

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
AUGUST 28, 1995
LIBRARY 105, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Williams at 4:00 p.m. The open session was then adjourned to conduct a personnel hearing.

**CALLED
TO ORDER**

Following the personnel hearing, the Board of Trustees met in closed session from 6:00 p.m. to 7:00 p.m. All trustees were present with the exception of Trustee Milchiker.

**CLOSED
SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Williams at 7:00 p.m. Trustee Walther led the pledge of allegiance and Trustee Hueter asked for a moment of contemplation.

RECONVENED

Members of the Board of Trustees

John Williams, President
Teddi Lorch, Vice President
Steven Frogue, Clerk
Joan Hueter, Member
Lee Rhodes, Member
Harriett Walther, Member
Tim Gertz, Student Member

PRESENT

Absent

Marcia Milchiker

Administrative Officers

Robert Lombardi, Chancellor
Tony Carcarno, Vice Chancellor, Fiscal Services
Linda Kroner, 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

Thomas Carroll

Academic Senate

Bob Cosgrove
Peter Morrison

California School Employees Association

Mark Pendry

Classified Senates/Council

Mark Kruhmin
Tamara Carnine
Jim Gaston

Associated Student Government

Judy Krieg

President Williams announced that Mr. Murray's progress report on the review of districtwide information resources has been rescheduled to September 11. Motion by Trustee Lorch, seconded by Trustee Rhodes, to approve the agenda as amended, including replacement and/or additional pages to items 12a, 33a and 33b. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Walther, seconded by Trustee Hueter, to approve minutes of the July 24, 1995, meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote. Motion by Trustee Lorch, seconded by Trustee Walther, to approve the minutes of the August 8, 1995, special meeting of the Board of Trustees. Motion carried with Trustees Hueter and Frogue abstaining to vote. Student Trustee Gertz cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

There were no actions to report from closed session.

CLOSED SESSION

Items 4, 6c, 12, 13, 16, and 19 were removed from the consent calendar for separate discussion, and item 9 was removed because it is an information item that requires no action. Motion by Trustee Lorch, seconded by Trustee Rhodes, to approve the consent calendar as amended. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**CONSENT
CALENDAR**

The board approved IVC's application for funding from the NIST/California Manufacturing Technology Center for the grant project entitled "Recruitment and Enrollment of Small Manufacturers in CAFE and Supplier Improvement."

**GRANT
APPLICATION**

<p>The board approved acceptance of funding from the State Chancellor's Office to Saddleback College for the grant projects entitled "Worksite Experience for Vocational Faculty" in the amount of \$16,271, and for "Generations of the Past, Present and Future" in the amount of \$20,000.</p>	<p>GRANT ACCEPTANCES</p>
<p>Motion by Trustee Walther, seconded by Trustee Hueter, to direct the development of a Saddleback Community College District Comprehensive Master Plan and accept the planning process as defined in the exhibits to the agenda item. Following a brief discussion, motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.</p>	<p>SCCD MASTER PLAN</p>
<p>The board approved holding the Women's Wheelchair Basketball National Tournament at IVC as a fundraising activity.</p>	<p>FUNDRAISING ACTIVITY</p>
<p>The board approved consultant agreements with Dr. Arthur Selvan in the amount of \$700 for his services in interpreting students' stress and exercise ECG tests as part of the IVC Physical Education 194/Fitness Assessment class from August 21 through June 30; and with Janeane Dimpel and Patricia Whitman in the amount of \$600 each plus out-of-pocket expenses for their services in planning and facilitating the activities of the Curriculum Development Leadership Institute as part of the Professional Development in Business Education grant project at IVC</p>	<p>CONSULTANT AGREEMENTS</p>
<p>Motion by Trustee Lorch, seconded by Trustee Walther, to approve consultant agreements with Dale Beverly, Roy Ellis, and Christina Lemos in the amount of \$500 each plus out-of-pocket expenses for their participation in completing the curriculum development necessary in order to meet the obligation of the Tech Prep Educational Program, Phase IV, grant project at IVC. Motion carried with Trustee Frogue abstaining. Student Trustee Gertz cast an affirmative advisory vote.</p>	
<p>The board approved production expenditures for the 1995-1996 IVC Theatre Department season as indicated.</p>	<p>PRODUCTION EXPENDITURES</p>
<p>The board approved the contract with Sylvan Learning Systems, Inc., for certification testing by IVC of computer students following their studies.</p>	<p>CERTIFICATION TESTING</p>

President Larios provided additional details on the visit to IVC by eight students and a faculty member from Universidad del Noroeste, Hermosillo, Mexico, from October 4 through October 14 for the board's information.

INTERNATIONAL VISITORS

The board approved the IVC Staff Development/Management Workshop scheduled for September 21, 1995, at a cost not to exceed \$1,000.

MANAGEMENT WORKSHOP

The board approved the expenditures for the IVC Art Department's Fall 1995 exhibitions as listed.

EXHIBITION EXPENDITURES

Motion by Trustee Lorch, seconded by Trustee Rhodes, to approve Educational Services Agreements with LCP International Institute for IVC to provide instruction in a Math 3A Calculus class for the sum of \$12,450 plus book costs and incidental expenses; with Motorola for IVC to provide instruction in Math 351 and Management 125 classes for the sum of \$7,500 plus book costs and incidental expenses; and also with Motorola for IVC to provide employee assessment, new employee orientation, executive team profiles and other services for the sum of \$150 per hour of training plus training materials and incidental expenses. Following discussion, motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

EDUCATIONAL SERVICES AGREEMENTS

Motion by Trustee Walther, seconded by Trustee Hueter, to approve the payment of \$17,250 to CAVIX, Inc., for on-line services from August 29 to June 30, 1996, to support Microsoft funded training. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

ON-LINE SERVICES

The board approved the workshops as described related to the Microsoft Training Project at IVC and Professional Development in Business Education grant project at IVC.

WORKSHOPS

The board approved the Horticulture 189, Special Topics, course as described.

FIELD TRIP

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve guest artist contracts with Sandy Owen, Pianist, for a single performance on September 16 at a cost not to exceed \$5,000, and with Coast Ballet Theatre of Orange County for six performances from December 7 through 10 at a cost not to exceed \$7,000. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

GUEST ARTIST CONTRACTS

The board approved/ratified payment of honoraria to Saddleback Civic Light Opera Artists and Craftspersons as listed in the amounts listed for their services to produce summer professional theatre; to MaryJane Bird in the amount of \$200 for her lecture/demonstration on August 30 at the Cross Cultural Studies Program/ Humanities Hour at Saddleback College; and to Gordon Rustvold and Kurt Hamernik in the amount of \$150 each for their services as supporting musicians to the Saddleback College Gospel Choir on July 24.

HONORARIA

The board approved consultant agreements with Rex Tyner for his services from September 1 through June 30 in developing and implementing planning required for the Emeritus Day at Saddleback College for a cost not to exceed \$5,000, and with Dayle McIntosh Center for the Disabled for their interpreters' services on an as-needed basis at Saddleback College for an amount not to exceed \$6,400.

**CONSULTANT
AGREEMENTS**

Motion by Trustee Rhodes, seconded by Trustee Walther, to approve an Educational Services Agreement with J.M. Peters Company for Saddleback College to provide microcomputer application instruction for the firm's employees for a fee of \$900 per day. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**EDUCATIONAL
SERVICES
AGREEMENT**

The board approved the granting of certificates of achievement to the students listed by Saddleback College.

**CERTIFICATES OF
ACHIEVEMENT**

President Williams adjourned the regular meeting to conduct a public hearing in order to provide an opportunity for the public to comment on the proposed 1995-1996 final budget. Hearing none, President Williams reconvened the meeting.

**PUBLIC
HEARING**

Motion by Trustee Hueter, seconded by Trustee Walther, to adopt the 1995-1996 Final Budget. Vice Chancellor Carcamo presented the budget and answered the board's questions, and noted that copies of the budget had been distributed to public libraries within the district for display as previously requested by the board. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**1995-1996
FINAL BUDGET**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve a contract with UniCARE to provide Workers' Compensation benefits effective September 1, 1995. Vice Chancellor Carcamo stated that the district should experience a savings under the new contract and that he will report back to the board at a later date on the issue. Motion carried unanimously. Student Trustee Gertz cast an affirmative advisory vote.

**WORKERS'
COMPENSATION
CONTRACT
SERVICES**

President Williams called for a ten-minute recess at 8:30 p.m.

RECESS

The board approved the software maintenance contract with Ross Systems through June 30, 1996, in an amount not to exceed \$25,601.40.

**ROSS SYSTEMS
MAINTENANCE
AGREEMENT**

The board approved a consulting agreement with Intelenet Communications, Inc., to provide specific expertise for telecommunications projects.

**CONSULTANT
AGREEMENT**

The board approved the Information Resources Staff Development Retreat on September 15 at a cost not to exceed \$450.

**STAFF DEVELOP-
MENT RETREAT**

The board approved the submittal of Bid 43 for the sale of IVC surplus property to vendors and the general public, and the award of Bid 202 for the HVAC unit replacement at IVC to San Marcos Mechanical in the amount of \$77, 248.

BIDS

The board approved purchase orders 56246 through 57012 totaling \$1,287,592.79.

**PURCHASE
ORDERS**

The board approved checks 61813 through 62629 totaling \$2,289,959.07; credit card purchases totaling \$3,999.21; Saddleback College Community Education checks 2424 through 2589 totaling \$44,819.31; and IVC Community Education checks 3545 through 3629 totaling \$82,874.34.

**PAYMENT OF
BILLS**

The board approved the consulting agreement with Robert Bosanko for services rendered to the district from July 1, 1995, to June 30, 1996.

**CONSULTANT
CONTRACT**

The board approved the trustees' requests to attend conferences and meetings as indicated.

**TRUSTEE
ATTENDANCE/
REIMBURSEMENT**

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

There were no public comments.

PUBLIC COMMENTS

Trustee Lorch reported that she attended several flex week activities including a Women's Studies meeting on August 14 where she was particularly impressed by the comments of a reentry student whose triumph over many hardships brought to mind the district's true mission. She requested wheelchair accessibility from a parking lot to a sidewalk near the BGS building at Saddleback College, and commended Campus Safety for allowing students a two-week grace period during which warning citations only would be issued for parking violations to provide time for students to become familiar with parking rules and regulations. Trustee Lorch thanked President Doffoney for displaying campus maps at many locations, and commended the recently published Governance Manual.

**TRUSTEES'
REPORTS**

Trustee Frogue welcomed Kathie Hodge to her new position in the district. He stated that he is interested in seeing the wait lists for fall semester but added that the faculty members he has spoken with stated that the beginning of the semester seems to be running more smoothly than usual. He added that he believes everyone is relieved that the district is functioning as well as it is in light of the recent county financial crisis that devastated many other entities.

Student Trustee Gertz reported that he attended both campuses' student government retreats in August and was pleased that all presenters but one were from the district. He added that he also attended the faculty breakfast and other in-service activities on August 17, and distributed flyers highlighting upcoming events associated with the new Cross-Cultural Studies Program. He reported that he recently attended the first student council and ASIVC meetings this semester, and commended Saddleback College Campus Safety for their excellence in coordinating the heavy beginning-of-the-semester traffic. He concluded by expressing concern over the distribution of advertisements encouraging students to contact a company to write research papers for them.

Trustee Hueter welcomed Kathie Hodge, and apologized for not being able to attend flex-week activities due to family matters. She reported that she had brought two of her grandchildren to swimming lessons at Saddleback College earlier in the summer and commended the program for its quality and efficiency in keeping to the class schedule.

Trustee Rhodes commented that he especially appreciates the new campus maps because he was on the map committee two years before he retired seven years ago. He reported that he attended several flex-week activities and was surprised by the large attendance at the retirement workshop in which he participated. He stated that he is looking forward to the sunset of the \$50 differential fee so he and many others can resume taking classes.

Trustee Walther stated that she was unable to attend flex-week activities but did attend during the past week several activities celebrating women's suffrage including an event during which Dr. Pauline Merry was recognized for her leadership in Orange County. She reported that she also attended a rally at the Civic Center recently for elected women and was impressed by the energy, determination, caring, and pride displayed by the women who attended.

President Williams reported that he enjoyed attending the faculty association hosted luncheon during in-service, and commended Saddleback College for their production of *Guys and Dolls*. He added that he also attended the recent football barbecue and commended the sense of family that the coaches create for the team. President Williams expressed concern over the contents of a newspaper article which stated that the NCAA Legislative Council is proposing legislation that would force community college transfer students in football and men's basketball who are not academic qualifiers leaving high school to sit out a year after enrolling in an NCAA Division 1 school.

Ms. Krieg reported that ASIVC elections will be held on September 12 and 13, and Welcome Back Day is scheduled on September 6. She stated that the ASIVC retreat was very successful and thanked President Larios, Vice President Merry, and Dean Craig for their presentations. Ms. Krieg added that student government is preparing for the visit by the UNO students and that she and other ASIVC representatives will attend two conferences in October as part of their leadership training.

ASG REPORTS

Professor Cosgrove commended Professor Ruth Jacobson and her committees for organizing the recent in-service activities. He reported that the issue of student conduct, especially plagiarism and cheating, will be considered by the Senate at its next meeting. Professor Cosgrove added that the Senate will also take an active role in promoting the interests and recognition of the associate faculty.

**ACADEMIC
SENATES'
REPORT**

Professor Morrison stated that a document that includes a calendar of upcoming Senate meetings and agendas, distribution of officers and senators and other information, was given to the board secretary for distribution to the board. He highlighted items in the document including the proposed change in the drop date for students to the end of the ninth week, the organizational location of Library faculty, review and possible modification of policies and procedures involving student co-curricular activities with faculty advisors, and development of a policy on academic freedom. Professor Morrison commended IVC administration and staff for the most successful semester opening ever, and the grounds crew for the beautiful appearance of the campus. Trustee Frogue asked questions about Senate elections and Professor Morrison responded.

Professor Carroll noted that the contract ratification vote was 90% plus. He reported that the Representative Council approved the replacement of Professor Walter Floser by Professor Raghu Mather who will represent the Association at IVC President's Council meetings for informational purposes. Professor Carroll stated that the Association is researching legal defense instrumentalities in order to respond to all legal challenges and should have legal support in place in two months.

**FACULTY
ASSOCIATION
REPORT**

Mr. Pendry thanked the Chapter for allowing him and First Vice President Helen Locke to represent the Chapter as delegates to the CSEA Annual Conference. He thanked the classified staff for their many acknowledgments of the negotiating team's work on the new contract, and announced that a site representative training program will be held at IVC on August 29. Mr. Pendry noted that all grievances from the previous year were either lost or sent to arbitration or litigation, and all grievants were female but one.

**CSEA
REPORT**

Mr. Kruhmin reported that the Senate intends to implement a program whereby classified staff members will assist newly hired classified employees to become familiar with the college environment. He noted that the Senate plans to hold a staff development function in September that will focus on safety in the workplace, and that he is currently negotiating to purchase an interactive laser disk for use in the library by staff who are interested in topics such as improving their skills in time management, communications, and career management.

**CLASSIFIED
SENATAS'/
COUNCIL
REPORTS**

Ms. Carnine reported that the Senate is currently preparing for its seventh annual holiday and crafts fair on October 21 which raised \$2,700 toward scholarships last year. She stated that vendors are currently being sought as well as clubs and governance units at both campuses who may want to sell items to raise money for their own purposes. Ms. Carnine noted that IVC has a similar program to the one described by Mr. Kruhmin whereby new hires are assigned to a classified staff member who serves as the new classified employee's contact person for a three to six month period. She informed the board that the inspiring speech given by keynote speaker Edward James Olmos at the recent CSEA Annual Conference will soon be made available on videotape by CSEA.

Mr. Gaston reported that the District Staff Development Committee held its annual retreat on August 10 and welcomed Associate Vice Chancellor Hodge as their new administrative advisor. He explained that the Committee controls staff development funds for district classified, classified leadership, and administrative employees and the purpose of the retreat was to review the utilization of the district staff development funds last year and next year.

President Doffoney highlighted items from his written report and commended staff, faculty, and administrators for a fine opening of fall semester.

**PRESIDENTS'
REPORTS**

President Larios commended Vice President Merry for a successful first student services administrators retreat; Professors Deegan, Ross, and Marmolejo for directing School Chair training on various issues during flex week; and Director Audibert and ASIVC President Krieg for the coordination of the ASIVC leadership retreat. He also thanked Vice President Loeffler and Director Hill for implementing a shade house in the A400 building to grow plant material for biology and botany classes. President Larios reported that he, IVC Foundation Director Rickner, and Mr. John Gaffney, who is a member of the IVC Foundation board, plan to visit with representatives at Santa Barbara City College and College of the Desert, both well known for their strong foundations, to discuss long-range strategic planning for the IVC Foundation.

Chancellor Lombardi thanked Mark Kruhmin for moving the screen for overhead projector presentations in the board room to a more easily visible location. He commended the presentation during flex week by a representative from Jones Interactive, and Saddleback College's production of *Guys and Dolls*.

**CHANCELLOR'S
REPORT**

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


**PERSONNEL
ACTIONS**

Motion by Trustee Frogue, seconded by Trustee Hueter, to accept the following gifts: a Cyclone B1-84 spreader, trimmer 25", 5 h.p. commercial mower with catcher, and a trimmer 20", 3 h.p. mower with catcher to be used for turfgrass maintenance, donated by Dr. and Mrs. Daniel Larios to Irvine Valley College; a 20 cu. ft. GE refrigerator, Amana Radarange microwave oven, and a microwave cart/cabinet to be used for college functions by staff and faculty, donated by Dr. & Mrs. Daniel Larios to Irvine Valley College; a Shop Vac, and a Bissel Special Carpet Machine to be used by maintenance staff, donated by Dr. and Mrs. Daniel Larios to Irvine Valley College; a Da-Lite/Silver-Lite screen, and an ornamental horticulture/landscape design teaching slide library to be used in the library by students, faculty, and staff, donated by Dr. and Mrs. Daniel Larios to Irvine Valley College; two Holga Harper cabinets to be used for storage of special project documents and records, donated by L. Joyce Arnston to Irvine Valley College; two overhead calculators to be used in classrooms to enhance teaching methods, donated by Mr. Adolph Nunex, Texas Instruments, to Irvine Valley College; Fossil Dolphin skeleton in concretion to be prepared and curated into the Earth Science's collection for display and research, donated by Centex Homes to Saddleback College; various hardback and paperback books as indicated on Attachments 1 and 2 to be added to the library collection, donated by those listed in Attachments 1 and 2 to Saddleback College; one Victor computer and a monochrome monitor and keyboard to be used for troubleshooting and/or spare parts by computer repair students, donated by William Baldwin to Saddleback College; script library for future reference by Fine Arts staff and students, donated by Shirley Fry Thorn to Saddleback College; and various hats and clothing to be used by students in design and acting classes, donated by Mrs. Virginia Wall to Saddleback College. Motion carried unanimously.

GIFTS

The meeting was adjourned at 9:50 p.m.

ADJOURNMENT


Robert A. Lombardi, Secretary