

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
MAY 10, 1993

REGULAR MEETING AND CLOSED SESSION

The regular meeting of the Board of Trustees held at 321 Calle Pescador, San Clemente, was called to order by President Swanson at 5:30 p.m. to discuss the CEO search process. All trustees were present except Trustee Williams.

**CALLED
TO ORDER**

The Board of Trustees met in closed session from 6:00 p.m. to 6:30 p.m. to discuss a personnel matter. The board, except President Swanson, then adjourned to Library 105, Saddleback College, where Trustee Williams joined the meeting, to continue closed session from 7:00 p.m. to 7:30 p.m. to discuss personnel and negotiations.

The regular meeting of the Board of Trustees was continued by Vice President Walther at 7:30 p.m. Trustee Hueter led the pledge of allegiance.

Members of the Board of Trustees

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

PRESENT

Administrative Officers

Richard Sneed, Chancellor
Tony Carcano, 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 Ryan

Academic Senate
Mike Merrifield
Wendy Phillips

California School Employees Association
Mike Bryant

Classified Senate/Councils
Vince Cooper
Pat Bollinger

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the agenda as presented including replacement and/or additional pages to items 33a and 33b. 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 April 19, 1993, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

There were no actions from closed session.

CLOSED SESSION

Trustee Hueter read a resolution commending Ellie Hodge, Saddleback College Library Technician, for her 25 years of outstanding service to the District. Motion by Trustee Hueter, seconded by Trustee Williams, to approve the resolution. Motion carried by a roll-call vote. Chancellor Sneed presented Ms. Hodge with the first 25-year service pin conferred on a district employee.

PRESENTATIONS

Trustee Hueter read a resolution commending Heather Love for her service as Student Trustee during the 1992-1993 academic year. Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the resolution. Motion carried by a roll-call vote. Ms. Love thanked the board for their support during her term and Vice President Walther presented her with a commemorative plaque. Ms. Love introduced her successor, Ms. Monica Mukai, a Saddleback College student and member of Associated Student Government.

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 approve Board Policy 4117, Family Care Leave. Trustee Rhodes requested that the word "permanent" be added to item 5 on page 1 of the board policy, so that the statement reads "Serious health condition of a permanent member of the employee's household." Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the inclusion of the word "permanent" to item 5 in the board policy. The amended motion carried unanimously. Student Trustee Love cast an affirmative advisory vote. The original motion carried with Trustee Frogue casting a negative vote. Student Trustee Love cast an affirmative advisory vote.

**BOARD
POLICY
4117**

The board approved Saddleback College's proposals for grant funds from the State Chancellor's Office entitled "Clinical In-Service Training," "Integration of Computer-Assisted Instruction into the Nursing Program," "Nursing Professor Obstetric In-Service Training," "Obstetric In-Service Retraining," "Obstetric Retraining In-Service Grant," and Psychiatric Nursing Professor Retraining In"Service Grant."

**GRANT
APPLICATIONS**

The board approved 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 per year for the services provided for the Saddleback College Regional Health Occupations Resource Center grant project, and a contracted services agreement with Advantage Health Education to provide the services of recruiting and training personnel, establishing and providing testing sites, and administering the certifications test for the project.

**REGIONAL HEALTH
OCCUPATIONS
RESOURCES
CENTER**

The board approved/ratified the Saddleback College consulting agreements with Dr. Carlton Blanton and Dr. Soraya Coley to provide strategy and coordination for development of an articulation transfer plan for students as part of the Articulation and Transfer of Alcohol and Drug Studies Programs grant project for an amount not to exceed \$1,800 each; with Janet Deane to present a hands-on computer seminar for selected members of the Saddleback Valley Board of Realtors to fulfill the requirements of the educational services agreement for an amount not to exceed \$700; with Hatfield & Dawson, electrical engineers, to prepare an application to the FCC for a KSBR radio station power increase by the deadline of May 3 at a cost of \$4,000, and with John McVeigh, of the Law Offices of Fisher, Wayland, Cooper and Leader, to file the application at a cost of \$1,000.

**CONSULTING
AGREEMENTS**

<p>The board approved the Educational Services Agreement with California Fineblanking Corporation for Irvine Valley College to provide training in computer automated design for the firm's employees for the amount of \$4,050 per group.</p>	<p>EDUCATIONAL SERVICES AGREEMENT</p>
<p>The board approved the honorarium for Mr. Ron Young in the amount of \$400 to conduct a workshop for art students at Saddleback College on May 11, 1993.</p>	<p>HONORARIUM</p>
<p>The board approved the workshops and full expenditures for the presenters in the amount listed for the Irvine Valley College Staff Development for Business Educators Project.</p>	<p>BUSINESS EDUCATORS PROJECT</p>
<p>The board approved an expenditure not to exceed \$140 for the Irvine Valley College graduating music majors recital on May 13, 1993.</p>	<p>MUSIC MAJORS' RECITAL</p>
<p>The board approved the participation of the Irvine Valley College Chorale and Women' Chorus in the performance of the Brahms and Mozart Requiems on May 30, 1994, in Carnegie Hall.</p>	<p>CARNEGIE HALL TOUR</p>
<p>The board approved the additional and revised instructional fees for 1993-1994 effective fall 1993 as presented for Saddleback College and Irvine Valley College.</p>	<p>INSTRUCTIONAL FEES 1993-94</p>
<p>The annual report on the profile and academic performance of fall enrolled students who have transferred from community colleges to the University of California, Irvine, was provided for the board's information. Chancellor Sneed indicated that for the past six years Irvine Valley College and Saddleback College students have consistently attained grade point averages at levels as high as or higher than the native UCI students. He continued that the current report reflects an average GPA of 2.98 for SCCD students versus 2.93 for native UCI students and commended the colleges for their outstanding job in preparing students for transfer.</p>	<p>UCI TRANSFER ANALYSIS</p>
<p>The board approved granting certificates of achievement to the students listed by Saddleback College and Irvine Valley College.</p>	<p>CERTIFICATES OF ACHIEVEMENT</p>
<p>The board approved the extension of the contract with Rick Brown as inspector-of-record for the construction of Saddleback College's Technology and Applied Science Building for a total cost of \$4,000.</p>	<p>TECHNOLOGY & APPLIED SCIENCE BUILDING</p>

The board approved final acceptance of the general construction of Saddleback College's Child Development Center by Culp Construction Company, and authorized filing of the Notice of Completion with the County of Orange and the release of retention 35 days after the date of filing.

**SC CHILD
DEVELOPMENT
CENTER**

The board approved the sale of three sailboats by Saddleback College to the University of California, Santa Barbara, for \$1,500.

**SALE OF SURPLUS
PROPERTY**

The board approved change order 7 increasing the contract by \$3,509.96 to \$1,565,023.08 with 15 days of extension to the Irvine Valley College Child Development Center project completion date, and extension of the inspection services contract with Frank Spear as inspector-of-record for the construction of the project at a cost of \$13,800.

**IVC CHILD
DEVELOPMENT
CENTER**

The board authorized the exercising of the option provided in Article 12 of the Standard Form of Agreement Between Owner and Architect, and approved hiring Parkin Architect to provide architectural services during the construction phase of Irvine Valley College's Building B Secondary Effects for the amount of \$2,060.

**BUILDING B
SECONDARY
EFFECTS**

The board accepted the project to upgrade the parking lot lighting at Irvine Valley College and Saddleback College as complete, approved change order 1, and authorized the filing of a Notice of Completion with the County of Orange.

**PARKING LOT
LIGHTING**

The board approved change order 9 increasing the contract amount by \$207,564 and extending the contract completion date to June 21 for the District's Athletic Facility project, and authorized the Vice Chancellor of Fiscal Services and Operations to execute the appropriate contract documents upon approval from the Office of the State Architect.

**ATHLETIC
FACILITY**

The board adopted Resolution 93-35 approving the Official Statement, the Official Notice of Sale, and the Notice of Intention authorizing the issuance of \$14,000,000 in 1993 Tax and Revenue Anticipation Notes, pledging property tax revenues for repayment and making certain tax covenants required by law.

**ISSUANCE
OF TRANS**

The board approved Lifelink as the provider for the District's Employee Assistance Program at a cost of \$1.50 per month per eligible employee and psychological benefits at a cost not to exceed \$6.52 per month per eligible employee beginning July 1, 1993.

**EMPLOYEE ASSIS-
TANCE/PSYCHO-
LOGICAL BENEFITS
PROGRAMS**

The board approved the consulting agreement with Jan Paulson from the State Chancellor's Office to conduct the Phase II Data Elements Workshop for college and district staff on June 3, 1993, at a cost not to exceed \$200.

**PHASE II
DATA ELEMENTS
WORKSHOP**

The board approved the expenditures for participants meals and materials not to exceed \$1,600 for CFIER training scheduled for June 16-18, 1993.

**CFIER
TRAINING**

Chancellor Sneed indicated that the next revision of the proposed state budget is due May 23, based on tax receipts and that whereas by law the budget is supposed to be passed by the legislature by June 15, last year it was not finalized until September. He reported that at the recent CEO meeting, indications were that there will be another extended discussion, focusing not only on education, but prisons, and welfare as well. Vice Chancellor Carcamo reviewed the updated preliminary budget and answered questions. He noted that Title 5 requires that districts reserve at least 3% of the overall budget and that failure to do so could result in penalties. Trustee Rhodes encouraged input from all staff so that the board can make an informed decision on the final budget.

**PRELIMINARY
BUDGET**

The board adopted Resolution 93-36, Irvine Valley College/Saddleback College, DSP&S Mid Year Reallocation, Psych Disabilities Adjustment, to amend the 1993-1993 General Fund Restricted Budget in the amount of \$7,902.

**BUDGET
AMENDMENT**

The board rejected the claim of Shari Stern dated April 20, 1993, and directed that the claimant be notified of this action

**CLAIM AGAINST
THE DISTRICT**

Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve/ratify transfer of appropriations as delineated. Motion carried unanimously. Student Trustee Love cast an affirmative advisory vote.

**TRANSFERS OF
APPROPRIATIONS**

The board approved purchase orders 39632 through 39901 totaling \$309,385.51.

**PURCHASE
ORDERS**

The board approved checks 37546 through 38106 totaling \$889,942.07; credit card purchases totaling \$2,086.11; Saddleback College Community Education checks 3679 through 3732 totaling \$28,144.02; and Irvine Valley College Community Education checks 4133 through 4185 totaling \$28,812.13.

**PAYMENT
OF BILLS**

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

TRAVEL

Saddleback College ASG President Sandra Roditi, students Gay Marie, and Ken Von Schuegell, and Professor Alannah Orisson addressed the board on behalf of the Saddleback College Honors Program and urged the board not to eliminate the program. ASIVC President Janel Tortorice read a letter to the board in which she requested the board to consider a student trustee from each campus and an item on the agenda for student government presidents' reports. Saddleback College student Steven-Paul Fortier expressed concern over fees, and Jolene Combs, President of the Journalism Association of Community Colleges, Palomar College Professor Susan Deacon, Golden West College student and Western Sun newspaper staff member Don Ventura, and former Lariat editor Miryam Ghodsian expressed concerns over proposed budget cuts that would affect the Lariat. Saddleback College Professor Patricia Boutelle emphasized the importance of continuing the Saddleback College Art Gallery and Milt Jacobson, Chairman of the Community Services Commission of Mission Viejo and member of the recently formed Mission Viejo Cultural Arts Committee, spoke on behalf of the Art Gallery and the Lariat. Lani Sinkway, Vice President of the Angels of Saddleback College and a member of the Mission Viejo Cultural Arts Committee, addressed the board to encourage continuation of the summer stock and guest artist programs at Saddleback College. Saddleback College Professor Peter LeSourd expressed concern with reduction in reassigned time for the Academic Senate President and department chairs, and classroom supplies.

**PUBLIC
COMMENTS**

Trustee Milchiker stated that she has seen many faculty, staff, and board members at the many spring college banquets and events and looks forward to seeing everyone at the commencement ceremonies.

**TRUSTEES'
REPORTS**

Trustee Frogue reported that he attended the Lariat awards banquet and enjoyed the event. He commended the Lariat staff for the award-winning publication and stated he hopes to see the program continued.

Trustee Rhodes reported that he received many letters from senior citizens in support of the classes offered through the Emeritus Institute. He added that many of the correspondents suggested charging fees for the classes to help support the program, and that he was impressed by the high attendance and low drop-out rate for those classes.

Trustee Williams commented that as a result of the governor's proposed cuts in funding to community colleges, board members must basically prepare for a worst-case scenario and will face difficult decisions. He indicated that he too has received many letters concerning possible program cuts and suggested that concerned persons direct letters to the legislators and the governor since they will determine the district's level of state funding. Trustee Williams added that it was disturbing to realize that for the amount spent to house a prisoner for one year in the state system, a student could get a degree from Stanford or USC.

Trustee Frogue reported that legislative visits to Sacramento and Washington were disappointing because there seemed to be a lack of support. He urged everyone to phone or write to legislators to express their concerns and ask for support for community colleges.

President Nelson reminded the board that the Saddleback College commencement is May 21 in the gymnasium and that the commencement address will be given by Nancy Bekavac, President of Scripps College. He reported that the Lariat and forensics banquet were held the previous week and that upcoming events include the Saddleback College Foundation account holders' breakfast on May 13, the Business Science Division's annual advisory committee meeting on May 13, and KSBR's birthday bash on May 16. He added that the recent KSBR membership drive yielded pledges totaling \$26,000, and presented board members with T-shirts commemorating KSBR's fourteenth birthday. President Nelson reviewed the budget process followed by the college this year and stated that he and the vice presidents have developed a plan to meet targeted enrollments next year.

**PRESIDENTS'
REPORTS**

President McFarlin indicated that her written report detailed the many upcoming events at Irvine Valley College, but called to the attention of the board the scholarship banquet on May 12 and commencement on May 20. She reported that the reception for *the ear* was excellent and distributed copies of the spring edition. President McFarlin announced that the IVC mens' volleyball team placed first in the state and commended the players, Coach Tom Pestolesi, and his staff for their excellent performance.

Professor Phillips reported that during its final meeting of the year on May 6, the IVC Academic Senate concluded business on many issues including passing revisions to the curriculum review process. She indicated that Professors Pam Deegan and Mark McNeil returned from the statewide Academic Senate conference in April with copies of the flex calendar guidelines and that evaluation of the guidelines resulted in the IVC Academic Senate's support. Professor Phillips added that the Senate is looking forward to participation in the CEO search, and commended Professor Walt DeAgguero's leadership of the District Budget Committee. She indicated that she will continue as Senate President during the coming year.

**ACADEMIC
SENATES'
REPORTS**

Professor Merrifield reported that at its last meeting of the year, Professors Terry Robinson and Nancy Reynolds were elected President and Vice President, respectively, and that they will take office in the fall. He expressed appreciation for the workshop conducted by Tom Nussbaum on Title 5 regulations relative to shared governance and commented that it was useful in clarifying the Senate's role in governance. Professor Merrifield reiterated that the "recombination plan" survey initiated by a Saddleback College Academic Senate subcommittee was never intended to disrupt or adversely affect Irvine Valley College, but to measure interest in a multi-campus district model as a potential cost-savings approach.

Mr. Bryant expressed support for the Lariat and, in response to earlier comments, indicated that he did not feel that budget cuts that may affect the Lariat were an attempt to restrict freedom of speech. He reported that he and the executive board are reengineering their decision-making processes so that they will operate more proactively rather than reactively.

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

Professor Runyan reported that at its last meeting the representative council of the Faculty Association unanimously voted continuance of the Lariat in its present form. He added that the council does not want to witness diminution of the Lariat in any way and emphasized the importance of its contribution to the college. He distributed a document authored by an IVC Professor.

**FACULTY
ASSOCIATION
REPORT**

Mr. Cooper indicated that the IVC Classified Council would like equal participation in the CEO search committee currently being formed.

**CLASSIFIED
SENATE/COUNCILS
REPORTS**

Ms. Pat Bollinger reported that as a member of the Orange County Legislative Task Force, Mr. Breindel will travel to Sacramento to meet with legislators on May 17, Lobby Day of 1993, an event sponsored by several community college districts and CCLC.

Chancellor Sneed, in response to Trustee Rhodes earlier comment, noted that community colleges by law are restricted from charging tuition for noncredit classes receiving state apportionment. He commented that in terms of savings realized by the District through the early retirement program, it is the combination of the retirement program with the hiring freeze that is critical to special savings. Chancellor Sneed reemphasized his support of maintaining two colleges in the district and indicated that in instances where one campus is subordinate to another, the satellite campus is always overshadowed by the main campus and not able to develop fully to serve local community needs.

**CHANCELLOR'S
REPORT**

Ms. Carol Ziehm, Lariat Instructional Assistant, announced that she saw Saddleback College Counselor Howard Bergman at walk-in registration earlier and was pleased to see him back on duty.

COMMENT

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 Frogue, to accept the following gifts: one pulse oximeter, one oxisensor assortment pack, one adult digit durasensor and various related educational teaching videos, posters and handouts to be placed in the Nursing Skills Lab for students in the Nursing, Psychiatric Technician, EMT, Paramedic and Medical Assisting programs to learn pulse oximetry skills, donated by Nellcor Incorporated to Saddleback College; one 12' trailer to be used to hold field gear for Life Sciences students, donated by IVC Foundation President Brien Manning to Irvine Valley College; Computer Center equipment as displayed in attachment to be used for Desk Top Publishing, Graphics, and Windows software packages in the the Center, donated by IVC Foundation President Brien Manning, to Irvine Valley College; Electrical Muscle Stimulation Unit to be used in the Fitness Center, donated by IVC Foundation President Brien Manning to Irvine Valley College; computer equipment and software ad displayed in attachment to be used for the production of the student newspaper, donated by IVC Foundation President Brien Manning to Irvine Valley College; and equipment and services for the construction of a control booth, extension of side stages, and related improvements to A301 to be used for the Forum For Theatre classes and productions for the public, donated by IVC Foundation President Brien Manning to Irvine Valley College. Motion carried unanimously.

GIFTS

The board meeting was adjourned at 10:45 p.m. to closed session.

ADJOURNMENT



Richard Sneed