

**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
January 22, 2012**

PRESENT

Members of the Board of Trustees:

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

Administrative Officers:

Gary Poertner, Chancellor
Robert Bramucci, Vice Chancellor, Technology and Learning Services
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

Heather Park, Student Member
David Bugay, Vice Chancellor, Human Resources

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)
 - 1. Public Employee Employment/Evaluation (1)
 - a. Director Advanced Technology Project

At the October 29, 2012 meeting, the board granted a request for a 60 day unpaid leave through December 31, 2012 due a family emergency. At tonight's meeting, during closed session, on a 7 to 0 vote, the board approved a request for an additional unpaid leave without benefits through February 25, 2013 or sooner to a classified manager.

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

2.2 Invocation

Led by Trustee Bill Jay

2.3 Pledge of Allegiance

Led by Trustee David Lang

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
 - Request for Report on Mental Health Services provided at the colleges.

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

- Request for Report on Business Partnerships between both colleges and the business community.

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

- Request for Report on Career and Technical Education Certificate Programs offered by the colleges.

On a motion made by Trustee Wright and seconded by Trustee Jay, the Request for Board Report submitted by Trustee Jemal was tabled on a 4-3 vote with Trustee Jemal, Trustee Lang and Trustee Milchiker voting against the item being tabled.

4.0 DISCUSSION ITEMS

4.1 **Saddleback College and Irvine Valley College: Student Success Task Force Recommendation 4 – “Align Course Offerings to Meet Student Needs”**

Representatives from Saddleback College and Irvine Valley College will present what the colleges are doing to align course offerings to meet student needs.

IVC Dean Kathy Werle, SC Vice President Don Busche, IVC Academic Senate President Kathy Schmeidler, IVC Faculty member Diana Hurlbut,

SC Academic Senate President Bob Cosgrove and SC Faculty member Kris Leppien-Christensen discussed current efforts to align course offerings and new initiatives that are being pursued.

4.2 Saddleback College and Irvine Valley College: Development of High Performing Foundations

College Presidents and Foundation Executive Committee members will present their plans to increase the success of each Foundation.

SC Foundation Board President Jim Leach, SC President Tod Burnett, IVC Foundation Board President Bill Crosby and IVC President Glenn Roquemore presented their plans to increase the success of each Foundation.

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 Lang requested to pull item 5.3 and Trustee Padberg requested to pull item 5.6.

On a motion made by Trustee Prendergast and seconded by Trustee Lang 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 December 17, 2012.

5.2 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.

5.3 Saddleback College: Coffee Cart Operation Agreement Amendment No. 1

Approve amendment for an additional location of coffee cart services and associated clauses related to ownership of the coffee cart and food facility asset.

Trustee Lang requested and was assured that the original coffee cart contract contains a definition for cause.

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

5.4 **Saddleback College: Cosmetology and Cosmetician Instruction Agreement Amendment No. 1 to Hair California Beauty College Academy Agreement**

Approve amendment with Hair California Beauty Academy to renew the term for one year and increase the hourly rate from \$3.50 to \$4.50 beginning February 1, 2013.

5.5 **Saddleback College: Cosmetology and Cosmetician Instruction Agreement Amendment No. 3 to Lake Forest Beauty College Agreement**

Approve amendment to change name, renew the term for one year, and increase the hourly rate from \$3.50 to \$4.50.

5.6 **SOCCCD: Authorization for District Institutional Memberships FY 2012-2013**

Approve memberships and estimated dues for organizations.

Trustee Padberg announced a revision to page 4 of 11 – add membership to OCBC in the amount of \$1666.00 under Saddleback College, Division of Business Science and Economic Development and page 8 of 11 – add membership to OCBC in the amount of \$1666.00 under Irvine Valley College, President's Office.

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

5.7 **SOCCCD: Academic Year 2013-2014 Non-Resident Tuition Fees for Foreign & Out-Of-State Students**

Adopt the 2013-2014 non-resident tuition fee of \$190 per semester and increase the capital outlay fee as \$33 per semester unit rate and maintain the current \$54 per semester application fee.

5.8 **SOCCCD: Renewal of Firewall Protection**

Approve the renewal of the CMAS contract at a cost not to exceed \$79,384.40.

5.9 **SOCCCD: Amendment to Agenda Item for Award of Bid 297D: Removal of Hazardous Waste for Saddleback College and Irvine Valley College**

Approve amendment correcting the annual contract amount estimated at \$53,456 for Saddleback College and \$22,628 for Irvine Valley College.

5.10 **SOCCCD: Budget Amendment: Adopt Resolution No. 13-01 to Amend FY 2012-2013 Adopted Budget**

Adopt resolution to amend adopted budget.

- 5.11 **SOCCCD: Gifts to the District and Foundations**
Accept donations to the District and/or the Foundations as listed.
- 5.12 **SOCCCD: Payment of Bills**
Approve check no. 164586 through 165413 processed through the Orange County Department of Education, totaling \$4,638,423.94; and check no. 010564 through 010582, processed through Saddleback College Community Education, totaling \$58,277.83; and check no. 009059 through 009067, processed through Irvine Valley College Community Education, totaling \$5,464.07.
- 5.13 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P13-02472 through P13-02752 amounting to \$1,612,352.07. Approve confirming requisitions dated November 28, 2012 through January 2, 2013 totaling \$76,222.76.
- 5.14 **SOCCCD: Transfer of Budget Appropriations**
Approve the transfer of budget appropriations.
- 5.15 **SOCCCD: December 2012/January 2013 Contracts**
Ratify contracts as listed.

6.0 **GENERAL ACTION ITEMS**

- 6.1 **Irvine Valley College: A400 Design Build Agreement**
Approve the agreement with Swinerton Builders for a total contract amount of \$8,850,000.
- Corrections made to Exhibit C, page 3 of 4 should read Swinerton next to the word PRICE and Exhibit C, page 4 of 4 should read Pankow next to the word PRICE.
- On a motion made by Trustee Lang and seconded by Trustee Prendergast, this item was approved on a 7-0 vote.
- 6.2 **SOCCCD: CCCT Board of Directors Nominations**
Determine if the Board wishes to make any nominations for membership on the CCCT Board of Directors and, if so, approve the nomination(s) for transmittal to the CCCT office.
- The Board did not nominate a candidate to the CCCT Board. Therefore, no action was taken on this item.

- 6.3 **SOCCCD: Board Policy Revision: BP-138: Recording of Board of Trustee Meetings, BP-158: Political Activity, BP-2125: Weapons on Campus, BP-3102: Investment Policy, BP-3502: Campus Safety, BP-6105: Graduation Requirements for Degrees and Certificates of Achievement**
Discussion/Approval

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

- 6.4 **SOCCCD: 2013-2014 Bonded Sabbatical Recommendations**
Approval of faculty sabbaticals for the 2013-2014 academic year as recommended by the SOCCCD District-wide Sabbatical Committee.

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

- 6.5 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Title Change of Full-Time Academic Faculty Positions, Workload Banking, Resignation/Retirement/ Conclusion of Employment.

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

- 6.6 **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 Change a Classified Position, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7-0 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: Monthly Financial Status Report**
The reports display the adopted budget, revised budget and transactions through November 30, 2012.
- 7.5 **SOCCCD: Retiree (OPEB) Trust Fund**
The report if for the period ending December 31, 2012.

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 7:47 p.m. in memory of Trustee Nancy Padberg's husband, Tom Padberg and President Glenn Roquemore's father, Cass R. Roquemore.



Gary L. Poertner, Secretary