

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
AUGUST 22, 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 6:00 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 Milchiker at 7:30 p.m. Trustee Lorch led the pledge of allegiance and Trustee Frogue offered words of inspiration. **RECONVENED**

Members of the Board of Trustees

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

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
Terry Burgess, Vice President, Irvine Valley College

Faculty Association

Thomas Carroll

Academic Senate

Terry Robinson
Peter Morrison

California School Employees Association

Mark Pendry

Classified Senates/Council

Mark Sierakowski
Carol Dobson

Associated Student Government

Monica Mukai
Michael Woodruff

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

**APPROVAL
OF AGENDA**

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the minutes of the July 11, 1994, meeting of the Board of Trustees. 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

Motion by Trustee Lorch, seconded by Trustee Hueter, to adopt a resolution commending June Patterson for sixteen years of service as the Special Services Technical Assistant of the Division of Counseling Services and Special Programs at Saddleback College. Motion carried unanimously by a roll call vote.

RESOLUTION

Dean Pam Deegan demonstrated an interactive multimedia system entitled ADAM which would allow students to view human anatomy and common medical procedures as well as create interactive multimedia documents and courseware, and could eliminate the need for some biological science labs.

DEMONSTRATION

Item 31 was removed from the consent calendar for separate discussion. Motion by Trustee Frogue, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**CONSENT
CALENDAR**

The board approved acceptance of funding from the State Chancellor's Office for the grant project entitled "Economic Development In-Service Training" at Saddleback College, and from the California Department of Education/Child Development Division for the grant project entitled "Child Care Service" at Irvine Valley College.

**GRANT
ACCEPTANCES**

<p>Dr. Andrews presented information on the rearrangement of trustee areas including historical data on SCCD trustee areas, legal requirements, and the general process and possible costs associated with restructuring. Trustee Walther requested that the item be brought back for discussion and action at the September 19 board meeting, and quoted Section 54954.2 of the Ralph M. Brown Act which states that a member of a legislative body may take action to direct staff to place a matter of business on a future agenda. In response to a question by Trustee Walther, Dr. Andrews advised the board on the process for splitting the district and indicated that although he could not estimate the cost of the process, there would be many attendant legal fees.</p>	<p>REARRANGE- MENT OF TRUSTEE AREAS</p>
<p>The board approved production expenditures as listed for the 1994-1995 theatre department season at Irvine Valley College.</p>	<p>THEATRE DEPT. EXPENDITURES</p>
<p>The board ratified participation of three members and one advisor of the IVC Honor Society at the Phi Theta Kappa Summer Planning Session July 15-17 held in Zephyr Cove, Nevada, at a total cost not to exceed \$250.</p>	<p>HONOR SOCIETY PLANNING SESSION</p>
<p>The board approved the IVC Community Education program, presenters, and compensation for the 1994 Fall Session as indicated.</p>	<p>COMMUNITY EDUCATION</p>
<p>The board approved consultant agreements with Drs. Michael McNalley and Arthur Selvan in the amounts of \$500 each for their assistance in assessing the fitness level of students in the Physical Education 194 class from August 23, 1994, through June 30, 1995.</p>	<p>CONSULTANT AGREEMENTS</p>
<p>The board approved extending the date of completion of the consultant contract with Maura Mattson to January 30, 1994, to enable her to complete her segment of the curriculum development to meet the obligations of the Tech Prep Educational Project, Phase III, grant.</p>	<p>EXTENSION OF CONSULTANT AGREEMENT</p>
<p>The board approved the proposed IVC curriculum revisions for 1994-1995 as listed.</p>	<p>CURRICULUM REVISIONS</p>
<p>The board approved an Educational Services Agreement with Motorola, Inc., in the amount of \$16,000 for IVC to provide an on-site program to provide instruction in mathematics for specific Motorola employees.</p>	<p>EDUCATIONAL SERVICES AGREEMENT</p>

The board approved workshops and associated expenditures as indicated related to the CAFE II and Professional Development in Business Education grant projects at IVC.	WORKSHOPS
The board approved the contract with the California Motorcycle Safety Program to conduct classes in motorcycle rider training at Saddleback College.	MOTORCYCLE TRAINING CONTRACT
The board approved the honoraria listed for payment to the Saddleback Company Theatre Artists and Craftspersons.	SUMMER STOCK HONORARIA
The board authorized a guest artist contract with Lola Montes and her Spanish Dancers for three performances at a cost not to exceed \$5,000.	GUEST ARTIST CONTRACT
The board approved consultant agreements for Saddleback College with Jean Schneewind, R.N., for an amount not to exceed \$5,000 per year for her services as a clinical evaluator for the Regional Health Occupations Resource Center, and with the Dayle McIntosh Center for the Disabled for an amount not to exceed \$6,400 for interpreter services on an as-needed basis.	CONSULTANT AGREEMENTS
The board approved the Saddleback College Classified Senate Executive Council retreat at Humphrey's Half Moon Inn at a cost not to exceed \$1,000.	RETREAT
The board approved the acceptance of a FAX machine for the Special Services Department as a participant in the Regional Resource Center for the deaf at Saddleback College.	RESOURCE CENTER FOR THE DEAF
Motion by Trustee Williams, seconded by Trustee Lorch, to approve the honorarium payment of \$75 to Thomas Keneally, author of <u>Schindler's List</u> , as the guest speaker for the Saddleback College Humanities Hour in September. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.	HUMANITIES HOUR GUEST SPEAKER
The board approved granting certificates of achievement to the students listed by Saddleback College and Irvine Valley College.	CERTIFICATES OF ACHIEVEMENT
The board approved the extension of the inspection services contract with Rick Brown, inspector-of-record, for the Hart Gymnasium project in the amount of \$5,000.	EXTENSION OF CONTRACT

The board approved Bid 195 for the award of the construction contract for Parking Lot 8 at IVC to E.A. Mendoza in the amount of \$455,232.38; change order 1 to decrease the construction contract by \$22,314 to \$432,918.38; the construction inspection services contract with Rick Brown at a cost of \$10,000; and a soils testing and inspection agreement with Geobase for an estimated fee of \$5,955 plus reimbursable expenses.

**PARKING
LOT 8**

President Milchiker adjourned the board meeting to conduct a public hearing to provide the public an opportunity to comment on the proposed 1994-1995 SCCD Final Budget. Hearing none, President Milchiker reconvened the regular board meeting.

**PUBLIC
HEARING**

Motion by Trustee Williams, seconded by Trustee Lorch, to adopt the budget presented as the 1994-1995 Fiscal Year Budget for Saddleback Community College District. Vice Chancellor Carcamo presented an overview of the proposed budget and answered the board's questions. Motion carried unanimously. Student Trustee Caballero abstained from voting.

**ADOPTION OF
1994-1995
FINAL BUDGET**

The board approved the award of Bid 181 for district chemistry and science supplies to the vendors listed in the amount of \$35,732.77; Bid 182 for district paper supplies to the vendors listed in the amount of \$65,660.38; Bid 196 for emergency exits at IVC to O.J. Construction in the amount of \$18,000; and Bid 928 for a chain link fence at the Saddleback College football stadium to H.M.S. Fence Company in the amount of \$21,300.

**AWARD
OF BIDS**

The board rejected all bids submitted in relation to Bid 177 for the lease of modular relocatable buildings for the Saddleback College lower campus.

**REJECTION
OF BID**

Motion by Trustee Hueter, seconded by Trustee Frogue, to accept the quarterly budget status report for review and study and direct administration to include these reports in the minutes. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**QUARTERLY
FINANCIAL
STATUS
REPORT**

The board approved the agreement with Keenan & Associates for claims management services for the period from July 1, 1994, to June 30, 1995.

**CLAIMS
MANAGEMENT
AGREEMENT**

<p>The board approved a renewal of the contract with the Gartner Group to continue to provide their services and advice in the development, planning, and support of administrative computing systems and services for the period from August 1, 1994, through July 31, 1995, at a cost not to exceed \$19,500.</p>	<p>CONTRACTED SERVICES</p>
<p>The board denied the claim against the district by Jeffrey Biron and directed that the claim be referred to the district's insurance administrator for processing.</p>	<p>CLAIM AGAINST THE DISTRICT</p>
<p>The board approved purchase orders 48435 through 49686 totaling \$3,858,423.93.</p>	<p>PURCHASE ORDERS</p>
<p>The board approved checks 50524 through 51761 totaling \$4,217,750.87; credit card purchases totaling \$11,032.15; Saddleback College Community Education checks 1660 through 1764 totaling \$24,010.21; and Irvine Valley College Community Education checks 2608 through 2709 totaling \$193,879.44.</p>	<p>PAYMENT OF BILLS</p>
<p>Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve consulting agreements with Jack Schumaker Management Consultants, Inc. for services rendered to the district by Robert G. Bosanko from September 6, 1994, to December 31, 1994, and with Professional Personnel Leasing, Inc., for the services of Walter Collins for the period of August 23, 1994, through and including June 30, 1995. Trustee Lorch noted that there was no consulting agreement with Professional Personnel Leasing, Inc., attached to the agenda item cover sheet and asked that the item be pulled from the agenda and brought back with the agreement attached. The motion was amended by Trustee Hueter, seconded by Trustee Lorch, to approve the consulting agreement with Jack Schumaker Management Consultants, Inc., only, for services rendered to the district by Robert G. Bosanko from September 6, 1994, to December 31, 1994. Motion carried unanimously. Student Trustee Caballero cast and affirmative advisory vote.</p>	<p>CONSULTING AGREEMENTS</p>
<p>The board approved the trustees' requests for travel and/or local mileage reimbursement as indicated.</p>	<p>TRAVEL</p>
<p>Chancellor Lombardi noted that the State Chancellor's Office and Board of Governors has forwarded legislative proposal guidelines and forms, and is inviting submission of 1995 Legislative Program proposals from districts and organizations by October 3.</p>	<p>LEGISLATIVE PROGRAM PROPOSALS</p>

President Milchiker introduced from the audience Ms. Juel Andersen and Mr. David Leland, election candidates for SCCD trustee areas 5 and 4, respectively.

INTRODUCTION

There were no public comments.

PUBLIC COMMENTS

Trustee Walther thanked President Doffoney, Ms. Mukai and other students for their help in developing California Issues Forums and announced that nine public forums will be held in various locations from September 20 - 29 on making the California political system work. She added that on September 10 Saddleback College Community Education Professor Joyce Hanna will offer moderator training, and on October 13 the results of the forums will be reported to policy makers, the press, and others.

**TRUSTEES'
REPORTS**

Trustee Hueter commended all those involved in coordinating flex-week activities and thanked them for providing many excellent programs. She noted that she witnessed other examples of educational technology while attending the Leadership 2000 Conference recently, and encouraged the district to continue to explore new technology. Trustee Hueter commended Saddleback College on its recent production of *Jack and The Beanstalk*.

Trustee Rhodes commended all faculty and staff members who participated in selecting a president for Irvine Valley College, and thanked Chancellor Lombardi for providing the program on new technology during in-service week.

Trustee Lorch thanked faculty and staff members who served on recent screening and selection committees, and all those involved in coordinating the in-service educational technology demonstration at Aliso Niguel High School which she described as insightful and inspiring. She referenced the Journal of Marketing which listed several determinants of quality that customers use when evaluating services including reliability, responsiveness, competence, access, courtesy, and communication. Trustee Lorch stated that the students and employees are the district's customers and one way to maximize customer satisfaction would be to identify all customers being served and determine what constitutes quality in their opinion.

Trustee Frogue stated that although he enjoyed most of the flex-week activities, he felt that the demonstration at Aliso Niguel was too much of "talking heads." He reported that he enjoyed visiting the KSBR exhibit and the Native American convocation at the recent Orange County Fair, as well as the 147th anniversary of the independence of Liberia at Mason Park in Irvine.

President Doffoney reported that he was pleased to see the return of students and faculty to the Saddleback College campus, and noted that enrollment seems to be holding steady or may increase slightly this year. He brought the board's attention to a new campus newsletter entitled *Beat* and distributed copies.

**PRESIDENTS'
REPORTS**

Vice President Burgess expressed appreciation to board members and Dr. Larios for their participation in in-service activities and stated that he looks forward to Dr. Larios' return in September in his position as President of IVC. He reported that IVC enrollment is up 9% in headcount, 11% in seats taken, and that as of the preceding Friday, enrollment is at 96% of the total at census a year ago.

Professor Robinson thanked Nancy Reynolds for replacing him at board meetings during the summer. He noted that the Saddleback College Academic Senate will commence or continue work on a number of issues during the semester including the Senate's consult collegially agreement with the board, the administrative evaluation policy, the 1995-1995 academic calendar, and the college master plans during program review.

**ACADEMIC
SENATES'
REPORTS**

Professor Morrison reported that the IVC Academic Senate will begin its regular schedule of meetings on Thursday, August 25, and will continue on alternate Thursdays from 2:00 p.m. to 4:00 p.m. in A403 and invited the board to attend. He added that the IVC Senate will work on a list of items similar to those indicated by Professor Robinson. Professor Morrison commented that he looks forward to working with Dr. Larios and to completing the appointments of the two other administrative positions at IVC currently in the hiring process.

Mr. Pendry reported that he completed appointing individuals to the negotiations and reclassification committees and they will soon begin CFIER training.

CSEA

Professor Carroll stated that he looks forward to working with President Larios and establishing a formal and informal relationship with him as the Association has done with President Doffoney and Chancellor Lombardi. He reported that contract negotiations continue and may be completed soon. Professor Carroll announced that the newly elected officers are Professors Sherry Miller-White, Vice President, Ray Chandos, IVC Grievance Chairman, Patrick Fennell, Saddleback College Grievance Chairman, and that an election for the office of Secretary will be held in the next two weeks.

**FACULTY
ASSOCIATION
REPORT**

Mr. Sierakowski thanked the board for approving the Saddleback College Classified Senate Executive Council Retreat.

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

Ms. Dobson stated that the IVC Classified Senate recently completed the nomination process for electing senators and should complete the election process by the September meeting.

Ms. Mukai expressed concern that from her perspective it appeared that the board overlooked seeking a response from her or other students in attendance to a question asked earlier in the meeting by Student Trustee Caballero, and instead sought the answer from an administrator. She encouraged the board to solicit and listen to the student perspective on issues. Ms. Mukai stated that in 1990 the Board of Governors sent a document to boards requesting development and implementation of a plan encouraging greater student participation and indicated that she intends to work with both student governments to formulate such a plan.

ASG REPORTS

Mr. Woodruff reported that the recent ASG retreat was very successful and that he looks forward to working with Ms. Mukai and the Saddleback College ASG. He added that elections will be held in the next few weeks to fill open positions in the ASIVC.

Chancellor Lombardi reported that President Larios recently appointed Jess Craig as the Acting Vice President of Student Services at IVC, and that Dr. Richard McCullough was appointed Dean of Mathematics, Science and Engineering, at Saddleback College. He announced other appointments including that of Raghu Mather as Vice Chair of the Education Policy Commission of the California Community College League of California, and Terry Burgess as President of the California Community College Chief Instructional Officers.

**CHANCELLOR'S
REPORT**

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

PERSONNEL

Motion by Trustee Lorch, seconded by Trustee Hueter, to accept the following gifts: one wig and one head stand to be used for theatre productions and by students in design and acting classes, donated by Susan Lemkin to Saddleback College; various hardback and paperback books as listed in Attachment 1 to be used as part of the Library collection or for the Library booksale and one framed print for display in the Library, donated by those listed in Attachment 1 to Saddleback College; various laboratory materials, prepared media, culti-loops, and diagnostic materials as shown in Attachment 2 to be used in the General Microbiology class labs, donated by Dr. A.J. Tabatzky to Saddleback College; upholstery and drapery fabric samples to be used by student and instructors in the Consumer and Family Resources classes, donated by Thomas Decorative Carpets & Fabrics to Saddleback College; one set of 14,000+ slides covering various physical science topics and approximately 550 Kodak slide carousel trays to be used in various college classrooms for instructional purposes, donated by Golden West College to Saddleback College; one 14" Morase VGAPlus color monitor, one VGA EM-16 sixteen bit high resolution video graphics adapter card, and one printer cable to be used to upgrade computer currently being used to demonstrate various geology lab software, donated by Mark Sierakowski to Saddleback College; one Avanti small refrigerator to be used to house refreshments and related supplies in the Women's Center, donated by Lisa Angers to Irvine Valley College; Laser Light Show to be used in the LET Program curriculum as well as in support of events, donated by M. Kenney to Irvine Valley College; and 100 each of DOS, Microsoft Word and Microsoft Excel software packages to be used to better train business educators in the use of current business products, donated by Sally Jenkins/Alicia Humiston, Microsoft, to Irvine Valley College. Motion carried unanimously.

GIFTS

The meeting was adjourned at 10:10 p.m. to closed session.

ADJOURNMENT



Robert A. Lombardi, Secretary