

**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 26, 2013**

PRESENT

Members of the Board of Trustees:

Nancy M. Padberg, President
T.J. Prendergast, Vice President
Marcia Milchiker, Clerk
Timothy Jemal, Member
David B. Lang, Member
James R. Wright, Member
David Robinson, Student Member

Administrative Officers:

Gary Poertner, Chancellor
Robert Bramucci, Vice Chancellor, Technology and Learning Services
David Bugay, Vice Chancellor, Human Resources
Tod Burnett, President Saddleback College
Debra Fitzsimons, Vice Chancellor, Business Services
Randy Peebles, Associate Vice Chancellor, Economic Development
Glenn Roquemore, President Irvine Valley College

ABSENT

Bill Jay, Member

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

*Members of the public may address the Board on items listed to be discussed in **closed session**. **Speakers are limited to two minutes each.***

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Public Employee Employment/Discipline/Dismissal/Release (GC Section 54957) (3 employees)
 - 1. Public Employee Discipline (1)
 - 2. Public Employee Employment (2)
 - a. Custodian (1)
 - b. Acting Dean Saddleback College (1)

RECONVENE OPEN SESSION: 5:30 P.M.

It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

On a 6-0 vote with Trustee Jay absent, the board approved an unpaid leave with benefits from July 29, 2013 through August 20, 2013 to a custodian.

2.2 Invocation

Led by Trustee James Wright

2.3 Pledge of Allegiance

Led by Trustee Nancy Padberg

2.4 Resolutions/Commendations

A. Resolutions
None

B. Commendations
None

2.5 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. **Speakers are limited to up to two minutes each.***

3.0 REPORTS

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

- A. Board Reports
- B. Chancellor's Report
- C. College Presidents' Reports (*Written Reports included in Section 8.0*)
- D. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 None

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.

Trustee Padberg requested to pull items 5.5, 5.10 and 5.11.

Trustee Lang requested to pull item 5.12.

Trustee Wright requested to pull item 5.15.

On a motion made by Trustee Lang and seconded by Trustee Prendergast, the balance of the consent calendar was approved on a 6-0 vote, with Trustee Jay absent.

5.1 **SOCCCD: Board of Trustees Meeting Minutes**

Approve minutes of a Regular Meeting held on July 22, 2013.

5.2 **Irvine Valley College: Associated Students of Irvine Valley College (ASIVC) 2013-2014 Out-of-State Travel**

Approve the ASIVC out-of-state travel request for participation in conferences and/or competitions during the 2013-2014 academic year. Costs for registration fees, travel, food, and lodging for students and advisor(s) will not exceed \$99,857.00. There is no impact on the general fund.

- 5.3 **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.
- 5.4 **Saddleback College: Sciences Building Project: Architectural Agreement Amendment No. 3**
Approve amendment with Dougherty & Dougherty Architects, LLP in the amount of \$16,500. The total revised contract amount is \$2,665,000.
- 5.5 **ATEP: Agreement Amendment for Real Estate Services**
Approve the amendment to the listing agreement with CB Richard Ellis, Inc.

A replacement page was submitted to the board that reflected a change on Exhibit A, page 2 of 4. A new sentence was added to the contract under #5.b.

On a motion made by Trustee Wright and seconded by Trustee Milchiker, this item was approved on a 6-0 vote.

- 5.6 **ATEP: Building 26 – Remediation and Demolition, Notice of Completion**
Authorize the filing of the Notice of Completion.
- 5.7 **SOCCCD: Contract with eNamix for Quality Assurance Services**
Approve the agreement with eNamix in the amount of \$161,280 for the term September 1, 2013 to August 31, 2014.
- 5.8 **SOCCCD: Commissioning Services Pool**
Approve listed firms for a pool from which to draw commissioning services for no greater than a five year period.
- 5.9 **SOCCCD: Contract with OCLC**
Approve agreement with Online Computer Library Center, Inc. for the term of July 1, 2013 to June 30, 2014 in the amount of \$91,100.
- 5.10 **SOCCCD: Fiscally Accountable Application and Resolution No. 13-30**
Approve resolution to apply and become fiscally accountable.
- On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a 6-0 vote.
- 5.11 **SOCCCD: Designation of District Disbursing Officer**
Approve the designation of the Executive Director, Fiscal Services/Comptroller as the District disbursing officer.

On a motion made by Trustee Prendergast and seconded by Trustee Lang, this item was approved on a 6-0 vote.

5.12 SOCCCD: Division of State Architect (DSA) Resident Inspector, Inspection Services

Approve agreement with Todd's Inspection Testing Service and Associates through August 26, 2014 in the amount of \$175,000.

Trustee Lang requested clarification in the contract language as stated in Exhibit B, page 7 of 16, under "Compensation." An amendment was made to include \$175,000 "per year, paid in monthly installments."

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 6-0 vote.

5.13 SOCCCD: Agreement for Special Services: Atkinson, Andelson, Loya, Ruud & Romo

Approve the retainer agreement effective July 1, 2013 through June 30, 2014.

5.14 SOCCCD: Trustees' Requests for Attending Conferences

Approve the trustees' requests for attending conferences.

5.15 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting

Adopt resolution authorizing payment to Trustee Wright for being absent from July board meeting.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, this item was approved on a 5-1 vote with Trustee Wright abstaining.

5.16 SOCCCD: Gifts to the District and Foundations

Accept donations.

5.17 SOCCCD: Purchase Order/Confirming Requisitions

Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P13-04488 through P13-04493 amounting to \$3,426.34 and P14-00520 through P14-01130 amounting to \$7,084,431.04. Approve confirming requisitions dated July 2, 2013 through August 6, 2013 totaling \$5,087,462.27.

5.18 SOCCCD: Payment of Bills

Approve check no. 171205 through 172209 processed through the Orange County Department of Education, totaling \$13,228,332.22; and check no. 010691 through 010753, processed through Saddleback College

Community Education, totaling \$151,105.83; and check no. 009142 through 009159, processed through Irvine Valley College Community Education, totaling \$199,664.98.

- 5.19 **SOCCCD: July/August 2013 Contracts**
Ratify contracts as listed.

6.0 **GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: Adopted Budget for Fiscal Year 2013-2014**
Approve the FY 2013-2014 Adopted Budget.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 6-0 vote.

An amendment was made to Exhibit A, page 8, Board Philosophy, to add the following wording to the end of #3: "in accordance with the districts' mission statement."

On a motion made by Trustee Lang and seconded by Trustee Wright, this amendment was approved on a 6-0 vote.

- 6.2 **Saddleback College and Irvine Valley College: FY 2013-2014 Adopted Student**
Approve the FY 2013-2014 adopted student government budgets.

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 6-0 vote.

- 6.3 **Irvine Valley College: Life Sciences: Use of the County of Riverside Agreement for Furniture Purchases**
Approve the use of the agreement for furniture purchases at an estimated cost of \$802,000.

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 6-0 vote.

- 6.4 **SOCCCD: Board Policy Revision: BP-3104: Fiscally Accountable Application and Resolution 13-30**
Accept for review and study.

Vice Chancellor Fitzsimons provided a presentation related to agenda items 5.10, 5.11 and 6.4 on Fiscal Accountability.

On a motion made by Trustee Lang and seconded by Trustee Wright, this

item was approved on a 6-0 vote.

- 6.5 **SOCCCD: Board Policy Revision: BP-3100-Budget Preparation, BP-3101.5-Fiscal Management, BP-5606-International Student Admissions, BP-109-Board Education**
Accept for discussion/approval.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 6-0 vote.

- 6.6 **SOCCCD: Contract with Neudesic LLC for Software Development**
Approve agreement with Neudesic LLC for the term of August 27, 2013 to August 31, 2014 in an amount not to exceed \$1,848,200.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 6-0 vote.

- 6.7 **SOCCCD: Cost of Living Allowance (COLA)**
Approve the 1.57% increase in salary schedules for the Faculty Association, CSEA, POA, administrators and managers for FY 2013-2014.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 6-0 vote.

- 6.8 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Eliminate and Create Academic Administrative Position, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Workload Banking, Resignation/Retirement/Conclusion of Employment.

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

- 6.9 **SOCCCD: Classified Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Authorization to Eliminate and Create a Classified Position, Change of Status, Extend Assignment in Classified Categorical Funded Position, Reorganization, Out of Class Assignments, Additional Compensation, Resignation/Retirement/ Conclusion of Employment, Volunteers.

A revision was made to Exhibit A, page 1 of 11, A.1.g.

On a motion made by Trustee Milchiker and approved by Trustee Prendergast, this item was approved on a 6-0 vote.

6.10 **SOCCCD: Adopt Resolution Authorizing Post-Retirement Employment and Exemption from Post-Retirement Earnings Limitations**

Adopt Resolution No. 13-32 to approve the hiring of Dr. Donald Busche as Acting Dean of Advanced Technology and Applied Sciences.

On a motion made by Trustee Lang and seconded by Trustee Prendergast, this item was approved on a 5-1 vote with Trustee Wright casting a negative vote.

7.0 REPORTS

7.1 **Saddleback College and Irvine Valley College: Speakers**

A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.

7.2 **SOCCCD: Basic Aid Report**

Report on projected receipts and approved projects.

7.3 **SOCCCD: Facilities Plan Status Report**

Status of current construction projects.

7.4 **SOCCCD: Retiree (OPEB) Trust Fund**

The report is for period ending July 31, 2013.

7.5 **SOCCCD: Quarterly Investment Report**

This report is for the quarter ending on June 30, 2013.

7.6 **SOCCCD: Monthly Financial Status Report**

This report displays the adopted budget, revised budget and transactions through June 30, 2013.

7.7 **SOCCCD: Quarterly Financial Status Report**

This report is as of June 30, 2013.

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. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development

- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Associated Student Government of SC
- L. Associated Student Government of IVC
- M. Police Officers Association

9.0 ADDITIONAL ITEMS

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

The meeting was adjourned at 7:12 p.m. in memory of Saddleback College faculty member Karen Merced Willner.



Gary L. Poertner, Secretary