

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
MAY 16, 1994
SSC240, IRVINE VALLEY COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Milchiker at 6:30 p.m. The open session was then adjourned to closed session. **CALLED TO ORDER**

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

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

Members of the Board of Trustees

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

PRESENT

Administrative Officers

Robert Lombardi, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Kelly, Vice Chancellor, Administrative Services
Linda Kroner, Vice Chancellor, Human Resources
Ned Doffoney, President, Saddleback College
Anna McFarlin, President, Irvine Valley College

Faculty Association

Tom Carroll

Academic Senate

Terry Robinson
Priscilla Ross

California School Employees Association

Mark Pendry

Classified Senate/Councils
Connie McClain

Associated Student Government
Matt Brady

Motion by Trustee Hueter, seconded by Trustee Lorch, to approve the agenda as presented, including replacement and/or additional pages to items 3, 23, and 37. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote. **APPROVAL OF AGENDA**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the minutes of the April 25, 1994, meeting of the Board of Trustees. Trustee Walther requested removal of an attachment to the minutes. Following discussion, motion carried with Trustees Walther and Hueter casting negative votes. Student Trustee Caballero cast an affirmative advisory vote. **APPROVAL OF MINUTES**

Trustee Williams reported the following closed session action: **CLOSED SESSION**

The Board of Trustees authorized the administration to hire a consultant to conduct a study of a potential land site for a third campus.

President Milchiker administered the oath of office to José Jesús Caballero who replaces Monica Mukai as student trustee for the 1994-1995 academic year. **SWEARING IN OF STUDENT TRUSTEE**

Trustee Lorch read a resolution recognizing the contributions of classified employees to quality education in California and in the Saddleback Community College District. The resolution was unanimously adopted by a roll call vote. **RESOLUTION**

Tim Gertz, Saddleback College student and AIDS Memorial Quilt Display planning committee member, presented certificates of appreciation to Trustees Milchiker, Lorch, and Walther, Chancellor Lombardi, Saddleback College Vice President Hodge and Dean Barr for their participation in the event. **PRESENTATION**

Motion by Trustee Williams, seconded by Trustee Rhodes, to approve the consent calendar as presented. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote. **CONSENT CALENDAR**

President Milchiker moved forward agenda item 38 to accommodate a guest speaker. Motion by Trustee Hueter, seconded by Trustee Lorch, to accept for review and study the Orange County Human Relations Council report. Mr. Rusty Kennedy, Executive Director of the Orange County Human Relations Council, reviewed the report which summarizes the relevant issues discovered during the inter-group relations assessment of the District community and the recommendations for enhancing cultural diversity and improving institutional climate. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**HUMAN
RELATIONS
COUNCIL
REPORT**

The board approved Irvine Valley College's application for funds from the U.S. Department of the Interior, Geological Survey, for the grant entitled, "The Earthquake Potential on the Harper and Blackwater Faults, Easter California Shear Zone."

**GRANT
APPLICATION**

Motion by Trustee Walther, seconded by Trustee Lorch, to accept for review and study Board Policy 1510, Native American Graves and Repatriation Act. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**BOARD
POLICY
1510**

The board accepted the initial contract proposal from the Saddleback Community College District Faculty Association for the purpose of complying with the Education Employment Relations Act.

**SCCDFA
CONTRACT
PROPOSAL**

The board approved the Educational Services Agreement with the Weider Nutrition Group, Inc., to conduct a study at the IVC Fitness Center on the effect of food supplements on individuals participating in a weight training program.

**EDUCATIONAL
SERVICES
AGREEMENT**

The board approved contracts in the amount of \$1,000 each with Ms. Mary Auvil for the preparation of the final reports to the State Chancellor's Office for the IVC grant projects entitled "Staff Development for Business Educators Project (first year)"; "Staff Development for Business Educators Project (second year)"; and "Dissemination of Business Education Model Curriculum, Phase II."

CONSULTANT

The board approved the workshops and full expenditures for the presenters in the amounts listed by IVC for the Staff Development for Business Educators Project.

**WORKSHOPS/
PRESENTERS**

The board approved granting certificates of achievement to students listed by Saddleback College and Irvine Valley College.	CERTIFICATES OF ACHIEVEMENT
Information on the many grants received by the Saddleback College Division of Health Sciences and Human Services and those who dedicated time and effort to the grant projects was provided for the board's review. Dean Dixie Bullock introduced Professors Susan Nawa-Raridon and Richard Wilson who were responsible for securing grant funds for numerous projects.	GRANT RECIPIENTS
Dean Kathie Hodge and Rex Tyner, Emeritus Institute Coordinator, provided details on the successful Emeritus Institute classes and expressed their appreciation for the board's continued support.	EMERITUS INSTITUTE
The board approved consulting agreements for Saddleback College with the individuals listed to serve as clinical evaluators, proctors, center assistants, and resident actors for the Regional Health Occupations Resource Center for an amount not to exceed \$5,000 each, and with the South Orange County Community Services Council for identifying and funding community service activities for a fee not to exceed \$15,000.	CONSULTANT AGREEMENTS
Motion by Trustee Walther, seconded by Trustee Rhodes, to approve the Summer Stock child care program as outlined. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.	SUMMER STOCK CHILD CARE PROGRAM
The board approved honoraria for the artists and craftspersons in the amounts listed to produce Summer Stock 1994, and for Elizabeth Styffe in the amount of \$200 for her presentation to the Nursing Program N151 Nursing Process students on May 17.	HONORARIA
The board approved the Saddleback College guest artist contracts with the Peruvian ensemble, Inca, for a single performance on September 17 at a cost not to exceed \$1,800, and with Chuck Burnes for a single performance on May 21 at a cost not to exceed \$250.	GUEST ARTIST CONTRACTS
The board approved the Saddleback College Community Education presenters for summer 1994 as outlined.	COMMUNITY EDUCATION
The board approved a consultant contract with National Conference to provide an on-site workshop June 28-30, 1994, for participants of the Saddleback College Early Start Project.	EARLY START PROJECT CONSULTANT

<p>The board approved the Saddleback College Staff Development Management Retreats to be held on June 1 in Dana Point, and on August 11-12, 1994, at Lake Arrowhead.</p>	<p>MANAGEMENT RETREATS</p>
<p>The board approved submittal of the District's five-year deferred maintenance plan to the State Chancellor's Office.</p>	<p>DEFERRED MAIN- TENANCE PLAN</p>
<p>The board approved hiring RJM Design Groups, Inc., Landscape Architects, to prepare working drawing and bid documents for the Saddleback College marquee and campus entry for a fee of \$7,500 plus reimbursable expenses.</p>	<p>MARQUEE/ CAMPUS ENTRY</p>
<p>The board approved the proposal of Martin, Chow & Nakabara, structural engineers, to provide evaluation, engineering design, plan check and construction administration on an hourly basis not to exceed \$8,000 for the Saddleback College Library Road Bridge project.</p>	<p>LIBRARY ROAD BRIDGE</p>
<p>The board approved change order 11 increasing the construction contract for the IVC Hart Gymnasium by \$2,397.87 to \$3,425,481.27 with no extension to the contract completion date, and the substitution of the subcontractor Majestic Tile & Masonry to American Tile & Brick Veneer, Inc.</p>	<p>HART GYMNASIUM</p>
<p>The board increased the fee as requested by Stockton/Jellison Architects for the changes to the IVC Learning Resources Center landscape design as requested by the college in the amount of \$2,496.</p>	<p>LEARNING RESOURCES CENTER</p>
<p>Motion by Trustee Rhodes, seconded by Trustee Williams, to approve implementation of the recommendation contained in Exhibit B, the allocation of funds using the approach displayed on pages 4 and 5 of Exhibit B for fiscal year 1994-1995, and the restriction of the use of funds as displayed in Exhibit C. Vice Chancellor Carcamo reviewed the recommended allocation of funds and answered the board's questions. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.</p>	<p>BUDGET ALLOCATIONS FOR 1994-1995</p>
<p>The board approved the disposal of district surplus property, Auction 41, and approved employment of Champion Auctioneers to auction the surplus property and "lost and found" merchandise.</p>	<p>SURPLUS PROPERTY AUCTION</p>

The board approved awarding Bid 920 for a five-year contract to Morrison's Hospitality Group to provide food services and coin vending machines services at Saddleback College. **BIDS**

The board approved the renewal of Bid 175 for the printing of the fall, winter, and spring 1994-1995 Irvine Valley College Community Education Schedules to Trend Offset Printing for a total amount of \$83,349.

The board approved the renewal of Bid 167 for the printing and binding of class schedules to Trend Offset Printing for an amount not to exceed \$99,560 for IVC, and \$143,940 for Irvine Valley College.

The board rejected all bids submitted on Bid 921 for the printing and delivery of Saddleback College class schedules.

The board adopted Resolution 94-33, Saddleback College Project ASSIST/Internet, to amend the 1993-1994 General Fund Restricted Budget in the amount of \$5,700; Resolution 93-34, Irvine Valley College C.A.R.E. Program, to amend the budget in the amount of \$433; and Resolution 94-35, District Staff Diversity, to amend the budget in the amount of \$3,015. **BUDGET AMENDMENTS**

The board approved/ratified transfers of appropriations as delineated. **TRANSFERS OF APPROPRIATIONS**

The board denied the claims against the district by Allstate Insurance for Jane Asbury, and directed notification of claimant and referral of the claim to the district's insurance administrator for processing. **CLAIM AGAINST THE DISTRICT**

The board approved purchase orders 26850 through 47179 totaling \$266,086.82. **PURCHASE ORDERS**

The board approved checks 47863 through 48531 totaling \$865,347.05; credit card purchases totaling \$2,389.99; Saddleback College Community Education checks 1460 through 1508 totaling \$32,818.74; and Irvine Valley College Community Education checks 2383 through 2418 totaling \$23,413.38. **PAYMENT OF BILLS**

The board approved the one-day planning seminar by Ms. Linda Umbdenstock at Western Digital on June 8 with expenses not to exceed \$3,000. **SCCD PLANNING SEMINAR.**

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

TRAVEL

Mr. Tom Wall, a resident of Irvine and member of the IVC Foundation, addressed the board on the issue of reconfiguration of the SCCD trustee areas. Saddleback College Professor Lee Walker referenced a recent article in the *Sacramento Bee* concerning Chancellor Mertes, and distributed a memorandum to the board requesting equal time to speak at the Saddleback College commencement on May 26.

**PUBLIC
COMMENTS**

Trustee Rhodes reported that he attended the OCSBA dinner meeting on May 11 where President McFarlin was honored for her many years of service to education and Trustee Walther was presented with the Marian Bergeson Award. He added that the preceding evening he attended a retirement party for Dean Mary Lou Pierce, and commended President McFarlin, Trustee Walther, and Dean Pierce for their outstanding service.

**TRUSTEES'
REPORTS**

Trustee Williams reported that he attended *Cartoon Classics* on May 7 in McKinney Theatre and commended conductor Barry Silverman on the excellent production.

Trustee Walther reported that she attended many outstanding presentations at the combined ACCT Pacific Regional Seminar and CCCT Annual Conference on May 13-15 which focused on changes in technology and demography that will require changing instructional delivery systems and techniques. She stated that the CCCT officers were announced and they are Carol Smith, Mira Costa CCD, President; Bill Corey, Contra Costa CCD, First Vice President; and Armando Ruiz, Coast CCD, Second Vice President.

Trustee Lorch spoke on several issues and her report is attached to the minutes.

President Milchiker reported that she attended the IVC scholarship awards banquet on May 12, the reception for *the ear*, the IVC's Women's Softball Banquet and the KSBR 15th birthday bash. She congratulated Trustee Walther and President McFarlin for the honors they received at the OCSBA dinner meeting.

President Doffoney reminded the board that the Saddleback College commencement ceremony will take place on May 26, and that the scholarship awards banquet will be held on May 18.

**PRESIDENTS'
REPORTS**

Dr. McFarlin announced that ASIVC's nominations for the James Hines Teacher of the Year Award are Professors Jeanne Egasse and Vincent Caiozzo.

Professor Robinson welcomed Professor Tom Carroll Student Trustee Jose Caballero. He reminded the board that the Cultural Diversity Task Force will present a report on its findings concerning issues of diversity at Saddleback College on May 17 in McKinney Theatre. Professor Robinson noted that the Saddleback College Academic Senate will continue work in the fall on the shared governance agreement, and prerequisites and corequisites.

**ACADEMIC
SENATES'
REPORTS**

Professor Ross commended ASIVC's selection of Professors Egasse and Caiozzo as nominees for the Teacher of the Year Award.

Mr. Pendry reported that ballots were sent out the preceding week for the election of officers and that a negotiating team for 1994/1995 was recently appointed. He added that the recent picnic for classified employees was enjoyable and well attended.

**CSEA
REPORT**

Professor Carroll announced that the Association has established a permanent office on the third floor of the Library in Room 303. He reported that recent Association activities include the annual delivery of goods to the Casa Hogar Puerta De Fe orphanage outside Ensenada, and the review of a document from CTA legal staff outlining the current scope legally mandated to the Association in contract to the Academic Senate. Professor Carroll emphasized that the budget is an ever changing process and final figures are difficult to project with the constant passing of bills by the legislature that affect the budget.

**FACULTY
ASSOCIATION
REPORT**

Ms. McClain thanked Ms. Donna Manno, Development Coordinator at El Camino College, Professor Bill Weisgerber, and Director Andrews for their participation in the Classified Staff Development workshop on May 4, and Trustee Rhodes for attending the event. She noted that the nomination and election process for officers is underway and that the process should be completed by June 1.

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

Mr. Brady indicated that ASG has donated \$2,200 to the Library for cultural diversity materials, as well as making a donation toward upgrading the stadium public address system in the amount of \$4,500 which was matched by the Saddleback College Foundation. He reported that ASG is funding a project by the Counseling and Special Programs Division to place directory boards in the Student Services Center in memory of Howard Bergman. Mr. Brady noted that ASG supports the use of the environmental survey produced by student Scott Harmon as a working document to assist Saddleback College in addressing its environmental needs. He stated that no students on the Saddleback College commencement committee work for Assembly Member Morrow or his campaign office.

Chancellor Lombardi indicated that he recently met with Robert Alleborn, a member of the CCC Board of Governors, and gave him a tour of Saddleback College. He reported that he attended a recent state CEO meeting where the the projected loss to community colleges in state tax dollars is 4% due to a shortfall in property tax income.

**CHANCELLOR'S
REPORT**

Motion by Trustee Lorch, seconded by Trustee Hueter, to accept the following gifts: various hardback and paperback books, audio and video cassette tapes and two checks totaling \$45 toward the purchase of books as listed on Attachment 1 to be added to the library collection, donated by those listed on Attachment 1 to Saddleback College; one Panasonic laser printer to be used to print handouts and exams for Electronic Technology classes donated by Michael Swistak to Saddleback College; VGA Wonder video card, mouse and mouse pad to be used for instructional use with existing equipment, donated by Donald Busché to Saddleback College; and a Seismograph to be used for teaching Earth Science and Physical Geology, donated by ASIVC to Irvine Valley College. Motion carried unanimously.

GIFTS

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

**PERSONNEL
ACTIONS**

The meeting was adjourned at 9:50 p.m. to closed session. The board met in closed session until 11:00 p.m. All trustees were present.

**ADJOURNMENT
TO CLOSED
SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Milchiker at 11:10 p.m.

RECONVENED

The following closed session action was reported:

**ACTIONS FROM
CLOSED SESSION**

The Board of Trustees authorized the Chancellor to appoint a consultant to the Chancellor to assist in the transition between the selection of the new President of Irvine Valley College and the reassignment, vacation, and retirement of Dr. Anna McFarlin.

The meeting was adjourned at 11:15 p.m.

ADJOURNMENT


Robert A. Lombardi, Secretary