

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
OCTOBER 18, 1993
SSC 240, IRVINE VALLEY COLLEGE

CLOSED SESSION

The Board of Trustees met in closed session from 6:00 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 Milchiker 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

Anna McFarlin, Interim Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Kelly, Vice Chancellor, Administrative Services
Linda Kroner, Vice Chancellor, Human Resources
Cal Nelson, Interim President, Saddleback College
Terry Burgess, Acting 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
Helen Locke
Mary Cribb

Associated Student Government

Matt Brady
Phil Zavadil

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the agenda as presented, including replacement and/or additional pages to items 32a and 32b. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

APPROVAL
OF AGENDA

Motion by Trustee Hueter, seconded by Trustee Walther, to approve minutes of the October 4, 1993, meeting of the Board of Trustees with changes. Motion carried unanimously. Student Trustee Mukai abstained from casting an advisory vote.

APPROVAL
OF MINUTES

There were no actions from closed session.

CLOSED SESSION

Trustee Hueter read Resolution 93-56 in support of Proposition 170 which provides for approval of local construction bonds by a simple majority rather than the two-thirds vote currently required. Motion by Trustee Hueter, seconded by Trustee Rhodes, to adopt Resolution 93-56. Motion carried by a roll-call vote with Trustee Lorch abstaining to vote.

RESOLUTION

President Nelson introduced Saddleback College ASG President Matt Brady who along with ASG Treasurer Ashish Sadhu presented the 1993-1994 ASG Budget and answered questions. Motion by Trustee Walther, seconded by Trustee Hueter, to ratify the 1993-1994 budget for the Associated Student Government of Saddleback College as presented. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

PRESENTATION
OF STUDENT
GOVERNMENT
BUDGETS

President Burgess introduced Mr. Bob Deegan, Acting Vice President of Student Services, who introduced Ms. Donna Audibert, Director of Student Services, and the presenters of the 1993-1994 ASIVC Budget, ASIVC President Neal Tiwari, and Treasurer Matt Holcomb. Motion by Trustee Walther, seconded by Trustee Hueter, to ratify the 1993-1994 budget for the Associated Students of Irvine Valley College as presented. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the consent calendar. Trustee Frogue requested removal of items 7 and 19 for separate discussion. Motion by Trustee Hueter, seconded by Trustee Lorch, to amend her original motion to include approval the consent calendar with the removal of items 7 and 19. Amended motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**CONSENT
CALENDAR**

President Williams moved forward item 20 to accommodate a guest speaker. Vice Chancellor Carcamo introduced Mr. Jonathan White, Vice President of the firm Rauscher Pierce Refsnes, Inc., advisors to the district on financial matters. Vice Chancellor Carcamo explained that the item provided for the board's information entails borrowing approximately \$53 million through the issuance of Certificates of Participation to be collateralized by proceeds from construction projects in excess of \$42 million from the state. He further explained that the proceeds from the issuance of COPs would be used to pay for construction costs while the funds from the state would remain untouched in the County Treasurer's investment pool. Vice Chancellor Carcamo noted that the interest cost of borrowing the funds is approximately 3%, the County Treasurer's investment pool yields approximately 8% on investments, and that the approximate 5% difference will generate additional interest in an amount that, combined with the construction funds from the State, will be sufficient to pay the cost of borrowing the funds, retiring the debt and making funds available for capital outlay needs. Mr. White and Vice Chancellor Carcamo further detailed the strategy to maximize funds in the Capital Outlay Budgets and answered the board's questions.

**FINANCIAL
STRATEGY-
CAPITAL OUTLAY
FUNDS**

Motion by Trustee Hueter, seconded by Trustee Walther, to approve revised Board Policy 4008, Fingerprinting of Personnel, as shown. Trustee Lorch stated that she believed fingerprinting all temporary employees was too costly and too time consuming for Safety and Security staff and asked that student help, registration clerks, substitutes, and tutors be excluded from fingerprinting but that child care specialists and student escorts be fingerprinted. Trustee Walther agreed that specific temporary positions should be listed in the board policy and that BP 4008 should be brought back to a future board meeting. Trustee Milchiker said she would like the cost of fingerprinting all temporary employees versus the benefit to be evaluated. Trustee Hueter withdrew her motion to approve Board Policy 4008 and Trustee Milchiker made a motion to table the item until the next board meeting, seconded by Trustee Lorch.

**BOARD
POLICY 4008**

Motion by Trustee Rhodes, seconded by Trustee Lorch, to approve revised Board Policy 3500, Claims Procedure, as shown. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**BOARD
POLICY 3500**

The board approved the acceptance of the additional award of \$110,000 to Irvine Valley College from the State Chancellor's Office for the Staff Development for Business Educators Project.

**GRANT
ACCEPTANCE**

Motion by Trustee Walther, seconded by Trustee Milchiker, to approve the contract with San Diego Gas and Electric Company to replace the existing fluorescent lighting campuswide at Saddleback College at a cost of \$262,750. Following discussion, motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**LIGHTING
RETROFIT**

The board authorized Saddleback College to replace the pool mechanical system with a sand filtration system, change the pump, and purchase a pool cover at an estimated cost of \$160,000.

**REPLACEMENT OF
POOL MECHAN-
ICAL SYSTEM**

The board approved the agreement with Daktronics, Inc., subject to legal counsel's approval and modifications, to solicit advertising to pay for the cost of equipment and normal installation of baseball, basketball, and football scoreboards at Saddleback College.

**ATHLETIC
SCOREBOARDS**

The board approved Saddleback College's consultant agreements with The Center on Education and Training for Employment, Ohio State University, for the Center to provide a nationwide advisory committee to review and collect data regarding job analysis and create a curriculum model as part of the vocational education special project, "Emergency Medical Technician Model Curriculum Test Plan," at a cost not to exceed \$2,996; and with San Diego Job Corps Center to serve as an additional contractor to recruit and train personnel, establish and provide testing sites, and administer certification testing as part of the Regional Health Occupation Resource Center grant project.

**CONSULTANT
AGREEMENTS**

CONSULTANT
AGREEMENT/
HUMAN RELATIONS
COUNCIL
AGREEMENT

Motion by Trustee Walther, seconded by Trustee Rhodes, to approve a consultant agreement with Dr. Thomas Parham for an amount not to exceed \$2,400. President Nelson stated that on October 14, Dr. Parham conducted a planning meeting with a group of students, administrators, faculty, classified staff and guests to identify problems associated with racism on the Saddleback College campus that will be addressed at a November 9 collegewide forum, also to be conducted by Dr. Parham. Trustee Rhodes and Frogue expressed concern over the fee. Trustee Frogue asked that district staff be utilized for an ongoing program and added that interracial understanding should be included in classes. Trustee Walther responded that the fee is reasonable and that there are required courses in the curriculum on diversity and crosscultural awareness. Trustee Lorch emphasized the need for evaluation of such programs and Student Trustee Mukai agreed that programs need to be evaluated to determine if the desired effect was achieved. Motion carried with Trustee Frogue casting a negative vote and Trustee Rhodes abstaining to vote. Student Trustee Mukai cast an affirmative advisory vote.

Motion by Trustee Hueter, seconded by Trustee Walther, to approve administration entering into an agreement with the Orange County Human Relations Council for a year-long project to build a comprehensive school intergroup relations program for a fee not to exceed \$10,000 to be completed no later than June 30, 1994. Vice Chancellor Kroner explained that the Human Relations Council will provide a long-range plan as part of an ongoing institutional program on human relations training and activities. Trustee Lorch expressed concern over the combined cost of the two agreements and again emphasized the necessity of program evaluations. Trustees Lorch and Frogue commented on the need to take a proactive approach rather than reacting to individual incidents. Director Newell agreed and indicated that the Human Relations Council would develop an ongoing institutional program to address systemic problems whereas the district's programs to date were training sessions to advise faculty and staff on their roles and responsibilities concerning discrimination, harassment, and racism. She added that Dr. Parham reduced his standard fee in order to make a contribution to the district, and that Mr. Kennedy's fee is reasonable considering his objective is to develop a program to effect systemwide change. Motion carried with Trustee Rhodes abstaining to vote. Student Trustee Mukai cast an affirmative advisory vote.

President Williams called for a fifteen minute recess at 9:45 p.m.

RECESS

The board approved the granting of certificates to the students listed by Saddleback College.	CERTIFICATES OF ACHIEVEMENT
The board approved the Irvine Valley College Foundation and IVC Laser Booster Club Sports Fair and Dinner fundraising activities to be held on Sunday, October 24, 1993, in the IVC Sports Complex.	FUNDRAISING EVENT
The board approved holding a dedication ceremony for the Child Development Center of Irvine Valley College on Friday, October 29, 1993.	CHILD DEVELOPMENT CENTER DEDICATION
The board approved the Irvine Valley College Semester in Paris Program for the Fall of 1994.	SEMESTER IN PARIS
The board approved a contract with Weston Pringle Associates, traffic engineering consultants, to prepare an analysis of the long-range impact of traffic at IVC based on the projected master plan maximum student enrollment, for a fee not to exceed \$10,300, plus reimbursable expenses as outlined in their proposal dated September 22, 1993.	TRAFFIC ENGINEERING CONSULTANTS
The board approved change order 2 increasing the contract for the Saddleback College Chemical Storage Facility by \$1,662.02 to \$416,308 with no extension of the project completion date.	CHANGE ORDER
Motion by Trustee Walther, seconded by Trustee Hueter, to approve contracts with Taylor & Associates, Architects, for the preliminary plans, working drawings, and other architectural services as described for the Architectural Barrier Removal project at Saddleback College for a fee of \$75,000 plus reimbursable expenses, and to revise the design and COBCP required for submittal to the state chancellor's office for the Health Sciences Building project at Saddleback College for a fee of \$54,000 plus reimbursable expenses. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.	ARCHITECTURAL SERVICES
Motion by Trustee Walther, seconded by Trustee Hueter, to accept the quarterly budget status report for review and study as displayed 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 STATUS REPORT

The board adopted Resolution 93-54, Irvine Valley College - National Science Foundation Social Science Learning Lab Grant, to amend the 1993-1994 Restricted General Fund Budget in the amount of \$22,631, and Resolution 93-55, Irvine Valley College - CARE Program, to amend the 1993-1994 Restricted General Fund Budget in the amount of \$3,870.	BUDGET AMENDMENTS
Motion by Trustee Milchiker, seconded by Trustee Rhodes, to approve/ratify transfers of appropriations as delineated. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.	TRANSFERS OF APPROPRIATIONS
The board approved the consulting agreement with Professional Personnel Leasing, Inc., for the services of Mr. Walter Collins at a fee not to exceed \$15,000 for the period of July 1, 1993, through and including June 30, 1994.	CONSULTANT AGREEMENT
The board denied the claims against the district by Valentino Marciano and Stephanie Ashman and instructed that the claimants be notified of this action.	CLAIMS AGAINST THE DISTRICT
The board approved purchase orders 42741 through 43040 totaling \$325,713.92.	PURCHASE ORDERS
The board approved checks 41855 through 42279 totaling \$538,178.32; credit card purchases totaling \$5,017.99; Saddleback College Community Education checks 4208 through 4274 totaling \$22,242; and Irvine Valley College Community Education checks 4562 through 4639 totaling \$18,873.83.	PAYMENT OF BILLS
The board approved the trustees' requests for reimbursement for use of personal autos.	AUTO
The board approved the trustees' requests for travel and/or mileage as shown.	TRAVEL

The Consultation Brief from the Community College League of California provided for the board's information seeks input from local boards of trustees, CEOs and other interested parties on the issue of the state Chancellor's proposal to suspend certain state mandates and regulations in an attempt to emphasize student outcome measures rather than evaluation of program implementation. Trustee Walther expressed concern about removing any mandated programs that support diversity, affirmative action, and student equity and stressed the importance of these programs.

CONSULTATION

There were no public comments.

PUBLIC COMMENTS

Trustee Lorch thanked President Burgess, Vice President Loeffler, and Acting Vice President Deegan for providing the opportunity to tour the computer integrated manufacturing and robotics facilities, child development center, student services, and other programs and facilities at IVC, and Dean Hodge for showing her the Emeritus Institute facilities and programs at Saddleback College. She reported that she attended a National Issues Forum at Saddleback College on Proposition 174 which explored the business, professional educators, market forces and community approaches to the issue, and witnessed individual positions change. Trustee Lorch commented that the district must continue to seek new funding sources in the face of continued fiscal concerns and implement continuous quality improvement systemwide. She added that she believes the experiences of the private sector have demonstrated that a proactive strategy is preferable to waiting for change to be dictated by circumstance.

TRUSTEES'
REPORTS

Trustee Rhodes called attention to the recent article in *Newsweek* magazine that evaluated universities and colleges and noted that community colleges received high praise. He requested that an index be included in the Board Policy manual in the future in addition to the table of contents.

Trustee Milchiker indicated that the CSBA PAC is still accepting donations to aid in the campaign to defeat the voucher initiative and noted that if Proposition 174 is not heavily defeated, it may be brought back in the 1994 election. She reported that Orange County has made more phone contacts than any other county in the state and that Capistrano Unified School District has donated more money to defeat the initiative than any other district in the county.

Trustee Hueter reported that she and Chancellor McFarlin attended a workshop earlier in the day on changes to the Brown Act that will be effective April 1, 1994. She stated that the presenters suggested implementing the changes early to avoid mistakes after the deadline and she suggested holding a board workshop focusing on the Brown Act changes.

Trustee Walther noted that it was a California Issues Forum that Trustee Lorch attended and invited everyone to attend two NIF forums on October 20 and November 2 on the health care cost explosion. She invited everyone to listen to an upcoming broadcast of a KSBR Collage program where she and Joyce Hanna of the Saddleback College Community Education program were interviewed about national issues forums, and to attend the Board of Supervisors' report on October 25 on last years' NIF forums.

Trustee Williams reported that he wrote letters in opposition to Proposition 174 to the L.A. Times, Orange County Register, and the Saddleback News but only the Register printed his letter. He called to the attention of the board the agenda item approving an agreement with Daktronics to replace the football, basketball, and baseball scoreboards at no cost to Saddleback College by soliciting advertising to pay for the cost and installation of equipment, and commented that he hoped the same beneficial arrangement can be made for IVC.

President Nelson distributed a memorandum with details on the collegewide November 9 forum on racism to the board and invited everyone to attend. He indicated that the Saddleback College Academic Senate submitted their report on reassigned time to him earlier in the day and that he will review their recommendations. President Nelson reported that he had attended the paramedics graduation ceremony the previous week and congratulated Dean Dixie Bullock and her staff on coordinating the event that was attended by many community members.

PRESIDENTS' REPORTS

President Burgess thanked Trustee Lorch for her words of appreciation and extended an invitation to all trustees to tour the IVC campus. He reported that in the past four months, IVC has received approximately \$150,000 worth of furniture from IBM as a result of the CIM project connection with IBM and the coordination efforts of a former IBM employee who is also an IVC Foundation board member. President Burgess announced that the IVC/SC Forensics Team won first place in the annual Aztec Invitational at San Diego State University. He congratulated Coach Gary Rybold for leading the team to victory over notable opponents such as historical rival Orange Coast, and Moorpark, last year's national champion, as well as four-year schools including the University of Southern California.

Professor Robinson reported that the Saddleback College Academic Senate held a special meeting at the board's request to review reassigned time primarily as it relates to special programs and had sent the resultant report to the board and college administration. He added that the recommendations were reviewed with each of the divisions and that they apply to spring semester only. Professor Robinson invited the board to attend the first joint Senate meeting on October 22 in Saddleback College Library 105.

**ACADEMIC
SENATES'
REPORTS**

Professor Phillips stated that the IVC Academic Senate is pleased that the Saddleback College Academic Senate extended an invitation to hold a joint Senate meeting and looks forward to participating. She commended Director Bill Andrews for ensuring that the individuals who work directly with the mandates and regulations referenced in the CCLC Consultation Brief received copies for review and response to his office. She also thanked Dr. Andrews for attending a recent Senate meeting and conducting a question and answer session on program review, and for developing a hiring policy for academic personnel that the Senates and District have agreed upon. Professor Phillips reported that a new issue for the Senate is the student equity policy which will be brought to the board in December, and noted that a large component of that policy is the campus climate in terms of accepting diversity.

Professor Runyan indicated that the Faculty Association also received the memo regarding possible regulation waivers and mandate eliminations and that the Association is currently reviewing the issue. He reported that several faculty members in attendance at the previous board meeting commented to him that they were pleased to have heard the extended discussion on the materials fee issue.

**FACULTY
ASSOCIATION
REPORT**

Ms. Locke distributed flyers on the November 6 IVC Classified Council Scholarship Fundraiser Holiday Boutique and noted that Angels' pitcher, Clyde Wright, will be on hand to sign autographs. She added that the Council is also in the process of publishing a cookbook that will be sold for \$7.50 per copy and the proceeds from cookbook sales will also be used for scholarships.

**CLASSIFIED
SENATE/COUNCILS
REPORTS**

Mr. Brady thanked the board for approving the student government budget. He reported that he and Student Trustee Mukai as well as several other ASG members will attend the October 22-24 California Community College Student Affairs Association (CCCSAA) leadership conference and that he will report back on the event. Mr. Brady added that ASG will sponsor Red Ribbon week on campus during the last week in October, as well as AIDS Awareness Days on November 2 and 3. He reminded the board that ASG will hold its talent show on November 23 in McKinney Theatre, and noted that the proceeds will go to the Orange County Special Olympics.

ASG REPORTS

Mr. Zavadil thanked the board for approving the ASIVC budget. He indicated that four IVC students will attend CCCSAA and six will attend the San Diego Leadership Conference in November. Mr. Zavadil reported that ASIVC has been in the process of developing a new constitution and bylaws which should be completed soon. He noted that the election for student senators will take place in November, and invited board members to attend student senate meetings held every Tuesday at 12:30 and executive cabinet meetings held every Thursday at 12:30 in the ASIVC conference room.

Motion by Trustee Walther, seconded by Trustee Rhodes, to approve the submitted academic and classified personnel actions including replacement pages. Trustee Frogue asked if it would be possible to receive the personnel action replacement pages earlier and Vice Chancellor Kroner explained that replacement pages are finalized at the last possible moment in order to include up-to-the-minute additions and changes. Trustee Rhodes requested greater emphasis of the changes to the original pages by use of asterisks or some other means other than underlining. Following further discussion, Vice Chancellor Kroner agreed to set a deadline of noon on board meeting days for completion of replacement pages so that the pages can be faxed to board members, and to employ a different method on replacement pages of contrasting new items or changes to the initial personnel action pages. Motion carried with Trustee Frogue casting a negative vote.


PERSONNEL ACTIONS

Motion by Trustee Hueter, seconded by Trustee Frogue, to accept the following gifts: partial bolts of fabric (Lycra) to be used for fabric design projects, donated by Michael and Mary Baker to Saddleback College; NCR Computer - PC-6, Model 1014 with color monitor, keyboard, power director IBM Pro Printer and Manual, two packs of 5-1/4" diskettes, a box of computer paper, 14 volumes of NCR manuals, and software packages (DOS/Dollars and Sense, Multi-Mate, LOTUS 1-2-3 and Desk Mate) to be used in the Campus Safety Office for parking, traffic and AQMD, donated by Myrna Gray to Saddleback College; and a Canon Zoom Lens FD 100- 300 mm f/5.6 to be used by students in the Astronomy Lab classes to photograph celestial objects and is compatible with cameras already in use, donated by Dr. Yong H. Kim to Saddleback College. Motion carried unanimously.

GIFTS

The meeting was adjourned at 11:00 p.m.

ADJOURNMENT



Anna McFarlin, Secretary