

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
NOVEMBER 14, 1994
LIBRARY 105, SADDLEBACK COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Milchiker at 5:00 p.m. The open session was then adjourned to closed session.

CALLED
TO ORDER

The Board of Trustees met in closed session from 5:00 p.m. to 6:30 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 6:30 p.m. Trustee Walther led the pledge of allegiance and Trustee Milchiker asked for a moment in silence in memory of Irvine Valley College students Nicholas Sandoval, Michael Castenada, and John McGlone, and former trustee Larry Taylor who passed away recently.

RECONVENED

Members of the Board of Trustees

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

PRESENT

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
Daniel Larios, 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
Berit Austin

Associated Student Government
Monica Mukai
Michael Woodroof

Motion by Trustee Lorch, seconded by Trustee Hueter, to approve the agenda as presented, including replacement and/or additional pages to items 42a and 42b. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Hueter, seconded by Trustee Lorch, to approve the minutes of the October 10, 1994, meeting of the Board of Trustees with changes. 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

Items 12, 16, 17, 18, 27, 29, and 34 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 with Trustee Lorch abstaining to vote on item 25 only. Student Trustee Caballero cast an affirmative advisory vote with the exception of abstaining to vote on item 25.

**CONSENT
CALENDAR**

President Milchiker adjourned the board meeting to hold a public hearing to provide an opportunity for the public to comment prior to the implementation of the process of reconfiguring trustee area boundaries. Monica Mukai urged the board to select the method of trustee election whereby trustees are elected by area rather than at large because the resulting reduction in candidate costs would encourage more community members to run. There were no additional comments from the public and President Milchiker reconvened the regular meeting.

**PUBLIC
HEARING**

RECONFIGUR-
ATION OF
TRUSTEE AREA
BOUNDARIES

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the recommendations by the Chancellor as indicated on items 3a through 3d. Several trustees stated their support for the at-large method of election rather than by-area, and agreed that it promotes a districtwide perspective. Trustee Lorch stated that an important advantage to election by area is a reduction in the cost of the candidate statement from \$3,500 to approximately \$750 based on the number of registered voters districtwide versus by area, respectively, which would encourage more citizens to run and promote more local control, as well as lessen the ability for a dominant group to control the outcome of elections. Trustee Lorch also stated that she is not against redistricting, but that it would appear there would be no need to redraw the trustee boundary lines if, in fact, the board selects the at-large method of election. Following further discussion including suggestions on ways to reduce campaign expenditures, Trustee Rhodes amended his motion to state that he moves approval of the Chancellor's individual recommendations on items 3a through 3d, beginning with item 3a which recommends continuation of the at-large method of election. Amendment seconded by Student Trustee Caballero. Motion carried with Trustee Lorch casting a negative vote. Student Trustee Caballero cast an affirmative advisory vote.

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the parameters for reconfiguration of trustee area boundaries as listed. Trustee Walther amended the motion to include the deletion of the first parameter, seconded by Student Trustee Caballero. Amendment passed unanimously with an affirmative advisory vote by Student Trustee Caballero. Trustee Frogue further amended the motion to include deletion of the third parameter, seconded by Trustee Williams. Second amendment passed with Trustees Walther, Hueter, and Rhodes casting negative votes and Student Trustee Caballero casting a negative advisory vote. Original motion with amendments to delete parameters 1 and 3 carried unanimously. Student Trustee Caballero cast an affirmative vote.

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the project timeline for reconfiguration of trustee area boundaries as indicated. Motion by Trustee Walther, seconded by Trustee Lorch, to amend the original motion to include the selection of the president of the board, or the president's designee, as the board's spokesperson in communicating with the project director. Motion as amended passed unanimously. Student Trustee Caballero cast an affirmative advisory vote.

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the selection of the district's Office of Planning, Research and Development as responsible for completion of the project to reconfigure trustee area boundaries. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

The board approved Saddleback College's application to the California Association for Medical Transcription for "Medical Transcription Equipment Request" funding.

**GRANT
APPLICATION**

The board approved the district's participation in the Partnering for Diversity Consortium Faculty Internship grant project as indicated.

**GRANT
PARTICIPATION**

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the revisions to Board Policy 3450, Traffic and Parking Regulations. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**BOARD
POLICY
REVISIONS**

The board accepted for review and study the revisions to Board Policy 4101.1, Faculty Salary Classification Chances and Initial Classification Placement.

The board accepted for review and study the proposed Board Policy 2100.1, Delegation of Authority and Responsibility to Academic Senates. Professor Robinson reviewed the proposed board policy and President Milchiker indicated that a workshop would be held prior to the item being brought back to the board at its January meeting.

**BOARD
POLICY
PROPOSAL**

The board approved entering into a contract with The Resource Group to conduct a comprehensive community and labor market assessment as part of the long-range master planning process.

**SURVEY OF
DISTRICT
BUSINESSES**

The board approved the IVC Community Education program, presenters, and compensation for the 1995 Winter Session as indicated.

**COMMUNITY
EDUCATION
PROGRAM**

The board approved IVC's four-week Spanish study abroad program in San Jose, Costa Rica, from June 24 through July 23, 1995, as described.

**STUDY ABROAD
PROGRAMS**

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the Irvine Valley College Semester in Paris Program for the fall of 1995. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Caballero cast an affirmative advisory vote.

The board approved the participation of the District Forensics Team and its coaches in the 1994-1995 speech tournament schedule as outlined at a total estimated cost of \$22,000.

FORENSICS
TEAM
ACTIVITIES

Motion by Trustee Hueter, seconded by Trustee Lorch, to approve the Irvine Valley College and Foundation 1993-1994 Annual Report and the IVC Foundation 1994-1995 Activities/Events Plan. IVC Foundation Director Rickner distributed final copies of the Annual Report and reviewed the contents. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

IVC AND IVC
FOUNDATION
ANNUAL
REPORT/EVENTS
LIST

The board approved the educational services agreement with Lambda Corporation for IVC to develop a program to provide a three-part basic academy focusing on labor relations issues for public safety officers associations and unions in the amount of \$25,000 per group.

EDUCATIONAL
SERVICES
AGREEMENT

Motion by Trustee Rhodes, seconded by Trustee Hueter, to approve the IVC Professional Development in Business Education Project Workshops; CAFE 2001 - Basic Labview, and CAFE 2010 - Advanced Labview Workshops; and Roy McCord as the presenter of the CAFE II Workshops. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Caballero cast an affirmative advisory vote.

WORKSHOPS

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the contract between the Saddleback College Foundation and the Saddleback College Division of Continuing Education and Community Education for the latter to act as the contract administrator between the Foundation and the Open Air Market lessee. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Caballero cast an affirmative advisory vote.

OPEN AIR
MARKET
CONTRACT
ADMINISTRATOR

<p>Motion by Trustee Hueter, seconded by Trustee Lorch, to approve the Memo of Understanding between Saddleback College and Western Research and Development Ctr., Ltd., to support a Title III grant application and grant management activities for a fee equal to 15 percent of each grant awarded or \$40,000. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.</p>	<p>TITLE III GRANT APPLICATION SUPPORT</p>
<p>The board approved the Saddleback College Community Education presenters and compensation as outlined for the 1995 Spring Session.</p>	<p>COMMUNITY EDUCATION PROGRAM</p>
<p>The board approved the Saddleback College Social and Behavioral Sciences Division in-service/staff development retreat on January 12, 1995, in Dana Point.</p>	<p>RETREAT</p>
<p>The board approved the agreement between the district and H. Fields & Sons Piano Corporation for the loaned replacement of thirteen pianos per year to Saddleback College in exchange for holding a public sale of used pianos.</p>	<p>PIANO REPLACEMENT PROGRAM</p>
<p>The board approved a name change for Saddleback College's Summer Stock program to Saddleback Civic Light Opera, Saddleback College.</p>	<p>SUMMER STOCK NAME CHANGE</p>
<p>The board approved Saddleback College guest artist contracts with American Family Theater Company for two performances of <i>Pippi Longstocking</i> on May 7, 1995, at a cost not to exceed \$4,500; with SRO Artists for a single performance by the Ballet Folklorico de Veracruz on February 3, 1995, at a cost not to exceed \$4,000; and with the Hambro Quartet of Pianos for a single performance on May 20, 1995, at a cost not to exceed \$4,500.</p>	<p>GUEST ARTIST CONTRACTS</p>
<p>The board approved payment of honoraria by Saddleback College to Bobcycle in the amount of \$250 for the Bobcycle performance and lecture on November 1, 1994; to the individuals listed in the total amount of \$550 for their lectures and demonstrations for Physical Education and Athletics, and department of Dance students during fall semester; and to Elizabeth Styffe in the amount of \$200 for her presentation to the Nursing Program N151 Nursing Process students on November 29, 1994.</p>	<p>GUEST SPEAKER HONORARIA</p>
<p>The board approved Saddleback College's additional and revised instructional fees for 1994-1995 as indicated.</p>	<p>1994-1995 REVISED FEES</p>

<p>The board approved granting certificates of achievement to the students listed by Saddleback College.</p>	<p>CERTIFICATES OF ACHIEVEMENT</p>
<p>Motion by Trustee Hueter, seconded by Trustee Lorch, to approve the extension of the contract with Rick Brown as inspector of record for the construction of the Hart Gymnasium. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Caballero cast an affirmative advisory vote.</p>	<p>INSPECTION SERVICES CONTRACT EXTENSION</p>
<p>The board ratified the lease for the facility for Purchasing Department staff at Avery Plaza, 28570 Marguerite Parkway, Mission Viejo, for the period from October 15, 1994, through October 14, 1995, inclusive.</p>	<p>LEASE OF FACILITIES FOR PURCHASING DEPARTMENT</p>
<p>Motion by Trustee Lorch, seconded by Trustee Hueter, to approve the increase of \$1,200 to the engineer's fees for additional work on the library bridge repair project at Saddleback College. Motion carried with Trustee Frogue casting a negative vote. Student Trustee Caballero cast an affirmative advisory vote.</p>	<p>ENGINEERING FEE INCREASE</p>
<p>The board approved a contract with Petra Geotechnical to perform the geotechnical engineering services on the Avery slope at the Saddleback College campus at a cost of \$1,620.</p>	<p>GEOTECHNICAL SURVEY</p>
<p>The board approved the award of bid 929 for the slope failure repair on the north side of Avery Parkway at Saddleback College to Brongo Construction.</p>	<p>REPAIR OF SLOPE FAILURE</p>
<p>Motion by Trustee Hueter, seconded by Trustee Lorch, to accept for review and study the general purpose financial statements with accompanying audit report for the 1993-1994 fiscal year. Representatives from the auditing firm of Vicenti, Lloyd, and Stutzman reviewed the generally favorable findings and answered the board's questions. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.</p>	<p>ANNUAL AUDIT REPORT</p>
<p>The board accepted for review and study the quarterly budget status report and directed inclusion of the reports in the minutes.</p>	<p>FINANCIAL STATUS REPORT</p>

Motion by Trustee Rhodes, seconded by Trustee Lorch, to approve Resolution 94-51, IVC C.A.R.E. Program to amend the 1994-1995 General Fund Restricted Budget by \$10,857; Resolution 94-52, IVC/Saddleback College Matriculation, by \$57,100; Resolution 94-53, IVC Disabled Students Program and Services, by \$15,121; Resolution 94-54, IVC Business Education Statewide Advisory Committee Project, by \$12,500; and Resolution 94-55, IVC Extended Opportunities Program and Services, by \$151,294. Motion carried unanimously. Student Trustee Caballero cast an affirmative advisory vote.

**BUDGET
AMENDMENTS**

The board approved/ratified transfers of appropriations as delineated.

**BUDGET
TRANSFERS**

The board approved purchase orders 50784 through 51518 totaling \$824,891.36.

**PURCHASE
ORDERS**

The board approved checks 53516 through 54648 totaling \$1,816,795.12; credit card purchases totaling \$12,267.86; Saddleback College Community Education checks 1925 through 2035 totaling \$188,873.12; and Irvine Valley College Community Education checks 2835 through 2923 totaling \$69,079.38.

**PAYMENT
OF BILLS**

The board approved the expenditures for the scheduled SCCD 1994-1995 management team meetings at a cost not to exceed \$300.

**MANAGEMENT
TEAM MEETINGS**

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

**ATTENDANCE/
REIMBURSEMENT**

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

There were no public comments.

PUBLIC COMMENTS

Included in their reports, several speakers congratulated Trustees Hueter, Lorch, and Milchiker for their successful campaigns in the trustee election.

REPORTS

Trustee Frogue reported that he recently attended the 100th anniversary celebration of Baha'i Faith in America, an Orange County School Boards Association meeting, and a political function during which Senator Arlen Specter announced the possibility of running for the presidency.

**TRUSTEES'
REPORTS**

Trustee Rhodes reported that he attended the Educom '94 conference that focused on information technology in higher education. He stated that most presentations and discussions centered around the progress being made in information technology because of networked computers. Trustee Rhodes indicated that the three major issues that emerged regarding bringing information technology to higher education were how will higher education pay for new technology, how can it be used and made accessible to all students, and how can the quality of education be maintained or improved by its implementation. He added that cooperation and collaboration are imperative in order to solve those three issues.

Trustee Williams referenced a newspaper article that highlighted the excellent athletic performances by SCCD students Andy Osborne, Dax Baca, and Shannon Cunningham in football, cross-country, and soccer, respectively. He reported that he and several other SCCD representatives attended a water issues forum at the invitation of Assembly Member Morrow, where participants were encouraged to write letters to the governor and president expressing their concerns regarding the potentially serious future water supply problems in Southern California.

Trustee Walther thanked President Doffoney and Ms. Mukai for their participation in presenting the report to policymakers in October which she stated was exciting and successful. She asked for a financial analysis on the athletic programs at both colleges in terms of real costs and revenues, as well as nonmeasurable benefits such as gaining public support for the colleges through athletic events. Trustee Walther also requested information on whether or not the district is in compliance with Title 9 which requires equity in expenditures for men's and women's sports. She reported that she attended the 100th annual conference of the National Civic League which recently held a press conference to announce its alliance with nearly 100 other organizations for national renewal. Trustee Walther added that she intends to recommend to the American Association of Community Colleges that it join the alliance in order to move forward the AACC agenda as proposed in its Building Communities Study and Report.

President Doffoney brought to the board's attention the item in his written report on the holiday toy and canned food drive and commended Maintenance and Operations for sponsoring the drive. He distributed two brochures detailing the Saddleback College Human Relations Council, and the Summer Institute for College and University Faculty sponsored by the Community College Humanities Association and supported by the National Endowment for the Humanities.

**PRESIDENT'S
REPORTS**

President Larios highlighted several items from his written report including the ASIVC sponsored First Annual Student Services Fair on October 12, IVC Transfer Center hosted Transfer Day on November 7, the joint concert of Saddleback College and IVC wind ensembles on December 11, and the Reflections Cultural Arts Fair and Competition on November 19. He also reported on the recent activities of the SCCD Forensics Team, and IVC athletic teams, publications office, Classified Council, and honor society.

Professor Robinson reported that the Senate has been working on the delegation of authority document as well as the academic calendar. He noted that he represented the Saddleback College Academic Senate at the statewide senate fall session the preceding week where issues such as business education and the role that full-time faculty will be playing and techniques they will be using as new technology emerges. Professor Robinson added that the issue of 75/25 full time/part-time faculty ratio and its calculation was also discussed.

**ACADEMIC
SENATES'
REPORTS**

Professor Morrison commended the IVC Foundation for its many successes and extended a special thank you to Dr. Donald Rickner for his leadership of the Foundation. He reported that the IVC Academic Senate has completed recommendations for additions to the full-time faculty for 1995-1996 and stressed the importance of increasing the number of IVC's full-time faculty. Professor Morrison added that the Senate has also completed recommendations for the academic calendar and hopes to include it in the December board meeting agenda.

Mr. Pendry reported that the chapter's negotiating team will finalize its proposed contract shortly and will submit it to the chapter at the end of the month. He stated that the executive board, negotiating team, and reclassification committee will attend CFIER training on November 21 and 22, and that the chapter will hold elections for the executive board officers during December.

CSEA REPORT

Professor Carroll reported that all faculty members will be polled within the next two weeks to determine their preferences for negotiated items, after which the Faculty Association will develop a list of priorities.

**FACULTY
ASSOCIATION
REPORT**

Mr. Sierakowski reported that the Saddleback College Classified Senate will sponsor a retirement financial planning workshop on November 17. He added that the Senate will be sending out a campus climate survey in the near future and will share the survey results with the board.

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

Chancellor Lombardi remembered former trustee Larry Taylor and commended his many years of dedicated service to education.

**CHANCELLOR'S
REPORT**

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

**PERSONNEL
ACTIONS**

The board approved the contracts and expenditures for participant meals and materials and facilitator for the CFIER training scheduled on November 21-22, 1994, not to exceed \$5,500.

**CFIER
TRAINING AND
WORKSHOP**

GIFTS

Motion by Trustee Lorch, seconded by Trustee Rhodes, to approve acceptance of the following gifts: 150 ledger binders to hold green-bar computer printouts used in district office areas, donated by Freedom Communications to Saddleback Community College District; a 1969 Volkswagon Beetle to be used in the Automotive Technology Program or for surplus auction with proceeds going to the Foundation, donated by Marie Sauve to Saddleback College ; various hardback and softback books to be used in the Library Collection or in their booksales and proceeds of the booksales will go toward the purchase of library books, donated by those listed on attachment 1 to Saddleback College; an 8088 computer with color monitor, donated by Jeffrey M. Piazza to Saddleback College; a NEFAX BIT-1/11 Facsimile Transceiver to be used by the Angels to receive and send faxes, donated by Rosemary Kramer to Saddleback College; various books for the Clothing and Textiles Department's use, donated by Nancy Friedman to Saddleback College; various clothing items listed in attachment 2 to be used in theatre productions and by students in design and acting classes, donated by Mrs. Norma Kleinrock to Saddleback College; three complete IBM Computers to be used as work stations for Internet and replacement parts when no longer operable, donated by Laura Charles to Saddleback College; a check for \$500 to purchase two new printers for the Career Services Center's computer lab, donated by Household Bank to Saddleback College; compact discs to be placed in the Fine Arts Lab for use by students, donated by Mark L. Petersen to Irvine Valley College; one set of 1992 World Book Encyclopedias to be added to the Library collection, donated by Barbara Arhon to Irvine Valley College; and 92 Dynamic Pathway software packages to be given to Small Business & Marketing students for use in classroom and for testing the packages, donated by Tom Simpson, Vice President of Dynamic Pathways Company, to Irvine Valley College. Motion carried unanimously.

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

ADJOURNMENT


Robert A. Lombardi, Secretary