

**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 16, 2016**

**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  
Johnathan Forde, Student Member

Administrative Officers:

Gary Poertner, Chancellor  
Robert Bramucci, Vice Chancellor, Technology and Learning Services  
David Bugay, Vice Chancellor, Human Resources  
Debra Fitzsimons, Vice Chancellor, Business Services  
Glenn Roquemore, President Irvine Valley College

**ABSENT**

Tod Burnett, President Saddleback 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 (Government Code Section 54957(b).)
  - A. Public Employee Evaluation of Performance (Government Code Section 54957(b).)(1 matter)
  - B. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b).)(2 matters)
- 1.4 Conference with Labor Negotiators (Government Code 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 Legal Counsel (Government Code Section 54956.9)
  - A. Anticipated Litigation (Government Code Section 54956.9(d)(2), (e)(1)  
(2 potential cases)

**RECONVENE OPEN SESSION: 6:30 P.M.**

**2.0 PROCEDURAL MATTERS**

**2.1 Actions Taken in Closed Session**

On a 7-0 vote, the board approved the resignation of employment of a classified employee at Irvine Valley College.

**2.2 Invocation**

Led by Trustee T.J. Prendergast

**2.3 Pledge of Allegiance**

Led by Trustee Terri Whitt

**2.4 Swearing In: Student Trustee Johnathan Forde**

Oath of Office administered by Board President Tim Jemal

**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.***

One public comment was heard by the board in reference to CSEA

negotiations.

### **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. Associated Student Government Reports
  - E. 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 Jemal requested to remove item 5.5 from the consent calendar. Trustee Milchiker requested to pull item 5.2 and 5.14, Trustee Wright requested to pull 5.13 and Trustee Jay requested to pull item 5.19 for separate discussion and action.

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

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**  
Approve minutes of Special Meetings held on April 6, 2016 and Regular Meeting held on April 25, 2016.
- 5.2 **SOCCCD, Saddleback College and Irvine Valley College: Resolutions**  
Betty McClelland, Classified Employee Outstanding Service Award, District Services  
Steven Gross, Classified Employee Outstanding Service Award, District Services  
Dan Johnson, Classified Employee Outstanding Service Award, District Services  
Steve Teh, Professor of the Year, Saddleback College  
Jeffrey Oderlin, Associate Professor of the Year, Saddleback College  
Lisa Messenger, Emeritus Institute Professor of the Year, Saddleback College  
Michelle MacDougall Jackson, Outstanding Classified Employee of the Year, Saddleback College  
Brad McReynolds, National Athletic Trainer of the Year for Community Colleges

The board decided to discuss the process for resolutions at their self-evaluation workshop on Saturday, May 21, 2016.

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

- 5.3 **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.
- 5.4 **SOCCCD: Irvine Valley College: Independent Contractor Agreement, Brilliant Energy Solutions**  
Approve contract for \$145,020.00 with Brilliant Energy Solutions for Deputy Sector Navigator Energy Efficiency and Utilities project direction and oversight, effective July 1, 2016 through June 30, 2017.
- 5.5 **SOCCCD: Irvine Valley College: Memorandum of Understanding, Capistrano Unified School District**  
Approve the Memorandum of Understanding between SOCCCD and Capistrano Unified School District.
- This item was removed from the consent calendar and will be submitted at a later date.
- 5.6 **Saddleback College: Curriculum New/Revised for the 2016-17 Academic Year**  
Approve the proposed curriculum changes and additions for the 2016-17 academic year at Saddleback College
- 5.7 **Saddleback College: Student Travel, Semester Abroad in Oxford, England from March 16, 2017 to May 19, 2017**  
Approve Spring 2017 Saddleback College study abroad program: Semester Abroad in Oxford, England, as summarized in Exhibit B, and authorizes the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the American Institute for Foreign Study (AIFS) for coordinating all travel agreements as shown in Exhibit C.
- 5.8 **SOCCCD: Saddleback College: Satellite Coffee Cart Services Agreement, Amendment No. 3, The Drip Coffee**  
Approve Amendment No. 3 to the Saddleback College Satellite Coffee Cart Services agreement with The Drip Coffee, for a one year extension from July 1, 2016 to June 30, 2017.
- 5.9 **SOCCCD: Saddleback College: Cafeteria Operation and Food Vending Services Agreement, Amendment No. 3, S & B Foods**  
Approve Amendment No. 3 to the Saddleback College Cafeteria Operation and Food Vending Services agreement with S & B Foods for the second one-year extension beginning July 1, 2016 and ending June 30, 2017.
- 5.10 **SOCCCD: Saddleback College: MPC Guillotine Paper Cutter Surplus**  
Approve disposal of the MPC Guillotine paper cutter at Saddleback College

and empower district personnel to take this action.

**5.11 Saddleback College: Amendment No. 3 to Educational Services Agreement, Academic Chess**

Approve the Amendment No. 3 to the Educational Services Agreement with Academic Chess in the amount of \$32,312 for a new contract total of \$130,000.

**5.12 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.

**5.13 SOCCCD: Saddleback College: "Capri" Day-Sailboat Surplus**

Approve disposal of five "Capri" day-sailboats and empower district personnel to take this action.

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

**5.14 SOCCCD: Contract with Neudesic LLC for Software Development**

Approve work order with Neudesic LLC, for the term of May 17, 2016 through August 31, 2016.

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

**5.15 SOCCCD: Gifts to the District and Foundations**

Accept the donations as listed.

**5.16 SOCCCD: Budget Amendment: Adopt Resolution No. 16-15 to Amend FY 2015-2016 Adopted Budget**

Adopt Resolution No. 16-15 to amend the FY 2015-2016 Adopted Budget.

**5.17 SOCCCD: Transfer of Budget Appropriations**

Ratify the transfer of budget appropriations for the current reporting period ending April 30, 2016.

**5.18 SOCCCD: Purchase Orders and Checks**

Ratify the purchase orders and checks as listed.

**5.19 SOCCCD: April 2016 Contracts**

Ratify contracts as listed.

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

## **6.0 GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: Consolidated Elections for Members of Governing Boards**  
Approve Resolution 16-16 to notify the Orange County Department of Education of the consolidated governing board election specifications.
- On a motion made by Trustee Milchiker and seconded by Trustee Wright, this item was approved on a 7-0 vote.
- 6.2 **SOCCCD: Emergency Operations Plan**  
Approve the SOCCCD Emergency Operations Plan.
- On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7-0 vote.
- 6.3 **SOCCCD: Irvine Valley College: Barranca Entrance Project, Award of Bid No. 325, Hillcrest Contracting, Inc.**  
Approve Award of Bid No. 325, Irvine Valley College Barranca Entrance project and approve the agreement with Hillcrest Contracting, Inc., of Corona, California, in the amount of \$1,465,770.
- On a motion made by Trustee Wright and seconded by Trustee Jay, this item was approved by a 7-0 vote.
- 6.4 **SOCCCD: Board Policy Revision: BP-5301 Course Repetition**  
Accept for review and study.
- On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7-0 vote.
- 6.5 **SOCCCD: Board Policy Revision: BP- 2120 Institutional Planning, BP-3450 Traffic and Parking Regulations, BP-5618 Credit by Examination – Specific Course Credit, BP-5610.1 Student Fees**  
Approve board policies as presented.
- On a motion made by Trustee Prendergast and seconded by Trustee Jay, 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, Conclusion of Administrative Interim Assignment, Resignation/Retirement/Conclusion of Employment.
- On a motion made by Trustee Michiker and seconded by Trustee Whitt, this item was approved on a 7-0 vote.

- 6.7 **SOCCCD: Classified Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Reorganization, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.
- On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a 7-0 vote.
- 6.8 **SOCCCD: Sabbatical Rescindment**  
Approve request from faculty member to rescind Fall 2016 sabbatical leave.
- On a motion made by Trustee Milchiker and seconded by Trustee Wright, this item was approved on a 7-0 vote.
- 6.9 **SOCCCD: Destruction of Class 3 Disposable Records**  
Approve destruction of Class 3 disposable records in compliance with code.
- On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7-0 vote.
- 6.10 **SOCCCD: Equal Employment Opportunity (EEO) Plan**  
Approve the SOCCCD Equal Opportunity Plan, designed to communicate the importance of diversity in the workplace and eliminate barriers to equal employment opportunities.
- On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a 7-0 vote.
- 6.11 **SOCCCD: California School Employee Association Master Agreement**  
Pending ratification vote, approve CSEA Tentative Agreement for the term July 1, 2015 to June 30, 2018 as presented.
- On a motion made by Trustee Michiker and seconded by Trustee Whitt, this item was approved on a 7-0 vote.

## 7.0 **REPORTS**

- 7.1 **Saddleback College: Professors of the Year**  
Saddleback College Professors of the Year
- 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 April 30, 2016.
- 7.5 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.6 **SOCCCD: Quarterly Investment Report**  
Status of investments as of quarter ending on March 31, 2016.

## 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 8:16 p.m.

  
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Gary L. Poertner, Secretary