

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
MAY 13, 1996
LIBRARY 105, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Lorch 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 7:30 p.m. All trustees were present. **CLOSED SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Lorch at 7:35 p.m. Trustee Williams led the pledge of allegiance and Student Trustee Gertz read words of inspiration. **RECONVENED**

Members of the Board of Trustees

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

PRESENT

Administrative Officers

Robert Lombardi, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
Kathleen O'C. Hodge, Associate Vice Chancellor,
Administrative Services
Ned Doffoney, President, Saddleback College
Daniel Larios, President, Irvine Valley College
Georganna Sizelove, Personnel Director

Faculty Association

No representation

Academic Senate

Bob Cosgrove
Bill Hewitt

California School Employees Association

Mark Pendry

Classified Senates/Council

Mark Kruhmin

Associated Student Government

Eric La Clair

Motion by Trustee Williams, seconded by Trustee Rhodes, to approve the agenda as presented, including replacement and/or additional pages to items 45a and 45b. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Gertz, seconded by Trustee Rhodes, to approve minutes of the April 22, 1996, regular meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

Trustee Frogue, Clerk of the board, read out the following closed session action:

CLOSED SESSION

During closed session on May 13, 1996, the board unanimously approved a retirement incentive agreement with the Faculty Association granting a two-year service credit, or annuity in lieu of a two-year service credit, with a 15% bonus upon retirement on either May 15 through August 20, 1996, or October 1, 1996, through January 15, 1997.

Trustee Frogue read a resolution commending Tim Gertz for his service as Student Trustee during the 1995-1996 academic year. Motion by Trustee Walther, seconded by Trustee Williams, to adopt resolution 96-34. Motion carried unanimously by a roll call vote.

RESOLUTION

Associate Vice Chancellor Hodge distributed materials on the Educational and Facilities Master Plan for both colleges, and noted that the district is first in the state to finalize a revised plan to meet the new regulations for capital outlay funding. She introduced representatives of Blurock Partnership, including Deborah Shepley who outlined the plan for the board.

**FACILITIES
MASTER PLAN
PRESENTATION**

Academic Senate Presidents Cosgrove and Hewitt reviewed the accomplishments of the senates during the 1995-1996 academic year, including the joint development of a process for the distribution of COPs funds and recommendations for pre- and co-requisites, and distributed an outline of their work.

**ACADEMIC
SENATE
PRESENTATION**

President Lorch asked for a motion to adjourn the regular meeting of the board to the Saddleback Community College District Facilities Corporation meeting. Motion by Trustee Rhodes, seconded by Trustee Hueter, to adjourn to the Facilities Corporation meeting. Motion carried unanimously. Vice Chancellor Carcamo introduced Attorney Brian Quint, representing Jones Hall Hill & White (legal counsel), as well as representatives from Stone & Youngberg LLC (underwriter), and Public Leasing Corporation, (financial advisor), who answered the board's questions concerning the issuance of COPs. Motion by Director Williams, seconded by Director Hueter, to adopt Resolution 96-14 approving the form and authorizing execution of the documents delineated in the resolution. Director Rhodes raised a question of privilege and stated that he was experiencing difficulty hearing the proceedings, after which the hearing apparatus was successfully adjusted. Following considerable discussion, motion carried by roll call vote with Trustees Frogue and Milchiker abstaining. Motion by Director Hueter, seconded by Director Williams, to reconvene the regular meeting of the Board of Trustees. Motion carried unanimously.

**FACILITIES
CORPORATION
MEETING/COPS
FUNDING**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to adopt Resolution 96-15 approving the form and authorizing execution of the documents delineated in the resolution. Following discussion, Trustee Frogue expressed several concerns and made a motion to table the item, seconded by Trustee Milchiker. Motion to table failed. Motion by Trustee Williams, seconded by Trustee Walther, to call the question. Motion to call the question passed with Trustee Frogue casting a negative vote. Main motion carried with Trustee Frogue casting a negative vote and Trustee Milchiker abstaining.

**COPS
FUNDING**

Items 8, 17f, 18, 23, 24, 25, 42 and 43 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 Gertz cast an affirmative advisory vote.

**CONSENT
CALENDAR**

There were no public comments.

PUBLIC COMMENTS

<p>The board approved the Saddleback Community College District Educational and Facilities Master Plan for Irvine Valley College and Saddleback College.</p>	<p>FACILITIES MASTER PLAN</p>
<p>The board adopted Resolution 96-35 to notify the Orange County Department of Education of the consolidated election specifications as indicated.</p>	<p>CONSOLIDATED ELECTION SPECIFICATIONS</p>
<p>The board approved the Psi Beta Club request for approval of travel to Toronto, Canada, and funds for six officers and two advisors to attend the American Psychological Association Conference at a total ASIVC cost not to exceed \$2,000.</p>	<p>PSI BETA CLUB TRAVEL</p>
<p>The board approved the workshop and personnel providing the training for the IVC Microsoft Training Project for the amounts listed.</p>	<p>WORKSHOP</p>
<p>The board approved the expenditure not to exceed \$650 to cover costs associated with the IVC classified staff development activities scheduled on May 29.</p>	<p>CLASSIFIED STAFF DEVELOP- MENT ACTIVITY</p>
<p>Motion by Trustee Williams, seconded by Trustee Milchiker, to approve Educational Services Agreements and Independent Contractor Agreements with Toshiba America Electronic Components, Inc., for IVC to provide employee training in Supervisory Skills Training at \$150 per hour of training, and with Ceradyne, Inc., for IVC to provide employees with Microsoft Computer training at \$180 per hour of training. Motion carried with Trustee Frogue abstaining. Student Trustee Gertz cast an affirmative advisory vote.</p>	<p>EDUCATIONAL SERVICES AGREEMENTS</p>
<p>The board approved the IVC Community Education program for Summer 1996, presenters, and compensation as indicated.</p>	<p>COMMUNITY ED PROGRAM</p>
<p>The board approved the hiring of Ms. Mary Auvil for the preparation of the final reports at \$1,000 per report for the Methods for Delivery of Nontraditional Instruction for Computer Information Science Programs Project, Model Curriculum for Telecommunications Programs Project, and Professional Development in Business Education Project at IVC.</p>	<p>CONSULTANT FOR GRANT REPORTS</p>

<p>The board ratified/approved consultant agreements with Amy Sirott to plan and facilitate the Microsoft Training workshops for IVC, and Christine Hale to edit the newsletter for the Tech Prep Educational Programs Project, Phase IV, grant in the amount of \$750.</p>	<p>CONSULTANT AGREEMENTS</p>
<p>The board approved the proposed IVC's curriculum revisions for the 1996-1997 academic year as indicated.</p>	<p>CURRICULUM REVISIONS</p>
<p>The board approved the IVC hosted Men's Basketball Southern California Sports Academy "O.C." Hoops Camp as a fundraising activity.</p>	<p>ATHLETIC EVENT</p>
<p>The board approved the expenditures in accordance with the Independent Contractor Agreement with RCS Information Services for the planning and facilitation of the Microsoft Training workshops.</p>	<p>WORKSHOP EXPENDITURES</p>
<p>The board approved the May 30-31, 1996, IVC administrative retreat for a cost not to exceed \$350 for the participants listed.</p>	<p>ADMINISTRATIVE RETREAT</p>
<p>Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the announcement of and recruitment for five replacement full-time faculty positions, contingent upon funding, at Saddleback College for the 1996-1997 academic year. President Lorch asked that a trend analysis be provided so that the board can clearly see the student demand for various classes. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.</p>	<p>FACULTY HIRING 1996-1997</p>
<p>The board approved/ratified payment of honoraria by Saddleback College to Dr. James Corbett in the amount of \$75 for his presentation as part of the Emeritus Institute guest lecture series; to Elizabeth Styffe in the amount of \$200 for her presentation to Nursing Program N151 Nursing Process students; to Earl Barnes and The New String Quartet in the amounts of \$25 and \$400, respectively, for their presentations to theatre and music classes; to the individuals listed for the total amount of \$1,425 for their participation in the Master Chorale concert and the Theatre Festival; and to Manon Robertshaw Trent in the amount of \$175 for her performance in the Trio Serena concert.</p>	<p>HONORARIA</p>

Motion by Trustee Williams, seconded by Trustee Hueter, to approve honoraria in the amounts listed for the Saddleback Civic Light Opera Artists and Craftspersons listed to produce a summer of professional theatre at Saddleback College. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**SUMMER
THEATRE**

Motion by Trustee Walther, seconded by Trustee Hueter, to ratify Katherine Dettwyler's presentation, "Dancing Skeletons, Life and Death in West Afrika," on May 13 at Saddleback College which will be open to the public. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

GUEST SPEAKER

The board authorized a guest artist contract with Jim Gamble Puppet Productions for two performances of "Hansel and Gretel" at Saddleback College on September 21, 1996, at a cost not to exceed \$2,000.

**GUEST ARTIST
CONTRACT**

The board approved RHORC consultant agreements with Patricia Green to serve as a Coordinator of CNA testing for an amount not to exceed \$5,000, and the individuals listed to serve as clinical evaluators, proctors, center assistants, and resident actors for an amount not to exceed \$500 per year.

**CONSULTANT
AGREEMENTS**

The board approved the facilities agreement with North Orange County ROP as a testing site for Saddleback College Emergency Medical Technician Certificate testing.

**FACILITY
AGREEMENT**

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

**CERTIFICATES OF
ACHIEVEMENT**

Motion by Trustee Williams, seconded by Trustee Rhodes, to approve Change Order 3 increasing the construction contract for the IVC Learning Resource Center project by \$12,544 and extending the contract completion date by 19 days. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**CHANGE
ORDERS**

Motion by Trustee Hueter, seconded by Trustee Walther, to approve Change Orders 1 and 2 increasing the contract for the soil/groundwater remediation project at Saddleback College by \$1,608 and \$1,620, respectively. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

<p>Motion by Trustee Hueter, seconded by Trustee Rhodes, to declare the Architectural Barrier Removal and Learning Resource Center Secondary Effects projects at IVC to have no significant effect upon the environment and authorize the Chancellor to file a Notice of Categorical Exemption. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.</p>	<p>NOTICE OF CATEGORICAL EXEMPTIONS</p>
<p>The board adopted Resolution 96-31 and directed the publication of the Notice of Intention to Adopt Negative Declaration for the listed projects at IVC.</p>	<p>NOTICE OF INTENT</p>
<p>The board declared the Architectural Barrier Removal project at Saddleback College to have no significant effect upon the environment and authorized the Chancellor to file a Notice of Categorical Exemption.</p>	<p>NOTICE OF CATEGORICAL EXEMPTION</p>
<p>The board adopted resolution 96-32 and directed the publication of the Notice of Intention to Adopt Negative Declaration for the listed project at Saddleback College.</p>	<p>NOTICE OF INTENT</p>
<p>The board awarded Bid 207 for a three-year contract to Total Food Management to provide food services and coin vending machines services at IVC.</p>	<p>AWARD OF BID FOR FOOD SERVICES</p>
<p>The board approved the extension of the contract with Trend Offset Printing for printing 1996-1997 class schedules.</p>	<p>EXTENSION OF CONTRACT</p>
<p>The board approved retaining Anne Morgan, CFRE, to write the application for funding to develop a master plan for a learning village at the Tustin MCAS, and authorized the Chancellor or Vice Chancellor, Fiscal Services, to sign the relevant consulting agreement.</p>	<p>CONSULTANT AGREEMENT FOR DEVELOPMENT OF LEARNING VILLAGE</p>
<p>Information on the district's current financial status was provided for the board's review.</p>	<p>FINANCIAL STATUS REPORT</p>
<p>President Lorch called for a fifteen-minute break at 9:45 p.m.</p>	<p>RECESS</p>
<p>The board adopted resolution 96-33, IVC/Saddleback College Extended Opportunity Program and Services, to amend the 1995-1996 General Fund Restricted budget by \$44,666 total.</p>	<p>BUDGET AMENDMENT</p>
<p>The board approved/ratified transfers of appropriations as delineated.</p>	<p>BUDGET TRANSFERS</p>

<p>The board denied claims against the district by Judith Gudeman and Richard Matura and directed notification of the claimants and referral to the district's insurance administrator for processing.</p>	<p>CLAIMS AGAINST THE DISTRICT</p>
<p>The board approved checks 69747 through 70460 totaling \$6,257,945.96; credit card purchases totaling \$3,197,.87; Saddleback College Community Education checks 2898 through 2923 totaling \$14,550.75; and Irvine Valley College Community Education checks 4062 through 4135 totaling \$265,492.70.</p>	<p>PAYMENT OF BILLS</p>
<p>The board approved purchase orders 61748 through 62159 totaling \$1,752,467.46.</p>	<p>PURCHASE ORDERS</p>
<p>The board approved the team training for the Information Resources Department as outline at a cost not to exceed \$2,500.</p>	<p>DEPARTMENT TEAM TRAINING</p>
<p>The board approved the June 12, 1996, classified leadership professional development retreat on June 12, 1996, and guest speakers at a cost not to exceed \$1,500.</p>	<p>CLASSIFIED LEADERSHIP RETREAT</p>
<p>Motion by Trustee Rhodes, seconded by Trustee Frogue, to adopt Resolution 96-30 authorizing payment to Trustee Hueter who was absent from the April 15 and April 22, 1996, board meetings due to an injury. Motion carried by roll call vote with Trustee Hueter abstaining. Student Trustee Gertz cast an affirmative advisory vote.</p>	<p>PAYMENT TO TRUSTEE ABSENT FROM MEETING</p>
<p>The board approved the trustees' requests to attend conferences and meetings, and/or local mileage reimbursement as indicated.</p>	<p>TRUSTEE REIMBURSEMENT</p>
<p>Many of the individuals that gave reports commended Student Trustee Gertz and various outgoing governance group officers for their service, and welcomed the newly elected officers. Several trustees thanked Jeff Haskell and the ASG for receipt of Certificates of Appreciation from the ASG.</p>	<p>REPORTS</p>

Trustee Walther stated that she would like for the board to act upon the draft board procedures provided by Associate Vice Chancellor Hodge, and would also like for the board to consider adopting a procedure that addresses the desirability of full voting participation, with abstention utilized sparingly and the reason noted. She reported that she enjoyed the many outstanding presentations at the recent CCCT conference and was pleased to see many vital young CEOs in attendance. Trustee Walther encouraged board members to contribute to the college foundations as was recommended at one of the sessions, and commended David Mertes and John Petersen who were honored at the conference for their years of dedicated service.

Trustee Williams reported that changing the name of the district appears to be a simple process according to the code and indicated that he would like the board to move forward on the issue. He noted that he attended a meeting of the Legislation and Finance Committee where proposed and failed legislation was discussed as well as the committee's direction for next year. Trustee Williams reported that he also attended a community outreach breakfast for local elected officials who are registered republicans, sponsored by the Republican party and a local ambulance service, where featured speakers were Assembly Speaker Curt Pringle and Senate Republican Floor Leader Rob Hurtt. He read the names of the members on the El Toro Reuse Citizens Advisory Commission and details from the LRA Bulletin, a monthly newsletter distributed by the MCAS El Toro Local Redevelopment Authority (attached to minutes).

Trustee Milchiker commented that she is looking forward to the upcoming commencement ceremonies which represent the culmination of hard work by students, faculty, staff, and trustees during the academic year. She reported that she attended the IVC Scholarship Awards Ceremony which was held in the Hart Gymnasium, and noted that nearly \$75,000 was awarded, with another \$25,000 raised by the Foundation through its golf fundraiser. Trustee Milchiker stated that she will also attend the Saddleback College Scholarship Award Ceremony where she believes over \$100,000 will be distributed.

Trustee Hueter thanked all those who expressed concern through cards, calls, and flowers over her recent shoulder injury.

Student Trustee Gertz reported that he recently attended several enjoyable events including the Saddleback College ASG banquet, the student juried art display opening, and the continuing foreign film festival. He expressed opposition to changing the district name and stated that among his reasons are its significance as one of the older institutions in South Orange County, and the association throughout the state of the Saddleback name with excellence. Student Trustee Gertz thanked many individuals for their support throughout the year including the board members, especially Trustees Walther and Lorch, Academic Senate President Cosgrove, President Doffoney, ASG Presidents Krieg and Haskell, and others. He stated that he hopes that shared governance will continue to be accepted and that communication among all members of the district will continue to improve.

Trustee Frogue reported that he enjoyed attending the Saddleback College performance of *We Don't Need No Stinking Badges*, and is looking forward to attending the commencement ceremonies and Nurses Pinning Ceremony. He indicated that he met with Trustees Lorch and Rhodes recently to streamline goals, and added that he supports Student Trustee Gertz' opinion regarding changing the district name.

Trustee Rhodes reported that he attended two important meetings recently, namely the Orange County Business Education Partnership Conference on April 25, and the CCLC Conference on May 10-11. He indicated that at the former meeting, 40 percent of those in attendance represented business, which was a first, and that the key-note speaker stated that an area in which education is particularly lacking is application of the education that is taught. Trustee Rhodes added that Nick Kremer, IVC Dean of Economic Development, served as a panelist at one of the CCLC Conference sessions which focused on assessing the changing needs of employment. He stated that Dean Kremer presented information during the session on the district's effort to make that assessment and asked that a report be given to both colleges.

President Lorch spoke on promoting those values essential to building consensus in a society driven by decision, and commented that academia has not done well in addressing the values issue. She stated that in a recent lecture, the President of Duke University stated that "we have been reluctant to recognize the power of what we do or perhaps more precisely been aware of that power and have been reluctant to use it. We have shied away from saying straight forwardly that our responsibility for training the next generations of citizens and leaders entails teaching some of the traditional sources of public good." Trustee Lorch added that higher education should not be measured solely by greater income potential but by how much society gains from a more educated, less dependent citizenry, as well as economic, social, and personal growth. She encouraged everyone to contribute to the building of consensus by modeling the behaviors of cooperation, compassion and responsibility so that the institution can sincerely say it has provided quality education as well as developed the foundation upon which the principles of democracy can grow. Trustee Lorch thanked the Saddleback College ASG for their hard work in building consensus in the community, and presented Student Trustee Gertz with a plaque commemorating his service to the board.

Eric La Clair, Saddleback College ASG Vice President, reported that the ASG has created many positions to allow students to be more active in student government next year and is certain that they will have many participants. He stated that the summer budget committee is working on defining each line item to produce very accurate records. Mr. La Clair recognized the baseball and softball teams for their records, and noted that the ASG is participating in the Relay for Life to help raise funds to support the fight against cancer. He added that ASG members will also participate in Lobby Day on June 3, and that he and other members are running for various positions in CalSACC.

ASG REPORT

Professor Cosgrove related an occasion at a conference several years ago where a technical representative of McDonnell Douglas was addressing educators and indicated that educators have both the wonderful yet dangerous luxury of allowing students to pass a test with 30 percent off, whereas he does not have that luxury in his industry. He encouraged administrators, faculty, staff and students to excel and not to settle for achieving just 70 percent.

**ACADEMIC
SENATE
REPORTS**

Professor Hewitt thanked all those who supported him as President of the IVC Academic Senate and announced that Kate Clark was elected as the new President.

Mr. Pendry invited everyone to the Staff Celebration during Classified Employee Week May 19-24, and thanked Personnel Director Georganna Sizelove for doing a great job in working with CSEA.

CSEA REPORT

Mr. Kruhmin reported that the Classified Senate is currently nominating officers for next year, and that there will be a workshop on May 16 on Conflict Resolution. He announced that President Doffoney was the winner of the Second Annual Chili Contest.

**CLASSIFIED
SENATE REPORT**

President Doffoney reminded the board that commencement will be held on May 24, and that the Scholarship Banquet will be held on May 16. He noted that the college will provide over \$125,000 in scholarships to students this year. He highlighted items on his written report including the recognition of two Saddleback coaches, the nursing pinning ceremony, and the KSBR annual membership drive and birthday bash. President Doffoney brought the board's attention to the academic personnel item on the agenda and encouraged the board to approve the employment of William Andrews as Vice President of Instruction, Ruth Jacobson as Dean of Technology and Applied Science, Terrill Robinson as Dean of Emeritus Institute and Physical Education, and Diane Pestolesi as Nursing Instructor.

**PRESIDENTS'
REPORTS**

President Larios thanked everyone who attended IVC's Tenth Anniversary Celebration on April 30, and Dean Rickner and his staff for making it a successful event. He commended Deans Kremer and Busché for their participation in the Orange County Economic Advancement Project and commented that he believes the information derived from the project will be beneficial to the colleges over the next few years.

Chancellor Lombardi reported that the Board of Governors took action the preceding week to pursue the separation of the state Chancellor's office from the state civil service system. He indicated that he was asked to comment and that thirteen individuals testified in favor of the change. Chancellor Lombardi stated that ultimately a bureau would be established in Sacramento which would be independent and function somewhat like the California State College system and the University of California system. He added that he believes a stronger, more centralized, independent body would benefit the overall system and, although in the early stages currently, the separation of the Chancellor's office could be a significant change in the future.

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the submitted academic and classified personnel actions, including replacement pages as amended. Motion carried with Trustee Frogue abstaining.


**PERSONNEL
ACTIONS**

Motion by Trustee Frogue, seconded by Trustee Hueter, to accept the following gifts: a Sanyo microwave oven to be used by the Learning Resource Center staff, donated by Dave Everett to IVC; fabric samples to be used for student projects in the Interior Design Department, donated by Jennifer Delany to Saddleback College; a sealskin coat to be added to the costume collection in the Clothing and Textiles Department, donated by Sherri Wolf to Saddleback College; and various hardback and paperback books, periodicals and records, as listed in Attachment 1 to be added to the Library collection, donated by those listed in Attachment 1 to Saddleback College.

GIFTS

The meeting was adjourned at 11:20 p.m.

ADJOURNMENT


Robert A. Lombardi, Secretary