogue, seconded by Trustee Walther, to accept the following gifts: commercial furniture catalogs and finish samples to be used as tear sheets and finish samples for student project sample boards, donated by Denise R. Lierman to Saddleback College; Mitsubishi 36" rear projection television set to be used to display video tapes in the classroom, donated by Edward Ward to Saddleback College; various hardback and paperback books, a microfilm reader machine, and a 78" sofa as listed in Attachment 1 to be used by the Library, donated by those listed in Attachment 1 to Saddleback College; twelve 400-foot rolls of Agfa color negative film, Luna Pro light meter and a Spectra light meter to be used by staff and students in the Film Department, donated by James Deckard to Saddleback College; five hardback and seven paperback books to be added to the Library collection, donated by Ana Maria Cobos to Irvine Valley College; computer equipment as displayed on Attachment 2 to be used for Novell network service and support class, donated by IVC Foundation/AST Computer, Inc., to Irvine Valley College; two multi-processor computers, three dot matrix printers, software and hardware and other equipment to be used in the Math Department, donated by IVC Foundation/Byron Cann to Irvine Valley College; Princeton Graphics Monitor and an IBM keyboard to be used in the Computer Lab or office, donated by George McCrory to Irvine Valley College; and Kroy labeling machine to be used by Admissions and Records staff for various labeling needs, donated by James Fair to Irvine Valley College. Motion carried unanimously.

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

ADJOURNMENT


Robert A. Lombardi, Secretary