

MINUTES OF THE BOARD OF TRUSTEES
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NOVEMBER 17, 1997
STUDENT SERVICES CENTER, RMS. 260F AND 240
IRVINE VALLEY COLLEGE

The open session of the regular meeting of the Board of Trustees was called to order by President Frogue at 5:30 p.m. **CALLED TO ORDER**

There were no public comments concerning items to be discussed in closed session. **PUBLIC COMMENTS**

The open session was adjourned to closed session. The Board of Trustees met in closed session from 5:30 p.m. to 7:15 p.m. All trustees were present. **CLOSED SESSION**

The open session of the regular meeting of the Board of Trustees was reconvened by President Frogue at 7:20 p.m. Student Trustee Travis led the pledge of allegiance and Trustee Lang spoke words of inspiration. **RECONVENED**

Members of the Board of Trustees

Steve Frogue, President **PRESENT**
John Williams, Vice President
Dorothy Fortune, Clerk
Joan Hueter, Member
Dave Lang, Member
Teddi Lorch, Member
Marcia Milchiker, Member
Rick Travis, Student Member

Administrative Officers

Robert Lombardi, Chancellor
Tony Carcamo, Vice Chancellor, Fiscal Services
William Jay, Vice Chancellor, Human Resources
Kathleen O'C. Hodge, Vice Chancellor, Educational Services
Ned Doffoney, President, Saddleback College
Raghu Mathur, President, Irvine Valley College

Faculty Association

Ann Hagerty

Academic Senate

Kate Clark
Miki Mikolajczak

California School Employees Association

No representation

Classified Senates/Council

Mahshid Hajir

Associated Student Government

Patrick Reddick
Barbara Raphael

President Frogue announced that items 29 and 25 will be moved to the front of the agenda to accommodate speakers. Motion by Trustee Hueter, seconded by Trustee Milchiker, to approve the agenda as amended. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**APPROVAL
OF AGENDA**

Motion by Trustee Hueter, seconded by Trustee Lorch, to approve minutes of the October 20, 1997, regular meeting of the Board of Trustees. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**APPROVAL
OF MINUTES**

Trustee Fortune, Clerk of the board, read out the following action taken in closed session. The board moved to expel a student. The motion, made by Trustee Williams and seconded by Trustee Lang, passed with Trustee Milchiker casting a negative vote.

CLOSED SESSION

Wendy Lewis, Chair of the Saddleback College 1996-1998 Accreditation Reaffirmation Self-Study, presented a brief overview of the self-study process. She noted that the first draft of the self-study document will be available for review and comment in January 1998, and the final copy will be sent to the Commission prior to the site visit in October 1998.

**ACCREDITATION
PROGRESS
REPORT**

Six individuals addressed the board on various topics including the administrative reorganization, time management survey, recall campaign, affiliation of public speakers at previous board meeting, and IVC students' concerns.

**PUBLIC
COMMENTS**

Information on the Spring 1998 faculty workloads reported by college administrators was provided for the board's review. Trustee Fortune requested that all stipends be included on future reports.

**SPRING
FACULTY
WORKLOADS**

Motion by Trustee Hueter, seconded by Trustee Lang, to approve the announcement of and recruitment for full-time faculty positions, contingent upon funding, for the 1998-99 academic year for Irvine Valley College and Saddleback College. Trustee Lorch expressed concern about the district's financial status and moved to table the item, seconded by Trustee Williams. Motion to table carried with Trustees Hueter, Lang, and Milchiker casting negative votes. Student Trustee Travis cast a negative advisory vote.

**FACULTY
HIRING
1998-99**

Trustee Fortune highlighted the newly implemented Study Abroad Program Summary included in the agenda item, and thanked Vice Chancellor Hodge and others who were responsible for developing the form as a tool to provide clear, concise information to the board on each study abroad program. Motion by Trustee Lang, seconded by Trustee Williams, to approve the Saddleback College field studies course History 31, Mexican Civilization, and Anthropology 108, Archaeology of Mexico, and authorize administration to execute the Educational Tour/Field Study Travel Contractor Agreement with City Travel. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**HISTORY TOUR -
MEXICAN
CIVILIZATION**

Motion by Trustee Lang, seconded by Trustee Milchiker, to approve the Saddleback College Spanish Language and Culture Summer Abroad Program. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**SPANISH
SUMMER
ABROAD**

Motion by Trustee Williams, seconded by Trustee Lang, to approve payment of honoraria by Irvine Valley College to "Something Borrowed" in the amount of \$625 for their services to decorate the Library for the dedication ceremony on November 17; to LAN Ling Dance Group in the amount of \$250 for their performance at the Library dedication ceremony; to Dr. David Mertes in the amount of \$200 for his presentation at the Library dedication ceremony; and to Terry Newman in the amount of \$400 for his music performance at the Library dedication ceremony.

HONORARIA

The board approved the service agreement with Executive 2000 Inc. to provide A+ Certification Training to faculty for the amount of \$4,800 as part of the requirements of the IVC Curriculum and Professional Development in Business Education Program.

**SERVICE
AGREEMENT**

The board accepted the reroofing of the Central Plant building projects at Saddleback College as complete and authorized filing a Notice of Completion.

**NOTICES OF
COMPLETION**

The board accepted the bracing and anchorage of portable trailers project at both campuses as complete and authorized filing a Notice of Completion.

The board approved hiring California Civil Inc. to provide engineering and surveying services for the varsity soccer field at Irvine Valley College.

**ENGINEERING
SERVICES**

Information on the district business office's assessment of the district's current financial situation and trend analysis was provided for the board's review.

**MONTHLY
FINANCIAL
REPORT**

The Quarterly Investment Report for the quarter ending September 30, 1997, was provided for the board's review.

**QUARTERLY
REPORT**

Information on the estimated 1998-99 Nonresident Tuition Rate was provided for the board's review prior to the item being brought to the January meeting for action.

**ESTIMATED
NONRESIDENT
TUITION RATE**

Motion by Trustee Williams, seconded by Trustee Hueter, to renew the contract for the operation of the Golf Driving Range with Donovan Brothers for a three-year term, with an additional two-year extension to be exercised by the district on an annual basis after the first three years. In response to a question, Vice Chancellor Carcamo stated that contract renewals are generally brought before the board for action, not as an information item first. Several trustees indicated that they would prefer that the contract go out for bid, and Trustee Lang asked that the original contract and financial projections historically on the driving range operation be provided to board members. Student Trustee Travis asked for information to be provided on the availability of jobs for students at the range. Vice Chancellor Carcamo stated that at the board's direction he will request proposals to bid on the contract and will bring recommendations to a subsequent meeting. Motion by Trustee Lang, seconded by Trustee Lorch, to table the item. Motion to table carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**RENEWAL
OF CONTRACT
FOR OPERATION
OF GOLF DRIVING
RANGE**

President Frogue called for a 10-minute recess at 9:40 p.m.

RECESS

Motion by Trustee Williams, seconded by Trustee Lorch, to approve the request by Partel Municipal Finance Corporation that all rights, title, interest, and payments due on particular lease purchase agreements (Equipment Schedules 13 and 14) be assigned to Foothill Independent Bank. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**ASSIGNMENT
OF LEASE RIGHTS**

The board awarded Bid 218 for the paving of Parking Lot 6-A at IVC to Ben's Asphalt and Seal Coating, Inc., for \$16,608.80.

**AWARD OF
BID**

Motion by Trustee Williams, seconded by Trustee Lang, to approve/ratify transfers of appropriations as delineated. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**BUDGET
TRANSFERS**

The board adopted Resolution 97-51, Saddleback College Matriculation Program, to amend the 1997-98 General Fund Restricted Budget by \$61,938; Resolution 97-52, Saddleback College EOP&S and CARE Programs, by the amounts indicated; and Resolution 97-53, Saddleback College Disabled Students Program and Services, by \$140,739.

**BUDGET
AMENDMENTS**

Motion by Student Trustee Travis, seconded by Trustee Hueter, to approve purchase orders 73214 through 73873 totaling \$1,003,769.10. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**PURCHASE
ORDERS**

Motion by Trustee Hueter, seconded by Trustee Lang, to approve checks 85960 through 87202 totaling \$3,070, 403.10; credit card purchases totaling \$12,597.19; Saddleback College Community Education checks 3549 through 3588 totaling \$143,601.63; and IVC Community Education checks 4944 through 4955 totaling \$3,464.90. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**PAYMENT
OF BILLS**

The board approved the Classified Leadership Retreat on December 11, 1997, at a cost not to exceed \$1,000.

RETREAT

Motion by Student Trustee Travis, seconded by Trustee Williams, to approve the district's participation in the Orange County Legislative Task Force meetings and activities during the 1997-98 year. Trustee Hueter suggested that the term for the representative from the board to the Task Force coincide with the meeting schedule of the task force which is based on an academic year. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

**LEGISLATIVE
TASK FORCE**

The board ratified the appointment of Trustee Lorch as the alternate representative to the Nominating Committee to the Orange County Committee on School District Organization.

**ALTERNATE
BOARD
REPRESENTATIVE**

Motion by Trustee Williams, seconded by Trustee Lang, to ratify hiring Dr. Richard Sorenson as a consultant to assist the board in continuing to evaluate and expand trustee-developed goals and objectives for the district, at a fee not to exceed \$700. Trustee Hueter objected to approving the item after the fact and to the board's lack of following the recommendations in Dr. Sorenson's organizational assessment completed several months earlier. Motion carried with Trustees Hueter and Milchiker casting negative votes. Student Trustee Travis cast a negative advisory vote.

**BOARD
WORKSHOP**

The board adopted Resolution 97-50 authorizing payment to Trustee Lang who was absent from the October 13, 1997, special board meeting.

**AUTHORIZA-
TION TO PAY
TRUSTEE**

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

**ATTENDANCE/
REIMBURSEMENT**

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

Motion by Trustee Williams, seconded by Trustee Hueter, to discuss the draft guidelines and advise the Chancellor of the board majority view for transmittal to CCCT. Trustee Fortune moved to change item #1 in the draft to read ". . . with specific proposals for legislation **are encouraged to submit**. . ." Motion failed. Trustee Fortune moved to delete the second sentence in item #2. Motion failed. Trustee Lang moved to amend the second sentence in item #2 to read ". . . should provide **reasonable** time for response . . ." Motion carried unanimously. Trustee Fortune moved to change item #7 to read "**It is desirable for districts to keep the Chancellor's Office and CCLC informed** concerning communications . . ." Motion carried. Trustee Fortune also moved to omit #'s 4, 5, 8, and 9. Motion failed. Main motion to transmit the document to CCCT with changes agreed upon by the board carried with Trustee Fortune casting a negative vote. Student Trustee Travis cast an affirmative advisory vote.

**GUIDELINES
FOR
LEGISLATIVE
RELATIONS**

Several individuals giving reports congratulated IVC on its new Learning Resource Center and successful dedication ceremony earlier in the day. Trustees Lorch, Lang, Hueter, Fortune, Williams, Frogue, Student Trustee Travis, ASG President Reddick, ASIVC President Raphael, SC Academic Senate President Mikolajczak, IVC Academic Senate President Clark, IVC Classified Senate President Hajir, SC President Doffoney, IVC President Mathur, and Chancellor Lombardi gave reports which were not summarized for these minutes.

REPORTS

Motion by Trustee Hueter, seconded by Trustee Williams, to approve the submitted academic personnel. President Frogue moved to table Section D. Motion to table failed for lack of a second. Main motion carried with Trustee Frogue casting a negative vote.

**PERSONNEL
ACTIONS**


Motion by Trustee Hueter, seconded by Trustee Lang, to approve the submitted classified personnel actions. Motion carried unanimously.

Motion by Trustee Fortune, seconded by Trustee Lang, to accept the gifts described in the agenda item. Motion carried unanimously.

GIFTS

Motion by Trustee Lang, seconded by Trustee Fortune, to adjourn the meeting at 11:25 p.m. Motion carried unanimously. Student Trustee Travis cast an affirmative advisory vote.

ADJOURNMENT

A handwritten signature in cursive script, appearing to read "Robert A. Lombardi".

Robert A. Lombardi, Secretary