

MINUTES OF THE BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
AUGUST 23, 1993  
LIBRARY 105, SADDLEBACK COLLEGE

CLOSED SESSION

The Board of Trustees met in closed session from 7:00 p.m. to 7:30 p.m. to discuss personnel and negotiations. All trustees were present.

CLOSED SESSION

REGULAR MEETING

The open session of the regular meeting of the Board of Trustees was called to order by President Williams at 7:30 p.m. Trustee Frogue led the pledge of allegiance.

CALLED  
TO ORDER

Members of the Board of Trustees

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

PRESENT

Administrative Officers

Richard Sneed, Chancellor  
Tony Carcamo, Vice Chancellor, Fiscal Services  
William Kelly, Vice Chancellor, Administrative Services  
Linda Kroner, Vice Chancellor, Human Resources  
Cal Nelson, Acting President, Saddleback College  
Anna McFarlin, President, Irvine Valley College

Faculty Association

Mike Runyan

Academic Senate

Terry Robinson  
Wendy Phillips

California School Employees Association

Mike Bryant

Classified Senate/Councils

Connie McClain  
Jamie Cayetano  
Matthew Breindel

Student Trustee Mukai administered the oath of office to newly appointed Trustee Teddi Lorch. Trustee Lorch introduced her husband, Tom, daughter, Andrea, and her parents, Mr. and Mrs. Joseph Sanders, from the audience.

**ADMINISTRATION  
OF OATH**

Chancellor Sneed requested removal of item 21d from the agenda. Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the agenda as amended, including replacement and/or additional pages to items 30a and 30b. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**APPROVAL  
OF AGENDA**

Motion by Trustee Milchiker, seconded by Trustee Frogue, to approve minutes of the July 26, 1993, regular meeting of the Board of Trustees, and the minutes of the July 28, August 2, and August 3, 1993, special meetings of the Board of Trustees. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**APPROVAL  
OF MINUTES**

There were no actions from closed session.

**CLOSED SESSION**

Trustee Hueter read Resolution 93-45 declaring the boards' opposition to the "Parental Choice in Education" initiative on the November 1993 ballot. Motion by Trustee Hueter, seconded by Trustee Walther, to adopt Resolution 93-45. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**RESOLUTION**

On behalf of the board and the district, Chancellor Sneed presented certificates of appreciation to Director Geoffrey English for his outstanding service as Performing Arts Director at Saddleback College, and to Professor Jo Ann Alford and Dr. Francisco Marmolejo for their exceptional contributions as Staff Diversity Officers.

**PRESENTATIONS**

Ms. Freda Covington, President of the Saddleback College performing arts support group, The Angels, presented Chancellor Sneed with a commemorative plaque for his continuous support of the arts.

Trustee Hueter read Resolution 93-46 expressing the board's appreciation and gratitude to Dr. Richard Sneed for his outstanding leadership and dedication to Saddleback Community College District as Chancellor since 1986. Motion by Trustee Hueter, seconded by Trustee Walther, to adopt Resolution 93-46. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**RESOLUTION**

President Williams announced a short recess for cake and coffee in honor of Chancellor Sneed.

**RECESS**

Trustee Frogue requested removal of item 24 from the consent calendar for separate discussion. Motion by Trustee Walther, seconded by Trustee Hueter, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**CONSENT  
CALENDAR**

Motion by Trustee Walther, seconded by Trustee Rhodes, to accept for review and study the draft Affirmative Action Goals and Timetables, Fall 1993 - Spring 1996. Director Newell reviewed the draft document and noted that the district has made progress toward reaching a balanced workforce. She emphasized that the district does not engage in setting quotas but rather goals, and that the goals are opportunities for the district to employ underrepresented individuals in an attempt to eliminate underrepresentation in the district's workforce. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**AFFIRMATIVE  
ACTION GOALS  
AND TIMETABLES  
DRAFT**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve Board Policy 4209, Classified Leadership Reduction In Force Notification. C.S.E.A. President Bryant stated he would like to see the same 90-day notification of reduction in force extended to classified staff. Chancellor Sneed indicated that the issue is subject to collective bargaining for classified staff. Trustee Frogue asked why classified leadership requested more time for layoff notification and Chancellor Sneed indicated that as managers, classified leadership staff are without representation and unless they have been in C.S.E.A. they do not have return rights. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Mukai cast an affirmative advisory vote.

**BP4209**

The board approved the award of grant funds for the Irvine Valley College Child Care Services Project in the amount of \$52,044 from the California Department of Education/Child Development Division; for the Irvine Valley College Social Sciences Computer Lab Project in the amount of \$40,131 from the National Sciences Foundation; for the Saddleback College Regional Health Occupation Resource Center in the amount of \$85,000 from the California Community Colleges' Vocational Education Special Projects; for the Saddleback College Emergency Medical Technician Model Curriculum Test Plan in the amount of \$200,000 from the State Chancellor's Office; and for the Saddleback College Nursing Instructor In-Service Training in the amount of \$90,880 from the State Chancellor's Office.

GRANT  
ACCEPTANCES

Motion by Trustee Frogue, seconded by Trustee Lorch, to accept for information and review the *Environmental Survey of Saddleback College 1991-1992* booklet prepared by Saddleback College Environmental Studies student, Scott Harmon. Academic Senate President Robinson stated that the Saddleback College Academic Senate reviewed the two-year project and hopes it will be utilized as a basis for future discussion of policy and use of the outdoor campus environment. Environmental Studies Professor Lee Waian introduced Mr. Harmon and commended him for his report.

ENVIRONMENTAL  
SURVEY

The board approved consulting agreements for Irvine Valley College with Drs. Michael McNalley and Arthur Selvan in the amounts of \$650 and \$350 respectively from August 23, 1993, through May 25, 1994, for reading of students stress 12 lead ECG's and Exercise ECG's in P.E. 194, Fitness Assessment; for Saddleback College with the Dayle McIntosh Center for the Disabled in the amount of \$32 per hour not to exceed \$6,400 to act as a referral source for interpreter services on an as-needed basis; for Saddleback College with Donna Beck in an amount not to exceed \$40,000 plus travel expenses to serve as administrative assistant from September 1, 1993, through June 30, 1994, for the vocational education special project "Emergency Medical Technician Model Curriculum Test Plan;" and for Saddleback College with the individuals listed in an amount not to exceed \$5,000 per year for their services as clinical evaluators, proctors, center assistants, and resident actors for the Regional Health Occupations Resource Center.

CONSULTING  
AGREEMENTS

The board approved Saddleback College's guest artist contracts with David Lieberman, Artists Representative, for a single performance by Aman International Music and Dance Company on January 22, 1994, for a fee of \$7,500, and with Opera A La Carte Association for a single performance of the Magic of Gilbert and Sullivan on February 12, 1994, at a cost not to exceed \$5,000.

**GUEST  
ARTISTS**

The board approved honoraria for Saddleback Company Theatre Artists and Craftspersons as listed in the amounts indicated to produce Summer Stock 1993, and for Raymond Reyes in the amount of \$200 plus mileage for his presentation on "Motivation" at the Associated Student Government Leadership Conference on August 17, 1993.

**HONORARIA**

The board approved workshops and expenditures for the presenters in the amounts listed for the Irvine Valley College Staff Development for Business Educators Project.

**WORKSHOPS**

The board approved the change in date of the second day of the Saddleback College Administrative Retreat from August 13 to October 29, 1993.

**RETREAT  
DATE  
CHANGE**

The board approved the granting of certificates to the students listed by Saddleback College and Irvine Valley College.

**CERTIFICATES  
OF ACHIEVEMENT**

Motion by Trustee Hueter, seconded by Trustee Frogue, to approve the Irvine Valley College Foundation Plan of Activities for 1993-1994. Chancellor Sneed suggested that both items concerning the IVC Foundation, items 12 and 13, be jointly presented and combined for voting purposes as well. Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the Irvine Valley College Foundation Plan of Activities for 1993-1994 and Planned Giving Guidelines developed by the Foundation's Professional Advisory Council Executive Committee. Dr. Don Rickner, Executive Director of the Irvine Valley College Foundation, reviewed the Foundation's upcoming activities and planned giving guidelines. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**IVC FOUNDATION  
ACTIVITIES/  
PLANNED GIVING  
GUIDELINES**

The board approved change order 10 to amend the construction contract with Culp Construction Company for the Saddleback Community College District Athletic Facility by \$1,718.32 to \$2,482,196.32 with a forty-five day extension to the project completion date; and the final acceptance of the project, filing of the Notice of Completion with the County of Orange, and release of retention no later than 35 days after the date of filing.

**ATHLETIC  
FACILITY**

The board approved change order 1 to amend the contract with Mission Paving & Sealing by \$1,800 with ten days extension to the project completion date, accepted phases 3, 4 and 5 of the Pavement Rehabilitation Plan as complete, and authorized the filing of the Notice of Completion with the County of Orange.

**DISTRICT  
PAVEMENT  
REHABILITATION  
PLAN**

The board approved the contract for Frank Spear to provide inspector-of-record services for the construction of the Saddleback College Chemical Storage Facility for a cost of \$7,300.

**CHEMICAL  
STORAGE  
FACILITY**

The board authorized the award of contracts for replacement of subflooring in buildings D, H, and N on the lower campus at Saddleback College to Joe Kay Construction, Inc., and to Baker Pacific Corporation for \$30,940 and \$6,423, respectively.

**REPLACEMENT  
OF SUBFLOORING**

The board authorized beneficial occupancy of the Irvine Valley College Child Development Center on August 24, 1993, under the conditions of "Occupancy," Article 12 of the General Conditions.

**CHILD  
DEVELOPMENT  
CENTER**

President Williams adjourned the board meeting to conduct a public hearing to provide the public an opportunity to comment on the proposed 1993-1994 Saddleback Community College District final budget. Saddleback College Professor Peter LeSourd urged the board to restore release time for department chairs. President Williams asked if there were any additional comments and, hearing none, reconvened the regular board meeting.

**PUBLIC  
HEARING**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to adopt the 1993-1994 Fiscal Year Budget for Saddleback Community College District. Vice Chancellor Carcamo presented an overview of the budget and answered questions. Student Trustee Mukai asked if the instructional materials fees could be revoked since available resources are higher than anticipated. Chancellor Sneed agreed that the issue should be reexamined but added that other districts are experiencing decreased enrollments as a result of the legislature's policy to suppress enrollment, and that potential declines in enrollments at SCCD should be taken into account in considering the repeal of instructional materials fees. President Williams suggested that the fee be reconsidered toward the end of the current fiscal year. Trustee Milchiker asked about the recent legislation to reform workers compensation and Vice Chancellor Carcamo responded that a district analysis will be provided after the effect of the legislation, which becomes effective in January, can be measured. Following further discussion, motion carried with Trustees Frogue and Lorch casting negative votes. Student Trustee Mukai cast a negative advisory vote.

**1993-1994  
SCCD FINAL  
BUDGET**

Motion by Trustee Hueter, seconded by Trustee Frogue, to accept the quarterly budget status report and direct the administration to include these reports in the minutes of this meeting as required by Title 5. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**QUARTERLY  
FINANCIAL  
REPORT**

The board approved the award of Bid 908 for Saddleback College janitorial supplies to the ten vendors listed for the total amount of \$43,578.75; Bid 171 for district bond and computer paper to the various vendors listed for the total amount of \$68,020.96; a contract with Health Net as an optional Health Maintenance Organization (HMO) to the SCCD Health and Welfare Benefit offerings to employees; and a Beta software agreement with Forte Software in an amount not to exceed \$75,000.

**AWARD OF  
BIDS/CONTRACTS**

The board authorized payroll deductions so that the employees of the Saddleback Community College District are provided the opportunity to purchase U.S. Savings Bonds through voluntary payroll deductions and authorize the Director of Business Services to execute the necessary documents for the program implementation and maintenance.

**PAYROLL  
DEDUCTION FOR  
SAVINGS BONDS**

The board denied the claims against the district by Debbie Hooper and Damian Lord and directed that the claimants be notified of this action.

**CLAIMS AGAINST  
THE DISTRICT**