

**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
May 15, 2017**

PRESENT

Members of the Board of Trustees:

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

Administrative Officers:

Debra Fitzsimons, Interim Chancellor
Kim McCord, Acting Vice Chancellor, Business Services
Robert Bramucci, Vice Chancellor, Technology and Learning Services
Tod Burnett, President Saddleback College
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 Employment, Evaluation of Performance, Discipline, Dismissal, Release (Government Code Section 54957(b).)

- A. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b).)(3 matters)
- B. Public Employee Employment (Government Code Section 54957(b).)(4 matters)
 - 1. Chancellor's Recruitment
 - 2. Saddleback College President Recruitment
- C. Public Employee Evaluation (Government Code Section 54957 (b).) (1 matter)
 - 1. Interim Chancellor

1.4 Conference with Real Property Negotiators (GC Section 54956.8)

- A. Lease of Property from District: Portion of Advanced Technology Park (ATEP) site: China First Capital Group, 15445 Lansdowne Road, Tustin; regarding price and terms of payment. Agency Designated Negotiator: Debra Fitzsimons, Ed.D.
- B. Lease of Property by District: Saddleback College Center for Innovation and Entrepreneurship located at 25725 Jeronimo Road, Mission Viejo, CA 92656. Agency Designated Negotiator: Debra Fitzsimons, Ed.D.

1.5 Conference with Legal Counsel (Government Code Section 54956.9)

- A. Anticipated Litigation (Government Code Section 54956.9(d)(2), (e)(1) (3 potential cases)

[RECONVENE OPEN SESSION: 6:30 P.M.](#)

2.0 PROCEDURAL MATTERS

[2.1 Actions Taken in Closed Session](#)

**[2.2 Invocation](#)
[Led by Trustee James Wright](#)**

2.3 Pledge of Allegiance
Led by Trustee Barbara Jay

2.4 Swearing In: Student Trustee (name to be announced)
Oath of Office to be administered by Board President Tim Jemal

The student trustee will be sworn in at the board meeting in June.

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. 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.

Saddleback College President Tod Burnett was recognized for his years of service by a number of elected officials and their representatives who requested to speak on his retirement from the District.

One public comment was heard by the board in regards to the indoor air quality in the Health Sciences building.

3.0 **REPORTS**

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

A. Board Reports

B. Chancellor's Report

Written Report

C. College Presidents Reports

Irvine Valley College

Saddleback College

D. Associated Student Government Reports

E. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 Saddleback College and Irvine Valley College: Comprehensive Support Services Strategies to Non-academic Barriers.

At the request of the Board of Trustees, representatives from Saddleback College and Irvine Valley College will present information on comprehensive support services for students in need.

Item 4.1

Exhibits A-B

PowerPoint Presentation - Irvine Valley College

PowerPoint Presentation - Saddleback College

4.2 Saddleback College and Irvine Valley College: Strong Workforce Program

Representatives from Saddleback College and Irvine Valley College will share highlights of their Strong Workforce program.

Item 4.2

Exhibit A

Extend meeting time to 10:00 p.m.

On a motion made at 8:59 p.m. by Trustee Lang and seconded by Trustee Milchiker, the board voted unanimously to extend the meeting to 10 p.m.

4.2 Saddleback College and Irvine Valley College: Strong Workforce Program **Representatives from Saddleback College and Irvine Valley College will share highlights of their Strong Workforce program.**

Trustee Jemal requested to remove item 5.2 from the consent calendar for separate discussion and action.

On a motion made by Trustee Prendergast and seconded by Trustee Milchiker, the balance of the consent calendar was approved on a 7-0 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 Regular Meeting held on April 24, 2017.

[Item 5.1](#)

[Exhibit A](#)

[5.2 SOCCCD, Saddleback College, Irvine Valley College: Resolutions](#)

[1. Tod Burnett](#)

President Tod Burnett was recognized with a board resolution and commemorative award for his nine years of service as President of Saddleback College.

[Resolution - Tod Burnett](#)

2. Ruby Hazzard, Classified Employee Outstanding Service Award, District Services

[Resolution - District Services Classified Employee of the Year](#)

3. Cora Swanson, Outstanding Classified Employee of the Year, Saddleback College

[Resolution - Saddleback College Classified Employee of the Year](#)

4. Jennifer Calderin, Outstanding Classified Employee of the Year, Irvine Valley College

[Resolution - Irvine Valley College Classified Employee of the Year](#)

Trustee Jemal congratulated the outstanding classified employees and expressed his appreciation for their contributions to the District.

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

- 5.3 Saddleback College: New and Revised Curriculum for the 2017-2018 Academic Year
Approve proposed curriculum changes for the 2017-2018 academic year at Saddleback College.

[Item 5.3](#)

[Exhibits A-B](#)

- 5.4 SOCCCD: Saddleback College Access Control Project, Phase 1 & 2, Design-Build Criteria and Programming Architectural Services, Berliner Architects
Approve the Berliner Architects agreement for the Saddleback College Access Control project, Phase 1 & 2, Design-Build Criteria and Programming Architectural Services, in the amount of \$240,000.

[Item 5.4](#)

[Exhibits A-B](#)

- 5.5 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 5.5](#)

[Exhibit A](#)

- 5.6 SOCCCD: Award of Bid 349D, District Charter Bus Services, for Saddleback College, Irvine Valley College, and Advanced Technology & Education Park (ATEP), Pacific Coachways Charter Services, Inc.
Approve a three year agreement with an option for two additional one year terms between South Orange County Community College District and Pacific Coachways Charter Services, Inc. for Charter Bus Services for Saddleback College, Irvine Valley College, and Advanced Technology & Education Park. Annual costs are estimated at \$92,000.

[Item 5.6](#)

[Exhibits A-B](#)

- 5.7 Irvine Valley College: Community Education, Summer 2017
Approve Summer 2017 Community Education courses, presenters and compensation.

[Item 5.7](#)

[Exhibit A](#)

- 5.8 SOCCCD: 2018-2019 Academic Calendar
Accept for review and study the proposed Academic Calendar for 2018-2019.

[Item 5.8](#)

[Exhibits A-B](#)

- 5.9 SOCCCD: Update of Authorized Signature List of Board of Trustees' Designees to Approve Documents and Contracts
Approve authorizing individuals occupying the positions listed to be approved to execute document and contracts as listed.

[Item 5.9](#)

[Exhibits A-B](#)

- 5.10 SOCCCD: Budget Amendment: Adopt Resolution No. 17-13 to Amend FY 2016-2017 Adopted Budget
Adopt Resolution No. 17-13 to amend the FY 2016-2017 Adopted Budget.

[Item 5.10](#)

[Exhibit A](#)

- 5.11 SOCCCD: Transfer of Budget Appropriations
Ratify the Transfer of Budget Appropriations.

[Item 5.11](#)

[Exhibit A](#)

- 5.12 SOCCCD: April 2017 Change Orders/Amendments
Ratify the change orders and amendments as listed.

[Item 5.12](#)

[Exhibit A](#)

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

[Item 5.13](#)

[Exhibits A-C](#)

- 5.14 SOCCCD: April 2017 Contracts
Ratify contracts as listed.

[Item 5.14](#)

6.0 GENERAL ACTION ITEMS

- 6.1 Irvine Valley College and Saddleback College: Student Government Tentative Budgets FY 2017-2018
Approve the FY 2017-2018 tentative student government budgets as presented.

Item 6.1

Exhibits A-B

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

- 6.2 SOCCCD: Regional Strong Workforce Master Agreement Between Rancho Santiago Community College District and SOCCCD
Approve the Regional Strong Workforce Master Agreement with the Rancho Santiago Community College District awarding Saddleback College and Irvine Valley College \$2,560,000 and \$982,078, respectively, over a four year period from July 1, 2016 to June 30, 2020.

Item 6.2

Exhibit A

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

- 6.3 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting
Authorize payment to Trustee Prendergast who was absent from the April 24, 2017 meeting.

Item 6.3

Exhibit A

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

- 6.4 SOCCCD: Irvine Valley College Barranca Entrance Project (Laser Way), Notice of Completion, Hillcrest Contracting, Inc.
Authorize filing the Notice of Completion for the Irvine Valley College Barranca Entrance project to Hillcrest Contracting, Inc., with a current

contract amount of \$1,465,770 and outstanding change orders under negotiation.

Item 6.4

Exhibit A

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

- 6.5 SOCCCD: Board Policy Revision: BP-4003 Nepotism, BP-4420 Enrollment Fee Reimbursement for Eligible Employees, BP-5403 Associated Students Elections, BP-5600 Associate Degree Requirements, BP-6100 Curriculum, BP-6110 Articulation of Courses and Programs
Accept board polices for discussion and approval.

Item 6.5

Exhibits A-F

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

- 6.6 SOCCCD: Academic Personnel Actions – Regular Items
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Authorization to Eliminate Academic Administrative Positions and/or Position Numbers, Resignation/Retirement/Conclusion of Employment.

Item 6.6

Exhibits A-B

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

- 6.7 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, Change of Status, Volunteers.

Item 6.7

Exhibit A

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

- [6.8](#) [SOCCCD: Destruction of Class 3 Disposable Records](#)
[Approve destruction of Class 3 disposable records in compliance with code.](#)

[Item 6.8](#)

[Exhibit A](#)

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

- [6.9](#) [SOCCCD: Adopt Resolution No. 17-12 Classified Employee/Position Layoff Adopt a resolution to approve the reduction/discontinuance of classified service positions.](#)

[Item 6.9](#)

[Exhibit A](#)

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

7.0 REPORTS

- [7.1](#) [SOCCCD: Trustee Milchiker, Recipient of the Marian Bergeson Award](#)
[Trustee Marcia Milchiker was the recipient of the prestigious award presented at the OCSBA dinner meeting at the Irvine Marriott Hotel on Wednesday, May 3, 2017.](#)

[Item 7.1](#)

- [7.2](#) [SOCCCD: Status of Board Policies](#)
[Trustee request for a list of current board policies which state that an administrative policy, process, or regulation will be developed, and for which such written administrative regulations do not currently exist, along with the date for anticipated completion of the written administrative regulation.](#)

[Item 7.2](#)

[Exhibit A](#)

[7.3 SOCCCD: Staff Response to Public Comments from Previous Board Meeting](#)

[Item 7.3](#)

[7.4 Saddleback College and Irvine Valley College: Speakers](#)
[A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.](#)

[Item 7.4](#)

[Exhibit A](#)

[7.5 SOCCCD: Basic Aid Report](#)
[Report on projected receipts and approved projects.](#)

[Item 7.5](#)

[Exhibit A](#)

[7.6 SOCCCD: Facilities Plan Status Report](#)
[Status of current construction projects.](#)

[Item 7.6](#)

[Exhibits A-B](#)

[7.7 SOCCCD: Monthly Financial Status Report](#)
[Report for the period ending April 30, 2017.](#)

[Item 7.7](#)

[Exhibit A](#)

[7.8 SOCCCD: Quarterly Investment Report](#)
[Report for period ending March 31, 2017.](#)

[Item 7.8](#)

[**Extend meeting time to 10:30 p.m.**](#)

On a motion made at 10:09 p.m. by Trustee Wright and seconded by Trustee Whitt, the board voted unanimously to extend the meeting to 10:30 p.m.

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.

- 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

Written Report

- J. Police Officers Association

9.0 ADDITIONAL ITEMS

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

The Board adjourned the meeting at 10:09 p.m. in memory of Irvine Valley College former student government president, Te'Veannah Smith.


Debra Fitzsimons