

MINUTES OF THE BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
NOVEMBER 15, 1993
LIBRARY 105, SADDLEBACK COLLEGE

CLOSED SESSION

The Board of Trustees met in closed session from 5:30 p.m. to 7:30 p.m. to discuss personnel and negotiations. Trustees Milchiker and Williams were absent due to illness.

CLOSED SESSION

REGULAR MEETING

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

CALLED
TO ORDER

Members of the Board of Trustees

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

PRESENT

Absent

John Williams, President
Marcia Milchiker, Member

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 Rihyan

Academic Senate

Terry Robinson
Wendy Phillips

California School Employees Association

No representation

An affiliation agreement between National Issues Forum of Orange County and the IVC Foundation to provide an operational framework within which the Foundation could obtain certain community educational services for the college and NIFOC could receive certain agency services from the Foundation was provided for the board's information.

**NIFOC/IVC
FOUNDATION
AGREEMENT**

The Saddleback College Foundation's proposed contract with Outdoor Marketplaces, Inc., to open a marketplace in parking lot 10 at Saddleback College was provided for the board's information. Mr. Mark Gaughan, President of the Saddleback College Foundation, and Mr. Sam Marcus, representing Outdoor Marketplaces, presented the proposal. Trustees expressed a number of concerns including the termination clause in the contract, security on campus during the event, and potential impact on campus parking, traffic, and neighboring residents. Motion by Trustee Frogue, seconded by Trustee Hueter, to accept the proposed contract for review and study. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**MARKETPLACE
LEASE
AGREEMENT**

Vice President Walther called for a five-minute recess.

RECESS

Ms. Maghmeh Rabii, a Saddleback College student, addressed the board on behalf of concerned students and urged the board to support the establishment of an ethnic studies department at Saddleback College. In response to Ms. Rabii's request, Chancellor McFarlin and Vice President Walther indicated that the students can bring their proposal to the board at the December 6 board meeting.

**PUBLIC
COMMENTS**

Trustee Hueter reported that the Legislative Task Force met the preceding week and encouraged anyone who had suggestions for regarding legislation to provide it to her to take to the next meeting.

**TRUSTEES'
REPORTS**

Trustee Frogue reported that he attended the Black Students Association program the preceding week and enjoyed the event and indicated that he would support an ethnic studies program.

Trustee Rhodes reported that he attended the forum on racial and cultural issues at Saddleback College conducted by Dr. Thomas Parham and commented that he would have liked to have seen more faculty in attendance. He reviewed a CCLC Consultation Brief concerning the future challenges facing California and its community colleges with recommended strategies included. Trustee Rhodes indicated the CCCT and CEOCC boards request input from boards of trustees and others by January 11 and asked that the brief be distributed to the Academic Senates and other governance groups for input and response to CCLC.

Trustee Lorch reported that as a result of her contact with Major General Lynch, U.S. Marine Corps, Director Riopka will meet with the Base Education Officer to discuss efforts to improve services provided by the district to Camp Pendleton. She thanked Vice President Hodge and Deans Doug Barr and Jerilyn Chuman for providing information on their programs and the opportunity to tour the Student Services Center at Saddleback College. Trustee Lorch noted that she attended the November 11 ASG meeting and thanked President Brady and the ASG membership for meeting the challenges of leadership today and stated she looks forward to attending an ASG meeting at IVC in the near future.

Student Trustee Mukai reported that she had spoken with students at both campuses concerning the materials fees and the general consensus is that any issue that directly impacts students may be more productively addressed in open session meetings of the board rather than closed session. She added that the students hope to work together with the board on the materials fees and other critical issues.

Trustee Walther announced that the National Issues Forum will hold a public forum on December 7 at Rancho Santiago College to discuss how to fight poverty, and that segments of the videotaped program will be shared with policy makers in Washington D.C. and included in a national PBS program. She reported that she recently attended the National Civic League Conference and stated that many of the highlighted projects to revitalize and empower communities include student volunteers which she would like to pursue at SCCD. Trustee Walther stated that although she intends to complete her term of office, at the present time she does not intend to seek reelection in 1996 and suggested that the board may want the district to begin examining the process of redrawing trustee areas in the near future. She requested that administration begin also to develop orientation information for potential candidates so that they will have reliable information on which to base their candidate statements for the ballot.

President Nelson reminded the board that through an educational partnership with Chevrolet Geo, Professor Herb Johns' marketing class was given \$2,500 toward developing a promotional event and that the event will be held on December 1 at Saddleback College. He noted that on the day of the Southern California firestorms, Saddleback College held a transfer day and that even under such adverse circumstances it was a successful event. President Nelson commended faculty, administration, and especially students for their professionalism in handling the recent unfortunate racial incidents and efforts toward the resultant programs.

**PRESIDENTS'
REPORTS**

President Burgess called the board's attention to the packet he distributed containing examples of publications produced by the IVC Publications Office, Community Education, or Office of Community Relations which won six Medallion awards from the National Council for Marketing and Public Relations. He reported that the IVC/Saddleback College Forensics Team won the first place sweepstakes award at its second tournament of the year, the Pasadena City College tournament on November 5 and 6.

Professor Robinson reported that he attended the recent statewide Academic Senate meeting and among the many issues discussed were increasing diversity, nontraditional methods of funding, distance education, and student equity program evaluations. He stated that the Academic Senate supports the students' proposal for adding an ethnic studies department, and commended them for their effort, as well as President Nelson and other participants of the November 9 forum on racism. Professor Robinson also thanked Consultant Judith Valles and Vice Chancellor Kroner for their outstanding efforts in the Chancellor Search process, and distributed a summary sheet of the Senate's recommendations on reassigned time.

Professor Phillips stated that the staff forum scheduled on November 8 was cancelled due to conflict with the Chancellor Search Committee's schedule and will be rescheduled in the spring. She commended the Chancellor search process and Vice Chancellor Kroner and staff for their coordination efforts, and stated that the process led to developing consensus while allowing dissent.

Ms. McClain echoed the previous comments on the excellence of the Chancellor search process. She reported that delegates from the Classified Senate will attend the upcoming CCLC Conference and she will report back to the board on the event.

Ms. Cayetano reported that the IVC Classified Council held its fifth annual Holiday Boutique on November 6 which resulted in over \$2,100 collected toward scholarships.

Mr. Breindel thanked Vice Chancellor Kroner and Consultant Judith Valles for the search process and commented that it demonstrated that with effort and good will shared governance can work very well. He reported that Dr. Parham's forum was very instructive, and that many classified staff members attended.

Mr. Zavadil indicated that Senate elections are scheduled for November 30 and December 1 and that many students have submitted applications. He reported that he attended the Orange County Legislative Task Force meeting and looks forward to attending future meetings. Mr. Zavadil stated that students are collecting items for distribution to fire victims, and urged the board to work with the students on the instructional materials fees issue.

Mr. Brady thanked Trustee Lorch for attending a recent ASG meeting and invited other trustees to attend. He stated that ASG supports the proposal to add an ethnic studies department at Saddleback College as well as the concept of the outdoor marketplace at the college. Mr. Brady reminded the board that the ASG talent show will be held on November 23, and reported that the recent blood drive yielded 102 pints of blood. He also encouraged the board to allow student involvement on the materials fees issue during an open session.

The board approved the Irvine Valley College Community Education Program, presenters and compensation for Winter Session 1994.

**COMMUNITY
EDUCATION
PROGRAM**

The board approved the Spanish language and culture study abroad programs in San Jose, Costa Rica, from June 26 through July 24, 1994, for Irvine Valley College, and in Santander, Spain, from June 24 to July 24, 1994, for Saddleback College.

**STUDY
ABROAD
PROGRAMS**

Motion by Trustee Rhodes, seconded by Trustee Frogue, to accept for review and study the Study Equity Plans presented by Irvine Valley College and Saddleback College. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**STUDENT
EQUITY
PLANS**

Motion by Trustee Hueter, seconded by Trustee Rhodes, to approve granting certificates of achievement to the students listed by Irvine Valley College and Saddleback College. In response to Trustee Lorch's question on follow-up of students who receive certificates, Dean Busché stated that the colleges conduct annual surveys and will provide her with a copy. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

**CERTIFICATES OF
ACHIEVEMENT**

The board approved the Saddleback College guest speakers and honoraria listed for the Emeritus Institute Guest Lecture Series; Professor James Chiampi for his lecture at the "Humanities Hour" on November 17, 1993, for the amount of \$75; Dr. Randolph Keim for his lecture on November 19, 1993, for the amount of \$80; and Ms. Nancy Wright for her presentation at the Parent Education Seminar on December 3 and 10 sponsored by the Child Development State Preschool Program for the amount of \$100.

**GUEST
SPEAKERS**

The board ratified the guest speakers listed by the Republican Club and ASG for events held on October 25 and November 3 and 4 at Saddleback College.

**STUDENT
SPONSORED
SPEAKERS**

The board approved a concert performance at Saddleback College by the Stanford String Quartet on January 19, 1994, for honorarium in the amount of \$400, and a contract with the Actors' Cabaret Ensemble for twelve performances of *Christmas with Sal and Amanda Gecko* at Saddleback College between December 2 and 19, 1993, for a fee not to exceed \$8,400.

GUEST
ARTISTS

The board approved Saddleback College Regional Health Occupations Resource Center consulting agreements with the individuals listed to serve as clinical evaluators, proctors, center assistants and resident actors for an amount not to exceed \$5,000 each, and with Dr. Dale Cook to serve as a conference developer and facilitator for an amount not to exceed \$5,000 plus travel and conference expenses.

HEALTH
OCCUPATIONS
RESOURCE
CENTER

The board approved the contracted services agreement with Advantage Health Educators to recruit, train personnel, establish and provide testing sites, and administer the certification test as required by the Regional Health Occupations Resource Center grant.

The board approved the consulting agreement with Mr. Dan Hicks as a technical writer for the Gerontology Program at Saddleback College for the amount of \$200.

CONSULTING
AGREEMENT

The board approved Saddleback College's Horticulture 189, Special Topics, course as indicated.

FIELD
COURSE

The board approved the change in date of the Saddleback College Administrative Retreat to December 8, 1993.

RETREAT DATE
CHANGE

The board authorized Saddleback College to accept \$49,790 from FEMA and to proceed to implement the proposal to correct the slope failure on the southwest corner of the campus.

FEMA
GRANT

The board approved change order 6 to increase the contract for the construction of Hart Gymnasium at IVC by \$2,088.04 to \$3,378,456.12 with two days extension to the project completion date; the substitution of subcontractor West Valley Iron to Cal-State Steel; and the increase of \$5,000 to the contract with Wyman Testing Laboratories for additional construction testing and inspection services for the project.

HART
GYMNASIUM
PROJECT

The board approved change order 3 to increase the contract for the construction of the Saddleback College Chemical Storage Facility Project by \$1,614 to \$420,882.02 with twelve days extension to the project completion date; the increase of \$4,600 to the contract with Montana Testing & Geotechnical, Inc., for additional construction testing and inspection services; and beneficial occupancy to allow the owner to occupy the building before completion and final acceptance, contingent upon approval by the Fire Marshall.

**CHEMICAL
STORAGE
FACILITY**

Vice President Walther noted that there was a typographical error in the first sentence of Resolution 93-62 in item 21b and that the word "not" should be changed to "now." Following a brief discussion, motion by Trustee Hueter, seconded by Trustee Rhodes, to approve the Improvements of Traffic Signal and Safety Lighting Agreement with the City of Mission Viejo for a total amount of \$112,496.25, and Resolution 93-62 as corrected, Intent to Dedicate Easement to the City of Mission Viejo, for the purpose of maintaining and operating a traffic signal at the Marguerite Parkway Entrance. Motion carried unanimously by a roll-call vote.

**MARGUERITE
PARKWAY
ENTRANCE
SAFETY
IMPROVEMENTS**

The board adopted Resolution 93-64 declaring the intent of the District to reimburse current capital outlay project expenditures from the proceeds of Certificates of Participation if issued in the future to maximize Capital Outlay Fund revenues.

**RESOLUTION
OF INTENT**

The board approved the award of Bid 197 for Irvine Valley College audio visual equipment to the vendors listed in the amounts listed, and Bid 913 for Saddleback College computer equipment to International Data Systems for the amount of \$65,279.

**AWARD
OF BIDS**

The board approved Resolution 93-58, Capital Outlay - Chemical Storage Building Equipment, to amend the budget in the amount of \$18,000; Resolution 93-60, Matriculation, in the amount of \$128,553; and Resolution 93-61, Disabled Students Programs and Services, in the amount of \$129,703.

**BUDGET
AMENDMENTS**

The board approved/ratified the transfers of appropriations as delineated.

**TRANSFERS OF
APPROPRIATIONS**

The board approved purchase orders 43041 through 43593 totaling \$867,026.04.

**PURCHASE
ORDERS**

The board approved checks 42286 through 43178 totaling \$1,787,987.95; credit card purchases totaling \$7,911.50; Saddleback College Community Education checks 4278 through 4310 totaling \$6,895.15 and checks 1004 through 1075 totaling \$33,615.74; and Irvine Valley College Community Education checks 4643 through 4680 totaling \$20,387.10 and checks 2003 through 2042 totaling \$15,051.23.

**PAYMENT
OF BILLS**

The board approved the November 16, 1993, CFIER training at IVC, with Mr. Steve Barber's workshop fee, travel and hotel expenses, participant meals and materials not to exceed \$2,000.

**CFIER
TRAINING
WORKSHOP**

The board approved holding a workshop on trusteeship to be conducted by Dr. David Viar on December 13, 1993, at the UCI University Club, University of California, Irvine, at a cost not to exceed \$750.

**TRUSTEE
WORKSHOP**

Motion by Trustee Lorch, seconded by Trustee Hueter, to approve the board's response to CCLC indicating that the district does not support Chancellor Mertes' proposals for suspending certain state mandates and regulations, and that the district will require additional time in order to formulate recommendations for how the proposals could be modified to gain consensus for change. Following a discussion, Trustee Lorch expressed concern over the wording in the recommendation of the response to CCLC and Vice President Walther suggested changing it to state ". . . the district does not support Chancellor Mertes' proposals for suspending certain state mandates and regulations unless and until the district is granted further time for study . . ." Motion by Trustee Lorch, seconded by Trustee Frogue, to approve the response in the recommendation as amended. Amended motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.

CONSULTATION

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

**PERSONNEL
ACTIONS**

Motion by Trustee Rhodes, seconded by Trustee Lorch, to authorize administrative leave with pay for district employees who were victims in the recent fire in the district area, with this leave to be used only by those individuals who must take time off in connection with the loss or significant damage to their personal residence. Motion carried unanimously. Student Trustee Mukai cast an affirmative advisory vote.


**ADMINISTRA-
TIVE LEAVE
FOR FIRE
VICTIMS**

GIFTS

Motion by Trustee Hueter, seconded by Trustee Lorch, to accept the following gifts: \$500 to be used in printing the Drug and Alcohol brochures, donated by LifeLink Plus EAP to Saddleback Community College District; \$2,543.85 to be used for scholarships at Saddleback College as stipulated by the Harry Wandling Memorial Fund, donated by the Estate of Harry Wandling Saddleback Community College District; Realistic Patrolman Pro 16-channel programmable Scanner to be used in a patrol car for monitoring other law enforcement agencies in the area, donated by Edward Grijalua, Jr., to Saddleback College; electronic parts and test equipment to be used to update and replace equipment in Electronics laboratories and to supplement existing stock of electronic parts for laboratory experiments, donated by Unisys to Saddleback College; computer hard disk drives as listed in Attachment 1 to be used in the Electronic Technology advanced electronics classes, donated by Equisystems to Saddleback College; Practice Expert software to be used for Computer Assisted Instruction in the Medical Assistant Program, donated by California Medical Systems to Saddleback College; various hardback and paperback books, videos and covers, magazines and a potted palm to be used in the Library's collection and decor, donated by those listed in Attachment 3 to Saddleback College; assorted golf clubs to be used in clinics for disabled students, donated by Roger Dunn Golf to Saddleback College; printing of Women's Soccer Program ad, donated by Kevin Williams to Irvine Valley College; refrigerator for storage of food used on field studies, donated by Glenn R. Roquemore to Irvine Valley College; monitor and graphics card for students use in the Computer Center, donated by Richard Pleger to Irvine Valley College; two racks to display *The Voice* newspaper, donated by Laura and Charlie Prater to Irvine Valley College; and computer system as shown in Attachment 2 to be used in the Business Lab for testing, donated by Dave Lang, IVC Foundation President, to Irvine Valley College. Motion carried unanimously.

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

ADJOURNMENT



William L. Kelly, Assistant Secretary