

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
CHANCELLOR'S CONFERENCE ROOM, HS 324  
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE  
AND VIA ZOOM VIDEOCONFERENCE**

**MINUTES OF THE BOARD OF TRUSTEES' MEETING  
April 27, 2020**

**PRESENT VIA ZOOM**

Members of the Board of Trustees:

T.J. Prendergast, III, President  
Timothy Jemal, Vice President  
James R. Wright, Clerk  
Barbara J. Jay, Member  
David B. Lang, Member  
Marcia Milchiker, Member  
Terri Whitt Rydell, Member  
Martha Uriarte, Student Member

**Administrative Officers:**

Kathleen F. Burke, Chancellor  
Robert Bramucci, Vice Chancellor, Technology and Learning Services  
Ann-Marie Gabel, Vice Chancellor, Business Services  
Kim Widdes, Acting Vice Chancellor, Human Resources  
Cindy Vyskocil, Acting President, Irvine Valley College  
Elliot Stern, President Saddleback College

**CALL TO ORDER: 5:00 P.M.**

**In an effort to control the spread of COVID-19, this meeting will not be physically open to the public. All members of the public may participate in the meeting via Zoom Videoconference. Upon entry into the meeting; all computers and telephones except for the Board of Trustees shall be muted. The April 27, 2020 Board Meeting will be conducted telephonically.**

**The closed session and regular session meeting will consist of two locations. The South Orange County Community College District Board of Trustees will participate via teleconference pursuant to Executive Order N-29-20 and N-35-20 issued by Governor Newsom on March 12 and March 21, 2020 respectively.**

In compliance with the Executive Order, Board Members, interested parties, and members of the public will be able to call or sign-in to the meeting at 5 p.m. on Monday, April 27, 2020.

**Primary Location:** Saddleback College, Health Sciences/District Offices Building, Chancellor's Conference Room, HS 324, 28000 Marguerite Parkway, Mission Viejo, CA 92692.

**Teleconferencing Location:** via Zoom Videoconferencing at <https://socccd.zoom.us/j/97491383142?pwd=THJ2aEtHZHpUNEUybU12YUFOSDNjUT09>

**Meeting ID 974-9138-3142, Meeting Password: 442288**

This agenda is available on the SOCCCD website at [www.socccd.edu](http://www.socccd.edu)

Consistent with the provisions of the Executive Order N-29-20 and N-35-20, the above-noticed meeting of the Board of Trustees shall take place as follows:

1. **Members of the Board of Trustees may participate remotely via Zoom Videoconferencing. If members choose to participate remotely, their locations will not be noticed nor will public access be available at their locations.**
2. **Members of the public may participate via Zoom Videoconferencing using the link above or by calling in to the meeting at (877) 853-5247 (Toll Free) or (888) 788- 0099 (Toll Free) Meeting ID: 974-9138-3142, Password: 442288**
3. **Members of the public wishing to comment on an agenda item or another topic within the jurisdiction of the Board of Trustees will be given the opportunity to ask questions by submitting public comments via email to the Board of Trustees Liaison, Grace Garcia, at: [ggarcia@socccd.edu](mailto:ggarcia@socccd.edu). All public comments will be accepted via email. Submissions must be received prior to the posted start time of the meeting. Please include in the subject line of the email: COMMENTS FOR THE MEETING OF APRIL 27, 2020. Please indicate if you are addressing a specific agenda item, or are making "Public Comment." Submissions will be read aloud at the meeting and must comply with the 2 minute time limit.**

#### **American with Disabilities Act (ADA)**

It is the policy of the SOCCCD to fully comply with the requirements of the Americans with Disabilities Act. Consistent with that policy, the facilities where this event will be held are wheelchair accessible. Upon request, this announcement and the agenda or program for the event and any related materials, will be provided in alternative formats (such as large print, braille or accessible electronic text). If you need such materials or other disability accommodations (such as a translator) or more information, please contact the Office of the Chancellor at (949) 582-4840 at least 48 hours before the scheduled event.

## **1.0 PROCEDURAL MATTERS**

1.1 Call to Order

1.2 Roll Call - Establishment of Quorum

Trustee T.J. Prendergast, Board President  
Trustee Tim Jemal, Vice President  
Trustee James Wright, Clerk of the Board  
Trustee Barbara Jay, Member  
Trustee David Lang, Member  
Trustee Marcia Milchiker, Member  
Trustee Terri Whitt Rydell, Member  
Student Trustee Martha Uriarte

1.3 Public Comments

Members of the public may address the Board on items listed to be discussed in closed session. If you wish to address the board on a closed session item, please submit your request prior to the start of closed session. Speakers are limited to two minutes each.

There were no public comments made.

### **RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:**

#### **1.3 Public Employee Employment, Evaluation of Performance, Discipline, Dismissal, Release (Government Code Section 54957 and 594954.5)**

A. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b).)

#### **1.4 Conference with Labor Negotiators (Government Code Section 54957.6)**

A. Faculty Association (FA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President – IVC

B. Classified School Employees Association (CSEA)

Agency Designated Negotiator: Kim Widdes, Acting Vice Chancellor – HR

C. Police Officers Association (POA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President – IVC

#### **1.5 Conference with Legal Counsel (Government Code Section 54956.9)**

A. Anticipated Litigation (Government Code Section 54956.9(d)(2).)

Significant exposure to litigation: 2 potential cases

1. Claim number 583008 - Mitchell Khong

2. Claim number 556881 - Marc Levinson

B. Existing Litigation (Government Code Section 54956.9 (d)(1).)

1 case

## **RECONVENE OPEN SESSION: 6:30 P.M.**

### **2.0 PROCEDURAL MATTERS**

#### 2.1 Actions Taken in Closed Session

On a 7 to 0 roll call vote, the board voted in closed session to issue a Notice of Rejection of Claim (regarding claim number #583008), pursuant to Government Code section 913. The Governing Board further authorizes the Chancellor or her designee to issue any appropriate notices.

On a 7 to 0 roll call vote, the board voted in closed session to issue a Notice of Rejection of Claim (regarding claim number #556881), pursuant to Government Code section 913. The Governing Board further authorizes the Chancellor or her designee to issue any appropriate notices.

#### 2.2 Invocation

Led by Trustee Barbara Jay

#### 2.3 Pledge of Allegiance

Led by Trustee Tim Jemal

#### 2.4 Public Comments

Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. If you wish to address the board, please submit your request prior to the beginning of open session. Speakers are limited to two minutes each.

A public comment was made commending the Irvine Valley College Foundation Office for their work in supporting the campus community in these uncertain times.

### **3.0 REPORTS**

#### 3.1 Oral Reports: Speakers are limited to two minutes each.

- A. Student Trustee
- B. Associated Student Government Reports
- C. Board Request(s) for Reports

### **4.0 DISCUSSION ITEMS**

- 4.1 SOCCCD: District-wide Strategic Plan  
The presentation will highlight the collaborative planning process, data analysis used to create the Environmental Scan 2019, and the development of the new District-wide Strategic Plan 2020-2025. The Strategic Plan is being submitted for approval under Agenda Item 6.1.

[Item 4.1](#)  
[Exhibit A](#)

- 4.2 SOCCCD: Basic Aid Allocation Recommendation FY 2020-2021  
A presentation on the basic aid allocation recommendations for FY 2020-2021 will be made to the Board of Trustees this evening. The Basic Aid Allocation Recommendation FY 2020-2021 is being submitted for approval under Agenda Item 6.2.

[Item 4.2](#)  
[Exhibit A](#)

- 4.3 SOCCCD: Sustainability Plan Report  
Representatives from District Services and college staff will present and update on the progress towards achieving the Sustainability Goals set by the Board of Trustees.

[Item 4.3](#)  
[Exhibit A](#)

Trustee Prendergast requested to remove item 5.2, Trustee Jemal requested to remove item 5.8, Trustee Milchiker requested to remove item 5.11 and Trustee Jay requested to remove items 5.14 and 5.16 for separate discussion and action.

On a motion made by Trustee Jemal and seconded by Trustee Jay, the balance of the consent calendar was approved on a unanimous roll call vote.

**5.0 CONSENT CALENDAR ITEMS**

**All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action.**

- 5.1 SOCCCD: Board of Trustees Meeting Minutes  
Approve minutes of a Regular Meeting held on March 23, 2020.

[Item 5.1](#)  
[Exhibit A](#)

- 5.2 SOCCCD: Resolutions
1. Martha Uriarte, Student Trustee
  2. Emily Quinlan, Professor of the Year, Saddleback College
  3. Rebecca Leonardo, Associate Professor of the Year, Saddleback College
  4. Marcela Duran DeMehranfard, Emeritus Professor of the Year, Saddleback College

5. Leonard Lamp, Professor of the Year, Irvine Valley College
6. Gail Schwartz, Associate Professor of the Year, Irvine Valley College
7. Jackie Ovadia, Emeritus Professor of the Year, Irvine Valley College
8. Classified Employee Week, May 17-23, 2020

[Item 5.2](#)

[Resolution 1](#)

[Resolution 2](#)

[Resolution 3](#)

[Resolution 4](#)

[Resolution 5](#)

[Resolution 6](#)

[Resolution 7](#)

[Resolution 8](#)

Student Trustee Uriarte was recognized with a commemorative plaque and a resolution for her one year term as a board member. The honorees receiving board resolutions this month will be recognized for their achievements at their respective college campus.

On a motion made by Trustee Jemal and seconded by Trustee Jay, this item was approved on a unanimous roll call vote.

- 5.3 Irvine Valley College: Curriculum Revisions for the 2020-2021 Academic Year

Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2020-2021 academic year, pursuant to Title 5, Section 53200 et seq.

[Item 5.3](#)

[Exhibit A](#)

- 5.4 Saddleback College: New, Revised, and Deleted Curriculum for the 2020-21 and 2021-22 Academic Years

Approve the proposed curriculum changes for the 2020-21 academic year at Saddleback College and the proposed curriculum changes for the 2021-22 academic year.

[Item 5.4](#)

[Exhibits A-F](#)

- 5.5 SOCCCD: Saddleback College and Irvine Valley College, Notices of Completion, Various Projects

Authorize filing the Notices of Completion for the Central Plant Floor Epoxy project at Saddleback College to Specialty Flooring, Inc., for a contract total of \$89,000, for the Access Control & Security Systems and Hardware project #P19651 at Irvine Valley College to Blue Violet

Networks, LLC, for a contract total of \$233,505.46 and for the Performing Arts Center Main Theater Audio Visual Improvements project at Irvine Valley College to EIDIM AV Technology, with a contract total of \$292,086.77.

[Item 5.5](#)  
[Exhibits A-C](#)

- 5.6 SOCCCD: Ratification for Declaration of an Emergency Situation Regarding a Fire in the BSTIC Building at Irvine Valley College, Castlerock Environmental, Inc.  
Ratify the declaration of an emergency situation regarding a fire in the BSTIC building at Irvine Valley College and ratify the contract with Castlerock Environmental, Inc. in the amount of \$93,475 for necessary repairs.

[Item 5.6](#)  
[Exhibits A-C](#)

- 5.7 SOCCCD: 2021-2022 Academic Calendar  
Accept for review and study the proposed Academic Calendar for 2021-2022.

[Item 5.7](#)  
[Exhibits A-B](#)

- 5.8 SOCCCD: Regional Strong Workforce Program Participation Agreement for FY 2019-2020 between Rancho Santiago Community College District and SOCCCD  
Approve the Regional Strong Workforce Program Participation Agreement in the amount of \$144,800, extend the Master Agreement term to December 31, 2021, and authorize the Vice Chancellor of Business Services or designee to execute the agreement.

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a unanimous roll call vote.

[Item 5.8](#)  
[Exhibits A-B](#)

- 5.9 SOCCCD: Master Subscription Agreement and Order Form for Contract Management Software, Jaggaer, LLC.  
Approve the Master Subscription Agreement and Order Form with Jaggaer, LLC for contract management software from May 22, 2020 to May 21, 2025 in the amount of \$256,880.

[Item 5.9](#)  
[Exhibit A](#)

- 5.10 SOCCCD: Declare Miscellaneous Furniture and Equipment as Surplus  
Approve the sale or disposal of surplus property and authorize the Executive Director of Procurement, Central Services and Risk Management to hire a private auction firm to conduct the auction, and/or donate, recycle or dispose of items.

[Item 5.10](#)  
[Exhibit A](#)

- 5.11 SOCCCD: Declare Personal Protective Equipment (PPE), Cleaning, Disinfecting and Miscellaneous Supplies as Surplus for Donation  
Ratify the declaration of Personal Protective Equipment (PPE), cleaning, disinfecting and miscellaneous supplies as surplus for donation in response to the COVID-19 pandemic.

On a motion made by Trustee Milchiker and seconded by Trustee Lang, this item was approved on a unanimous roll call vote.

[Item 5.11](#)  
[Exhibit A](#)

- 5.12 SOCCCD: Transfer of Budget Appropriations: Adopt Resolution No. 20-11 to Approve FY 2019-2020 Budget Transfers  
Adopt Resolution No. 20-11 to approve the transfer of budget appropriation as listed.

[Item 5.12](#)  
[Exhibit A](#)

- 5.13 SOCCCD: Budget Amendment: Adopt Resolution No. 20-09 to Amend FY 2019-2020 Adopted Budget  
Adopt Resolution No. 20-09 to amend the FY 2019-2020 Adopted Budget as listed.

[Item 5.13](#)  
[Exhibit A](#)

- 5.14 SOCCCD: February – April 2020 Change Orders/Amendments  
Ratify the change orders and amendments as listed.

On a motion made by Trustee Jay and seconded by Trustee Whitt Rydell, this item was approved on a unanimous roll call vote.

[Item 5.14](#)  
[Exhibits A-E](#)

- 5.15 SOCCCD: Purchase Orders and Checks  
Ratify the purchase orders and checks as listed.



[Item 5.15](#)  
[Exhibits A-C](#)

- 5.16 SOCCCD: Contracts  
Ratify contracts as listed.

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a unanimous roll call vote.

[Item 5.16](#)  
[Exhibits A-C](#)

**6.0 GENERAL ACTION ITEMS**

- 6.1 SOCCCD: District-wide Strategic Plan  
The presentation will highlight the collaborative planning process, data analysis used to create the Environmental Scan 2019, and the development of the new District-wide Strategic Plan 2020-2025.

On a motion made by Trustee Wright and seconded by Trustee Jemal, this item was approved on a unanimous roll call vote.

[Item 6.1](#)  
[Exhibits A-B](#)

- 6.2 SOCCCD: Basic Aid Allocation Recommendation FY 2020-2021  
Approve the basic aid funding allocations for 2020-2021 in the amount of \$95,745,695 which will be included in the 2020-2021 Tentative Budget, along with the \$4,300,000 allocation made during 2019-2020 for the Saddleback College ATEP 1st Building project.

On a motion made by Trustee Jemal and seconded by Trustee Milchiker, this item was approved on a unanimous roll call vote.

[Item 6.2](#)  
[Exhibit A](#)

- 6.3 SOCCCD: OCSBA Board of Directors Interest Form  
Approve possible trustee nomination(s) for transmittal to OCSBA.

A nomination was not made, therefore no action was taken.

[Item 6.3](#)  
[Exhibit A](#)

- 6.4 SOCCCD: Irvine Valley College B100 Exterior Improvements Project, Award of Bid No. 372, Thomco Construction, Inc.  
Approve award of Bid No. 372, B100 Exterior Improvements Project, and approve the agreement with Thomco Construction, Inc., in the amount of \$730,179, and authorize the Vice Chancellor of Business Services or designee, to execute the agreement.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a unanimous roll call vote.

[Item 6.4](#)  
[Exhibits A-B](#)

At 8:45 p.m., a motion was made by Trustee Jemal and seconded by Trustee Whitt Rydell to extend the meeting to 9:30 p.m. The extension of the meeting was approved on a unanimous roll call vote.

- 6.5 SOCCCD: Coronavirus Aid, Relief, and Economic Security (CARES) Act, Higher Education Stimulus Allocations Recipient's Funding Certification and Agreement  
Ratify the emergency financial aid grant funds allocation of \$4,390,957 and authorize the Vice Chancellor of Business Services, or designee, to complete the application, execute agreements, and accept the remaining institutional purposes funding of \$4,390,956 from the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Higher Education Stimulus.

On a motion made by Trustee Jemal and seconded by Trustee Milchiker, this item was approved on a 6-0 vote with Trustee Whitt Rydell absent.

[Item 6.5](#)  
[Exhibits A-D](#)

- 6.6 SOCCCD: Assessment of Good Standing for the Foundations and ATEP Facilities Corporation  
Affirm that the ATEP Facilities Corporation, the Irvine Valley College Foundation, the Saddleback College Foundation and the Foundation for the South Orange County Community College District remain in good standing.

On a motion made by Trustee Jay and seconded by Trustee Wright, this item was approved on a unanimous roll call vote.

[Item 6.6](#)  
[Exhibits A-D](#)

- 6.7 SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items  
Ratify New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Change of Status, Authorization to Establish and Announce Positions, Reorganization/Reclassification, Resignation/ Retirement/Conclusion of Employment.

On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a 6 to 0 roll call vote with Trustee Lang abstaining.

[Item 6.7](#)  
[Exhibits A-B](#)

At 9:29 p.m., a motion was made by Trustee Jemal and seconded by Trustee Jay to extend the meeting to 10:00 p.m. The extension of the meeting was approved on a unanimous roll call vote.

- 6.8 SOCCCD: Faculty Conversion to Canvas One – Time Stipends  
Ratify Additional Compensation: Canvas Convesion-General Fund.

On a motion made by Trustee Whitt Rydell and seconded by Trustee Jay, this item was approved on a 6 to 1 vote with Trustee Lang casting a negative vote.

[Item 6.8](#)  
[Exhibit A](#)

- 6.9 SOCCCD: Classified Personnel Actions – Regular Items  
Ratify New Personnel Appointments, Authorization to Establish and Announce  
Classified Positions, Reorganization/Reclassification, Authorization to Increase/Decrease Hours Per Week and/or Months Per Year for Classified Positions, Classified Bilingual Stipend, Additional Compensation, Out of Class Assignments for Positions that are Temporarily Available Due to Leaves of Absence, etc., Resignation/Retirement/Conclusion of Employment.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a unanimous roll call vote.

[Item 6.9](#)  
[Exhibit A](#)

- 6.10 SOCCCD: Non-Bargaining Unit Personnel Action – Regular Items  
Ratify New Personnel Appointments, Volunteers.

On a motion made by Trustee Jay and seconded by Trustee Milchiker, this item was approved on a unanimous roll call vote.

[Item 6.10](#)  
[Exhibit A](#)

- 6.11 SOCCCD: Faculty Association (FA) – Memorandum of Understanding for Novel Coronavirus (COVID-19)  
Approve Memorandum of Understanding with FA.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a unanimous roll call vote.

[Item 6.11](#)  
[Exhibit A](#)

- 6.12 SOCCCD: California School Employees Association (CSEA) – Memorandum of Understanding for Novel Coronavirus (COVID-19)  
Approve Memorandum of Understanding with CSEA.

On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a unanimous roll call vote.

[Item 6.12](#)  
[Exhibit A](#)

- 6.13 SOCCCD: Police Officers Association (POA) – Side Letter of Agreement for Novel Coronavirus (COVID-19)  
Approve Side Letter of Agreement with POA.

On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a unanimous roll call vote.

[Item 6.13](#)  
[Exhibit A](#)

- 6.14 SOCCCD: Sabbatical Leave Revision  
Approve Revision of Sabbatical Leaves previously approved by the Board.

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a unanimous roll call vote.

[Item 6.14](#)  
[Exhibit A](#)

- 6.15 SOCCCD: Sabbatical Leave Rescindment  
Approve Rescindment of Sabbatical Leave previously approved by the Board.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a unanimous roll call vote.

[Item 6.15](#)  
[Exhibit A](#)

## **7.0 REPORTS**

- 7.1 SOCCCD: Staff Response to Public Comments from Previous Board Meeting  
None

[Item 7.1](#)

- 7.2 SOCCCD: Facilities Plan Status Report  
Status of current construction projects.

[Item 7.2](#)  
[Exhibit A](#)

- 7.3 SOCCCD: Monthly Financial Status Report  
The reports display the adopted budget, revised budget and transactions through March 31, 2020.

[Item 7.3](#)  
[Exhibit A](#)

- 7.4 SOCCCD: Retiree (OPEB) Trust Fund.  
Report for period ending February 29, 2020.

[Item 7.4](#)  
[Exhibit A](#)

- 7.5 SOCCCD: Basic Aid Report  
Report for period ending March 31, 2020.

[Item 7.5](#)  
[Exhibit A](#)

- 7.6 SOCCCD: Quarterly Financial Status Report  
Report for period ending March 31, 2020.

[Item 7.6](#)  
[Exhibit A](#)

## **8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS**

**Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. Speakers are limited to two minutes each.**

- A. Saddleback College Academic Senate
- B. Irvine Valley College Academic Senate
- C. Faculty Association
- D. Irvine Valley College Classified Senate
- E. Saddleback College Classified Senate
- F. California School Employees Association
- G. Police Officers Association

[Item 8.0](#)

[Chancellor's Written Report](#)


[Irvine Valley College Written Report](#)

[Saddleback College Written Report](#)

**9.0 ADDITIONAL ITEMS**

**ADJOURNMENT (or continuation of closed session if required): 9:00 P.M.**

The meeting adjourned at 9:42 p.m.



Kathleen F. Burke  
Secretary, Board of Trustees