

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
FEBRUARY 28, 1994
SSC 240, IRVINE VALLEY COLLEGE

CLOSED SESSION

The Board of Trustees met in closed session from 6:30 p.m. to 7:30 p.m. to discuss personnel and negotiations. All trustees were present with the exception of Trustees Milchiker and Rhodes.

CLOSED SESSION

REGULAR MEETING

The open session of the regular meeting of the Board of Trustees was called to order by Vice President Williams at 7:30 p.m. Trustee Hueter led the pledge of allegiance and Trustee Frogue offered words of inspiration.

CALLED
TO ORDER

Members of the Board of Trustees

John Williams, Vice President
Teddi Lorch, Clerk
Steven Frogue, Member
Joan Hueter, Member
Harriett Walther, Member
Monica Mukai, Student Member

PRESENT

Absent

Marcia Milchiker, President
Lee Rhodes, Member

Administrative Officers

Anna McFarlin, Interim Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Kelly, Vice Chancellor, Administrative Services
Linda Kroner, Vice Chancellor, Human Resources
Everett Brewer, Acting President, Saddleback College
Terry Burgess, Acting President, Irvine Valley College

Faculty Association

Mike Runyan

Academic Senate

Terry Robinson

California School Employees Association

Mark Pendry

Classified Senate/Councils

Connie McClain

Jamie Cayetano

Associated Student Government

Matt Brady

Phil Zavadil

Vice President Williams announced that the Athletic Director positions listed on page three, Exhibit A, of the replacement pages for academic personnel actions were pulled. Vice Chancellor Carcamo indicated that the first line, second paragraph under "Status" in item 32a is incorrect and should state "To date capital outlay fees in the amount of \$153,354 at Irvine Valley College and \$106,209 at Saddleback College have been collected." Motion by Trustee Lorch seconded by Trustee Hueter, to approve the agenda as amended, including replacement and/or additional pages to items 17, 39a and 39b. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Lorch, seconded by Trustee Frogue, to approve minutes of the January 24, 1994, meeting of the Board of Trustees with additions. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

There were no actions from closed session.

CLOSED SESSION

Vice President Williams introduced Dr. Ned Doffoney, newly appointed President of Saddleback College, who thanked faculty and staff for the warm reception he and his family have received.

**INTRODUCTION
OF GUESTS/
PRESENTATIONS**

Dean Marly Bergerud, Business Science, showed a television commercial to the board that was produced by Saddleback College Professor Herb Johns marketing students as a result of an internship sponsored by General Motors, whereby MacPherson Chevrolet Geo dealership awarded \$2,500 to the marketing class to produce an event that would raise awareness of the Geo cars among young people. She presented certificates of appreciation to Mr. Jeff MacPherson, MacPherson Chevrolet, and to representatives from SGRO Promotions, the firm that coordinates the GM Internship Program.

Saddleback College Professor William Heffernan conducted a slide presentation on highlights of the 1993 Semester in Oxford Program and introduced students who shared their experiences abroad with the board.

Trustee Lorch read a resolution commending Dr. Anna McFarlin for her outstanding service as Interim Chancellor from August 31, 1993, until February 28, 1994. Motion by Trustee Lorch, seconded by Trustee Frogue, to adopt Resolution 94-11. Motion carried by a roll call vote.

Trustee Lorch read a resolution in support of the Funds for the Future program established by the CCLC and its Commission on Athletics to raise funds to support programs, services, and to provide revenue for college programs. Motion by Trustee Lorch, seconded by Trustee Frogue, to adopt Resolution 94-10. Motion carried by a roll call vote.

Items 9, 14, 16, 18, 27, 34, and 35 were removed from the consent calendar for separate discussion. Motion by Trustee Walther, seconded by Trustee Lorch, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**CONSENT
CALENDAR**

Motion by Trustee Walther, seconded by Trustee Frogue, to accept for review and study the deletion of Board Policy 2101, Reimbursement of Travel Expenses for the Chancellor, and the revisions to Board Policy 4052, Reimbursement of Travel Expenses.

**BP2101 AND
BP4052
REVISIONS**

Motion by Trustee Walther, seconded by Trustee Lorch, to accept for review and study the revisions to Board Policy 5611, Open Enrollment, Prerequisites, Corequisites, and Advisories Policy.

**BP5611
REVISIONS**

Motion by Trustee Lorch, seconded by Trustee Hueter, to approve the revisions to Board Policies 4000, 4001, 4003, 4007, 4009, 4076, 4077, 4077.2, 4078, 4101.2, 4108, 4109, 4110, 6122, 6124, and 6125 as previously submitted. Student Trustee Mukai asked for a motion to include the addition of the words "or sexual orientation" at the end of item 1 in Board Policy 4000, Employment Policy. Motion by Trustee Walther, seconded by Trustee Lorch to include the requested additional wording. Following discussion, the board agreed to approve the listed policies as presented and bring Board Policy 4000 back to a subsequent meeting for review and study. Trustees Walther and Lorch withdrew their motion and second. Original motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**BOARD POLICIES
AFFECTED BY
ACADEMIC
EMPLOYEE
MASTER
AGREEMENT**

Motion by Trustee Lorch, seconded by Trustee Hueter, to approve the successor collective bargaining agreement with the Faculty Association of Saddleback Community College District for the period of July 1, 1991, through June 30, 1994, and authorize the Chancellor or designee to execute the collective bargaining agreement on behalf of the Board of Trustees. Trustee Walther expressed concern over the provision that allows payment of the cash equivalent to .50 OSH for a faculty member to perform peer review, and stated she would oppose the contract based on the creation of one Faculty Service Area rather than the number of FSA's recommended by the committee. Motion carried with Trustee Walther casting a negative vote. Student Trustee Mukai abstained from voting.

**ADOPTION OF
TENTATIVE
AGREEMENTS
WITH SCCD AND
SCCD FACULTY
ASSOCIATION**

Motion by Trustee Lorch, seconded by Trustee Walther, to approve the 1994-1995 Academic Calendar as shown. Student Trustee Mukai requested that governance groups be listed individually on future agenda items if all were not involved. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**1994-1995
ACADEMIC
CALENDAR**

The board approved the application for grant funds from the Project Assist Coordinating Council for the grant entitled, "Project ASSIST Internet."

**GRANT
APPLICATION**

The board approved the acceptance of grant funds for Saddleback College in the amount of \$75,000 from the Administration on Aging for the grant project "Gerontology Program Expansion and Transfer Project," and \$1,000 from the Home Builders Council of the Building Industry Association of Southern California, Inc., for the project "Home Builders Council"; and for Irvine Valley College in the amount of \$20,000 from the VATEA, State Chancellor's Office, for the project "Tech Prep Education Program II - Supplementary Funds."

**GRANT
ACCEPTANCES**

Motion by Trustee Frogue, seconded by Trustee Lorch, to ratify the nomination of Trustee Marcia Milchiker for membership on the CCCT Board of Directors. Trustee Walther noted that the deadline for nomination was February 15 and stated that she believed the process to be flawed since the nomination was not agendized and approved prior to the deadline. Motion failed with Trustees Walther and Hueter abstaining to vote. Student Trustee Mukai cast an affirmative advisory vote. Trustee Walther indicated that the board may wish to bring back the item to the next meeting. Motion by Trustee Lorch to bring the item to the March 14 meeting. Following discussion, it was determined that a motion was unnecessary to bring the item back and Trustee Williams directed the Chancellor to include the item on the agenda for the March 14, 1994, board meeting for reconsideration. Trustee Lorch withdrew her motion.

**CCCT
NOMINATION**

Motion by Trustee Walther, seconded by Trustee Lorch, to approve the Saddleback College England Semester Abroad program, Spring 1995, as described. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**SEMESTER
ABROAD**

The board approved Saddleback College's application for a Project ASSIST site license.

**PROJECT
ASSIST**

The board approved consulting agreements for Saddleback College with Rowley International, Inc., to provide design and engineering services for the Saddleback College pool project for a fee not to exceed \$7,500, and with BSI Consultants, Inc., to prepare preliminary designs for the slope restoration project for a fee not to exceed \$2,600.

**CONSULTING
AGREEMENTS**

The board approved the payment of honoraria by Saddleback College to the artists and craftspersons listed in the amounts listed to produce Summer Stock 1994; to the musicians listed in the amounts listed to produce the annual Spring Musical; to Mr. Richard Abraham in the amount of \$2,500 to perform as rehearsal accompanist and pianist for the Spring Musical; and to the guest speaker listed in the amount listed to participate in the Emeritus Institute Guest Lecture Series for Spring 1994.

HONORARIA

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the grant related consulting agreements for Saddleback College with Ms. Anna Everest for her presentations at the March 10-11 seminar associated with the Emergency Technician Model Curriculum Test Plan Project for an amount not to exceed \$5,000 plus related travel expenses; with Ms. Sandra Marzilli for her services as project coordinator for the Gerontology program Expansion and Transfer Project for an amount not to exceed \$29,000 plus travel and conference expenses; and with Ms. Lina Perez and Martha Olivas for their services in meeting the goals of the VATEA Subpart IIIB Grant Project for the amount of \$2,100 each. Following a brief discussion, motion carried with Trustee Frogue casting a negative vote.

**GRANT
RELATED
CONSULTING
AGREEMENTS**

The board approved a contracted services agreement with Dixie Lee Galvez, RN, to serve as an additional contractor to recruit and train personnel, establish and provide testing sites, and to administer the certification test as part of the Saddleback College Regional Health Occupation Resource Center grant project; honoraria as listed for presentations by the guest speakers listed at the Health Occupations seminar on March 11 and Educators' Institute on April 11-15, 1994; and consultant agreements with the individuals listed to serve as clinical evaluators, proctors, center assistants, and resident actors for an amount not to exceed \$5,000 each.

**REGIONAL
HEALTH OCCUPA-
TION RESOURCE
CENTER**

Motion by Trustee Hueter, seconded by Trustee Walther, to approve the agreement with Fullerton College for the use of media production facilities and services on an if and as needed basis. Following a brief discussion, motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**MEDIA
PRODUCTION
SERVICES
AGREEMENT**

Motion by Trustee Lorch, seconded by Trustee Hueter, to approve the proposed curriculum revisions for the 1994-1995 academic year. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**CURRICULUM
REVISIONS FOR
1994-1995**

<p>Motion by Trustee Lorch, seconded by Trustee Hueter, to approve the hiring of Atma & Associates of San Diego to complete the tasks required by the Vocational Education Staff Development project for 1993-1994. Following a brief discussion, motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.</p>	<p>CONSULTANT AGREEMENT</p>
<p>The board approved the educational trip to England by selected members of the Irvine Valley College soccer team and coaches under the conditions outlined.</p>	<p>SOCCER TEAM TRIP</p>
<p>President Burgess provided information for the board on the visit to Irvine Valley College by six students and a faculty member from the Universidad del Noroeste in Hermosillo, Mexico, from March 6 through March 20.</p>	<p>INTERNATIONAL VISITORS</p>
<p>The board approved the expenditures for the additional Irvine Valley College Music Department concerts for Spring 1994 as indicated.</p>	<p>MUSIC DEPARTMENT CONCERTS</p>
<p>The board approved the IVC Community Education program, presenters, and compensation for the 1994 Spring Session as indicated.</p>	<p>COMMUNITY EDUCATION SPRING 1994</p>
<p>The board ratified/approved Irvine Valley College's Southern California Community College Council for Staff Development Workshop in the amount of \$267.17 to cover associated costs; the Staff Development for Business Educators Project Workshops in the amounts listed for the presenters listed; and the Computer Augmented Flexible Environments for Manufacturing and Technology (CAFE II) Workshops in the amount of \$1,500 for each four week workshop to be conducted by Mr. Michael O'Halloran.</p>	<p>WORKSHOPS/ PRESENTERS</p>
<p>The board approved granting certificates of achievement to the students listed by Saddleback College and Irvine Valley College.</p>	<p>STUDENT CERTIFICATES</p>
<p>The board approved final acceptance of the Saddleback College Chemical Storage Facility and the district L.A. Cellular Monopole Construction projects and authorized filing of the Notice of Completion with the County of Orange and with the State Architect's Office for the latter project.</p>	<p>NOTICES OF COMPLETION</p>
<p>The board approved the Agricultural Services Agreement with the Harold V. Lorton Corporation for maintenance of the college's orange groves.</p>	<p>AGRICULTURAL SERVICES AGREEMENT</p>

Motion by Trustee Hueter, seconded by Trustee Lorch, to approve Change Order 8 increasing the construction contract for the IVC Hart Gymnasium project by \$15,285.76 to \$3,424,660.18, with 30 days extension to the project completion date.

**HART
GYMNASIUM
CHANGE
ORDER**

The board approved a contract with Stockton/Jellison to provide architectural services for Parking Lot 8 at Irvine Valley College for a fee of \$28,000; with JHH Consultants to provide a site survey and topographic map for a fee of \$2,950; with GEOBASE to provide on-site soil testing and investigation services in accordance with their proposal for a fee of \$1,750; and adopted Resolution 94-07 and directed the publication of the Notice of Intention to Adopt Negative Declaration for the project.

**PARKING
LOT 8
PROJECT**

The board approved the award of Bid 176 for the printing of telephone registration packets to Perfectforms, Topform Plus, and Riccobon Business Forms for a total amount of \$24,901.98, and Bid 917 including Alternate No. 1 for the swimming pool filter replacement at Saddleback College to S.S. Mechanical for a total amount of \$122,800.

BID AWARDS

The board accepted the general purpose financial statements with accompanying audit reports for the 1992-1993 fiscal year for the Saddleback Community College District Foundation, Irvine Valley College Foundation, and the Saddleback College Foundation as prepared by Vicenti, Lloyd & Stutzman, Certified Public Accountants.

**FOUNDATION
AUDIT
REPORTS**

The board approved the Software Use and Licensing Agreement between Saddleback Community College District and the College of the Sequoias Community College District as indicated, and authorized the Chancellor or Vice Chancellor of Fiscal Services to execute the agreement on behalf of the board.

**SOFTWARE
USE AND
LICENSING
AGREEMENT**

The board adopted Resolution 94-09, Non-Resident Capital Outlay Fee, to amend the 1993-1994 Restricted General Fund Budget by \$259,663, and Resolution 94-08, Dedicated Revenue, to amend the 1993-1994 Unrestricted General Fund Operating Budget by \$83, 154.

**BUDGET
AMENDMENTS**

The board approved/ratified transfers of appropriations as delineated.

**TRANSFERS OF
APPROPRIATIONS**

Motion by Trustee Hueter, seconded by Trustee Walther, to approve purchase orders 44906 through 45547 totaling \$723,193.80. Following a brief discussion, motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**PURCHASE
ORDERS**

Motion by Trustee Hueter, seconded by Trustee Frogue, to approve checks 43102 through 45938 totaling \$1,702,465.75; credit card purchases totaling \$6,788.27; Saddleback College Community Education checks 1213 through 1273 totaling \$66,978.06; and Irvine Valley College Community Education checks 2180 through 2188 totaling \$32,866.33.

**PAYMENT
OF BILLS**

The board denied claims against the district by Todd W. Mee and Madeline Crawford and directed notification of claimants and referral of claims to the District's insurance administrator for processing.

**CLAIMS
AGAINST
THE DISTRICT**

The board approved the 1994 Districtwide Classified Leadership Retreat scheduled for March 16 and 17, 1994, at a cost not to exceed \$2,800 including the contract with Ms. Patricia Brady who will organize and conduct the retreat.

**1994 DISTRICT-
WIDE CLASSIFIED
LEADERSHIP
RETREAT**

There were no public comments.

PUBLIC COMMENTS

Student Trustee Mukai reported that a student task force met recently to continue the review of Board Policy 104, Student Member of the Governing Board, in an effort to more clearly define the role of the student trustee. She added that a follow-up meeting of the task force is scheduled on March 4 at 1:30 p.m. in Room 260F, IVC Student Services Building, and invited all to attend.

**TRUSTEES'
REPORTS**

Trustee Walther brought to the board's attention the resolution in opposition of the differential fees sent to all board members from Chabot-Las Positas CCD and suggested the SCCD board consider a similar resolution. She noted that on February 11 the Orange County Register reported that among the universities and colleges in Orange County, Saddleback College and Irvine Valley College had the lowest crime rates in 1991, with further reductions in 1992, and commended campus security at both colleges for their efforts. Trustee Walther expressed relief and gratitude that the district had implemented seismic bracing in the Saddleback College library in view of the damage sustained by many schools and colleges as a result of the January earthquake.

Trustee Frogue reported that he visited with Dr. Robert Lombardi, former president/superintendent of the College of the Sequoias and newly appointed Chancellor of SCCD, during the preceding week at COS and enjoyed touring the campus and speaking with faculty members.

Trustee Lorch reported that she attended the 1994 Legislative Conference in Sacramento recently and found that the community college CEO's and CCCT board not only oppose the proposed fee increase from \$13 to \$20 per semester unit but believe that a statutory student fee policy should be enacted to maintain fees at a moderate, stable, and predictable level. She added that the Commission on Innovation report indicates that funding for expanding economic development and the role of community colleges should be provided as well as funding for community colleges to strengthen efforts to modernize administrative practices, delivery systems through telecommunications courses, and to improve technology by the trade off of the cost of brick and mortar. She continued that it is the nature of any investment strategy to focus on dollars being spent and to spend more wisely. Trustee Lorch emphasized the necessity of continually seeking how to better serve long term students and the community. She noted that she attended Emeritus Day at Saddleback College and that the program demonstrated how important The Emeritus Program is to human vitality, and to life-long learning as was articulated in Betty Freidan's latest book, *The Fountain of Age*. Trustee Lorch reported that she had also attended several productive and stimulating IVC student government meetings and commended the students' motivation and efforts to meet the challenges of preparing the institutions to engage in the struggle for transformation, and noted that everyone must accept the challenge regardless of where they sit in the organization. She concluded by stating that she learned from the IVC Senate and Cabinet meetings that reward comes from the sense of doing the right things rather than being rewarded for the things we do.

Trustee Williams reported that he too attended the legislative conference and while he and Trustee Lorch were unable to meet with some legislators due to their attendance at the crime summit in Los Angeles, they were able to leave packets of information including statements of concern over raising student fees and the differential fee as well as their business cards. He encouraged SCCD students to wage a letter-writing campaign in opposition to fee increases, to which Student Trustee Mukai and ASIVC representative Zavadil replied that several activities have been scheduled in the past and currently are being scheduled for that purpose. Trustee Williams commented that there was a great deal of discussion generated by the popular "Three Strikes You're Out" initiative but he expressed concern that no one has yet mentioned the source of funding.

President Brewer welcomed Dr. Doffoney on behalf of Saddleback College and pledged the college's support.

**PRESIDENTS'
REPORTS**

President Burgess commended David Everett and Dixie Massaro for their service as acting Vice President, Instruction, and Acting Dean, Instructional Resources, respectively, and welcomed Dr. McFarlin back to Irvine Valley College in her role as President.

Professor Robinson thanked Dr. McFarlin and Mr. Brewer for their work in interim and acting positions and welcomed Dr. Doffoney to Saddleback College. He congratulated Dr. James Thorpe, Saddleback College professor in Math, Science and Engineering, for being chosen by the Senate as their candidate for the Hayward Award for Excellence in Education at the state level and wished him success in the selection process.

**ACADEMIC
SENATE
REPORT**

Professor Runyan reported that the principal activity of the Faculty Association continues to be developing a contract proposal for 1994-1997. He indicated that several individual faculty members and faculty groups have submitted proposals which will be discussed at the March 7 representative council meeting, and that soon thereafter the proposal should be completed.

**FACULTY
ASSOCIATION
REPORT**

Mr. Brady reported that applications for the elected positions of President, Vice President, Treasurer, and Secretary of ASG are currently available with elections scheduled on April 12 and 13. He announced several upcoming ASG activities including participation in the St. Patrick's Day Parade on March 12, the Shamrock and Roll 5K race on March 13, blood drive on March 15 in SSC 225, the AIDS Awareness Fair on April 6, and the display of the AIDS Quilt starting April 8 in the gymnasium at Saddleback College.

**ASG
REPORTS**

Mr. Zavadil reported that students held a Jamaican Day on the 28th as well as a club advisors luncheon and both events were successful. He announced that ASIVC elections will be held for President, Vice President, Interclub Council President, and 22 senators on April 12 and 13. He noted that upcoming events include a Chili Cook-Off on April 20, an International Festival on May 11, and that students are continuing to work on activities to lobby the legislature concerning fees as well as on ASIVC by-law revisions. He added that the Teacher of the Year Committee met to determine when nomination forms would be distributed and deadlines for submittal, and indicated that the previous winner, Professor Richard Zucker, has volunteered to sit on the committee. Mr. Zavadil concluded by emphasizing the need for the inclusion of students in the governance process so that they may have a proactive approach to issues rather than reactive.

Dr. McFarlin welcomed Dr. Doffoney and thanked Terry Burgess, Dave Everett, Pam and Bob Deegan, and Dixie Massaro at IVC and Everett Brewer and Cal Nelson at Saddleback College for their dedicated service in acting or interim positions. She concluded by thanking the board for their support during her service as interim Chancellor.

**CHANCELLOR'S
REPORT**

Motion by Trustee Hueter, seconded by Trustee Walther, to approve the submitted academic and classified personnel actions including replacement pages with changes as announced. Motion carried unanimously.

**PERSONNEL
ACTIONS**

The board ratified the employment of Dr. Ned Doffoney as President of Saddleback College effective March 7, 1994, for a two-year contract at a starting salary of \$92,225 per year plus expenses and benefits.

**EMPLOYMENT
AGREEMENTS**

The board ratified the employment of Dr. Robert A. Lombardi as Chancellor of Saddleback Community College District effective march 1, 1994, for a three-year contract at a salary of \$145,000 per year plus expenses and health benefits.

Motion by Trustee Lorch, seconded by Trustee Frogue, to accept the following gifts: one IBM compatible 286 computer with monitor and keyboard, forty MB hard drive with two 5-1/4" floppy drives with connecting cables to be used in classroom instruction by the Computer and Information Management Department, donated by Marty Lipson to Saddleback College; various hardback and paperback books as indicated on Attachment 1 to be added to the Library's collection, donated by those listed on Attachment 1 to Saddleback College; one Stat Camera and one Lucygraph to be used in the instructional publications office, donated by The Wilshire Group to Irvine Valley College; Microscope, Inverted, Leitz DM II, Trinocular, Video Adapter to be used in various Biology classes and labs in the development of biotechnology curriculum, donated by David Lang, President, IVC Foundation, to Irvine Valley College; and four Pioneer Laser Disc players to be used for playing laser video discs in instructional classrooms, donated by Nancy Beverage to Irvine Valley College. Motion carried unanimously. **GIFTS**

The meeting was adjourned at 10:00 p.m.

ADJOURNMENT



Anna McFarlin, Secretary