

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
AUGUST 19, 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 7:00 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 7:10 p.m. Trustee Milchiker led the pledge of allegiance and Trustee Walther 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
Joe Medina, Student Member

PRESENT

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

Ginny Giguere
Kate Clark

California School Employees Association
Mark Pendry

Classified Senates/Council
Mark Kruhmin
Tamara Carnine
Gail Stevenson

Associated Student Government
Rick Travis
Judy Krieg

Motion by Trustee Rhodes, seconded by Trustee Frogue, to approve the agenda as presented, including replacement and/or additional pages to items 33a and 33b. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Milchiker, seconded by Trustee Hueter, to approve minutes of the July 22, 1996, regular meeting and July 26, 1996, special meeting of the Board of Trustees. Trustee Walther asked that clarification of her abstention from voting on the District Institutional Memberships item on pages 7 and 8 of the July 22 minutes be added. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

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

CLOSED SESSION

In closed session on August 19, 1996, the board approved extending the Saddleback College President's contract by two years to June 30, 1998.

In closed session on August 19, 1996, the board approved extending the Irvine Valley College President's contract by two years to June 30, 1998.

In closed session on August 19, 1996, a change was made to Item 33a, Academic Personnel, in that the word "Acting" was added to the title Dean of Informational Services.

President Doffoney introduced Dr. Leslie Cromwell, the new Saddleback College Foundation president, who provided a brief overview of the plan to redefine the goals and objectives of the Foundation, including development of a program to increase private funding.

**INTRODUCTION
OF GUESTS/
PRESENTATIONS**

Trustee Frogue presented Certificates of Recognition from the board to Saddleback College Professor Juanita Baltierra and EOPS Facilitator Teresa Camacho for their efforts and dedication to at-risk students and the Early Start Program.

President Larios introduced IVC Professor Jan Horn, Chair of the Strategic Plan Steering Committee, who presented highlights of the IVC Strategic Plan, including the planning process and resultant themes that were developed, and noted that the plan will undergo review annually.

Items 9, 10, 12, 14, 17, 26 and 29 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 unanimously. Student Trustee Medina cast an affirmative advisory vote.

**CONSENT
CALENDAR**

There were no public comments.

PUBLIC COMMENTS

The board approved the award of \$18,281 to Saddleback College from the State Chancellor's "Intersegmental Joint Faculty Projects" grant.

**GRANT
ACCEPTANCE**

Revisions to the Saddleback College Foundation's bylaws were provided for the board's information.

**FOUNDATION
BYLAWS**

The board ratified the expenditure, not to exceed \$1,500, to cover the cost of the Saddleback College picnic during in-service week on August 16.

**STAFF DEVELOP-
MENT ACTIVITY**

The board approved the honoraria for payment to the Saddleback Civic Light Opera Artists and Craftspersons as listed.

HONORARIA

The board approved the Saddleback College Community Education program and presenters for Fall 1996.

**COMMUNITY
EDUCATION**

The board approved Saddleback College Regional Health Occupations Resource Center agreements with North Orange County ROP, East Los Angeles Occupational Center, and Baldyview ROP with compensation in the amount of \$10 per student per testing date for Certified Nurse Assistant testing; with Newbridge College for RHORC to provide continuing education and staff development opportunities for its faculty for a total payment not to exceed \$9,401; with Molly Conley, Dee Niedringhaus, Janine O'Buchon, Teresa Okarma, Roberta Ramont, Jana Turnbull, and Vicki Warren to perform various services associated with the grant for the amounts listed; with Critical Seconds to recruit and train personnel, provide testing sites, and administer the certification tests required by the grant for the amounts listed; with Mark Moring and Wayne Zako to facilitate workshops on the dates listed for the amounts listed; and with Kaye Hansen to serve as a clinical evaluator at the Baldyview ROP and to serve as the coordinator of various CNA testing sites for an amount not to exceed \$10,000 for each contract.

**RHORC
AGREEMENTS**

Motion by Trustee Williams, seconded by Trustee Walther, to approve granting certificates of achievement to the students listed by Saddleback College. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**CERTIFICATES OF
ACHIEVEMENT**

Motion by Trustee Williams, seconded by Trustee Milchiker, to approve the request for Lt. Colonel Oliver North, United States Marine Corps, Retired, to speak on September 20, 1996, in the McKinney Theatre at Saddleback College. Following concerns expressed by several trustees and considerable discussion, motion carried with Trustees Walther and Hueter casting negative votes. Student Trustee Medina abstained.

**GUEST
SPEAKER**

Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the request to increase the ASB card from \$8 to \$10 per semester at Saddleback College. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**ASB CARD FEE
INCREASE**

Motion by Trustee Williams, seconded by Trustee Rhodes, to approve the agreement with the Bank of America to install a stand-alone automated teller machine in the Student Services Building at Saddleback College at no cost for installation or maintenance. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**AGREEMENT
WITH BANK OF
AMERICA**

<p>The board approved the request for assignment of the Gardner Merchant Food Services, Inc., contract for food services at Saddleback College to Sodexo.</p>	<p>FOOD SERVICES CONTRACT ASSIGNMENT</p>
<p>Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the changes to the child care fee schedules as outlined at the Saddleback College and Irvine Valley College Child Development Centers. Dean Doug Barr briefly detailed the changes to both colleges' fees. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.</p>	<p>CHILD CARE CENTERS' FEE SCHEDULES</p>
<p>The board approved the IVC Community Education program, presenters, and compensation for the 1996 Fall Session as indicated.</p>	<p>COMMUNITY EDUCATION</p>
<p>The board approved the expenditures for the IVC Art Department's Fall 1996 exhibitions.</p>	<p>ART EXHIBITS</p>
<p>Motion by Trustee Williams, seconded by Trustee Milchiker, to approve payment for travel, lodging, and registration expenditures for non-district personnel in accordance with the terms established in the Tech Prep Local Consortia Project, Phase V, grant project at IVC.</p>	<p>CONFERENCE ATTENDANCE</p>
<p>The board approved Educational Services Agreements with Irvine Unified School District in the amount of \$15,420 for IVC to teach math classes at Irvine High School, and with Microsoft Corporation in the amount of \$24,500 for IVC to provide training on Microsoft products to computer instructors from community colleges throughout California.</p>	<p>EDUCATIONAL SERVICES AGREEMENTS</p>
<p>The board approved the workshops and personnel providing training in the amount listed for the Microsoft Training Project at IVC, as well as travel and expenses for non-district personnel who conduct the training.</p>	<p>WORKSHOPS</p>
<p>The board approved the request by the IVC Men's Soccer Team to sell ads for the Fall 1996 Soccer program as a fundraising activity.</p>	<p>ATHLETIC EVENT</p>
<p>The board approved change order 1 for the HVAC Modifications in the Math/Science Building at Saddleback College, accepted the project as complete and authorized a Notice of Completion for the project, and accepted the Soil/Groundwater Remediation project at Saddleback College as complete and authorized a Notice of Completion for that project as well.</p>	<p>CHANGE ORDER/ NOTICES OF COMPLETION</p>

President Lorch called for a fifteen-minute recess at 8:45 p.m.

RECESS

President Lorch adjourned the meeting to a public hearing to provide an opportunity for the public to comment on the proposed 1996-1997 final budget. There were no public comments and the regular meeting was reconvened.

**PUBLIC
HEARING**

Motion by Trustee Frogue, seconded by Trustee Rhodes, to approve the proposed final budget for FY 1996-1997 subsequent to the required public hearing. Vice Chancellor Carcamo provided details and noted that there is a 2.8 percent decrease in the general fund, unrestricted operating budget as compared to 1995-1996. He indicated that due to reduced property tax allocations and an increased budget allocation from the state, the district is no longer locally funded. Trustee Frogue asked that the minutes state that the board received explanation that approximately \$900,000 will need to be provided in the part-time OSH budget to ensure that Saddleback College will have sufficient funds to cover their instructional programs for this year. He also wanted it noted in the minutes that the amount of money that the district lost due to taxes refunded to the cable television company was approximately \$836,000. Trustee Milchiker expressed concern about hiring full-time faculty in view of the budget deficit and following further comment and discussion, motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**FINAL
BUDGET**

The board ratified award of the contract for emergency repair of the wood floor in the SA Building at Saddleback College to O.N.E. Construction in the amount of \$19,221.

**EMERGENCY
REPAIR
CONTRACT**

The board rejected all bids submitted in relation to bid 208 for the Metal Storage Building at IVC due to the fact that all were over budget.

**REJECTION OF
BIDS**

The board approved entering into a contract for the 1996-1997 academic year with the James Albert School of Cosmetology for cosmetology instructional services.

**COSMETOLOGY
INSTRUCTION**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve purchase orders 63574 through 64719 totaling \$4,248,272.55. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**PURCHASE
ORDERS**

Motion by Trustee Rhodes, seconded by Trustee Walther, to approve the award of bid 208 for Integrated Academic and Administrative Software to Buzzeo, Inc., at a cost of \$700,000. Drs. Morrison and MacDougall stated that a significant amount of effort was expended by staff in evaluating the various options and it was determined that Buzzeo offered the best solution and cost for the district. Motion carried with Trustee Milchiker casting a negative vote and Trustee Frogue abstaining. Student Trustee Medina cast an affirmative advisory vote.

**ACADEMIC AND
ADMINISTRATIVE
APPLICATIONS
SOFTWARE**

The board approved the trustees' requests to attend conferences and meetings, and/or local mileage reimbursement as indicated.

**TRUSTEE
ATTENDANCE/
REIMBURSEMENT**

The board approved mileage reimbursement for the trustees' attendance at required board meetings.

Several individuals giving reports commended Judy Krieg for her leadership of IVC's student government and wished her well in her new endeavor.

REPORTS

Trustee Williams stated that the board code of ethics will be on the September board meeting agenda and he is looking forward to review and discussion of the code. He read a letter from a student recognizing part-time faculty member Carolyn Kuykendall and stated he would like the district to investigate the possibility of providing benefits to part-time faculty, many of whom who have worked many years for the district. Trustee Williams reported on the status of the Transportation Subcommittee of the El Toro Airport Citizens Advisory Committee, announced upcoming informational meetings, and noted that a copy of the MCAS El Toro Community Reuse Plan and Environmental Impact Study is available in the Chancellor's Office for review by interested parties. He thanked Chancellor Lombardi and all those involved for a successful in-service week and the Faculty Association for hosting a luncheon.

**TRUSTEES'
REPORTS**

Trustee Walther agreed that the board should adopt a code of ethics and noted that she first made the recommendation at the April 1995 board meeting. She stated that since her ethics were questioned she would like to highlight some of her accomplishments and recognition during her nineteen-year tenure on the board, such as invitations to make conference presentations two years after her election to the board in 1977, election to the CCJCA Board of Directors where she served for five years, election to the CCCT Board of Directors where she served eight years, appointment to the Chancellor's Advisory Committee on Affirmative Action and Staff Diversity, and invitations to speak/present at numerous state and national conferences during over the years. She added that she has been asked to be a facilitator for a special workshop preceding the upcoming ACCT conference, as well as to join three former ACCT presidents to provide an orientation for new board members, for which she is not being paid and is in fact receiving reimbursement for additional expenses from ACCT. Trustee Walther indicated that although she has attended many conferences, much of the travel was paid for by the organizations she served, not by the district, and that she would not have been appointed to or recognized by so many organizations had she not been effective in her role. Trustee Walther asked if the publication entitled Board of Trustees Goals and Objectives had been distributed, and Associate Vice Chancellor Hodge responded that it will be presented to the governance leadership at the September 3 Chancellor's Cabinet meeting. She commended Mark Kruhmin for providing written rather than verbal reports at board meetings.

Trustee Milchiker reported that her son was a student at Saddleback College during the past year and, through his Japanese class, was made aware of a student exchange program. She stated that he entered the program, lived with a family in Japan where he attended a local university, and thoroughly enjoyed the experience. Trustee Milchiker thanked Saddleback College for providing such excellent opportunities to students.

Student Trustee Medina stated that he feels privileged to be seated as the student representative on the board and looks forward to working with students, governance groups, faculty, and staff. He encouraged everyone to appreciate each others differences and opinions and work together to ensure a productive year for all.

Trustee Frogue referenced an article that stated that with the improvement in the economy more students will be returning to school, and noted for the record that some trustees opposed the \$50 per unit fee assessed to students who held baccalaureate degrees. He thanked Chancellor Lombardi for sending information to trustees on the district's continuing research and development on distance education, and on potential cooperative venture between the Saddleback College nursing program and Mission Hospital. Trustee Frogue added that he will be interested in reviewing the draft policy on board ethics and that he has mixed feelings about adopting such a policy.

Trustee Rhodes reported that he attended a seminar the preceding week on distance learning that focused on the Internet as a mode of delivery of education. He stated that Saddleback College Professors Huntley, Haggerty, Wisegerber, and Stewart and Dean Bergurud presented many interesting facts that are not commonly known during their discussion of the history of distance learning, which included a definition of terms. Trustee Rhodes indicated that they also described the impact of the Internet on distance learning and the regulations for implementing Internet courses, transferability, and other related issues. He noted that the district's first course via the Internet will be taught this fall by Professors Huntley and Valensic. Trustee Rhodes expressed concern that Trustee Walther personally had to describe her accomplishments during nearly nineteen years as a board member.

Mr. Travis reported that the ASG retreat was very successful and thanked Vice President Hodge, President Lorch, and Professors Espinosa, Haggerty and Reed for their participation. He invited everyone to attend the ASG executive cabinet meeting on Thursday, August 22, in McKinney Theatre that will be followed by a barbecue.

ASG REPORTS

Ms. Krieg reported that the IVC Psi Beta Club members returned from the American Psychological Association Conference with a first place award for a member's research paper and second best chapter in North America award. She indicated that elections for new officers and her replacement will take place October 1-2 and introduced a potential successor from the audience. Ms. Krieg stated that she will pursue her educational goal in the fall as full-time student in the nursing program at Saddleback College. She thanked IVC students, and named many members of the faculty, staff, and administration who were instrumental to her academic success at IVC. She thanked the board for hiring such quality people and President Larios for his guidance during her terms as ASIVC president.

Professor Ginny Giguere, representing the Saddleback College Academic Senate, stated that Professor Rosalinde Wilcox was elected interim facilitator of the Senate until the next meeting when officers will be elected.

**ACADEMIC
SENATES'
REPORTS**

Professor Clark stated that the IVC Academic Senate looks forward to working with the Saddleback College Academic Senate on issues of mutual concern including the part-time faculty hiring policy and budget review. She commented that IVC is very aware of the many contributions provided by its part-time faculty, and recognizes their efforts through receptions and other events.

Professor Miller-White reported that the Faculty Association luncheon during in-service week was very successful and the speaker, the executive director of CTA, offered to return to give a presentation on Proposition 203, the Civil Rights Initiative. She stated that the presentation is the culmination of a year-long study undertaken to provide CTA members and the public with an understanding of affirmative action and the potential impact if it is terminated. Professor Miller-White indicated that if the board is interested she will make arrangements for the executive director to present the Prop 203 study to the district. She announced that Professor Lee Haggerty is now the faculty consultant on distance learning for the association.

**FACULTY
ASSOCIATION
REPORT**

Mr. Pendry reported that many concerns have been expressed about the budget, reclassification, nonreplacement of classified positions, and other issues. He stated that there are several out-of-class positions that the executive board is concerned with and is anxious to implement a new reclass system. Mr. Pendry indicated that nearly 11,000 delegates attended the recent conference and the new bylaws for the state association were presented.

**CSEA
REPORT**

Ms. Stevenson announced that a scholarship fundraiser will be held on September 18 with the proceeds going to high school graduates who win an essay contest on the benefits of attending a community college. The fundraiser will include selling flowers and See's Candy pops to district personnel to be delivered to coworkers to show appreciation.

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

Mr. Kruhmin indicated that he submitted a written report.

President Doffoney highlighted items in his written report including Saddleback College's participation in the Regional Interior Design Program with four other community colleges, the Gauchos ranking among the top ten in the nation, and the excellence of the Saddleback Civic Light Opera's 19th summer season.

**PRESIDENTS'
REPORTS**

President Larios commended everyone at IVC who helped make in-service week a success, and congratulated Professor Rebecca Welch for being selected as the Accreditation Self-Study Chair for IVC. He noted that Judy Krieg's long term goal is to serve others and that she and her husband plan to return to Balise eventually to open a clinic. President Larios thanked her for serving the students admirably at IVC.

Chancellor Lombardi stated that listening to Trustee Walther's many accomplishments reminded him of the tremendous responsibility placed on trustees, and that one of the most important is having to vote on difficult issues. He thanked the board for supporting the technology initiative and commended each for their thorough consideration of all items, whatever their eventual vote.

**CHANCELLOR'S
REPORT**

Motion by Trustee Rhodes, seconded by Trustee Frogue, to approve the submitted academic and classified personnel actions, including replacement pages. Trustee Milchiker amended the motion, seconded by Trustee Williams, to approve the submitted academic and classified personnel actions with the exception of those listed under the heading Academic Employment. Following a brief discussion, Trustee Milchiker explained that she would like to be able to vote negatively on the Academic Employment listing only, not all the categories listed on the academic personnel pages. Motion by Trustee Hueter, seconded by Trustee Williams to approve item 33a, submitted academic personnel actions including replacement pages. Motion carried with Trustees Milchiker and Lorch casting negative votes on the items listed under Academic Employment only. Motion by Trustee Hueter, seconded Trustee Williams, to approve item 33b, submitted classified personnel actions including replacement pages. Motion carried unanimously.

**PERSONNEL
ACTIONS**

Motion by Trustee Frogue, seconded by Trustee Hueter, to accept the following gifts: fabric samples to be used for students' sample boards in Interior Design classes, donated by Carole Eichen Interiors to Saddleback College; various hardback and paperback books, one cassette deck and one 40" Mitsubishi TV as indicated on Attachment 1 to be added to the Library collection, donated by those listed on Attachment 1 to Saddleback College; one Carasul black hat and two caftans to be used in Theatre productions, donated by Marjorie D. Miller to Saddleback College; and two IBM clone computers, other computer equipment, and related cables and books to be used by the PC User's Group to go on line with E-mail, donated by Ruth H. and Gerald G. Thomas to Saddleback College. Motion carried unanimously.

GIFTS

Motion by Trustee Walther, seconded by Trustee Hueter, to approve entering into a contract for the 1996-1997 academic year with Elegante Beauty Colleges for Cosmetology and Manicurist instructional services. Motion carried unanimously. Student Trustee Medina cast an affirmative advisory vote.

**COSMETOLOGY/
MANICURIST
INSTRUCTION**

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

ADJOURNMENT


Robert A. Lombardi, Secretary