

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
JULY 22, 1996
STUDENT SERVICES 240, IRVINE VALLEY 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 7:35 p.m. All trustees were present with the exception of Trustee Frogue. **CLOSED SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Lorch at 7:40 p.m. She led the pledge of allegiance and Trustee Rhodes asked for a moment of silence in support of the families that lost loved ones in the recent crash of TWA Flight 800. **RECONVENED**

Members of the Board of Trustees

Teddi Lorch, President
Lee Rhodes, Vice President
Joan Hueter, Member
Marcia Milchiker, Member
Harriett Walther, Member
John Williams, Member
Joe Medina, Student Member

PRESENT

Absent

Steven Frogue, Clerk

Administrative Officers

Robert Lombardi, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Jay, Acting Vice Chancellor, Human Resources
Kathleen O'C. Hodge, Associate Vice Chancellor,
Administrative Services
Ned Doffoney, President, Saddleback College
Daniel Larios, President, Irvine Valley College

Faculty Association

Sherry Miller-White

Academic Senate
Lee Walker

California School Employees Association
No representation

Classified Senates/Council
Mark Kruhmin
Tamara Carnine
Gail Stevenson

Associated Student Government
Rick Travis
Judy Krieg

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the agenda as presented, including replacement and/or additional pages to items 44a and b. Motion carried unanimously.

**APPROVAL
OF AGENDA**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the minutes of the regular meeting of June 17, 1996, and the special meeting of June 20, 1996, of the Board of Trustees. Motion carried unanimously.

**APPROVAL
OF MINUTES**

Trustee Rhodes read out the following action from closed session:

CLOSED SESSION

The board unanimously approved the removal of the Public Information Specialist from the 7/22/96 agenda for referral of the item to CSEA for review prior to board action.

President Lorch administered the oath of office to Joseph L. Medina II who replaces Tim Gertz as student trustee for the 1996-1997 academic year.

**SWEARING IN
OF STUDENT
TRUSTEE**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the consent calendar as presented. Items 31, 33, 35, 40, 41, and 42 were removed from the consent calendar for separate discussion. Amended motion by Trustee Milchiker, seconded by Trustee Hueter, to approve the consent calendar with deletions. Amended motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**CONSENT
CALENDAR**

Community member Susan Moraes asked for information on the total projected savings that the district will realize as a result of the early retirement program, and Chancellor Lombardi responded that Vice Chancellor Carcamo will mail a report containing the requested information to her.

**PUBLIC
COMMENTS**

The board approved Saddleback College's application for funding from the Irvine Health Foundation for the grant project entitled "Caregiver Program Option."

**GRANT
APPLICATION**

The board accepted two awards of Economic Development funds to Saddleback College from the State Chancellor's Office in the amount of \$10,000 each for the grant projects entitled "Home Health and Hospice Care" and "Home Health Care Nursing."

**GRANT
ACCEPTANCES**

The board also accepted the award of funds to Irvine Valley College from the State Chancellor's Office for the grant projects entitled "Business Education Statewide Advisory Committee" in the amount of \$12,500, and "Tech Prep Local Consortia, Phase V," in the amount of \$71,590.

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the newly proposed Board Policy 4000.2, Digital Information Network Acceptable Use Policy. Following comments of concern expressed by Academic Senate and Faculty Association representatives regarding sections of the policy and their desire to have more review time, a motion was made by Trustee Rhodes, seconded by Trustee Milchiker, to postpone consideration of Board Policy 4000.2 until the September board meeting.

**BOARD
POLICIES**

The board accepted for review and study the newly proposed Board Policy BP3102, Investment Policy.

Motion by Trustee Williams, seconded by Trustee Rhodes, to initiate a review of the district name and accept the planning process as defined. Following considerable discussion, motion carried with Trustees Milchiker and Hueter casting negative votes. Student Trustee Medina cast an affirmative advisory vote.

**DISTRICT NAME
EVALUATION
PROCESS**

The board approved the participation of IVC students and their advisors in the 1996-1997 out-of-state student travel program at a total cost not to exceed \$35,577.

**OUT-OF-STATE
STUDENT
TRAVEL**

<p>The board approved/ratified Educational Services Agreements with LCP International Institute for IVC to provide a history class for LCP's students for the amount of \$7,500 for fifty hours of instruction plus up to \$50 per student for books, and with Toshiba America Electronic Components, Inc., for IVC to provide training to Toshiba's employees in Train-the-Trainer for the amount of \$4,000.</p>	<p>EDUCATIONAL SERVICES AGREEMENTS</p>
<p>The board approved the IVC Athletic Department fundraising activities as listed.</p>	<p>ATHLETIC EVENTS</p>
<p>The board approved the IVC Athletic Department intercollegiate activities as listed.</p>	
<p>The board approved the participation of the District Forensics Team and their coaches in the 1996-1997 speech tournament schedule at a total estimated cost of \$64,750.</p>	<p>FORENSICS TEAM ACTIVITIES</p>
<p>The board approved an expenditure not to exceed \$2,500 to cover costs associated with IVC Staff Development activities during in-service week.</p>	<p>STAFF DEVELOPMENT ACTIVITIES</p>
<p>The board approved an agreement with Executive 2000 to provide a substitute instructor to conduct the A+ certification workshop June 28-30 at IVC.</p>	<p>INDEPENDENT CONTRACTOR AGREE</p>
<p>The board approved IVC's proposed curriculum revisions for the 1996-1997 year as indicated.</p>	<p>CURRICULUM REVISIONS</p>
<p>The board approved the change of date for the Saddleback College staff development management retreat from August 9 to August 23.</p>	<p>RETREAT DATE CHANGE</p>
<p>Vice President Andrews presented the Saddleback College 1995-1996 Distance Education Evaluative Report to the board and noted that the report will be brought to the board on an annual basis. He noted that Internet courses are being developed that will be in addition to the cable televisions courses and radio course already offered.</p>	<p>DISTANCE EDUCATION EVALUATIVE REPORT</p>
<p>The board approved payment of honoraria to the Saddleback Civic Light Opera artists and craftspersons as listed.</p>	<p>HONORARIA</p>

<p>The board authorized Saddleback College guest artist contracts with Sandy Owen for a single performance on November 15 for a fee not to exceed \$5,000; with Coast Ballet Theatre of Orange County for six performances from December 9 through 15 for a fee not to exceed \$7,000; and with Dale Kristien and Bill Hutton for a concert on January 24 for a fee of \$5,000.</p>	<p>GUEST ARTIST CONTRACTS</p>
<p>The board approve the granting of certificates to the students listed by Saddleback College.</p>	<p>CERTIFICATES OF ACHIEVEMENT</p>
<p>The board accepted the reroofing of the A100 and A500 buildings and removal of the solar panels project at IVC as complete and authorized the filing of a Notice of Completion.</p>	<p>NOTICE OF COMPLETION</p>
<p>The board approved change order 4 increasing the construction contract for the IVC Learning Resource Center by \$13,578 with no extension to the contract completion date.</p>	<p>CHANGE ORDER</p>
<p>The board declared the construction of the listed projects at IVC to have no significant effect upon the environment and adopted Resolution 96-42 approving Negative Declarations and the filing of Notices of Determination.</p>	<p>ADOPTION OF NEGATIVE DECLARATIONS</p>
<p>The board declared the construction of the listed projects at Saddleback College to have no significant effect upon the environment and adopted Resolution 96-43 approving Negative Declarations and the filing of Notices of Determination.</p>	
<p>The board approved entering into a contract with Moraes/Pham & Associates to provide professional engineering for the Central Plant Cooling Tower Replacement.</p>	<p>ENGINEERING SERVICES</p>
<p>Vice Chancellor Carcamo briefly reviewed the Quarterly Investment Financial Report and indicated that it appears the district will not maintain "basic aid" status during 1996-1997 due to a reduced county tax base and more funding by the state for community colleges.</p>	<p>QUARTERLY INVESTMENT FINANCIAL REPORT</p>
<p>The California Community Colleges Quarterly Financial Status Report as of June 30, 1996, for the 1995-1996 fiscal year was provided for the board's information.</p>	<p>QUARTERLY FINANCIAL STATUS REPORT</p>
<p>The board approved awarding Bid 209 for the replacement of the chiller evaporator bundle project at IVC to B&P Services and approved change order 1 increasing the contract by \$10,285.</p>	<p>AWARD OF BID/CHANGE ORDER</p>

The board approved awarding bid 963 for the variable volume dual duct conversion for the Math/Science Building at Saddleback College to Weatherite Corporation in the amount of \$72,500, and bid 964 for the reroofing of Fine Arts and Health Science Buildings at Saddleback College to Coast Roof Company in the amount of \$223,458.

**AWARD OF
BIDS**

Motion by Trustee Hueter, seconded by Trustee Williams, to approve entering into a contract for the 1996-1997 academic year with Lake Forest Beauty College for Cosmetology and Manicurist instructional services. President Lorch asked several questions including how many students are served by the program, how many find jobs, and how many stay in the field, and noted that she hoped all program questions would be answered through the program review process. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**CONTRACT FOR
COSMETOLOGY
AND MANICURIST
INSTRUCTION**

The board approved renewal of the contract with Advanced Environmental Technical Services for the removal of hazardous waste for the fiscal year 1996-1997.

**RENEWAL OF
CONTRACT**

Motion by Trustee Walther, seconded by Trustee Hueter, to both ratify and approve the extension of the facilities lease at Avery Plaza for the Purchasing Department. President Lorch inquired about the feasibility of purchasing the facility rather than continuing to lease, and Chancellor Lombardi responded that Vice Chancellor Carcamo is currently investigating that possibility. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**EXTENSION OF
FACILITIES
LEASE**

The board ratified the Sodexo catering services for the districtwide project management meeting at a cost not to exceed \$106.94 in accordance with Board Policy 3520.

**CATERING
SERVICES**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the 1996-1997 memberships and estimated dues for the organizations indicated. Trustee Williams expressed concern that a board member and possibly employees of the district may be in conflict with the laws that pertain to employment by organizations to whom the district pays membership dues. He added that it is not sufficient for a board member to abstain from voting on memberships with organizations with whom they are or have been employed. Trustee Williams amended the motion, seconded by Trustee Milchiker, to approve the memberships as listed with the exception of CCLC and ACCT until a legal opinion is available as well as advice on how to proceed. Amended motion failed with Trustees Milchiker and Williams casting affirmative votes, Trustees Hueter and Rhodes casting negative votes, Trustee Walther and Student Trustee Medina abstaining to vote, and President Lorch not voting. Trustee William's made a motion to table the item with no second to the motion. Main motion failed with Trustees Rhodes, Hueter, and Milchiker casting affirmative votes, Trustee Williams casting a negative vote, Trustee Walther and Student Trustee Medina abstaining to vote, and President Lorch not voting. Trustee Walther indicated that she abstained from voting on the motions and amendment due to a conflict of interest because she has been a paid employee of ACCT.

**AUTHORIZATION
FOR DISTRICT
INSTITUTIONAL
MEMBERSHIPS**

The board approved/ratified transfers of appropriations as delineated.

**BUDGET
TRANSFERS**

The board approved checks 72012 through 72508 totaling \$1,129,351.43; credit card purchases totaling \$2,220.57; Saddleback College Community Education checks 2951 through 3010 totaling \$148,372.31; and IVC Community Education checks 4231 through 4315 totaling \$91,762.58.

**PAYMENT OF
BILLS**

The board approved purchase orders 63203 through 63573 totaling \$328,583.04.

The board approved honorarium and travel expenditures for Mr. Patrick Callan and Dr. Robert Barr not to exceed \$1,200 for their presentation on August 12 during flex week.

**DISTRICTWIDE
FLEX DAY
ACTIVITY**

Motion by Trustee Walther, seconded by Trustee Rhodes, to approve the consulting agreement with Robert G. Bosanko for services rendered to the district from June 30, 1996, to June 30, 1997. Following concerns expressed by President Lorch and Trustee Hueter regarding whether or not the services stated in the contract are still needed by the district, motion carried with Trustee Hueter casting a negative vote. Student Trustee Medina cast an affirmative advisory vote.

**CONSULTANT
CONTRACT**

Motion by Trustee Williams, seconded by Trustee Milchiker, to approve the agreement with the California Teachers Association to engage attorneys Marianne Reinhold and Paul Crost for their services to provide three sexual harassment training sessions for faculty and staff during Flex/In-Service Week on August 12, 13, and 15, 1996, and authorize administration to sign the proposed agreement. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**IN-SERVICE
WEEK SEXUAL
HARASSMENT
TRAINING**

Motion by Trustee Walther, seconded by Trustee Williams, to approve the extension of the agreement with Patricia Eyres in an amount not to exceed \$7,580 that has been identified as the unexpended balance of the previously approved agreement for up to four sexual harassment prevention training workshops.

**SEXUAL
HARASSMENT
TRAINING**

President Lorch called for a fifteen-minute recess at 9:20 p.m.

RECESS

President Lorch made a motion, seconded by Trustee Rhodes, to reconsider item 35, Authorization for District Institutional Memberships 1996-1997. Motion carried with Trustee Walther abstaining. Motion by Trustee Williams, seconded by Trustee Milchiker, to amend the main motion concerning item 35 to approve the memberships as listed with the exception of CCLC and ACCT until a legal opinion is available regarding a board member accepting employment with any entity with whom the district contracts. Amended motion failed with Trustees Lorch, Milchiker, Williams, and Student Trustee Medina casting affirmative votes, Trustees Hueter and Rhodes casting negative votes, and Trustee Walther abstaining to vote. Main motion carried with Trustees Milchiker, Rhodes, Hueter, and Lorch casting affirmative votes, Trustee Williams casting a negative vote, and Trustee Walther and Student Trustee Medina abstaining. Trustee Walther indicated that she abstained from voting on the motions and amendment due to a conflict of interest because she has been a paid employee of ACCT.

**RECONSIDER-
ATION OF
ITEM 35**

A number of the individuals giving reports welcomed Joe Medina to the board as its student member for 1996-1997.

REPORTS

Trustee Walther referenced an article in the *AACC Times* which stated that there has been a recommendation by the Department of Education to withdraw nursing accreditation and asked for information on the potential impact on the district. She encouraged everyone to read the article in the *CCLC News* on coping with the high cost of retiree health benefits which she stated that SCCD needs to address. Trustee Walther quoted portions of another article in the California Higher Education Policy Center's publication that urged California's higher education institutions to prepare for reduced fiscal resources and the projected half-million more college applicants in the next ten years than are now enrolled by developing plans now. She quoted other recent articles that supported the continuation of affirmative action programs, including a *Times* article on the resignation of the Chancellor at UC Berkeley who resigned in protest to the dismantling of such programs.

TRUSTEES'
REPORTS

Trustee Milchiker reported that she enjoyed attending the American Heart Association fundraiser recently where President Doffoney was one of many other community leaders who participated as celebrity waiters. She commended Saddleback College's production of *Music Man* and noted that the college is the largest presenter of Broadway musicals in Southern California. Trustee Milchiker expressed appreciation for the considerable talent in South Orange County and for the college's showcasing that talent for the community. She added that she also attended two focus group meetings coordinated by the district, one on technology and the other on international education, that were both well attended by many local leaders. Trustee Milchiker stated that many excellent ideas were exchanged and a report will follow in the future.

Student Trustee Medina reported that his 17-day trip to China with other students was very rewarding and an excellent educational experience. He stated that one of the colleges the group visited on their trip, Commerce College, is very eager to reestablish ties with Saddleback College and he looks forward to seeing that goal accomplished.

Trustee Rhodes reported that he visited with Assemblyman Mickey Conroy the previous week and left feeling that he is a friend to the colleges, as was demonstrated by the Assemblyman's support on several bills favoring community colleges. He noted that Assemblyman Conroy may be moving into a supervisory position and commented that he could be an ally to the colleges in that position as well.

Trustee Williams asked that a review of Board Policy 103 be undertaken, focusing particularly on revision to the area pertaining to conflict of interest, and also requested development of a board code of ethics. He indicated that Rancho Santiago Community College District has a very comprehensive code of ethics for trustees that could be reviewed along with other districts' documents before developing a draft code, which he would like to have brought to the next meeting. Trustee Williams read portions of a letter from a student commending Professor Tom Carroll for his excellence in classroom instruction, and expressed appreciation for the many dedicated faculty and staff members within the district.

President Lorch indicated that she thoroughly enjoyed attending a performance of the *Music Man* as did the entire audience who showed their appreciation with a standing ovation. She reported that at the Board of Governor's July meeting, Robert Alleborn, Chair of the Chancellor Search Committee, emphasized the involvement of all constituent groups in the search process and noted that his request from input from the various governance groups as well as students, trustees, and others, resulted in numerous letters and phone calls. President Lorch stated that according to Mr. Alleborn, the process is underway and has been thorough and deliberative to allow for the widest scope of input to provide a full range of support for the new state Chancellor. She encouraged everyone to support the Education Technology Infrastructure Bond Act of 1996 which, if passed in November, will provide \$500 million in state general obligation bonds to provide funds to enable K-16 schools to handle expanding technology needs. President Lorch encouraged the development of a policy dealing with out-of-country travel.

Mr. Travis reported that there were 89 applicants for the 51 positions open in student government so all positions have been filled. He indicated that student government hosted a "get-acquainted" barbecue with campus safety and a breakfast with administration recently, and has begun work on a master plan to help direct future student governments over the next ten years.

ASG REPORTS

Ms. Krieg reported that the IVC student government is currently working on their budget which they hope to pass in September and then bring to the next board meeting. She announced that their fall retreat will take place August 23-25 in San Diego.

Professor Sherry Miller-White reported that she is the new Faculty Association president as a result of the election in May, and that Sharon MacMillan is the new vice president and chief negotiator, Carol Bander, secretary, and Mike Runyan, treasurer. She stated that she just attended the Representative Assembly of the National Education Association in Washington, D.C., where President Clinton addressed the group and was awarded the Friends to Education award. Professor Miller-White invited the board to attend the Faculty Association luncheon during flex week where for the first time there will be a keynote speaker, namely the Executive Director of CTA.

**FACULTY
ASSOCIATION
REPORT**

Mr. Kruhmin referred the board to his written report.

**CLASSIFIED
SENATES'/
COUNCIL'S
REPORTS**

Ms. Carnine reported that all positions in the IVC Classified Senate have been filled which will provide a larger pool from which more committees can be formed to provide more input to the college.

President Doffoney stated that he was delighted that students were able to experience China and will ask the students to report on their trip at a board meeting in the near future. He highlighted items from his written report including the success of *Music Man*, the productions such as *Aladdin* that are specifically designed for children, and the presentation developed jointly by the colleges' campus safety and security directors that is now accessible through the Internet.

**PRESIDENTS'
REPORTS**

President Larios brought the board's attention to his written report and accented the item concerning the receipt of eleven awards by the *Voice* at the 11th Annual Orange County Fair Reporter's Contest on July 9. He commented that the IVC flex-week activity schedule that he distributed earlier can be accessed on the Internet, and that disks containing the information will also be provided to the board. President Larios announced that two management workshops will be held the following week to review several issues, including the 1996-1997 budget, organizational assessment, student success plan, technology initiative, and the Economic Advancement Survey project.

Chancellor Lombardi stated that a memorandum was sent to the board on March 19, 1996, the subject of which was "Report and Recommendation from the Chancellor's Advisory Committee on the status of Lesbians, Gays and Bisexuals." He indicated that there was a request for a public reading and read the document in its entirety (attached to minutes). Chancellor Lombardi commended Saddleback College for its production of *Music Man* which he added that he and his granddaughter greatly enjoyed.

**CHANCELLOR'S
REPORT**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the submitted academic and classified personnel actions, including replacement pages, with amendment as read out. Motion carried unanimously.

**PERSONNEL
ACTIONS**

Motion by Trustee Rhodes, seconded by Trustee Hueter, to accept the gifts as listed in the agenda item. Motion carried unanimously.

GIFTS

The meeting was adjourned at 10:15 p.m.

ADJOURNMENT


Robert A. Lombardi, Secretary