

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
APRIL 19, 1993
STUDENT SERVICES 240, IRVINE VALLEY COLLEGE

CLOSED SESSION

The Board of Trustees met in closed session from 6:00 p.m. to 7:30 p.m. to discuss personnel and negotiations. All trustees were present with the exception of President Swanson.

CLOSED SESSION

REGULAR MEETING

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

CALLED
TO ORDER

Members of the Board of Trustees

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

PRESENT

Absent

Iris Swanson, President

Administrative Officers

Richard Sneed, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Kelly, Vice Chancellor, Administrative Services
Linda Kroner, Vice Chancellor, Human Resources
Cal Nelson, Acting President, Saddleback College
Anna McFarlin, President, Irvine Valley College

Faculty Association

Mike Runyan

Academic Senate

Mike Merrifield
Wendy Phillips

California School Employees Association

Mike Bryant
Tamara Carnine

Classified Senate/Councils

Vince Cooper
Matthew Breindel

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the agenda as presented including replacement and/or additional pages to items 35a and 35b. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve minutes of the March 30, 1993, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

Trustee Hueter read out the following closed session action:

CLOSED SESSION

In closed session on March 30, 1993, the Board of Trustees ratified the tentative agreement between the District and the Faculty Association for a contract effective July 1, 1991, through June 30, 1994, and including the proposal by the Faculty Association that Faculty Service Areas will be finalized by the end of the Fall Semester 1993. The agreement includes salary increases of: 2 percent effective July 1, 1991, 2.25 percent effective July 1, 1992, and 2.5 percent effective July 1, 1993.

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

**CONSENT
CALENDAR**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to accept for review and study Board Policy 4117, Family Care Leave. Trustee Frogue asked if legal counsel had recommended not adopting the original version and Chancellor Sneed replied affirmatively but that the policy had been revised and is now supported by counsel. Chancellor Sneed explained that the family care leave bill passed by Congress is not exactly the same as that passed by the state of California, and that BP 4117 was written to allow for the implementation of both in the administrative regulations. He added that number 5 in the proposed district policy further extends eligibility to include members of the employee's household who are not spouses, parents, or children. In response to questions, Chancellor Sneed indicated that definitions of terms will be in the administrative regulations currently being drafted by legal counsel. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**BOARD
POLICY
4117**

The board approved the contract with William Hoy, attorney, for the continuation of the free legal services program offered through and for the Associated Students of Saddleback College.

**LEGAL
SERVICES**

The board approved the Multi-Cultural Week events to be held April 22-May at Saddleback College with guest speakers and compensation as indicated; Earth Day at Saddleback College to be held April 22 with guest speakers and compensation as indicated; Saddleback College commencement to be held May 21 with presenters, technicians, and compensation as indicated; the Irvine Valley College 5th Annual Math Forum to be held on April 28, cosponsored with UCI Partnership Network, the Orange County Department of Education, and Tustin Unified School District, at a cost not to exceed \$1,000; and Irvine Valley College's Health and Wellness Center Program events to be held in April and May with the cost of refreshments, prizes, incentive items, and other associated activities and items not to exceed \$425.

**EVENTS/
GUEST
SPEAKERS**

The board approved the loan of six Yamaha TW250 motorcycles for one year for use in conducting the Motorcycle Rider Safety Program at Saddleback College.

**MOTORCYCLE
RIDER SAFETY
PROGRAM**

Program review and operating statements for the Saddleback College and Irvine Valley College Community Education programs were provided for the board's review. Trustee Frogue asked if academic courses are offered through Community Education and, if not, can they be offered to increase the number of credit classes available for students. Dean Kathie Hodge stated that the guidelines at Saddleback College specify that the Community Education programs cannot compete with the instructional programs and are strictly fee-based. She added that some instructional programs have been identified that may be placed in the fee-based mode for a period of time, but most students are motivated to enroll in classes for which they receive academic credit.

**COMMUNITY
EDUCATION
PROGRAM**

Information on the 1994 teacher of the year nominations from Saddleback College and Irvine Valley College was provided for the board's review. Chancellor Sneed explained that the Orange County Department of Education administers the funds from the James Hines Teacher of the Year Foundation, and that the student government organizations select nominees for ratification by the academic senates. He announced that Professors William Holston and Richard Zucker are the finalists selected for the award by Saddleback College and Irvine Valley College, respectively, and congratulated Professors Holston and Zucker on the honor bestowed by students and colleagues.

**TEACHER OF
THE YEAR
NOMINATIONS**

President McFarlin provided details on the open house to be held at 5:30 p.m. on May 9 in honor of the 10th edition of *the ear* and opening exhibit entitled *Images of Peace*, featuring the works of Nguyen Dong and Nguyen Thi Hop.

**RECEPTION
FOR THE EAR**

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

**CERTIFICATES
OF ACHIEVEMENT**

The board approved the out-of-state travel request for the Irvine Valley College PSI Beta Club to attend the Western Psychological Association Conference to be held in Phoenix, Arizona, on April 21-26, 1993.

**PSI BETA
CLUB
TRAVEL**

The board approved the extension of the Irvine Valley College Tech Prep Education Programs grant from May 31 to June 30, 1993.

**EXTENSION OF
PROGRAM DATE**

The board authorized Irvine Valley College's participation in a partnership with Irvine Unified School District and the City of Irvine to provide summer employment for disadvantaged youth.

**SUMMER-OF-
SERVICE
PROGRAM**

The board approved the Joint Powers Agreement with Irvine Unified School District, City of Irvine, and Irvine Valley College for the purpose of establishing the Horizons Program to provide job placement services for 25 disabled adults in the community and 15 IVC students.

**HORIZONS
PROGRAM
JPA**

The board approved hiring Mary Auvil as a consultant for the preparation of the final report of the Staff Development - Leadership Institute for Business Educators Project for the amount of \$1,000, and for the preparation of the final report of the Local Area Network Curriculum Development and Teacher Training Project for the amount of \$1,000.

CONSULTANT

The board approved change order 6 to decrease the contract for the Child Development Center by \$1,972.47 to \$1,561,513.12 with no extension of time to the project completion date, and change order 2 to increase the contract for the Hart Gymnasium by \$3,272.52 to \$3,334,268.93 with no extension of time to the project completion date.

**CHANGE
ORDERS**

The board approved the award of the construction contract for the Irvine Valley College Building B Secondary Effects project to Louis T. Gabriel in the amount of \$76,522 conditional upon the approval and release of funding of the state Chancellor's Office, and the assignment of the inspection services contract to Frank Spear in the amount of \$3,150 contingent upon the award of the contract for construction.

**BUILDING B
SECONDARY
EFFECTS**

The board approved the award of Bid 163 for a district fuel storage and dispensing facility to Academy Development Services, Inc., for \$85,000.

**AWARD
OF BID**

The board rejected Bid 165 for upgrading HVAC chiller controls and authorized rebidding.

**REJECTION
OF BID**

The board approved the changes to the Orange County Fringe Benefits Joint Powers Authority agreement and bylaws and authorized the Chancellor or Vice Chancellor of Fiscal Services and Operations to execute the document on the District's behalf.

**REVISION TO
FRINGE BENEFIT
JPA AGREEMENT**

Motion by Trustee Hueter, seconded by Trustee Williams, to accept for review and study the quarterly budget status report as displayed and to direct the administration to include these reports in the minutes of this meeting as required by Title 5, Section 58310. Trustee Walther asked if the district's income and expenditures are at appropriate at this point in time and Vice Chancellor Carcamo answered affirmatively. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**QUARTERLY
FINANCIAL
STATUS
REPORT**

The board approved the district's contract as shown with the Community Development Agency of the City of Mission Viejo to receive incremental property tax revenues as a result of the City of Mission Viejo Community Redevelopment Project and authorized the Chancellor or Vice Chancellor of Fiscal Services to execute the contract, rescinded Resolution 92-07 dated February 3, 1992, and approved filing such action with the County of Orange Tax Assessors Office.

**MISSION VIEJO
REDEVELOPMENT
PROJECT**

The board approved Resolution 93-20, Health Services Fee, to increase the 1992-1993 Restricted General Fund Budget in the amount of \$11,085; Resolution 93-27, Title 5 Curriculum Review, to amend the 1992-1993 General Fund Budget in the amount of \$22,956; Resolution 93-28, Irvine Valley College - Dissemination of Business Education Model Curriculum, Phase II, to amend the 1992-1993 General Fund Restricted Budget in the amount of \$35,000; Resolution 93-29, District - Hazardous Substances Removal Program, to amend the 1992-1993 Capital Outlay Budget in the amount of \$70,110; Resolution 93-30, Saddleback College - Board Financial Assistance Program Administrative Allowance, to amend the 1992-1993 General Fund Restricted Budget in the amount of \$4,220; Resolution 93-91, California State University, Fullerton, to decrease the 1992-1993 General Fund Budget in the amount of \$27,795; Resolution 93-32, Saddleback College - Regional Health Occupation Centers, to amend the 1992-1993 General Fund Restricted Budget in the amount of \$56,680. and Resolution 93-33, Irvine Valley College - Funds for Instructional Improvement Loan for Life Fitness Center, to amend the 1992-1993 General Fund Restricted Budget in the amount of \$18,883.

**BUDGET
AMENDMENTS**

The board rejected the amended claim of Geraldine M. Schusterman and the original claim for Melvin Schusterman filed by Wayne I. Mc Claskey, Attorney at Law, on April 2, 1993.

**CLAIM AGAINST
THE DISTRICT**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve/ratify transfers of appropriations as delineated. Trustee Rhodes asked if the transfer of more than \$11,000 from book accounts as listed on page 1 of the agenda item exhibit are library books. President Nelson replied that with the initiation of the freeze, all items not already purchased, including books, were not purchased.

**TRANSFER OF
BUDGET
APPROPRIATIONS**

The board approved purchase orders 39314 through 39631 totaling \$395,912.39.

**PURCHASE
ORDERS**

The board approved checks 37097 through 37545 totaling \$1,374,182.38; credit card purchases totaling \$1,800.41; Saddleback Community Education checks 3593 through 3678 totaling \$26,600.80; and Irvine Valley College Community Education checks 4039 through 4132 totaling \$108,147.22.

**PAYMENT
OF BILLS**

The board adopted Resolution 93-34 authorizing payment to Trustee Iris Swanson absent from the March 30, 1993, Board of Trustees' meeting due to illness.

**PAYMENT TO
TRUSTEE ABSENT
FROM MEETING**

The board approved the trustees' requests for reimbursement for use of personal auto as presented.

AUTO

The board approved the trustees' requests for travel and/or mileage as shown.

TRAVEL

The board approved holding the Title 5 regulations workshop on Thursday, April 29, 1993, for the Senates, Administration, and Trustees at the University Club, University of California, Irvine, at a cost not to exceed \$850.

**TITLE 5
WORKSHOP
LOCATION**

The board approved consulting agreements with CPR For Everybody for Mickey Duarte, R.N., and Joseph Duarte, P.O. (Ret.), to conduct CPR classes for district services staff on May 4 and 6 at a cost not to exceed \$800; and with the Association of Women Against Rape Encounters (AWARE) for Ms. Troyce Thome to conduct two classes on women's self-defense for District Services staff on June 7 and 14 at a fee not to exceed \$210.

**CONSULTING
AGREEMENTS**

The board approved the District Services Staff Development Advisory Committee's 1993 Spring Retreat on Friday, June 4, with expenses not to exceed \$750.

**STAFF DEVELOP-
MENT COMMITTEE
RETREAT**

Ms. Miryam Ghodsian, former editor of the Saddleback College student newspaper, The Lariat, and Saddleback College Journalism Professor J. Michael Reed, addressed the board on behalf of the journalism program and urged the board not to eliminate release time for the faculty advisor to the Lariat. Ms. Janel Tortorice, ASIVC President, distributed a memorandum signed by the ASIVC Executive Council in support of the Irvine Valley College general petition which she said would be presented later during the meeting. Saddleback College Professor Alannah Orrison, Chair of the Saddleback College Honors Program, expressed concern over the proposed cut of the program. Irvine Valley College Professor Steve Rochford expressed concern over centralizing faculty salaries and asked the board to consider rectifying the staffing ratio difference between the two colleges. He announced that the IVC Symphonic Wind Ensemble performed at the recent 11th annual Western States Wind Ensemble Festival and received very favorable remarks.

**PUBLIC
COMMENTS**

Chancellor Sneed, in response to Professor Rochford's comment, stated that the budget allocation model does not centralize full-time faculty salaries, but actually allocates the funds for those salaries to the colleges first. He added the disparity in the costs of the salaries between the two colleges' full-time and part-time faculties is because Saddleback College faculty salaries are higher and the college has many more technical programs that require lower student ratios.

Student Trustee Love reported that elections for student trustee are currently taking place on the campuses. She stated that IVC students are working on a no-fee-hike campaign and rally, and an evaluation by students of instructors, and Saddleback College students are working on Multicultural Week and Earth Day events. She urged the board to continue to listen to students' needs.

**TRUSTEES'
REPORTS**

Trustee Williams thanked President McFarlin and IVC for hosting the board forum earlier in the day. He reported that he recently attended the Child Abuse Council of Orange County's Community Advocacy Dinner where Senator Marian Bergeson was honored with the Child Advocate of the Year award.

Trustee Rhodes reported that he attended the Classified Development Day on April 7 and found it to be a rewarding experience. He added that the forum was very worthwhile but he would like the next forum to be held at a location other than at one of the colleges and with a slightly different format.

Trustee Hueter commended IVC on their recently distributed summer Community Education brochure, and congratulated the nominees for Teacher of the Year award. She indicated that she attended the luncheon where last year's winner was announced and encouraged other to attend this year's event.

Trustee Walther thanked Trustee Williams for moderating the forum and agreed with Trustee Rhodes that another format and location for future forum should be considered. She added that it is very difficult to come from work, attend a forum, and then attend the public board meeting, and that scheduling a forum on a Saturday morning may encourage greater productivity with less stress.

President Nelson distributed copies of the Saddleback College Interdisciplinary Learning Center's brochure and indicated that the Center has applied for the the Academic Senate's Exemplary Program Award. He circulated copies of the MultiCultural Week brochure and stated that the Saddleback College summer schedule that will be mailed out April 21. President Nelson stated that everyone should have received a summer stock brochure in the mail and that he has received letters supporting the popular program.

**PRESIDENTS'
REPORTS**

President McFarlin stated that IVC's summer schedule will be available the following week. She announced that IVC Humanities Professor Rebecca Welch has been selected as one of twelve recipients for the National Endowment for the Humanities' fellowships to Rome, Italy, this summer.

Professor Merrifield commended President Nelson and Vice Presidents Hodge and Brewer for their work in balancing Saddleback College's budget and stated that the pressure felt by everyone is creating stress. He reported that the Senate subcommittee formed to study a one-college model and other models has distributed the results of their survey. Professor Merrifield added that the survey was not intended to be disruptive to the current operation.

**ACADEMIC
SENATES'
REPORTS**

Professor Phillips stated that the IVC faculty feels threatened by the recent Saddleback College Academic Senate subcommittee study and its exclusion of the IVC faculty in the survey. She distributed copies of a General Petition to the Board of Trustees that states that IVC students, administration, faculty and staff oppose the elimination of either of the two colleges in the district and asked that the petition be attached to the minutes of the meeting. Professor Phillips added that the IVC Academic Senate ad hoc committee was formed to study district reorganization with the focus on determining if one district can support the burgeoning population in the future or if more than one district may be necessary. She indicated that she attended the recent District Budget Committee meeting and learned that out of California's nineteen multi-college community college districts, only six had budget allocation models. She stated that the information was helpful and that the Budget Committee will meet again soon to begin formulating recommendations to the Chancellor.

Professor Merrifield stated that he wanted to publicly apologize, and added that the intent of the survey was not to intimidate or threaten IVC but to determine if there was any interest in a one-college model as a possible cost-savings measure.

Professor Runyan reported that the Faculty Association has started the process to try to reach consensus on the items yet to be resolved in negotiations. He stated that results of a faculty poll taken to determine interest level in the medicare deduction and possible start-up date are as yet incomplete, but 45 faculty members have expressed an interest in the deduction and approximately 75-80% prefer a 1993 start-up date.

**FACULTY
ASSOCIATION
REPORT**

Ms. Carnine stated that she would report for Mr. Bryant who had to leave the meeting. She reported that C.S.E.A. and the District have completed contract negotiations and that a proposal is forthcoming for the board's review, followed by a review and recommendations or approval by C.S.E.A. She praised the interest-based bargaining process and stated that many of the solutions to problems could be directly attributed to the process. Ms. Carnine invited the board to attend events tentatively scheduled for May 21 to be held at each campus during Classified School Employees' Week.

**C.S.E.A.
REPORT**

Mr. Cooper stated that the IVC Classified Council opposes any proposal from the Saddleback College Academic Senate or any other group to eliminate either of the two colleges and supports an emphasis on the shared governance process, including more involvement of the classified staff.

**CLASSIFIED
SENATE/COUNCILS
REPORTS**

Chancellor Sneed stated that he appreciated Professor Phillip's comments on the issue of districts in the future because it is pertinent to long-range planning. He indicated that the district was originally slated by the state for a third campus, but that if there continues to be a suppression of enrollment due to lack of funding and increased fees, there may be no need for a third campus in the near future. Chancellor Sneed reported that there were many good insights derived from the discussions at the forum, and that he particularly appreciated the comments favoring more dialog between the colleges. He stated that he cannot support any attempt to suppress or merge either of the two colleges, and that enormous effort and resources were expended in developing two separate and fully accredited institutions in order to serve the community best since the district covers almost one-half of Orange County.

**CHANCELLOR'S
REPORT**

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

**PERSONNEL
ACTIONS**

Motion by Trustee Hueter, seconded by Trustee Williams, to authorize the extension of the contract for the Vice Chancellor of Fiscal Services, the Vice Chancellor of Administrative Services, and the President of Irvine Valley College from July 1, 1993, through and including June 30, 1995, as shown. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**EXTENSION
OF
CONTRACTS**

Motion by Trustee Hueter, seconded by Trustee Frogue, to execute the necessary agreements with the Association of Community College Trustees to perform all activities required as an executive search consultant to hire a Chancellor for the Saddleback Community College District for a fee not to exceed \$20,500 for professional consulting services. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**CEO
SEARCH
SERVICE**

Motion by Trustee Hueter, seconded by Trustee Frogue, to accept the following gifts: six 140-slot slide trays and two 80-slot slide trays to be used for check-out use for Learning Resources/Audio Visual faculty and staff, donated by Autumn Broadway to Saddleback College; aquariums with miscellaneous fish equipment as listed to be used in the Marine Science and Biology Departments, donated by David Elliott to Saddleback College; two wheelchairs to be used by Special Services for pool transfers and mobility usage, donated by Ethel Desiderio to Saddleback College; music scores to provide the beginnings of a Music Library, donated by Margaret Neumann to Irvine Valley College; steel bars and other stock as listed to be used in the Engineering lab and for class work, donated by Parker Hannifin to Irvine Valley College. Motion carried unanimously.

GIFTS

The board meeting was adjourned at 9:15 p.m. to closed session.

ADJOURNMENT



Richard Sneed, Secretary