

**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 16, 2011**

PRESENT

Members of the Board of Trustees:

Nancy M. Padberg, President
T.J. Prendergast, Vice President
Marcia Milchiker, Clerk
Thomas A. Fuentes, Member
David B. Lang, Member
Frank M. Meldau, Member
Jordan J. Larson, Student Member

Administrative Officers:

Gary Poertner, Chancellor
Debra Fitzsimons, Vice Chancellor, Business Services
David Bugay, Vice Chancellor, Human Resources
Robert Bramucci, Vice Chancellor, Technology and Learning Services
Glenn Roquemore, President Irvine Valley College
Tod Burnett, President Saddleback College
Randy Peebles, Associate Vice Chancellor, Economic Development

ABSENT

William O. Jay, Member

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 Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957)
 - 1. Public Employee Employment (2)
 - a. Public Employee Discipline/Dismissal/Release

- B. Conference with Labor Negotiators (GC Section 54957.6)
 - 1. California School Employees Association (CSEA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

 - 2. Police Officers Association (POA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

- C. Conference with Real Property Negotiators (GC Section 54956.8)
 - 1. Lease of Property by District: Portion of Saddleback College site: MG Promenade Apartments LLC, 28032 Marguerite Parkway, Mission Viejo

- D. Conference with Legal Counsel (GC Section 54956.9)
 - 1. Existing Litigation (GC Section 54956.9[b]) (1 case)
Westphal v. Wagner

 - 2. Initiation of Litigation (GC Section 54956.9[c]) (1 case)

RECONVENE OPEN SESSION: 6:00 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

2.2 Invocation

Led by Trustee T.J. Prendergast

2.3 Pledge of Allegiance

Led by Trustee Bill Jay

In Trustee Jay absence, President Padberg led the Pledge of Allegiance

2.4 Resolutions / Presentations / Introductions

Resolution - Dr. Georgina Guy, Coordinator of Saddleback College's EOPS/CARE Department, Director of CalWORKS, and counselor, is the recipient of the Outstanding Service Award from the California Community Colleges Extended Opportunity Program and Services Association.

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 two minutes each.***

3.0 **REPORTS**

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

A. Board Reports

1. Trustee Prendergast requested that a resolution be written in support of other community colleges that will be affected by the County of Orange allocation of \$73.5 million in property tax funds.
2. Trustee Padberg requested a progress report from each college president on Student Learning Outcomes that need to be accomplished by 2012-2013.

B. Chancellor's Report

C. Board Request(s) for Report(s)

4.0 **DISCUSSION ITEM**

4.1 **SOCCCD: Student Success Planning**

Discussion was led by representatives from Saddleback College and Irvine Valley College.

Saddleback College presenters: Penny Skaff, Kevin O'Connor, Don Busche and Tammy Rice and Irvine Valley College presenters: Craig Justice, Lisa Davis Allen and Gwen Plano gave a PowerPoint presentation on Student Success Planning.

At 8:43 p.m. Trustee Prendergast made a motion, seconded by Trustee Meldau, to extend the meeting to 9:30 p.m.

4.2 **Saddleback College and Irvine Valley College: Accountability Reporting for the Community Colleges**

A presentation on performance indicators for Saddleback and Irvine Valley College.

Christopher Tarman, Research and Planning Analyst, Irvine Valley College and Dr. Nicole Ortega, Research and Planning Analyst, Saddleback College presented a PowerPoint on the Accountability Reporting for Community Colleges.

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 Padberg requested to remove item 5.12 from the Consent Calendar for separate discussion/action.

On a motion made by Trustee Milchiker and seconded by Trustee Prendergast the balance of the Consent Calendar was approved on a 6-0 vote with Trustee Jay absent.

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**
Approve minutes of a regular meeting held on October 24, 2011.
- 5.2 **Irvine Valley College: Grant Sub-award Acceptance, Child Development Training Consortium**
Approve the sub-award agreement for \$7,500 from the Yosemite Community College District for the Child Development Training Consortium. These funds will provide services to students, including reimbursement of tuition, tutoring, childcare expenses and textbooks. The agreement is in effect through June 30, 2012.
- 5.3 **Irvine Valley College: Sub-Contractor Agreement, RoadtripNation.org**
Approve the sub-contract agreement with RaodtripNation.org in the amount of \$195,000.00 as part of the *Career Development Work-Based Learning Linkages to Professional Organizations* grant through the California Community Colleges Chancellor's Office (CCCCO).
- 5.4 **Irvine Valley College: California Early Childhood Mentor Program**
Approve the agreement for the California Early Childhood Mentor Program between San Francisco Community College District and Irvine Valley College. The term of the agreement is August 1, 2011 through July 31, 2012.
- 5.5 **Saddleback College: California Early Childhood Mentor Program**
Approve the agreement with San Francisco Community College District in the amount of \$650.00. The term of the agreement is August 1, 2011 through July 31, 2012.
- 5.6 **Saddleback College and Irvine Valley College: Spring 2012 Community Education Programs**
Approve Community Education courses, presenters, and compensation for Spring 2012.
- 5.7 **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.

- 5.8 **SOCCCD: Document Management Solution: Amendment No. 1**
Approve amendment to the contract with Perceptive Software in the amount of \$20,000.00. The total revised contract amount is \$446,845.00.
- 5.9 **SOCCCD: Contract Addendum for Credential Inc.**
Approve contract addendum to add an electronic transcript delivery fee of \$.60 per transaction resulting in a decrease in revenue to the colleges by approximately \$4,440.00. The total revised contract amount is approximately \$99,336.00.
- 5.10 **SOCCCD: Budget Amendment: Adopt Resolution No. 11-34 to Amend 2011-2012 Restricted General Fund**
Adopt resolution to amend the adopted budget.
- 5.11 **SOCCCD: Extension of Bid: Office Supplies**
Approve the extension of the contract with Office Max to February 29, 2012 in the anticipated amount of \$55,000.00 for office supplies.
- 5.12 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**
Adopt resolution 11-33 (Exhibit A) authorizing payment to Trustee Fuentes who was absent from the October 24, 2011 Meeting of the Board of Trustees.
- On a motion made by Trustee Lang and seconded by Trustee Milchiker this item was approved on a 5-0 vote with Trustee Fuentes abstaining.
- 5.13 **SOCCCD: Trustees' Requests for Attending Conferences**
Approve/Ratify trustees requests for attending conferences.
- 5.14 **SOCCCD: Payment of Bills**
Approve check no. 152690 through 153352 processed through the Orange County Department of Education, totaling \$3,750,416.60; and check no. 010277 through 010295, processed through Saddleback College Community Education, totaling \$11,137.86; and check no. 008929 through 008935, processed through Irvine Valley College Community Education, totaling \$45,488.38.
- 5.15 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P12-01962 through P12-02178 amounting to \$1,709,154.71. Approve confirming requisitions dated October 1 through October 25, 2011 totaling \$89,767.73.
- 5.16 **SOCCCD: Transfer of Budget Appropriations**
Ratify the transfer of budget appropriations as detailed in the exhibit.

- 5.8 **SOCCCD: Document Management Solution: Amendment No. 1**
Approve amendment to the contract with Perceptive Software in the amount of \$20,000.00 The total revised contract amount is \$446,845.00.
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Ratify the transfer of budget appropriations as detailed in the exhibit.

- 5.17 **SOCCCD October/November 2011 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: Adjustments to Trustee Area Boundaries to Comply with California Voting Rights Act**
Adopt the proposed 2011 Trustee Areas Plan and resolution petitioning for a realignment of trustee area boundaries to be submitted for approval with the Orange County Committee on School District Organization.

On a motion made by Trustee Milchiker and seconded by Trustee Prendergast this item was adopted on a 6-0 vote.

- 6.2 **Irvine Valley College: Life Science Building: Change Order Request No. 2**
Approve change order request with Edge Development, Inc. increasing the contract amount by \$3,773.00. The revised contract total amount is \$11,367,862.00.

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

- 6.3 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Request to Rescind Reduced Workload, Resignation/Retirement/Conclusion of Employment.

On a motion made by Trustee Lang and seconded by Trustee Meldau this item was approved by a 6-0 vote.

- 6.4 **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, Reorganization and/or Reclassification of Classified Positions, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

On a motion made by Trustee Prendergast and seconded by Trustee Milchiker this item was approved on a 6-0 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: Quarterly Financial Status Report**
This report is as of September 30, 2011 for the 2011/2012 fiscal year.
- 7.5 **SOCCCD: Quarterly Investment Report (for LAIF and OCIP)**
This report is for the quarter ending on September 30, 2011.
- 7.6 **SOCCCD: Academic Year 2012/2013 Non-Resident Tuition Fees for Foreign & Out-of-State Students**
Calculations of the district non-resident related fees.
- 7.7 **SOCCCD: Retiree (OPEB) Trust Fund**
The report is for the period ending September 30, 2011.

At 9:27 p.m. Trustee Prendergast requested to extend the meeting to 10 p.m.

8.0 **WRITTEN REPORTS**

Reports by the following individuals and groups should 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. Associate Vice Chancellor, Economic Development
- E. President, Irvine Valley College
- F. President, Saddleback College
- G. Associate Vice Chancellor, Economic Development
- H. Vice Chancellor, Technology & Learning Services
- I. Vice Chancellor, Human Resources
- J. Vice Chancellor, Business Services
- K. Irvine Valley College Classified Senate
- L. California School Employees Association
- M. Saddleback College Classified Senate
- N. Police Officers' Association

- O. Associated Student Government of SC
- P. Associated Student Government of IVC

9.0 ADDITIONAL ITEMS

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

The meeting adjourned at 9:46 p.m. in memory of Tom Yott, Saddleback College Foundation Board member.



Gary L. Poertner, Secretary