

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
APRIL 24, 1995
SSC 240, IRVINE VALLEY COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Williams 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 7:00 p.m. All trustees were present. **CLOSED SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Williams at 7:00 p.m. Trustee Frogue led the pledge of allegiance and Trustee Lorch read words of inspiration. **RECONVENED**

Members of the Board of Trustees

John Williams, President
Teddi Lorch, Vice President
Steven Frogue, Clerk
Joan Hueter, Member
Marcia Milchiker, Member
Lee Rhodes, Member
Harriett Walther, Member
Nitasha Sawhney, 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
Everett Brewer, Vice President, Instruction, Saddleback College
Daniel Larios, President, Irvine Valley College

Faculty Association

Thomas Carroll

Academic Senate

Terry Robinson
Peter Morrison

California School Employees Association

Mark Pendry

Classified Senates/Council

Mark Sierakowski

Carol Dobson

Associated Student Government

Monica Mukai

Michael Woodroof

Motion by Trustee Milchiker, seconded by Trustee Rhodes, to approve the agenda as presented, including replacement and/or additional pages to items 43a and 43b. Motion carried unanimously. Student Trustee Sawhney cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the minutes of the March 6, 1995, and April 24, 1995, meetings of the Board of Trustees. Motion carried unanimously. Student Trustee Sawhney cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

There were no actions to report from closed session.

CLOSED SESSION

The recipients of the 1995 Outstanding Service Awards were introduced, resolutions of commendation were read, and gifts were presented. Motion by Trustee Walther, seconded by Trustee Milchiker, to adopt the resolution commending Patti Weekes, Senior Instructional Assistance Specialist, Learning Resources, Saddleback College. Motion carried unanimously by a roll call vote. Motion by Trustee Hueter, seconded by Trustee Lorch, to adopt the resolution commending Margaret Dean, Administrative Secretary II, Special Services, Irvine Valley College. Motion carried unanimously by a roll call vote. Motion by Trustee Hueter, seconded by Trustee Milchiker, to adopt the resolution commending Erik Austin, Warehouse Worker, Central Services. Motion carried unanimously by a roll call vote.

**PRESENTATIONS/
RESOLUTIONS**

Motion by Trustee Hueter, seconded by Trustee Lorch, to adopt the resolution recognizing the contributions of classified employees to quality education in California and in the Saddleback Community College District, and declaring May 21-27, 1995, as Classified School Employees Week. Motion carried unanimously by a roll call vote.

The president of the Native American Club, Amy Linscott, and other Club representatives, thanked the board for their support of Native American awareness events in the past, and invited board members to attend A Gathering of Nations on June 24-25 at Saddleback College.

**INTRODUCTION
OF GUESTS**

President Williams called for a 10 minute recess at 7:45 p.m.

RECESS

Item 17a was removed from the consent calendar for separate discussion. Motion by Trustee Rhodes, seconded by Trustee Milchiker, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Sawhney cast an affirmative advisory vote.

**CONSENT
CALENDAR**

President Williams adjourned the regular meeting to hold a public hearing in order to provide an opportunity for the public to comment on the recommendations for reconfiguration of trustee area boundaries. Director Andrews briefly reviewed the reconfiguration examples and responded to the board's questions. Tom Wall, a resident of Irvine, encouraged the board to keep the census tract approach while incorporating more of the city issues by making a few minor changes. Following discussion, President Williams reconvened the regular meeting.

**RECONFIGURA-
TION OF
TRUSTEE AREA
BOUNDARIES**

After considerable discussion on the advantages and disadvantages of the waiting list system utilized by both colleges, Chancellor Lombardi indicated that he would bring a document to the board in the near future that includes a review of the current practice as well as recommendations for improvement.

**WAITING LIST
SYSTEM**

Chancellor Lombardi stated that after considerable review and deliberation on the subject of duplicating fees, he decided to revise his recommendation of continuing the policy of assessing the fees to discontinuing the fees for 1995-1996, with a thorough study of the issue for subsequent recommendation to the board for the 1996-1997 year. Motion by Trustee Lorch, seconded by Trustee Frogue, to approve the Chancellor's revised recommendation. Following discussion, motion carried with Trustee Milchiker casting a negative vote. Student Trustee Sawhney cast an affirmative advisory vote.

**INSTRUCTIONAL
MATERIALS
FEES**

Motion by Trustee Lorch, seconded by Trustee Walther, to approve Board Policy 2100.1, Delegation of Authority and Responsibilities to the Academic Senate. Several board members expressed concerns about the wording in several areas of the policy to which the Academic Senate presidents responded that 90% of the language was taken directly from Title 5. Following lengthy discussion, motion by Trustee Lorch, seconded by Trustee Frogue, to table the item until the next meeting. Motion to table carried with Trustee Rhodes casting a negative vote and Trustee Hueter abstaining to vote. Student Trustee Sawhney cast a negative advisory vote. President Williams asked board members to forward specific recommendations on rewording the policy to Chancellor Lombardi by the end of the following day so that the revision could be brought back to the next board meeting.

**BOARD POLICY
2100.1**

The board approved Irvine Valley College's application for funding from the State Chancellor's Office for the grants entitled "Course Material and Implementation for Telecommuting Instruction"; "Methods for Delivery of Nontraditional Instruction for Computer Information Science"; from the U.S. Department of the Interior, U.S. Geological Survey, for the grant entitled "The Earthquake Potential on the Harper and Blackwater Faults, Eastern California Shear Zone"; and from the State Department of Rehabilitation for the grant entitled "Workability III (WAIII)."

**GRANT
APPLICATIONS**

The board approved the list of nominees for the ten vacancies on the CCCT Board of Directors for transmittal to the League office by April 25, 1995.

**CCCT BOARD OF
DIRECTORS
ELECTION**

Information on the annual reports from Saddleback College and Irvine Valley College to the Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges was provided for the board's review.

**ACCREDITATION
REPORTS**

The board approved honoraria for Saddleback College guest speaker Elizabeth Styffe in the amount of \$200 for her presentation to the N151 Nursing Process students on May 16; for Rudolfo Anaya in the amount of \$850 for his presentation in Science/Math 313 on May 2; for the individuals listed for a total amount of \$350 for their presentations on areas in fine arts and communications; for the individuals listed in the amounts listed for their presentations on areas in fine arts and communications; for an additional Emeritus Institute guest speaker in the amount of \$75 for a lecture during spring semester as part of the Guest Lecture Series; for the artists and craftspersons listed in the amounts listed for their services to produce summer theatre; and for Dr. Dale Cook in the amount of \$2,000 for preparation and facilitation of the nursing curriculum development workshop on April 25-26, 1995.

**GUEST
SPEAKERS/
HONORARIA**

The board approved consulting agreements for Saddleback College with Norris Theatre to allow district employees and students to travel to Palos Verdes to perform Saddleback Civic Light Opera's production of *Beehive* May 30-June 3; with Laguna Beach Community Clinic, Inc., for nurse practitioners to supervise and direct educational clinical experiences for students in the Nurse Practitioner courses at the rate of \$25/hr. for 13 hours per week not to exceed \$5,400; with Becky Duran for her services as a consultant in the Regional Health Occupations Resource Center project for an amount not to exceed \$700; and with Shauna Miller, RN, for her services as a consultant in the RHORC project for an amount not to exceed \$50 per workshop.

**CONSULTANT
AGREEMENTS**

The board approved the Distribution Agreement with Concept Media for editing, duplicating, and distributing the Saddleback College SIDS video under the terms as outlined.

**SIDS VIDEO
DISTRIBUTION
AGREEMENT**

The board approved the expenditure of \$1,250 for facility use at the Hotel Laguna on April 25-26, 1995, for the Saddleback College nursing curriculum development workshop.

**OFF-CAMPUS
FACILITY
USE**

The board approved the Saddleback College Business Science Division Programs Advisory Committees Meeting on May 19, 1995, at the Sheraton Newport Beach for an amount not to exceed \$2,900.

**BUSINESS
SCIENCE DIVISION
MEETING**

Motion by Trustee Hueter, seconded by Trustee Walther, to approve the Saddleback College Semester in Oxford, Spring 1996, program. Following a brief presentation by Vice President Brewer and discussion, motion carried with Trustee Frogue casting a negative vote. Student Trustee Sawhney cast an affirmative advisory vote.

**SEMESTER IN
OXFORD**

The board approved the changes as indicated in the Saddleback College 1995-1996 catalog.

**CATALOG
CHANGES**

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

**CERTIFICATES OF
ACHIEVEMENT**

President Williams called for a five minute recess at 9:30 p.m.

RECESS

Motion by Trustee Milchiker, seconded by Trustee Rhodes, to approve Teddi Lorch as guest speaker at the Saddleback College commencement on May 25 at no fee. Trustee Hueter stated that she believes that a board member's role does not include being a commencement speaker for the colleges, and that ideas presented by a board member could be perceived as the opinion of the entire board, not just the individual speaker. Trustees Hueter and Walther stated that the ASG did not follow their published procedure for selecting a commencement speaker. Following discussion, motion carried with Trustee Hueter casting a negative vote and Trustee Walther abstaining to vote. Student Trustee Sawhney cast an affirmative advisory vote.

**SADDLEBACK
COLLEGE
COMMENCEMENT**

The board approved compensation as listed for the presenters and technicians listed for their participation in the Saddleback College commencement ceremonies on May 25, 1995.

The board approved the speakers and compensation as listed for the Saddleback College Si Se Puede Symposium on April 29, 1995, at Saddleback College; the speakers and compensation as listed for the Multi-Cultural Experience program May 1-11, 1995; and the guest speaker for the Christian Club meeting on May 9, 1995.

**SADDLEBACK
COLLEGE
EVENTS/
SPEAKERS**

The board approved holding the Men's Volleyball State Championship at IVC on Friday, May 5, and Saturday, May 6, and an additional art exhibition entitled *Latin American, State of the Art* May 5 through July 28, 1995.

IVC EVENTS

<p>The board approved the IVC Classified In-Service Days workshop and reception/lunch during in-service week, June 8-14, at a cost not to exceed \$1,200, and ratified the Districtwide Classified Staff Development Day held on April 11 at the USMCAS Officer's Club for a total amount not to exceed \$7,000.</p>	<p>STAFF DEVELOPMENT ACTIVITIES</p>
<p>The board approved hiring Mary Auvil to prepare the final report of the Model Curriculum for Telecommunications Programs Project at IVC for a fee of \$1,000.</p>	<p>CONSULTANT AGREEMENT</p>
<p>The board approve the IVC Professional Development in Business Education Project workshops and presenters from April through June as listed, and the Child Development Center Training Session with a presentation on CPR and First Aid on May 5, 6, and 12 by Marcella Fodor for honorarium in the amount of \$520.</p>	<p>WORKSHOPS/ TRAINING SESSION</p>
<p>The board approved a consultant agreement with Moraes/Pham & Associates for engineering services for replacement of the air conditioning system in the B-100 Building at IVC at a cost of \$10,500.</p>	<p>ENGINEERING SERVICES</p>
<p>The board approved a contract extension with Rick Brown as inspector-of-record for continuing services in the construction of Parking Lot 8 at IVC for an amount of \$3,000.</p>	<p>INSPECTION SERVICES</p>
<p>The board approved final acceptance of the installation of computer cabling project at Saddleback College, authorized filing the Notice of Completion with the County, and the release of retention.</p>	<p>NOTICE OF COMPLETION</p>
<p>The board adopted Resolution 95-18, Intention to Dedicate an Easement to SDG&E, for the purpose of constructing and maintaining an underground electric power line to MNWD reclaimed water pump station, and approved the date of May 8,1995, as the date when a public hearing will be held regarding dedication of the easement.</p>	<p>DEDICATION OF EASEMENT</p>

Motion by Trustee Frogue, seconded by Trustee Milchiker, to approve the 1995-1996 budget allocations as delineated in the exhibits. Vice Chancellor Carcamo presented the item and noted that if the additional 14¢ on the dollar is returned on June 5, the district will have an improved budget picture for the next fiscal year. Trustee Lorch indicated that she attended a recent Saddleback College Academic Senate meeting where the opinion generally expressed was that Saddleback could not operate within a budget reduced by \$2.1 million, and she asked administration what steps can be taken to alleviate the situation. Vice Chancellor Carcamo responded that although the college will probably not receive all the funding it would like, he believes that as additional funds flow into the model, further allocations are likely to be made. Motion carried unanimously. Student Trustee Sawhney cast an affirmative advisory vote.

**1995-1996
BUDGET
ALLOCATIONS**

Motion by Trustee Lorch, seconded by Trustee Hueter, to adopt Resolution 95-15 approving the issuance of 1995-1996 Tax and Revenue Anticipation Notes and authorize execution of all related documents. Motion carried unanimously by a roll call vote.

**ISSUANCE OF
1995-1996
TRANS**

The board accepted the quarterly budget status report as displayed for review and study and directed administration to include the report in the minutes as required by Title 5.

**QUARTERLY
FINANCIAL
STATUS REPORT**

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve retaining the services of International Business Machines Corporation Consulting and Services to perform a districtwide evaluation of information resources and provide recommendations for a fee not to exceed \$88,200. Chancellor Lombardi stated that hiring a consultant would aid the district in developing a plan to fulfill the district's commitment to technology. Following discussion and the expression of concerns by several individuals, Trustee Lorch moved to table the item, seconded by Trustee Rhodes. Motion carried unanimously. Student Trustee Sawhney cast an affirmative advisory vote.

**CONSULTANT
FOR EVALUA-
TION OF INFOR-
MATION
RESOURCES**

Information on various board-approved bank accounts and district internal controls was provided for the board's review.

**SCCD INTERNAL
CONTROL**

The board approved the award of Bid 201 to Mesa Energy Systems for an energy management system at IVC for the amount of \$23,052.06, and Bid 187 to Trend Offset Printing for printing of the 1995-1996 class schedules for the amount of \$214,378.32.

**AWARD OF
BIDS**

<p>The board adopted Resolution 95-16, IVC Economic Development Educational Services Agreements, to amend the 1994-1995 General Fund Restricted Budget by \$20,000; Resolution 95-19, IVC Dedicated Revenue, to amend the 1994-1995 Unrestricted General Fund Budget by \$25,056; and Resolution 95-17, IVC C.A.R.E. Program, to amend the 1994-1995 General Fund Restricted Budget by \$200.</p>	<p>BUDGET AMENDMENTS</p>
<p>The board approved/ratified the transfers of appropriations as delineated.</p>	<p>BUDGET TRANSFERS</p>
<p>The board approved purchase orders 53708 through 54287 totaling \$1,296,430.08.</p>	<p>PURCHASE ORDERS</p>
<p>The board approved checks 58253 through 59061 totaling \$1,516,044.84; credit card purchases totaling \$12,013.17; Saddleback College Community Education checks 2258 through 2319 totaling \$40,102.90; and Irvine Valley College Community Education checks 3197 through 3292 totaling \$185,153.10.</p>	<p>PAYMENT OF BILLS</p>
<p>The board approved expenditures for the May 5 and 6, 1995, District Diversity Conference activities in an amount not to exceed \$15,000.</p>	<p>DIVERSITY CONFERENCE</p>
<p>The board ratified the trustee workshop on communications conducted by Mr. Lowell Habel on April 17, 1995, at the Holiday Inn, Laguna Hills, for a total cost not to exceed \$1,000.</p>	<p>BOARD WORKSHOP</p>
<p>The board approved the district's participation in the Orange County Legislative Task Force breakfast meeting at Rancho Santiago College on May 5, 1995.</p>	<p>LEGISLATIVE TASK FORCE BREAKFAST</p>
<p>The board approved the trustees' requests to attend conferences and meetings, and/or local mileage reimbursement as indicated.</p>	<p>TRUSTEE ATTENDANCE/ REIMBURSEMENT</p>
<p>The board approved mileage reimbursement for the trustees' attendance at required board meetings.</p>	
<p>IVC student Morella Fontal asked the board to consider her request for their assistance in helping her to resolve certain issues at IVC, including the release of her transcripts to a university.</p>	<p>PUBLIC COMMENTS</p>

Trustee Frogue reviewed his previous comments regarding the Anti-Defamation League and IVC Academic Senate elections, and the related newspaper articles and letters from the ADL and Orange County Human Relations Commission. He referenced a recent article in the Orange County Register and stated that the inference that he is racist is totally false and all such accusations are villainous. (The articles, letters, and other documents submitted by Trustee Frogue are available for review in the public record of this meeting in the Chancellor's Office.)

Trustee Hueter reported that she attended a benefit recital on April 22 featuring IVC faculty member Jan Wyma and commended her for her fine performance.

Trustee Rhodes reminded the board and others who were invited about the Orange Legislative Task Force breakfast meeting with Orange County legislators on May 5 at Rancho Santiago College.

Trustee Walther noted that as a result of visits to SCCD, the accreditation teams made recommendations to establish procedures for the evaluation of the Chancellor and board, as well as to develop a board code of ethics, and she requested that the board move forward on those issues. She also requested that the board respond to two resolutions from a governance group that requested board response. Trustee Walther asked President Williams to speak on behalf of board members regarding their wish to discontinue the reference to certain issues that have been brought up repeatedly at board meetings.

Trustee Lorch reported that she attended the fourth annual classified staff development day and commented that the program was excellent. She reminded everyone about the Saddleback College Humanities Film Festival on April 28, initiated by part-time faculty member Francie Lo Russo, which she stated she has thoroughly enjoyed in the past.

President Williams reported that the board, Chancellor, vice chancellors, and college presidents participated recently in a communications workshop facilitated by Mr. Lowell Habel that was very worthwhile. He stated that during the workshop board members agreed that they do not want to hear any further commentary on the issues raised repeatedly by a board member concerning the Anti-Defamation League and the Irvine Valley College Academic Senate. President Williams referenced newspaper articles that featured several outstanding district athletes, as well as an article that reported on the junior wheelchair sports camps program held recently at Saddleback College.

Ms. Mukai reported that she has met with Vice President Hodge along with other students to develop the memorandum of understanding concerning Saddleback College's contract for bookstore services. She stated that there are areas of concern but that she is confident that those issues can be resolved prior to the next board meeting so that the document can be presented. She referenced Ms. Fontal's comments and encouraged support for students. Ms. Mukai commended the activities of the Native American Club and Professor Mike Merrified in his role as advisor to the Club.

ASG REPORTS

Mr. Woodroof commended the board and administration for discontinuing the instructional materials fees for 1995-1996 and for continuing to study the issue. He encouraged inclusion of the students in decision making as well as all governance groups. Mr. Woodroof reported that elections have been completed and Ms. Judith Krieg is the new ASIVC president.

Professor Robinson stated that the Faculty Association polled the faculty at both colleges on several reopener issues, and the Senate is currently studying several of those issues including admission and records concerns dealing with grading policies and academic renewal. He indicated that election of officers will be held at the May 3 meeting and that the latter part of the meeting will be devoted to an end-of-year get together to which he invited the board. Professor Robinson thanked the board for their consideration of the board policy delegating authority and responsibility to the academic senates and stated that he is eager to finalize the document for consideration at the next board meeting.

ACADEMIC SENATES' REPORTS

Professor Morrison reported that IVC is finalizing its organizational assessment and, following a review by the Senate at its May 4 meeting, a recommendation will come forward to the board through President Larios. He indicated that the Academic Affairs Committee has submitted specific recommendations regarding a peer evaluation system that will be the subject of discussion and deliberation at the next several Senate meetings, after which any resultant recommendations will be forwarded to the bargaining agent and the Saddleback College Academic Senate for consultation and deliberation. Professor Morrison commended his colleagues at Saddleback and all members of the District Budget Committee for their fairness and hard work over the past several months in developing recommendations for the allocation of financial resources for 1995-1996.

Professor Carroll reported that the Association will present its initial position on the reopening of the master contract to Vice Chancellor Kelly on April 28. He stated that among the reopener issues are the lab/lecture ratio reconfiguration and OSH banking.

**FACULTY
ASSOCIATION
REPORT**

Mr. Pendry thanked the board for adopting the resolution recognizing the classified staff and declaring the week of May 14-20 as Classified School Employees Week in SCCD. He encouraged the board to carefully consider current classified grievances for quick resolution.

CSEA REPORT

Mr. Sierakowski thanked the board for acknowledging outstanding classified staff members, and noted that the District Classified Council will hold elections for officers in May.

**CLASSIFIED
SENATES'/
COUNCIL'S
REPORT**

Ms. Dobson thanked the trustees who attended the Classified Staff Development Day and noted that the committee that develops the program consists of members from the Classified Council and Senates, chaired this year by IVC. She reported that the IVC Classified Senate is also planning staff development activities on June 8 and 14 during in-service, and that the Senate will hold its elections for officer in May.

President Larios reported that the SCCD Forensics Team took the national title in debate and finished second overall at the recent tournament, and that the IVC Administration of Justice Organization placed very high in their recent national competition as well. President Larios indicated that the IVC Wind Ensemble will participate at Fresno State in the Western State Wind Ensemble Festival this weekend, and that IVC will host the men's state volleyball championship on May 5 and 6. He noted that IVC is completing a technology initiative, which should be completed by the end of the semester, concerning the technological needs at IVC.

**PRESIDENT'S
REPORT**

Chancellor Lombardi reported that there has been good news regarding the state budget in that incomes are on an upward trend throughout the state.

**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**

The board approved the Independent Contractor Agreement with the Hay Management Consultants for an amount not to exceed \$1,000 to perform a labor market analysis on the position of Senior Computer Technician.

**CONSULTANT
AGREEMENT**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to accept the following gifts: one curved golf putter and one straight golf putter to be used in Physical Education classes and by the golf team for demonstration purposes, donated by Reese Company to Saddleback College; various hardback and paperback books and periodicals as indicated in Attachment 1 to be used in the library, and one STARR NX24-10 computer printer for LAP, donated by those listed in Attachment 1 to Saddleback College; various items as indicated on Attachment 2 to be used in Theatre productions and by student in Acting and Design classes, donated by Marion Sinkway to Saddleback College; and a computer memory for upgrading Fine Arts computer, donated by Carolann Messner to Saddleback College. Motion carried unanimously.

GIFTS

The meeting was adjourned at 11:25 p.m.

ADJOURNMENT


Robert A. Lombardi, Secretary