

**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  
December 14, 2015**

**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, Member  
Lemar Momand, 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  
Glenn Roquemore, President Irvine Valley College

**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**. If you wish to address the board on a closed session item, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to two minutes each.***

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

1.3 Public Employee Appointment, Employment, Evaluation of Performance,

- Discipline, Dismissal, Release (GC Section 54957(b).)
- A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).)  
(4 matters)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. California School Employees Association (CSEA)  
Agency Designated Negotiator: David P. Bugay, Ph.D.
  - B. Police Officers Association (POA)  
Agency Designated Negotiator: David P. Bugay, Ph.D.
- 1.5 Conference with Real Property Negotiators (GC Section 54956.8) (1)
  - A. Exchange of Property by District: Portion of Advanced Technology Education Park: County of Orange, 15445 Lansdowne Road, Tustin  
Agency Designated Negotiator: Debra Fitzsimons, Ph.D. regarding exchange of land.
  - B. Lease of Property by District: Portion of Advanced Technology Park (ATEP) site: Los Angeles Football Club, 15445 Lansdowne Road; Regarding price and terms of payment.
- 1.6 Conference with Legal Counsel (GC Section 54956.9) (1 case)
  - A. Anticipated Litigation (GC Section 54956.9(d)(2), (e)(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 vote, the board approved the extension of an unpaid leave for one month with benefits for a classified employee.

**2.2 Invocation**

Led by Trustee James Wright

**2.3 Pledge of Allegiance**

Led by Trustee Barbara Jay

**2.4 Annual Organizational Meeting and Facilities Corporation Meeting**

**A. Election of Officers**

On a motion made by Trustee Milchiker and seconded by Trustee Wright, Trustee Jemal was elected Board President. The motion passed on a 6-0 vote with Trustee Jemal abstaining.

On a motion made by Trustee Prendergast and seconded by Trustee Milchiker, Trustee Wright was nominated Vice President of the Board of Trustees. The motion passed on a 6-0 vote with Trustee Wright abstaining.

On a motion made by Trustee Jemal and seconded by Trustee

Wright, Trustee Lang was elected Clerk of the Board of Trustees. The motion passed on a 6-0 vote with Trustee Lang abstaining.

B. Appointment of Secretary and Assistant Secretary

On a motion made by Trustee Lang and seconded by Trustee Milchiker, Chancellor Poertner was appointed Secretary and Vice Chancellor Fitzsimons was appointed Assistant Secretary. The motion passed on a 7-0 vote.

C. Appointment of Trustee Representatives

**Representative to the Nominating Committee to the Committee on School District Organization:**

On a motion made by Trustee Jemal and seconded by Trustee Milchiker, Trustee Wright was appointed representative to the Nominating Committee to the Committee on School District Organization. The motion passed on a 6-0 vote with Trustee Wright abstaining. On a motion made by Trustee Lang and seconded by Trustee Jemal, Trustee Prendergast was appointed alternate representative. The motion passed on a 6-0 vote with Trustee Prendergast abstaining.

**District's Political Action Representative to Orange County School Boards Association:**

On a motion made by Trustee Prendergast and seconded by Trustee Wright, Trustee Whitt was appointed representative to the Orange County School Boards Association. The motion passed on a 6-0 vote with Trustee Whitt abstaining.

**Representative to the Orange County Legislative Task Force:**

On a motion made by Trustee Jemal and seconded by Trustee Wright, Trustee Milchiker was appointed representative to the Orange County Legislative Task Force and Trustee Lang was appointed alternate representative. The motion passed on a 5-0 vote with Trustees Milchiker and Lang abstaining.

**Representatives to the SOCCCD Audit Committee to serve on the Pre-Audit and Exit Meetings**

On a motion made by Trustee Prendergast and seconded by Trustee Milchiker, Trustee Lang was appointed chair to the SOCCCD Audit Committee. The motion passed on a 6-0 vote with Trustee Lang abstaining. On a motion made by Trustee Milchiker and seconded by Trustee Lang, Trustee Wright was appointed as representative #1. The motion passed on a 6-0 vote with Trustee Wright abstaining. On a motion made by Trustee Lang and seconded by Trustee Jemal, Trustee Prendergast was appointed as representative #2. The motion passed on a 6-0 vote with Trustee Prendergast abstaining.

**Representatives to Saddleback College and Irvine Valley College Foundation**

On a motion made by Trustee Lang and seconded by Trustee Milchiker, Trustee Whitt was appointed as the representative to the Saddleback College Foundation and Trustee Jay was appointed as the representative to the Irvine Valley College Foundation. The motion passed on a 6-0 vote with Trustee Whitt abstaining.

D. Establishment of Regular Meeting Dates

On a motion made by Trustee Milchiker and seconded by Trustee Jay, the board approved the dates of the regular board meetings for the 2016 calendar year. The motion passed on a 7-0 vote.

E. Establishment of Agenda Planning Calendar

On a motion made by Trustee Lang and seconded by Trustee Jay, the agenda planning calendar was approved on a 7-0 vote.

F. Approval of Agenda Format

On a motion made by Trustee Lang and seconded by Trustee Jemal, the agenda format was approved with one amendment. Resolutions were removed from 2.0 Procedural Matters and moved to 5.0 Consent Calendar. The motion was approved on a 7-0 vote.

G. Special Meeting of the Board of Directors, Facilities Corporation

On a motion made by Trustee Lang, seconded by Trustee Milchiker and unanimously carried on a 7-0 vote, the same persons holding membership on the SOCCCD Board of Trustees were elected as directors of the Facilities Corporation 2011 of the South Orange County Community College District to a term of office extending until the next annual organizational meeting.

Trustee Jemal was appointed President, Trustee Wright was appointed Vice President, Trustee Lang was appointed Secretary, and Vice Chancellor Fitzsimons was appointed Chief Financial Officer to a term of office extending until the date of the next annual organizational meeting.

Chancellor Gary Poertner, was appointed to the office of Assistant Secretary and the Vice Chancellor of Business Services, Dr. Debra Fitzsimons, was appointed to the office of Assistant Treasurer.

**2.5 Recognitions: Speakers are limited to two minutes each.**

- A. Resolutions and Commendations:  
1. None



## 2.6 **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 complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **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

Student Trustee Momand was present and excused from the board meeting after his oral report due to final exams.

#### B. Chancellor's Report

#### C. College Presidents' Reports (*Written Reports included in Section 8.0*)

#### D. Associated Student Government Reports

#### E. Board Request(s) for Reports

1. Request for board report on active shooter preparations and training at Saddleback College and Irvine Valley College.

On a motion made by Trustee Lang and seconded by Trustee Prendergast, the Board Request for Report submitted by Trustee Whitt was approved on a 7-0 vote.

## 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 Wright requested to pull item 5.1 and 5.10.

On a motion made by Trustee Lang and seconded by Trustee Prendergast, the balance of the consent calendar was approved on a 7-0 vote.

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

Approve minutes of a Regular Meeting held on November 16, 2015.

An amendment was made to the minutes on November 16, 2015, item 6.7, pg. 8. The last sentence of the motion was amended by noting that Trustee Wright abstained from the vote.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, this item was approved as amended on a 7-0 vote.

- 5.2 **Saddleback College: Out-of-State Travel, The Regional 48 Kennedy Center American College Theatre Festival, Honolulu, Hawaii, February 10-15, 2016**  
Approve the participation of the Saddleback College Department of Theatre Arts in the Regional 48 Kennedy Center American College Theatre Festival in Honolulu, Hawaii, February 10-15, 2016.
- 5.3 **SOCCCD: Saddleback College Award of Bid 2044, Printing of Community Education Brochures, Southwest Offset Printing**  
Approve the award of Bid No. 2044, Printing of Community Education Brochures for FY 2015-2016 with four one-year options to renew with Southwest Offset Printing for a total amount of \$ 259,914.25.
- 5.4 **Saddleback College and Irvine Valley College: Designated Representatives to the South Orange County Regional Consortium for AB104 Adult Education Block Grant**  
Approve Dr. Tod A. Burnett or his designee to serve as the approved representative through June 2016 and Dr. Glenn R. Roquemore or his designee to serve as the approved representative for 2016-2017. The designee will alternate by college each year thereafter.
- 5.5 **Saddleback College and Irvine Valley College: Revised 2016-2017 Instructional Material/Laboratory Fees**  
Approve revised instructional material and laboratory fees for 2016-2017.
- 5.6 **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.
- 5.7 **Saddleback College: Curriculum Revisions and Additions for the 2016-2017 Academic Year**  
Approve the proposed curriculum changes and additions for the 2016-17 academic year at Saddleback College.
- 5.8 **Irvine Valley College: Curriculum Revisions for the 2016-2017 Academic Year**  
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2016-2017 academic year, pursuant to Title 5, Section 53200 et seq.
- 5.9 **Irvine Valley College: Out-of-State Travel Program to the Natural and Cultural Heritage Sites of Arizona, Utah, Colorado, and New Mexico, Summer 2016**

Approve the Geography 102 out-of-state travel field program from July 22-31, 2016 to the natural and cultural heritage sites of Arizona, Utah, Colorado, and New Mexico.

- 5.10 **SOCCCD: Irvine Valley College Award of Bid No. 314, Biotechnology Equipment, Bio-Rad Laboratories**  
Approve the award of Bid No. 314, Biotechnology Equipment at Irvine Valley College, for FY 2015-2016 to Bio-Rad Laboratories for a total amount of \$105,541.83.
- On a motion made by Trustee Wright and seconded by Trustee Prendergast, this item was approved on a 7-0 vote.
- 5.11 **SOCCCD: Agreement for Quality Assurance Services, eNamix**  
Approve the agreement with eNamix for an amount not to exceed \$130,368 for the term of January 1, 2016 to August 31, 2016.
- 5.12 **SOCCCD: Agreement for Software Development and Project Management Services, Neudesic LLC**  
Approve the work order with Neudesic LLC for an amount not to exceed \$247,497.50 for the term of January 1, 2016 through August 31, 2016.
- 5.13 **SOCCCD: License to Use Agreement for Cellular Phone Antenna Station, Sprint PCS Assets, LLC, at Saddleback College's Learning Resource Center (LRC)**  
Approve the license to use agreement with Spring PCS Assets, LLC for a cellular phone antenna located on the rooftop of the SC LRC building, with a five year contract term to provide income of \$34,656 in year one and a three percent increase for the next four years, thereafter.
- 5.14 **SOCCCD: Budget Amendment: Adopt Resolution No. 15-41 to Amend FY 2015-2016 Adopted Budget**  
Adopt Resolution No. 15-41 to amend the FY 2015-2016 Adopted Budget.
- 5.15 **SOCCCD: Transfer of Budget Appropriations**  
For the current reporting period ending November 24, 2015.
- 5.16 **SOCCCD: Purchase Orders and Checks**  
Ratify the purchase orders and checks as listed.
- 5.17 **SOCCCD: November 2015 Change Orders / Amendments**  
Ratify change orders and amendments as listed.
- 5.18 **SOCCCD: November 2015 Change Orders / Amendments**  
Approve change orders and amendments as listed.
- 5.19 **SOCCCD: October-November 2015 Contracts**  
Ratify contracts as listed.

## **6.0 GENERAL ACTION ITEMS**

### **6.1 SOCCCD: Approval of District-wide Strategic Plan**

Approve the final strategic plan and decision making manual as presented.

Denice Inciong, District Director of Research, Planning and Data Management, Craig Hayward, Irvine Valley College Director of Research, Planning and Accreditation, and Nicole Ortega, Saddleback College Director of Planning, Research and Accreditation, provided an overview of the District-wide Strategic Plan 2014-2020 and District-wide Planning and Decision Making Manual 2015-2020.

On a motion made by Trustee Prendergast and seconded by Trustee Wright, this item was approved on a 7-0 vote.

### **6.2 SOCCCD: Saddleback College BGS Fire Repairs Project, Notice of Completion, Optima RPM, Inc.**

Authorize filing the Notice of Completion for BGS Fire Repairs project to Optima RPM, Inc. for a final contract total of \$543,800.87.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, this item was approved on a 7-0 vote.

### **6.3 SOCCCD: Saddleback College Exterior Lighting and Controls Retrofit Phase I, Notice of Completion, Anderson & Howard Electric, Inc.**

Authorize filing the Notice of Completion for Saddleback College Exterior Lighting and Controls, Retrofit Phase I project to Anderson & Howard Electric, Inc. for a final amount of \$780,000.00.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7-0 vote.

### **6.4 SOCCCD: Board Policy Revision: BP-6170 Counseling, BP-4016 Drug Free Environment and Drug Prevention Program, BP-5230 Intercollegiate Athletics, BP-3410 Nondiscrimination**

Accept for discussion and approval.

On a motion made by Trustee Prendergast and seconded by Trustee Jay, this item was approved on a 7-0 vote.

### **6.5 SOCCCD: Board Policy Revision: BP-4002.1 Authorization for Employment, BP-4000 Authorization for Employment**

Accept for review and study.

On a motion made by Trustee Wright and seconded by Trustee Lang, this item was approved on a 7-0 vote.

### **6.6 SOCCCD: Full-Time Faculty Hiring Amendment - Saddleback College** Approve amendments to Saddleback College's 2016-2017 Full-time Faculty

hiring list.

On a motion made by Trustee Lang and seconded by Trustee Whitt, this item was approved on a 7-0 vote.

- 6.7 **SOCCCD: Employment Agreement – Gary L. Poertner, Chancellor**  
Approve employment contract for Gary L. Poertner as Chancellor, SOCCCD, effective July 1, 2016 through June 30, 2019.

On a motion made by Trustee Milchiker and seconded by Trustee Prendergast, this item was approved on a 7-0 vote.

- 6.8 **SOCCCD: Adjustment to the Integrated Salary Schedule for District Administrators and Managers**  
Approve revisions to the Integrated Salary Schedule for District Administrators and Managers.

On a motion made by Trustee Wright and seconded by Trustee Whitt, this item was approved on a 7-0 vote.

- 6.9 **SOCCCD: Academic Personnel Actions – Regular Items**  
Approve New Academic Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Administrators Contract Extensions, Extension of Administrative Temporary Assignment, Additional Compensation: General Fund – Pay Owed, Workload Banking, Reduced Workload Program with STRS Retirement.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, this item was approved on a 7-0 vote.

- 6.10 **SOCCCD: Classified Personnel Actions – Regular Items**  
Approve New Classified Appointments, Authorization to Eliminate Classified Position and/or Numbers, Authorization to Establish and Announce a Classified Position, Authorization to Increase Hours on a Classified Position, Authorization to Extend a Classified Categorical Funded Position, Change of Status, Classified Bilingual Stipend, Additional Compensation, Out of Class Assignments, Leave of Absence, Resignation/Retirement/Conclusion of Employment, Volunteers.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, this item was approved on a 7-0 vote.

## 7.0 **REPORTS**

- 7.1 **SOCCCD: List of Board Requested Reports**  
Status of board requested reports from the South Orange County Community College District Board of Trustees.

- 7.2 **Saddleback College and Irvine Valley College: Speakers**

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

- 7.3 **SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.
- 7.4 **SOCCCD: Monthly Financial Status Report**  
The reports display the adopted budget, revised budget and transactions through November 30, 2015.
- 7.5 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.6 **SOCCCD: Retiree (OPEB) Trust Fund**  
Report for the period ending October 31, 2015.

## **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. Vice Chancellor, Technology and Learning Services
- E. Vice Chancellor, Human Resources
- F. Vice Chancellor, Business Services
- G. Irvine Valley College Classified Senate
- H. California School Employees Association
- I. Saddleback College Classified Senate
- J. Police Officers Association

## **9.0 ADDITIONAL ITEMS**

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

The meeting was adjourned at 8:01 p.m. in memory of Irvine Valley College student Kokona Ando.

  
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Gary L. Poertner, Secretary