

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
JULY 11, 1994  
LIBRARY 105, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Milchiker 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 except Trustee Frogue 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 Hueter led the pledge of allegiance and Trustee Williams requested a moment of silence in memory of Saddleback College Professor Frank Sciarrotta who passed away on July 1. **RECONVENED**

Members of the Board of Trustees

Marcia Milchiker, President

John Williams, Vice President

Teddi Lorch, Clerk

Joan Hueter, Member

Lee Rhodes, Member

Harriett Walther, Member

José Caballero, Student Member

**PRESENT**

Absent

Steven Frogue, Member

Administrative Officers

Robert Lombardi, Chancellor

Tony Carcano, Vice Chancellor, Fiscal Services

William Kelly, Vice Chancellor, Administrative Services

Ned Doffoney, President, Saddleback College

Robert Bassett, Consultant to the Chancellor

Faculty Association

Ray Chandler

Academic Senate

Nancy Reynolds

Peter Morrison

California School Employees Association  
No representation

Classified Senate/Councils  
Mark Sierakowski  
Jamie Cayetano  
Lois Di Alto

Associated Student Government  
Tim Gertz  
Michael Woodruff

Motion by Trustee Lorch, seconded by Trustee Rhodes, to approve the agenda as presented, including replacement and/or additional pages to items 22c, 30b, and 35. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**APPROVAL  
OF AGENDA**

Motion by Trustee Williams, seconded by Trustee Lorch, to approve minutes of the June 20, 1994, meeting of the Board of Trustees with changes. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**APPROVAL  
OF MINUTES**

There were no actions to report from closed session.

**CLOSED SESSION**

Items 9, 22, 30, and 33 were removed from the consent calendar for separate discussion. Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the consent calendar as amended. Motion carried with Trustee Walther abstaining to vote on item 26. Student Trustee Caballero cast an affirmative advisory vote with the exception of abstaining to vote on item 26.

**CONSENT  
CALENDAR**

The board approved accepting funding from the State Chancellor's Office for the Saddleback College grant projects entitled "Curriculum Revision in Business Education" in the amount of \$49,435; "Generations of the Past, Present and Future" in the amount of \$10,863; and "Regional Health Occupation Resource Center" in the amount of \$83,350.

**ACCEPTANCE  
OF GRANT  
AWARDS**

Motion by Trustee Williams, seconded by Trustee Hueter, to approve the 1994-1995 IVC Child Care Fee Schedule. Motion carried unanimously. Student Trustee Caballero cast a negative advisory vote.

**CHILD  
CARE FEE  
SCHEDULE**

The board approved the expenditures for hiring guest artists to participate in the IVC Music Departments instructor interviews as indicated.

**MUSIC  
INSTRUCTOR  
INTERVIEWS**

The board approved the IVC Summer Pops Concerts performances and expenditures as indicated.

**SUMMER POPS  
CONCERTS**

The board approved consultant agreements for the twenty-one Irvine and Tustin Unified School District instructors to complete the curriculum development necessary to meet the obligation of the Tech Prep Education Project, Phase III, grant project at IVC.

**CONSULTANT  
AGREEMENTS**

The board approved payment of honoraria in the amount of \$2,350 plus expenses for W.C. Shepherd & Associates as outlined for their services in conducting a two-day leadership training session on August 11 and 12 for the Saddleback College Staff Development Management Retreat.

**STAFF DEVELOP-  
MENT MANAGEMEN  
RETREAT**

Trustee Rhodes noted that Article 1 in the contract with the California Motorcyclist Safety Program (CMSP) to conduct motorcycle training classes at Saddleback College refers to CMSP rules and procedures in Article 5 but no rules or procedures are included. Motion by Trustee Rhodes, seconded by Trustee Lorch, to amend the contract to include the referenced rules and procedures and to bring back the amended contract to the next board meeting for approval. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**MOTORCYCLE  
TRAINING  
PROGRAM**

The board approved payment of honoraria to the Saddleback Company Theatre Artists and Craftspersons as indicated.

**SUMMER STOCK  
HONORARIA**

The board approved Saddleback College guest artists contracts with Coast Ballet Theatre of Orange County for six performances in December at a cost not to exceed \$7,000; Periwinkle Productions for a single performance of An Evening of Comedy and Magic on November 19 at a cost not to exceed \$6,500; SRO Artists, Inc. for a single performance of the Chinese Magic Revue on October 14 at a cost not to exceed \$5,500; Traditional Arts Services for a single performance of Queen Ida and her Zydeco Band on June 10, 1995, at a cost not to exceed \$9,500; and Sandy Owen, Pianist, for a single performance on October 15 at a cost not to exceed \$3,000.

**GUEST ARTIST  
CONTRACTS**

The board approved Saddleback College consultant agreements with Dr. Martin Ogle to serve as Medical Director for the Paramedic Training Program for the 1994-1995 fiscal year for a fee not to exceed \$17,500 plus travel expenses; with Joanne Gray to serve as Project Coordinator for the Regional Health Occupation Resource Center for an amount not to exceed \$35,000; and with the Evaluation and Training Institute to conduct activities associated with the VATEA Curriculum Development grant project for an amount not to exceed \$46,500.

**CONSULTANT  
AGREEMENTS**

Motion by Trustee Hueter, seconded by Trustee Williams, to approve Saddleback College's additional and revised instructional fees for 1994-1995 as indicated. Student Trustee Caballero asked if students were included on the committee to revise fees. President Doffoney and Dean Barr replied that students were included on the committee to review fees and make recommendations, and that the current agenda item is an accounting function and result of the committee's policy discussions. Motion by Student Trustee Caballero, seconded by Trustee Lorch, to table the item. Motion failed. Main motion carried with Trustee Lorch casting a negative vote. Student Trustee Caballero cast a negative advisory vote.

**ADDITIONAL  
AND REVISED  
FEES**

The board approved the Saddleback College Community Education program and presenters for Fall 1994 as indicated.

**COMMUNITY  
EDUCATION**

The board approved the guest speakers as listed for their presentation at the Saddleback College Associated Student Government Leadership Conference on August 15, 16, and 17.

**ASG RETREAT  
SPEAKERS**

The board approved the granting of Certificates of Achievement to the students listed by Saddleback College.

**CERTIFICATES OF  
ACHIEVEMENT**

The board approved a contract with Peyo & Associates, Inc., to provide architectural and engineering services for removal of fuel storage tanks at Saddleback College at a cost of \$5,000.

**ARCHITECTURAL  
SERVICES**

The board accepted the air conditioning chiller upgrade project at Saddleback College as complete, and authorized the filing of a Notice of Completion with the county and release of retention 35 days after filing the Notice.

**NOTICE OF  
COMPLETION**

The board approved hiring John Patric Brown Inspection to provide inspection services for the project to restore the slope at the Avery entrance at Saddleback College at a cost of \$1,000.

**INSPECTION  
SERVICES**

<p>The board approved a contract for Saddleback College with BSI Consultants to prepare construction documents and provide construction engineering administration and survey for surficial slope failure rehabilitation on the north side of Avery Parkway at a cost of \$8,067.</p>	<p><b>CONSTRUCTION DOCUMENTS/ ADMINISTRATION AND SURVEY</b></p>
<p>The board approved an extension of the inspection services contract with Rick Brown for an amount of \$5,000, and authorized beneficial occupancy of the IVC Hart Gymnasium effective July 25.</p>	<p><b>HART GYMNASIUM</b></p>
<p>Motion by Trustee Hueter, seconded by Trustee Williams, to approve the award of Bid 178 for district office supplies to Corporate Express for an estimated amount of \$70,651.05 per year; Bid 179 for district janitorial supplies to the vendors listed for a total amount of \$81,014.64; and Bid 180 for district chemical and science supplies to the vendors listed for a total amount of \$32,730.42.</p>	<p><b>BID AWARDS</b></p>
<p>The board approved the award of Bid 927 for the purchase of athletic supplies for Saddleback College to the vendors listed for a total amount of \$31,741.94.</p>	
<p>The board approved retaining the architectural services of Blurock Partnership for master planning including evaluation of a third campus site and district services relocation for a fee not to exceed \$50,000.</p>	<p><b>MASTER PLANNING SERVICES</b></p>
<p>The board approved a software maintenance contract through July 1, 1995, with Ross Systems to keep software support current to ensure reliable operations in connection with the district's layered software and administrative systems for an amount not to exceed \$38,428.</p>	<p><b>SOFTWARE MAINTENANCE CONTRACT</b></p>
<p>The board approved the 1994-1995 district institutional memberships and estimated dues for organizations as listed.</p>	<p><b>INSTITUTIONAL MEMBERSHIPS</b></p>
<p>The board denied the claims filed by Ashley Bethel, Dana Bethel, Jason Bethel, Morgan Bethel, and Skip Bethel and directed notification of claimants and referral of claims to the district's insurance administrator for processing.</p>	<p><b>CLAIMS AGAINST THE DISTRICT</b></p>
<p>The board approved purchase orders 48102 through 48434 totaling \$381,968.10.</p>	<p><b>PURCHASE ORDERS</b></p>

The board approved checks 49805 through 50523 totaling \$976,030.57; credit card purchases totaling \$1,736.15; Saddleback College Community Education checks 1581 through 1630 totaling \$18,103.84; and Irvine Valley College Community Education checks 2518 through 2607 totaling \$362,334.69.

**PAYMENT  
OF BILLS**

Motion by Trustee Lorch, seconded by Trustee Williams, to approve the consultant contract with School Services of California, Inc., for legislative monitoring and reporting services in the amount of \$3,300 for the 1994-1995 academic year, and with Mr. Walter W. Collins for the period of July 12 through and including August 15, 1994, for a fee not to exceed \$4,000. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**CONSULTANT  
CONTRACTS**

The board approved 1994 districtwide flex day activities including luncheon expenditures on August 17 not to exceed \$1,400, honoraria not to exceed \$4,000 for the presenters and presentations on August 17 as listed, and honoraria not to exceed \$1,000 for the Aliso Niguel High School teachers and technicians for their presentations and technical assistance on August 17.

**1994 FLEX DAY  
ACTIVITIES**

The board approved the trustees' requests for reimbursement for use of personal automobiles.

**MILEAGE  
REIMBURSEMENT**

Student Trustee Caballero and Trustee Lorch expressed concern that no amount was listed in the recommendation for approval of IVC presidential finalists expenses and site visit expenses and asked that a maximum expenditure amount be included in the motion. Motion by Trustee Walther, seconded by Trustee Lorch, to approve reimbursement of the finalist's expenses for participation in second level interviews and expenses for site visit(s) in an amount not to exceed \$2,000. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**REIMBURSEMENT  
RELATED TO  
IVC PRESIDENTIAL  
SEARCH**

Mr. Tom Wall, an Irvine resident, read a petition he prepared to determine community interest in redrawing trustee areas and for which he obtained signatures of 490 community members. Saddleback College student Tim Gertz asked that the student trustee be included in the listing of trustees located outside the district offices and at the Irvine Valley College campus.

**PUBLIC  
COMMENTS**

During their reports, several speakers commemorated former Saddleback College Professor Frank Sciarotta.

Trustee Walther commended the Saddleback College and IVC bands for their outdoor concert at IVC on July 10 and encouraged everyone to attend their next concert on July 31. She reminded the board that the National Civic League's 100th National Conference on Governance is scheduled for November 10-12 and stated that it is a very worthwhile conference for trustee's to attend.

**TRUSTEES'  
REPORTS**

Trustee Hueter reported that several community members have asked her about splitting SCCD into two separate districts and she requested information on the cost and process.

Trustee Lorch reported that she met with a member of the Board of Governors recently and he indicated that the Board is evaluating all of its processes, including the formula to calculate state building priorities, in an effort to streamline processes and procedures to be more cost effective. She noted that the district would be more accountable to taxpayers if it improved processes and that quality improvement in education should not be viewed as a quick fix, but as a long term effort requiring organizational change and restructuring. Trustee Lorch indicated that she was pleased to hear the Board member speak about accountability and refer to students as "the customer."

Trustee Williams reported that he attended the Saddleback College summer stock production of *Me and My Girl* recently and stressed the value of students having the opportunity to work with the many professionals involved in the productions.

Student Trustee Caballero reported that several students have expressed concern about the emphasis on DOS training rather than other systems and asked for information. Dr. Lombardi suggested that Student Trustee Caballero discuss the subject with President Doffoney.

President Doffoney thanked the faculty and staff members who worked diligently during the summer to hire new faculty and commended their success in adding high caliber individuals to the college community.

**PRESIDENTS'  
REPORTS**

Mr. Bosanko introduced the new ASIVC president, Michael Woodruff, and thanked him for his recent efforts to ensure a successful visit to IVC by a member of the Board of Governors, Mr. Vishwas More. He announced that IVC will assume beneficial occupancy of Hart Gymnasium at the end of the month, and Vice President Loeffler stated that the physical education and athletics program will be in the gym and operational by fall semester. Mr. Bosanko thanked the IVC faculty and staff for their assistance during his assignment at the college and noted that the new IVC president would probably attend the August board meeting.

Professor Morrison expressed gratitude on behalf of the Academic Senate to those individuals who served on the IVC faculty hiring committees and emphasized the significance of their charge. He stated that as a result of the committee's efforts thus far, three new faculty members have been hired. Professor Morrison added that he hopes the process can begin earlier in the future.

**ACADEMIC  
SENATES'  
REPORTS**

Professor Reynolds commended the efforts of the Saddleback College faculty hiring committee and stated that the faculty is very pleased to welcome six new faculty members.

Professor Chandos reported that the Faculty Association is pleased that formal contract negotiations have begun for the faculty contract, and believes that it put forth a moderate opening proposal containing many cost-neutral as well as some cost-saving provisions that were carefully solicited from faculty members. He added that the Association hopes that everyone appreciates the give and take and evolving nature of the negotiations and hopes also for a timely resolution.

**FACULTY  
ASSOCIATION  
REPORT**

Ms. Cayetano announced that during the previous month the IVC Classified Council adopted new constitutional bylaws and, as a result, the group has changed its name to the IVC Classified Senate and the term of office for officers will commence on July 1. She added that Carol Dobson is the new president and will be attending future board meetings.

**CLASSIFIED  
SENATE/COUNCILS  
REPORTS**

Mr. Gertz reported that the ASG budget has been finalized and, upon ratification by the entire group, it will be brought to the board for approval. He introduced Hugo Madrigal, the ASG Corresponding Secretary, and read a memorandum from the Executive Council inviting a board member to attend the ASG fall retreat August 15-17 at Rancho Las Palmas in Palm Springs.

**ASG REPORT**



Chancellor Lombardi noted with regret the retirement announcements of Saddleback College Professors Jim Thorpe, Herb Johns, and Ken Swearingen. He commented that his recent meeting with Mr. Vishwas More was interesting and added that Mr. More is a new member of the Board of Governors who is attempting to familiarize himself with the system by visiting community colleges throughout the state. Chancellor Lombardi thanked Student Trustee Caballero for expressing his concerns and interest in computer technology and encouraged him to pursue the subject.

**CHANCELLOR'S  
REPORT**

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

**PERSONNEL  
ACTIONS**

Motion by Trustee Rhodes, seconded by Trustee Hueter, to take from the table and approve the revised hiring policy for full-time academic faculty. Chancellor Lombardi indicated that as a result of a board member's request for information on the cost to the district to complete the revised hiring process, it was determined that the district would spend approximately \$25,000 to \$30,000 to hire a full-time academic faculty member. Following discussion on the complexity of the revised policy, methods to ensure efficient implementation, and effective date, a motion was made by Trustee Lorch, seconded by Trustee Williams, to amend the motion to include utilization of the most current technology to streamline the process and establish the date of implementation as January 1995. Dr. Andrews stated that the policy specifies that the hiring process begin in the fall and Chancellor Lombardi agreed that the revised hiring policy should be implemented at the point when the next hiring cycle commences. Motion by Trustee Lorch, seconded by Trustee Williams, to modify her amendment to state that the revised policy be implemented when the new hiring cycle commences rather than January 1995. Amended motion failed with Student Trustee Caballero abstaining to vote. Following further discussion, motion by Trustee Williams, seconded by Trustee Lorch, to table the item. Motion to table failed with Student Trustee Caballero casting an affirmative advisory vote. Main motion failed with Student Trustee Caballero abstaining to vote. Dr. Morrison asked whether or not the board wishes for the committee to reconvene to modify the revised hiring policy and

**FULL-TIME  
ACADEMIC  
HIRING POLICY  
REVISION**

Trustee Walther asked what specific changes the board wants instituted. President Milchiker stated that she had previously requested a workshop to clarify the hiring policy and eliminate confusion, and asked that a workshop be conducted in the next few weeks so that the hiring policy could be brought back to the August board meeting. Chancellor Lombardi indicated that he would schedule a workshop and invite representatives from the academic senates and the hiring policy committee as well as board members.

Motion by Trustee Lorch, seconded by Trustee Walther, to accept the following gifts: an ingot mold holder with the necessary parts to make gold and silver ingots in the jewelry class using and reusing scraps of gold and silver, donated by Ms. Germaine Ebertin to Saddleback College; a museum specimen, "Live Mounted Green Sea Turtle," to be used and displayed in structural morphology labs and to enhance the Marine Science classroom, donated by U.S. Fish & Wildlife Services to Saddleback College; various hardback and paperback books as listed in Attachment 1 to be used in the Library's collection or for Library book sales, donated by those listed in Attachment 1 to Saddleback College; one green beaded dress and seven hats to be used by students in design and acting classes for theatre productions, donated by Hazel Hernon to Saddleback College; one Aristocrat Electric 6-passenger fiberglass tram to be used to transport patrons from Parking Lot 12 to the Fine Arts complex, donated by Freda Covington to Saddleback College; one Alpsmate 24 PIN Dot Matrix printer to be used by staff and students in the School of Biological Sciences, donated by Dale Larson to Irvine Valley College; thirty picnic box lunches to be consumed at the IVC Foundation Board of Governors' annual meeting/retreat luncheon on June 15, donated by Irvine Retail Properties to Irvine Valley College; one Sharp Monitor/Receiver 27" w/built-in Closed Caption Decoder to be used in the Office of Support Services, donated by Dave Lang to Irvine Valley College; computer equipment as displayed in Attachment 2 to be used in the Office of Supportive Services, donated by Dave Lang to Irvine Valley College. Motion carried unanimously.

GIFTS

The meeting was adjourned at 9:40 p.m. to closed session.

ADJOURNMENT

  
Robert A. Lombardi, Secretary