

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
APRIL 11, 1994
LIBRARY 105, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by Vice President Williams at 6:30 p.m. Trustees Milchiker and Lorch were not present. The open session was then adjourned to closed session.

CALLED
TO ORDER

The Board of Trustees met in closed session from 6:30 p.m. to 7:30 p.m. All trustees were present.

CLOSED
SESSION

The open session of the regular meeting of the Board of Trustees was reconvened by President Milchiker at 7:30 p.m. She led the pledge of allegiance and Trustee Hueter requested a moment of silence.

RECONVENED

Members of the Board of Trustees

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

PRESENT

Administrative Officers

Robert Lombardi, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Kelly, Vice Chancellor, Administrative Services
Linda Kroner, Vice Chancellor, Human Resources
Ned Doffoney, President, Saddleback College
Terry Burgess, Vice 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

Motion by Trustee Lorch, seconded by Trustee Williams, to approve the agenda as presented, including replacement and/or additional pages to items 10a, 36a, and 36b. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Lorch, seconded by Trustee Rhodes, to approve minutes of the March 14, 1994, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

There were no actions to report from closed session.

CLOSED SESSION

The recipients of the 1994 Outstanding Service Awards were introduced, resolutions of commendation were read, and gifts were presented. Motion by Trustee Lorch, seconded by Trustee Williams, to adopt resolutions commending Leta Boeck, Life Sciences and Technologies, Irvine Valley College; Dennis Wyche, Senior Groundskeeper, Maintenance, Operations and Support Services, Saddleback College; and Ted Miller, Warehouse Worker, Fiscal Services, Saddleback Community College District. Motion carried unanimously by a roll call vote.

PRESENTATIONS

Items 10c and 37 were removed from the consent calendar for separate discussion. Motion by Trustee Rhodes, seconded by Trustee Frogue, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**CONSENT
CALENDAR**

The board approved Irvine Valley College's applications for funding from the State Chancellor's Office for the grant projects entitled "Advisory Committees/Linkages, Program Advisory Committees;" "Curriculum Revision in Business Education: Computer Information Science;" "Curriculum Revision in Business Education: Office Information Science;" "Guidelines for Delivery of Nontraditional Instruction for Computer Information Science Programs;" "Model Curriculum for Telecommunications Programs;" "Professional Development in Business Education I;" "Professional Development in Business Education II;" "Technical Instructor Intensive In-Service Training;" and "Tech Prep Educational Programs III."

**GRANT
APPLICATIONS**

The board approved Saddleback College's application for funding from the State Chancellor's Office for the grant project entitled "Curriculum Revision in Business Education."

Motion by Trustee Lorch, seconded by Trustee Williams, to approve the revisions to Board Policy 4000, Employment Policy. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**BOARD
POLICY**

The annual accreditation reports to the Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges for Saddleback College and Irvine Valley College, were provided for the board's information.

**ANNUAL
ACCREDITATION
REPORTS**

The board approved advising the Chancellor as to its preferences for the eleven candidates for whom the board wishes to cast a vote.

**CCCT BOARD
ELECTION**

Motion by Trustee Walther, seconded by Trustee Rhodes, to approve the Saddleback College field studies course, History 31, Mexican Civilization, and authorize Administration to execute the Educational Tour/Field Study Travel Contractor Agreement with City Travel of Diamond Bar. Associate faculty member Ray Reyes described the course in detail and answered the board's questions. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**MEXICAN
CIVILIZATION
COURSE**

The board approved the consultant agreement with Rex Tyner for a total cost not to exceed \$15,474 for services rendered in administering the Saddleback College Emeritus Institute program for the period from July 1, 1994, to June 30, 1994, inclusive.

**CONSULTANT
AGREEMENT**

The board authorized guest artist/speaker contracts for Saddleback College with Robert Bluestone for an evening recital and three days of residency activities from March 22-25, 1995, for a fee of \$2,950; with Jim Gamble Puppet Productions for two performances of "The Greatest Little Show on Earth" on May 8, 1994, at a cost not to exceed \$1,250; and with the Association of Women Against Rape Encounters for a Saddleback College Classified Staff Development lecture/demonstration workshop on "Self Defense Techniques" to be held on April 19, 1994, for classified staff members for a sum of \$250.

**GUEST
ARTIST/SPEAKER
CONTRACTS**

The board approved the Saddleback College guest speakers listed for their presentations as part of the Emeritus Institute Guest Lecture Series, and the AIDS Awareness panel members for their participation in an AIDS Awareness Forum on April 13, 1994.

**GUEST
SPEAKERS**

Saddleback College Professor Lee Walker addressed the board to express opposition to the commencement committee's recommendation of Assembly Member Bill Morrow serving as commencement speaker. Both Professor Walker and community member Nancy Rucher objected to the committee's recommendation based on the fact that Assembly Member Morrow is running for reelection in the 73rd Assembly district. During discussion on the item, several board members stated that it would be inappropriate to withdraw the invitation to speak and Trustee Walther requested that the selection process for commencement speakers be reviewed to avoid similar problems in the future. Following discussion, motion by Trustee Williams, seconded by Trustee Hueter, to approve Assembly Member Morrow as guest speaker at the Saddleback College commencement ceremony. Motion failed. Following further discussion, motion by Trustee Williams, seconded by Trustee Hueter, to approve Assembly Member Morrow as guest speaker at the Saddleback College commencement ceremony. Trustee Frogue moved to amend the motion to include equal media time for the other candidates running for the 73rd Assembly district seat. There was no second to the amendment. Motion carried with Trustees Lorch, Frogue, and Rhodes abstaining to vote. Student Trustee Mukai cast a negative advisory vote.

**COMMENCEMENT
SPEAKER**

The board approved honorarium in the amount of \$75 for Chris Landis to present a lecture on April 13, 1994, to the Irvine Valley College Emeritus Institute photography class.

**GUEST
SPEAKER
HONORARIUM**

The board approved the Summer 1994 Community Education programs, presenters, and compensation for Saddleback College and Irvine Valley College.

**COMMUNITY
EDUCATION
PROGRAMS**

The board approved the Joint Powers Agreement with Irvine Unified School District, the City of Irvine, and Irvine Valley College for the purpose of expanding programs and services to serve the disabled and disadvantaged throughout Irvine.

**JPA FOR
HORIZONS
PROGRAM**

The board ratified the participation of fourteen members and two coaches of the Saddleback College/Irvine Valley College Forensics Team at the April 3 - 8 Phi Rho Pi Nationals held in Orlando, Florida, at a total cost not to exceed \$15,000.

**FORENSICS
TEAM
ACTIVITY**

The board approved the April 30 fundraiser sponsored by the IVC Foundation and the Laser Booster Club, and the May 15 fundraiser sponsored by the IVC Foundation and the IVC Men's Basketball Team.

**BOOSTER
CLUB
ACTIVITIES**

Information on the establishment of a Pooled Income Fund for the purpose of increasing the financial resources of the IVC Foundation and its ability to provide long range support to the college was provided for the board's review.

**POOLED
INCOME
FUND**

Motion by Trustee Rhodes, seconded by Trustee Williams, to approve the Memorandum of Understanding between Irvine Valley College and the Universidad del Noroeste for a collaborative exchange of School of Business related technical and curriculum information. Vice President Burgess detailed the item and answered questions. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Mukai cast an affirmative advisory vote.

**AGREEMENT
WITH UNIVER-
SIDAD DEL
NOROESTE**

The board approved the attendance of twenty faculty consortium members at one of the two scheduled Applied Academics Workshops to comply with the goals of the Tech Prep II grant project; attendance of ten consortium members at the National Tech Prep Networking Conference April 9 - 12 to comply with the goals of the Tech Prep II project; and expenditures for the presenters as listed in the amounts listed for the workshops to be held as part of the Staff Development for Business Educators grant project.

**IVC
WORKSHOPS**

The board approved granting certificates of achievement to the students listed by Saddleback College and Irvine Valley College.

**CERTIFICATES
OF
ACHIEVEMENT**

<p>The board accepted the project to retrofit the ventilation system in Building B200 at Irvine Valley College as complete and authorized the filing of a Notice of Completion with the County of Orange.</p>	<p>VENTILATION SYSTEM RETROFIT</p>
<p>The board approved the extension of the contract with Rick Brown as inspector-of-record for the construction of the IVC Hart Gymnasium for a total cost of \$15,000.</p>	<p>INSPECTION SERVICES CONTRACT EXTENSION</p>
<p>The board approved declaring the construction of Parking Lot 8 at Irvine Valley College to have no significant effect upon the environment and adopted Resolution 94-18 approving a Negative Declaration and filing of a Notice of Determination.</p>	<p>PARKING LOT 8 NEGATIVE DECLARATION</p>
<p>Motion by Trustee Hueter, seconded by Trustee Lorch, to approve the renewal of the license agreement with Southern California Edison Company for the easement property as described in the exhibit for the period covering June 1, 1994, through May 31, 1999, inclusive, in the amount of \$2,200 each year. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.</p>	<p>RENEWAL OF EASEMENT LICENSE</p>
<p>Motion by Trustee Lorch, seconded by Trustee Williams, to approve the agreement with Ernst and Young to perform the District's computation for rebate of excess investment earning for the period commencing February 1, 1995, to February 1, 1999, inclusive, at a cost of \$2,000 per year, plus out-of-pocket expenses not expected to exceed \$100 per year. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.</p>	<p>ARBITRAGE AND REBATE CALCULATION CONTRACT</p>
<p>The board approved the request for assignment of all rights, title, interest, and payments due on Equipment Schedule #1, dated August 31, 1993. to bank of Walnut Creek, Walnut, California.</p>	<p>ASSIGNMENT OF LEASE RIGHTS AND CONDITIONS</p>
<p>Motion by Trustee Hueter, seconded by Trustee Walther, to approve the district's participation in the County of Orange Tax and Revenue Anticipation Note issue, adopt Resolution 94-16, Requesting Issuance, Approving Preparation of the Official Statement, Pledge of Revenues and Certain Tax Covenants in Connection with the 1994-1995 Tax and Revenue Anticipation Notes, and authorize the Vice Chancellor of Fiscal Services and Operations to execute all related documents. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.</p>	<p>1944-1995 TRANS ISSUANCE</p>

<p>The board adopted Resolution 94-19, Irvine Valley College Tech Prep Education Project, Phase II, to amend the 1994-1994 General Fund Restricted Budget in the amount of \$20,000; Resolution 94-15, Saddleback College Gerontology Program Expansion and Transfer Project, in the amount of \$75,000; and Resolution 94-20, Irvine Valley College Workability III Grant, in the amount of \$103,571.</p>	<p>BUDGET AMENDMENTS</p>
<p>The board approved/ratified transfers of appropriations as delineated.</p>	<p>BUDGET TRANSFERS</p>
<p>The board approved purchase orders 45837 through 46416 totaling \$712,606.14.</p>	<p>PURCHASE ORDERS</p>
<p>The board approved checks 46506 through 47330 totaling \$1,968,326.70; credit card purchases totaling \$4,429.85; Saddleback College Community Education checks 1323 through 1408 totaling \$26,714.68; and Irvine Valley College Community Education checks 2235 through 2324 totaling \$59,239.12.</p>	<p>PAYMENT OF BILLS</p>
<p>The board ratified the expenses for the new Chancellor's reception held on March 24, 1994.</p>	<p>CHANCELLOR'S RECEPTION</p>
<p>The board adopted Resolution 94-14 authorizing payment to Trustee Joan Hueter absent from the March 14, 1994, board meeting due to illness.</p>	<p>PAYMENT TO ABSENT BOARD MEMBER</p>
<p>The board approved the trustees' requests for reimbursement of mileage for attendance at board meetings.</p>	<p>MILEAGE REIMBURSE- MENT</p>
<p>The board approved the trustees' requests for travel as indicated.</p>	<p>TRAVEL REQUESTS</p>
<p>There were no public comments.</p>	<p>PUBLIC COMMENTS</p>
<p>Trustee Rhodes reported that through the hard work of CCLC and strong advocacy from local districts a \$900 million higher education bond effort, Proposition 1c, will appear on the June 1994 ballot. He urged everyone to write letters to those legislators who supported the bond effort and asked that a resolution of support be brought to the next board meeting for the board to adopt. Trustee Rhodes indicated that the Orange County Legislative Task Force is planning meetings with legislators in their home offices during April and May to discuss the historic underfunding of community colleges and the property tax shortfall, student fees, and the repeal of the differential fee.</p>	<p>TRUSTEES' REPORTS</p>

Trustee Frogue expressed concern over the recent election process for the Irvine Valley College Academic Senate President and asked that several alleged improprieties be investigated by persons at the district level prior to the seating at the June board meeting of the newly elected IVC Senate President. He distributed copies of a document dated April 5, 1994, to all full-time faculty from a fact-finding committee that had been charged with reporting its findings back to the Irvine Valley College Academic Senate upon concluding examination of several issues. Trustee Frogue expressed dissatisfaction with the document in general and reviewed several points that he contended were not adequately addressed. He indicated that he would have additional comments at future meetings and asked that the document be attached to the minutes (attached).

Trustee Walther thanked Student Trustee Mukai for her suggested additional wording to the Board Policy 4000 revision. She announced that UCI will host a program of remembrance, "Never Again: From Intolerance to Genocide," that will include presentations by author and UCI faculty member, Thomas Keneally, as well as IVC Professor Richard Prystowsky who has been a leading figure in Orange County in presenting facts of the Holocaust. Trustee Walther commended the IVC Foundation for recognizing the Anti-Defamation League's Holocaust Oral History Project as one of the honorees of this year's community awards.

Trustee Lorch stated that she was very proud to have been a reader at the AIDS Memorial Quilt display event held in the Saddleback College gymnasium the previous weekend. She indicated that in talking with people whose families have been touched by the disease, she was reminded that the human heart does not stay away too long from that which hurts it the most and that the pain does not magically disappear. Trustee Lorch added that the project was an opportunity for everyone to gain strength and insight to fight back harder to eradicate AIDS, and encouraged all to attend the AIDS Awareness Forum on April 13 at Saddleback College. She reported that she also attended the Classified Development Day and the presentations by ASG candidates and that all of the events she attended exemplified quality.

Student Trustee Mukai indicated that she would attend one more meeting as the student member of the board and introduced Saddleback College student Jose Cabalero, the sole candidate running for the position.

President Doffoney reported that over 3,000 community members viewed the AIDS Memorial Quilt and commended planning committee members Tim Gertz, Doug Barr, Kurt Hueg, Lois DiAlto, Ron Albright, Kevin Cook, Jeffrey Clark, and Charles Castagno for their hard work. He thanked all who attended the event including Trustees Milchiker, Lorch, and Walther, Chancellor Lombardi, and Vice President Hodge.

**PRESIDENTS'
REPORTS**

Vice President Burgess reported that each member of the Saddleback College/Irvine Valley College won a medal at the recent the Phi Rho Pi Nationals and the team finished fifth in the nation overall out of 78 schools and 468 competitors. He commended the team and new coach, Gary Rybold, for their outstanding accomplishments. Vice President Burgess indicated that ten charcoal sketches of homeless people, part of a four-year long project by IVC Professor Jeff Horn, are featured in the May 1994 issue of *American Artist*.

Professor Robinson read resolutions adopted by the Saddleback College Academic Senate stating the Senate's positions on filling full-time faculty vacancies at Saddleback College and its proposed shared governance policy and asked that they be included in the minutes (attached). He announced that the Saddleback College and Irvine Valley College Academic Senates will hold their second joint meeting on Friday, April 15, at 1:00 p.m. in Room A212 at IVC.

**ACADEMIC
SENATE'S
REPORT**

President Milchiker called for a five-minute recess at 9:35 p.m.

RECESS

Mr. Pendry reported that Chapter 586 will hold a know-your-rights workshop on April 20 on both campuses for all classified staff. He thanked Chancellor Lombardi for inviting him as CSEA representative to attend Chancellor's Cabinet meetings and for providing a seat on the IVC Presidential Search Committee as well.

**CSEA
REPORT**

Professor Runyan stated that the faculty association continues to have long discussion on contract proposals and the they intend to present their proposal sometime before the next board meeting.

**FACULTY
ASSOCIATION
REPORT**

Ms. McClain thanked Trustees Milchiker, Lorch, Rhodes, and Frogue for participating in the recent Classified Staff Development Day and expressed appreciation for their support. She indicated that the Senate is currently working on organizing a Senate retreat and a shared governance policy from the standpoint of classified staff.

**CLASSIFIED
SENATE'S/
COUNCILS'
REPORTS**

Ms. Cayetano stated that she works closely with two of the Outstanding Service Award recipients, Leta Boeck and Ted Miller, and that they are very deserving of the award.

Mr. Brady thanked the board for approving the recommended commencement speaker and assured the board that their concerns about the selection process will be addressed by the committee next year. He reported that there are two candidates for ASG president, two for vice president, one for treasurer, one for student trustee, and one for recording secretary and that elections will take place on April 12 and 13. Mr. Brady indicated that students from Anthropology and Native History classes have tentatively scheduled an event on May 4 entitled "A Gathering of Indians" and have invited representatives from six California Indian reservations.

**ASG
REPORT**

Chancellor Lombardi noted that attending the AIDS Memorial Quilt display was a profoundly moving experience. He brought the attention of the board to a proposed revision of Board Policy 104, Student Member of the Governing Board, and noted that proposed changes include decreasing the unit load requirements from 12 to 9 units per semester, implementing an appointment rather than elective process, and permitting attendance at all board meetings including executive sessions. Chancellor Lombardi indicated that the proposed revision will be brought to a subsequent meeting for discussion and action.

**CHANCELLOR'S
REPORT**

Motion by Trustee Williams, seconded by Trustee Lorch, to approve the personnel docket as revised. Motion carried unanimously.

**PERSONNEL
ACTIONS**

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the revised hiring policy for full-time academic faculty. Trustee Lorch commended the committee for its hard work and general improvements to the policy, but expressed concern over its complexity and cost as well as the transition from the current to the revised process. Following discussion, Trustee Lorch moved to table the motion until the next hiring cycle, seconded by Trustee Williams. Following further discussion, President Milchiker asked that a workshop be conducted to clarify the process. Motion to table carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**FULL-TIME
ACADEMIC
HIRING
POLICY**

Motion by Trustee Williams, seconded by Trustee Lorch, to accept the following gifts: new release of SCO operating for MAI (Unix) System previously donated by MAI Systems to be used in teaching Unix and C to students in the Computer Information Management Programs, donated by Mark Townsell to Saddleback College; Okidata 391 24-pin Dot Matrix Printer to be used for instruction in the Information Management Center or for replacement parts, donated by Jolene Cardiel to Saddleback College; The College Handbook - 1991 College Board Guide to Two and Four Year Colleges to be added to the Library collection, donated by Steven Tash to Saddleback College; native plants for the restoration habitat groupings in the Natural History/Ecology/Horticulture amphitheater teaching garden to be used by students in those programs and others, donated by Tree of Life Nursery to Saddleback College; one Minolta X-700 camera and one Vivitar 80-200mm lens to be used by Liberal Arts division staff, donated by Joann Hines to Saddleback College; computer parts as listed on Attachment 1 to enhance office computer in the Learning Resources area, donated by Dave Everett, to Irvine Valley College; and two carousel slide trays to be used in making slide presentations, donated by Rebecca Welch to Irvine Valley College. Motion carried unanimously.

GIFTS

The meeting was adjourned at 10:45 p.m..

ADJOURNMENT


Robert A Lombardi, Secretary