

**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
November 13, 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
Jordan J. Larson, Student Member

Administrative Officers:

Robert Bramucci, Vice Chancellor, Technology and Learning Services
Jim Buysee, Acting Vice Chancellor, Business Services
Cindy Vyskocil, Vice Chancellor, Human Resources
Gregory Anderson, President Saddleback College
Glenn Roquemore, President Irvine Valley College

ABSENT

Debra Fitzsimons, Interim Chancellor

CALL TO ORDER: 4:00 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).) (14 matters)

- A. Public Employee Evaluation of Performance and Employment (Government Code Section 54957(b).)(11 matters)
1. Acting Chancellor
 2. Dean, Enrollment Services (SC)
 3. Dean, Online Education & Learning Resources (SC)
 4. Vice President for Student Services/Acting Vice President for Instruction (SC)
 5. Dean of Social and Behavioral Sciences (IVC)
 6. Dean, Transfer, Career and Special Programs (SC)
 7. Director, Health and Wellness Center and Veterans Services Center (IVC)
 8. Dean, Math, Science & Engineering (SC)
 9. Assistant Dean of Division/Director of Emeritus Institute (SC)
 10. Dean, Counseling Services (SC)
 11. Dean, Math, Science & Engineering (IVC)
- B. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b) (3 matters)

1.4 Conference with Labor Negotiators (Government Code Section 54957.6)

- A. Faculty Association
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources

1.5 Conference with Legal Counsel (Government Code Section 54956.9)

- A. Anticipated Litigation (Government Code Section 54956.9(d)(2), (e)(1) (4 potential cases)

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 voted to reject a Saddleback College student's appeal of an administrative determination alleging discrimination.

On a 7 to 0 vote, the board voted to reject the claim filed by Afia Smith claiming wrongful death.

2.2 Invocation
Led by Trustee Tim Jamal

2.3 Pledge of Allegiance
Led by Trustee Barbara Jay

2.4 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.

There were eleven public comments made by faculty members in regards to supporting the conversion from Blackboard to Canvas.

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 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 remove item 5.9 from the consent calendar for separate discussion and action.

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 October 30, 2017.

[Item 5.1](#)
[Exhibit A](#)

5.2 Saddleback College: Revised Curriculum for the 2017-2018 and 2018-2019 Academic Years.
Approve proposed curriculum changes for the 2017-2018 and 2018-2019 academic years at Saddleback College.

[Item 5.2](#)
[Exhibits A-B](#)

5.3 Saddleback College and Irvine Valley College: Integrated Plan for SEP/SSSP/BSI.
Approve the Saddleback College and Irvine Valley College Integrated Plans for SEP/SSSP/BSI.

[Item 5.3](#)
[Exhibits A-B](#)

5.4 Saddleback College and Irvine Valley College: Spring 2018 Community Education Programs.
Approve Community Education courses, presenters, and compensation for Spring 2018.

[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 Irvine Valley College: Curriculum Revisions for the 2018-2019 Academic Year.
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2017-2018 academic year, pursuant to Title 5, Section 53200 et seq.

[Item 5.6](#)
[Exhibit A](#)

- 5.7 SOCCCD: Award of Foundation for California Community Colleges Administrative Services Agreement, Janitorial Products CB-213-17, Waxie Sanitary Supply.
Approve contracting with Waxie Sanitary Supply, pursuant to the Foundation for California Community Colleges Administrative Services Agreement No. CB-123-17, contingent upon verifications of the availability of funds for each purchase. Annual expenditures for the term under this agreement will not exceed \$100,000 from February 15, 2017 to August 31, 2019.

[Item 5.7](#)

- 5.8 SOCCCD: Student Out-of-State Travel.
Approve the colleges' student out of state travel for the participants, dates, locations, courses and costs as listed.

[Item 5.8](#)
[Exhibit A](#)

- 5.9 [SOCCCD: Trustees' Requests for Attending Conferences.](#)
[Approve trustees' requests for attending conference\(s\).](#)

[Item 5.9](#)
[Exhibits A-C](#)

On a motion made by Trustee Lang and seconded by Trustee Wright, the year and a typo were corrected on Exhibit A. This item was approved on a 7 - 0 vote.

- 5.10 SOCCCD: Budget Amendment: Adopt Resolution No. 17-35 to Amend FY 2017-2018 Adopted Budget.
Adopt Resolution No. 17-35 to amend the FY 2017-2018 adopted budget as listed.

[Item 5.10](#)
[Exhibit A](#)

- 5.11 SOCCCD: Transfer of Budget Appropriations.
Ratify the transfer of budget appropriations as listed.

[Item 5.11](#)
[Exhibit A](#)

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

[Item 5.12](#)
[Exhibits A-B](#)

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

[Item 5.13](#)
[Exhibits A-C](#)

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

[Item 5.14](#)
[Exhibits A-B](#)

6.0 GENERAL ACTION ITEMS

- [6.1](#) [SOCCCD: ATEP Site Utilities and Infrastructure Phase 1 Project, Enter into an Easement with Cox Communications California, LLC.](#)
[The Board will conduct a public hearing to provide an opportunity for the public to comment on the ATEP Site Utilities and Infrastructure Phase I Project.](#)

[Item 6.1](#)

The board president recessed the regular meeting of the Board to a Public Hearing in order to provide the public an opportunity to comment on the subject of entering into an easement agreement with Cox Communications California, LLC. Hearing no public comments, the Public Hearing was closed and the regular Board of Trustees meeting was reconvened.

- [6.2](#) [SOCCCD: ATEP Site Utilities and Infrastructure Phase I Project, Adopt Resolution No.17-34 and Enter into an Easement with Cox Communications California, LLC.](#)
[Adopt Resolution No. 17-34 to authorize entering into a Grant of Easement with Cox Communications California, LLC over portions of the Advanced Technology and Education Park property for utility purposes.](#)

[Item 6.2](#)
[Exhibits A-B](#)

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

- [6.3](#) [Saddleback College: Study Abroad Program to Salamanca, Spain, February 16, 2018 to April 28, 2018.](#)

Approve the Saddleback College Study Abroad Program to Salamanca, Spain, for February 16, 2018 to April 28, 2018, and authorize the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with Travel and Education (T&E) for coordinating all travel agreements.

Item 6.3
Exhibits A-E

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

- 6.4 Saddleback College: Study Abroad Program to Oxford, England, March 15, 2018 to May 18, 2018.
Approve the Saddleback College Study Abroad Program to Oxford, England, for March 15, 2018 to May 18, 2018, and authorize 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.

Item 6.4
Exhibits A-E

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

- 6.5 SOCCCD: Board Policy Revision: BP-4011.6 Hiring of the Chancellor.
Approve the board policy as shown.

Item 6.5
Exhibits A-A.1

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

- 6.6 SOCCCD: Recess to Public Hearing - District Initial Proposal to SOCCCD Faculty Association.
The Board will conduct a public hearing to provide an opportunity for the public to comment on the District's initial proposal to the SOCCCD Faculty Association for the purpose of negotiations.

Item 6.6
Exhibit A

The board president recessed the regular meeting of the Board to a Public Hearing in order to provide the public an opportunity to comment on the subject of the District's initial proposal to the faculty association for the purpose of negotiations. Hearing no public comments, the Public Hearing was closed and the regular Board of Trustees meeting was reconvened.

6.7 [SOCCCD: Recess to Public Hearing - SOCCCD Faculty Association Initial Proposal to District.](#)

[The Board will conduct a public hearing to provide an opportunity for the public to comment on the SOCCCD Faculty Association's initial proposal to the District for the purpose of negotiations.](#)

[Item 6.7](#)
[Exhibit A](#)

The board president recessed the regular meeting of the Board to a Public Hearing in order to provide the public an opportunity to comment on the subject of the faculty association initial proposal to the District for the purpose of negotiations. Hearing no public comments, the Public Hearing was closed and the regular Board of Trustees meeting was reconvened.

6.8 [SOCCCD: Adopt District Initial Proposal to SOCCCD Faculty Association.](#)

[Adopt the District's initial proposal to the SOCCCD Faculty Association for the purpose of negotiations.](#)

[Item 6.8](#)
[Exhibit A](#)

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

6.9 [SOCCCD: Academic and Classified Administrator Personnel Actions – Regular Items.](#)

[Ratify New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Reclassification of Classified Administrative Position/Promotion of Employees.](#)

[Item 6.9](#)
[Exhibit A](#)

A correction in salary step from Range 25, Step 8 to Range 25, Step 7 was made to Exhibit A, Section D, page 6 of 6.

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

6.10 [SOCCCD: Classified Personnel Actions – Regular Items.](#)

[Ratify New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Reorganization, Permanent Change in Hours Per Week, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.](#)

[Item 6.10](#)

[Exhibit A](#)

Item C.1.b, on page 5 of 8 was tabled.

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

- [6.11](#) [SOCCCD: 2018-2019 Tenure Track Hiring Authorization.](#)
[Approve Saddleback College and Irvine Valley College full-time tenure track faculty position hiring lists.](#)

[Item 6.11](#)
[Exhibits A-B](#)

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

- [6.12](#) [SOCCCD: Sabbatical Leave Rescindment.](#)
[Approve rescindment of approval of sabbatical leave for Spring 2018 for one faculty member.](#)

[Item 6.12](#)

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

- [6.13](#) [SOCCCD: Basic Aid Allocation for Conversion to Canvas Learning Management System, Faculty Conversion to Canvas One-Time Stipends.](#)
[Approve the Basic Aid allocation of \\$3,679,421 for the Canvas LMS conversion faculty stipend costs.](#)

[Item 6.13](#)

On a motion made by Trustee Prendergast, and seconded by Trustee Wright, the item was amended to postpone action because it involves a compensation that is mandatory subject to bargaining and therefore will be brought back to the board upon completion of proper negotiations. This item was approved on a 7 - 0 vote.

7.0 **REPORTS**

- [7.1](#) [SOCCCD: District-wide Strategic Plan 2014-2020 Progress Report 2017.](#)
[An update on the progress of the District-wide Strategic Plan 2014-2020.](#)

[Item 7.1](#)
[Exhibit A](#)

- [7.2](#) [SOCCCD, Saddleback College, Irvine Valley College, and Advanced](#)

Technology and Education Park: Vision and Mission Statements.
Annual review of the district and college vision and mission statements.

Item 7.2
Exhibits A-B

7.3 SOCCCD: Staff Response to Public Comments from Previous Board Meeting.
None

Item 7.3

7.4 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 7.4
Exhibit A

7.5 SOCCCD: Facilities Plan Status Report.
Status of current construction projects.

Item 7.5
Exhibit A

7.6 SOCCCD: Monthly Financial Status Report.
The reports display the adopted budget, revised budget and transactions through October 31, 2017.

Item 7.6
Exhibit A

7.7 SOCCCD: Quarterly Investment Report.
Report is for the quarter ending on September 30, 2017.

Item 7.7

7.8 SOCCCD: Pension Stabilization Trust Fund.
Report is for the period ending September 30, 2017.

Item 7.8
Exhibit A

7.9 SOCCCD: Retiree (OPEB) Trust Fund.
Report is for the period ending September 30, 2017.

Item 7.9
Exhibit A

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 8:38 p.m.



Debra L. Fitzsimons
Secretary, Board of Trustees