

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
RONALD REAGAN BOARD OF TRUSTEES ROOM-RM 145  
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE BOARD OF TRUSTEES' MEETING  
August 31, 2020**

**PRESENT**

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  
Ethan Manafi, Student Member

**ABSENT**

**Administrative Officers:**

Kathleen F. Burke, Chancellor  
Robert Bramucci, Vice Chancellor, Technology and Learning Services  
Ann-Marie Gabel, Vice Chancellor, Business Services  
Cindy Vyskocil, Vice Chancellor, Human Resources  
Elliot Stern, President Saddleback College  
John Hernandez, President Irvine Valley 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 August 31, 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, August 31, 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/91966294447?pwd=bDlzQ0ZJMzNkZS9sUFpDRmhxR0N3dz09>

Meeting ID: 919 6629 4447

Meeting Passcode: 141781

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 (888) 788-0099 (Toll Free) or (877) 853-5247 (Toll Free) Meeting ID: 919 6629 4447, Passcode: 141781
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 AUGUST 31, 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 Ethan Manafi

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 via email prior to the start of closed session. Speakers are limited to two minutes each.

There were no public comments.

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

**1.4 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)

**1.5 Conference with Labor Negotiators (Government Code Section 54957.6)**

A. Faculty Association (FA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor - HR

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

**1.6 Conference with Real Property Negotiators (Government Code Section 54956.8)**

A. Exchange of Property

Agency Designated Negotiators: South Orange County Community College District - Ann-Marie Gabel, CPA, Vice Chancellor, Business Services (Seller), Andrew Bernstein, Jackson Tidus, (District Real Estate Legal Counsel) and Gregory G. Gotthardt, FTI Consulting, LLC (District Real Estate Consultant)

Lease of Property by District: Approximately 20.8 acres of real property located at 1610 Valencia Ave. and 1602 Victory Road Tustin, CA 92782

(Property) also known as the Advanced Technology & Education Park (ATEP site)

Negotiating Parties: Advantech Corporation and Southern California University of Health Sciences

Under Negotiation: Instructions to designated negotiators will concern price and terms of payment for the ground lease of the identified Property.

**1.7 Conference with Legal Counsel (Government Code Section 54956.9)**

- A. Anticipated Litigation (Government Code Section 54956.9(d)(3)  
Significant exposure to litigation: 1 potential case
  - 1. Saddleback Stadium and Athletic Fields Project
- 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

No actions were taken in closed session.

2.2 Invocation  
Led by Trustee T.J. Prendergast

2.3 Pledge of Allegiance  
Led by Trustee Terri Whitt Rydell

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 via email prior to the beginning of open session. Speakers are limited to two minutes each.

One public comment regarding agenda item 6.9., in support of UCI Covid Addendum.

**3.0 REPORTS**

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

A. Board Reports

- B. Student Trustee
- C. Associated Student Government Reports
- D. Saddleback College Academic Senate
- E. Irvine Valley College Academic Senate
- F. Faculty Association
- G. Irvine Valley College Classified Senate
- H. Saddleback College Classified Senate
- I. California School Employees Association
- J. Police Officers Association
- K. Board Request(s) for Reports

#### **4.0 DISCUSSION ITEMS**

##### 4.1 SOCCCD: BoardDocs Overview Presentation

A brief overview on the newly acquired electronic agenda system will be provided by a BoardDocs representative.

BoardDocs representative, Kristin Forsberg, presented an overview of the newly acquired electronic agenda system.

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

##### 4.2 SOCCCD: Return to Work Guidelines and Equity Work Presentation

Presentation to the Board of Trustees regarding information on the start of the fall 2020 semester with details about the Return to Work Guidelines as well as Diversity, Equity and Inclusion resources for employees, and a program mainly geared toward students “The My Choice First Name” program.

Vice Chancellor of Human Resources, Dr. Cindy Vyskocil, and District Director, Public Affairs and Government Relations, Letitia Clark, presented on the Diversity, Equity and Inclusion resources as well as the Return to Work Guidelines for SOCCCD.

[Item 4.2](#)  
[Exhibits A-B](#)

On a motion made by Trustee Jemal and seconded by Trustee Wright, 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 virtually on July 20, 2020.

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

- 5.2 SOCCCD: Trustees' Requests for Attending Conferences  
Approve/Ratify Trustees' requests for attending conference(s)

[Item 5.2](#)  
[Exhibits A-B](#)

- 5.3 SOCCCD: Board Policy and Administrative Regulation Conversion to Community College League of California Categorization and Numerical System  
Approve the conversion to the Community College League of California categorization and numerical system for Board Policies and Administrative Regulations

[Item 5.3](#)  
[Exhibit A](#)

- 5.4 Saddleback College and Irvine Valley College: Speakers  
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.

[Item 5.4](#)  
[Exhibit A](#)

- 5.5 SOCCCD: Authorize the Purchase of Ergonomic Furniture and Accessories, Humanscale Corporation  
Approve California Multiple Award Schedule Contract No. 4-13-71-0095B and all future approved supplements and/or amendments as awarded to Humanscale Corporation for the purchase of ergonomic furniture and accessories, Humanscale Corporation.

[Item 5.5](#)

- 5.6 SOCCCD: Adopt Resolution No. 20-22, Authorizing the Purchase of Lockers, Shelving and Educational Furniture through the Los Angeles Community College District Master Agreement 40481 with Wenger Corporation  
Approve Los Angeles Community College District Master Agreement 40481 with Wenger Corporation and all future approved supplements and/or amendments as awarded to Wenger Corporation for the purchase of lockers, shelving, and educational furniture for an active term through August 7, 2024.

[Item 5.6](#)  
[Exhibit A](#)

- 5.7 SOCCCD: Authorization to Utilize Foundation for California Community Colleges (FCCC) and Trustees of the California State University Contracts  
Approve the use of the identified FCCC/CSU/UC contracts to purchase equipment, software, hardware, maintenance, furniture, fixtures, materials, supplies, and services to support instruction, technology,

custodial, maintenance, facilities, operations, office, and miscellaneous areas. The approval to utilize the contracts applies to purchases made within the term of the agreements and is contingent upon the availability of funds for each purchase.

[Item 5.7](#)

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

[Item 5.8](#)  
[Exhibit A](#)

- 5.9 SOCCCD: Transfer of Budget Appropriations: Adopt Resolution No. 20-21 to Approve FY 2019-2020 Budget Transfers  
Adopt Resolution No. 20-21 to approve the transfer of budget appropriations as listed.

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

- 5.10 SOCCCD: Change Orders and Amendments  
Ratify the amendments/change orders as listed.

[Item 5.10](#)  
[Exhibits A-J](#)

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

[Item 5.11](#)  
[Exhibits A-C](#)

- 5.12 SOCCCD: Contracts  
Ratify contracts as listed.

[Item 5.12](#)  
[Exhibits A-C](#)

**6.0 GENERAL ACTION ITEMS**

- 6.1 SOCCCD (Irvine Valley College) Renewal of Capistrano Unified School District (CUSD), College and Career Access Pathway (CCAP), 2020-2023  
Approve the Dual Enrollment, SOCCCD (Irvine Valley College) and CUSD College & Career Access Pathways Partnership Agreement through August 31, 2023 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 Milchiker, this item was approved on a unanimous roll-call vote.

[Item 6.1](#)  
[Exhibit A](#)

- 6.2 SOCCCD (Irvine Valley College) Renewal of Irvine Unified School District (IUSD), College and Career Access Pathway (CCAP), 2020-2023  
Approve the Dual Enrollment, SOCCCD (Irvine Valley College) and IUSD College & Career Access Pathways Partnership Agreement through August 31, 2023 and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.

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

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

- 6.3 SOCCCD (Irvine Valley College)-Tustin Unified School District (TUSD), College and Career Access Pathway (CCAP), 2020-2023  
Approve the Dual Enrollment, SOCCCD (Irvine Valley College) and TUSD College & Career Access Pathways Partnership Agreement through August 31, 2023 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 Milchiker, this item was approved on a 6-0 roll-call vote. Trustee Prendergast recused himself from this item due to a conflict of interest.

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

- 6.4 SOCCCD: Saddleback College Veteran's Center Improvements Project, Award of Bid No. 2096, JR Universal Construction, Inc.  
Approve awarding Bid No. 2096, Saddleback College Veteran's Center Improvements project and approve the agreement with JR Universal Construction, Inc., in the amount of \$394,586 and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.

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

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

- 6.5 SOCCCD: Parking Fees  
Approve forgoing parking fees charged to students and employees for fall 2020 and to pro-rate by one-half the parking fees for employees for spring 2021. The Chancellor further recommends that the Board of Trustees approve forgoing parking fees charged to students and employees for spring 2021 if the campuses remain closed due to the COVID-19 pandemic.

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



[Item 6.5](#)

- 6.6 SOCCCD: COVID-19 Response Block Grant Allocation  
Accept the allocation of \$2,888,873 for the COVID-19 Response Block Grant.

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

[Item 6.6](#)

[Exhibits A-B](#)

- 6.7 SOCCCD: Acceptance of State-Supplied Donation of Personal Protective Equipment  
Acknowledge receipt and accept the state provided donation of Personal Protective Equipment.

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

[Item 6.7](#)

[Exhibit A](#)

- 6.8 SOCCCD: Board Policy Revision: BP-6115 Community Education Programs, BP-6140 College Speakers  
Approve the board policies as listed.

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

[Item 6.8](#)

[Exhibits A-B](#)

- 6.9 SOCCCD: Health Sciences Program Agreement between The Regents of the University of California and South Orange County Community College District and Addendum to the Health Sciences Program Agreement - COVID-19 Acknowledgment for On-site Students  
The Chancellor requests direction from the Board of Trustees on whether the Board of Trustees is willing to accept the liability imposed upon the District with the attached Agreement and Addendum. If the Board of Trustees is willing to accept the liability, the Chancellor requests authorization for the Chancellor, the Vice Chancellor of Business Services or designee to enter and execute the Health Sciences Program Agreement with The Regents of the University of California on behalf of University of California, Irvine, School of Medicine and the Addendum to the Health Sciences Program Agreement for the COVID-19 Acknowledgment for On-Site Students.

This item was advanced for discussion and approval following public comments.

On a motion made by Trustee Milchiker and seconded by Student Trustee Manafi, the addendum to the Health Sciences Program Agreement was approved on a unanimous roll-call vote with the Board accepting the liability imposed upon the District.

[Item 6.9](#)  
[Exhibits A-B](#)

- 6.10 SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items  
Ratify New Personnel Actions Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Additional Compensation: Restricted Funds, Resignation/Retirement/Conclusion of Employment, Reorganization/Reclassification.

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

[Item 6.10](#)  
[Exhibits A-B](#)

- 6.11 SOCCCD: Classified Personnel Actions – Regular Items  
Ratify New Personnel Appointments, Authorization to Increase/Decrease Hours Per Week and/or Months Per Year for Classified Positions, Out of Class Assignments for Positions that are Vacant During Recruitment for Permanent Appointments (Limited to 960 Hours per Fiscal Year), Out of Class Assignments for Positions that are Temporarily Available due to Leaves of Absences, etc.  
Resignation/Retirement/Conclusion of Employment.

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

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

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

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

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

- 6.13 SOCCCD: SOCCCD Faculty Association (FA) – Memorandum of Understanding for Novel Coronavirus (COVID-19) – AY 2020 - 2021  
Approve Memorandum of Understanding with FA.

On a motion made by Trustee Jay and seconded by Trustee Milchiker, 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 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 6.14](#)  
[Exhibit A](#)

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

On a motion made by Trustee Wright and seconded by Trustee Lang, 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 report of current construction projects.

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

- 7.3 SOCCCD: CARES Act Funding Monthly Summary  
Cumulative summary of the funds awarded and spent as of July 31, 2020 is provided.

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

- 7.4 SOCCCD: COVID-19 Response Block Grant Monthly Summary  
Cumulative summary of the funds awarded and spent as of July 31, 2020 is provided.

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

- 7.5 SOCCCD: Retiree (OPEB) Trust Fund.  
Report for period ending June 30, 2020.

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

- 7.6 SOCCCD: Basic Aid Report  
Report for period ending June 30, 2020.

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

- 7.7 SOCCCD: Quarterly Investment Report  
Report for period June 30, 2020.

[Item 7.7](#)

- 7.8 SOCCCD: Pension Stabilization Trust Fund  
Report for period ending June 30, 2020.

[Item 7.8](#)  
[Exhibit A](#)

**8.0 WRITTEN REPORTS FROM ADMINISTRATION**

**Reports by the following individuals may be written and submitted through the docket process prior to distribution of the Board agenda packet.**

- A. Chancellor
- B. Irvine Valley College President
- C. Saddleback College President
- D. CSEA President

[Item 8.0](#)

[Chancellor's Written Report](#)  
[Irvine Valley College Written Report](#)  
[Saddleback College Written Report](#)  
[CESA President's Written Report](#)

**9.0 ADDITIONAL ITEMS**

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

The meeting was adjourned at 8:51 p.m. in memory of Shanna Moorhouse, Irvine Valley College retiree and Jason Carbonell, Saddleback College student.



Kathleen F. Burke  
Secretary, Board of Trustees