

**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  
October 26, 2015**

**PRESENT**

**Members of the Board of Trustees:**

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

**Administrative Officers:**

Gary Poertner, Chancellor  
Robert Bramucci, Vice Chancellor, Technology and Learning Services  
David Bugay, Vice Chancellor, Human Resources  
Tod Burnett, President Saddleback College  
Debra Fitzsimons, Vice Chancellor, Business Services  
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 Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957(b).)
  - A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (5 matters)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association  
Agency Designated Negotiator: David P. Bugay, Ph.D.
  - B. California School Employees Association (CSEA)  
Agency Designated Negotiator: David P. Bugay, Ph.D.
  - C. Police Officers Association (POA)  
Agency Designated Negotiator: David P. Bugay, Ph.D.
- 1.5 Conference with Real Property Negotiators (GC Section 54956.8) (1)
  - A. Lease of Property by District: Portion of Saddleback College site: Fowler Property Acquisitions, LLC (formerly MG Promenade Apartments LLC), 28032 Marguerite Parkway, Mission Viejo; Regarding price and terms of payment.
  - B. Lease of Property for District: 26300 La Alameda, Crown Valley Financial Plaza, Mission Viejo, CA 92692; Regarding price and terms of payment.
- 1.6 Conference with Legal Counsel (GC Section 54956.9) (1 case)
  - A. Anticipated Litigation (GC Section 54956.9(d)(2), (e)(1) (1 case)

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

**2.0 PROCEDURAL MATTERS**

- 2.1 **Actions Taken in Closed Session**
- 2.2 **Invocation**  
Led by Trustee Marcia Milchiker
- 2.3 **Pledge of Allegiance**  
Led by Trustee T.J. Prendergast
- 2.4 **Recognitions: Speakers are limited to two minutes each.**
  - A. Resolutions:
    1. None
  - B. Commendations:
    1. Irvine Valley College President Glenn Roquemore commended IVC students Nick Capobianco, Megan Francisco, Courtney Maroney, Berkeley Nguyen, Michael Ortega, Hyungki Park, Parmida Shariat, Tracy Tonnu, Christopher Tran, Christopher Villanueva and Justin Young in honor of their achievement in the 2015 UC Davis C-STEM RoboPlay Competition. Merry Kim, Project Director Career Technical Education at ATEP for organizing and coordinating the IVC Computer student teams' participation and Chan Loke, Computer Science Instructor for his

leadership and dedication.

2. Saddleback College President Tod Burnett commended the marketing and communications staff who contributed to marketing initiatives that won medallion awards at the recent National Council on Marketing and Public Relations conference. The staff being commended are: Jennie McCue, Director of Marketing and Communications, Stephanie Reyna, New Media and Marketing Specialist, Donna Pribyl, Senior Graphic Designer, and Heather Siemon, Senior Graphic Designer.
3. Saddleback College President Tod Burnett commended the four former players and staff members who have been selected to be inducted into the California Community College Football Coaches Association Hall of Fame. The inductees include legendary defensive coordinator and martial arts instructor Vince McCullough, and longtime offensive coordinator and National Champion head coach Bill Cunerty, former Saddleback administrator Bill Kelly, and record-setting tailback Toby Whipple.

## 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 regarding the collaborative agreement between Saddleback College (KSBR) and California State University, Northridge (KCSN).

## 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 **Saddleback College and Irvine Valley College: Update on Accreditation Activities**

Saddleback College President Tod Burnett and Irvine Valley College President Glenn Roquemore will present information on the accreditation activities currently underway at the colleges.

IVC Vice President for Instruction Craig Justice, SC Vice President for Student Services Juan Avalos, along with IVC Academic Senate President Kathy Schmeidler and SC Accreditation co-chair Bob Cosgrove provided an overview of the colleges' accreditation activities.

## **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 items 5.1, 5.11 and 5.14; Trustee Wright requested to pull items 5.7 and 5.8; Trustee Prendergast requested to pull item 5.12 for further discussion and approval.

On a motion made by Trustee Jemal and seconded by Trustee Wright, 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 September 28, 2015.

An amendment was made to the minutes on September 28, 2015, item 6.1, pg. 6. The last sentence of the motion was amended as follows: The board approved the nomination on a 5-0 vote with Trustee Prendergast abstaining and Trustee Whitt absent.

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

### **5.2 Saddleback College: Revised 2015-16 Instructional Material/Laboratory Fees**

Approve revised instructional material and laboratory fees for 2015-2016.

### **5.3 Saddleback College: Forensics Team Out of State Travel**

Approve the participation of the Saddleback College Speech & Debate Team and their coaches in the Hell Froze Over Tournament in Austin, TX at a cost not to exceed \$10,860.

### **5.4 SOCCCD: Saddleback College Sciences Building Project, DSA Inspector of Record Services Agreement, Amendment No. 1, LCC3 Construction Services, Inc.**

Approve Amendment No. 1 to the agreement with LCC3 Construction Services, Inc. to provide DSA inspector of record services for the Saddleback College Sciences Building project through May 1, 2016 in the amount of

\$105,000, for a revised contract amount of \$420,360.

**5.5 SOCCCD: Saddleback College, Vocational Cosmetology and Cosmetician (Esthetician) Education Services Agreement, Amendment No. 1, Advance Beauty College**

Approve the Saddleback College Cosmetology and Cosmetician (Esthetician) Amendments No. 1 to the agreements with Advance Beauty College to increase the hourly rate from \$4.50 to \$5.00 beginning November 1, 2015.

**5.6 Saddleback College: Curriculum Revisions and Additions for the 2016-2017 Academic Year**

Approve the proposed curriculum changes and additions for the 2016-17 academic year at Saddleback College.

**5.7 Irvine Valley College: Curriculum Revisions for the 2015-2016 Academic Year**

Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2015-2016 academic year, pursuant to Title 5, Section 53200 et seq.

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

**5.8 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.

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

**5.9 SOCCCD: Budget Amendment: Adopt Resolution No. 15-39 to Amend FY 2015-2016 Adopted Budget**

Adopt Resolution No. 15-39 to amend the FY 2015-2016 Adopted Budget.

**5.10 SOCCCD: Use of the WSCA/NASPO Cisco Systems, Inc. Contract for Data Communications Products and Services**

Approve the use of Master Price Agreement No. AR233 awarded by the State of Utah, in association with the NASPO/WSCA, and approved for usage by the State of California pursuant to the California Participating Addendum No. 7-14-70-04.

**5.11 SOCCCD: Auditing Services for FY Ending June 30, 2016, Amendment No. 1, Christy White Associates**

Approve Amendment No. 1 in the amount of \$127,307 for a one year contract extension increasing the total contract amount to \$498,214.

An amendment was made to the cover page, under Status. The wording, "with a new completion date of June 30, 2016," was modified to read, "for the audit

year ending FY 2015-2016.”

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

**5.12 SOCCCD: Update of Authorized Signature List of Board of Trustees’ Designees to Approve Documents and Contracts**

Approve Exhibit A authorizing individuals occupying the position listed on Exhibit B to be approved as presented.

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

**5.13 SOCCCD: Approval of Order Form for Module for Employee Recruitment, Workday, Inc.**

Approve the amendment to the Human Resource and Financial Software System Master Services Agreement with Workday, Inc. to include the additional order form for the Employee Recruitment Module, for the amount of \$126,000.

**5.14 SOCCCD: Transfer of Budget Appropriations**

For the current reporting period ending September 30, 2015

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

**5.15 SOCCCD: Purchase Orders and Checks**

Ratify the purchase orders and checks as listed.

**5.16 SOCCCD: September 2015 Contracts**

Ratify contracts as listed.

**6.0 GENERAL ACTION ITEMS**

**6.1 SOCCCD: Letter of Intent to Establish Collaborative Operating Agreements for Radio Station Licensees between California State University, Northridge (KCSN) and Saddleback College (KSBR)**

Approve the draft Letter of Intent (LOI) Exhibit B, between SOCCCD and California State University Northridge and authorize staff to finalize the LOI and move into the next stages of negotiations.

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

**6.2 SOCCCD: Saddleback College Sciences Building Project, Construction Management Services Agreement, Amendment No. 1, Kitchell CEM, Inc.**

Approve Amendment No. 1 to the agreement with Kitchell CEM, Inc. to

provide construction management services for the Saddleback College Sciences Building project through May 16, 2016 in the amount of \$186,872 for a revised contract amount of \$1,359,822.

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

**6.3 SOCCCD: Saddleback College Technology and Applied Science Swing Space Project, Change Order No. 3, Solpac Construction, Inc. (dba Soltek Pacific Construction Company)**

Approve Board Change Order No. 3 in the amount of \$84,247 with Solpac Construction, Inc. (dba Soltek Pacific Construction Company) for the Saddleback College Technology & Applied Science Building Swing Space project, for a total contract amount of \$7,065,697.

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

**6.4 SOCCCD: Saddleback College Technology & Applied Science Building Swing Space Project, Architectural Services Agreement, Amendment No. 8, R2A Architecture**

Approve Amendment No. 8, in the amount of \$2,350 with R2A Architecture, for the Saddleback College Technology & Applied Science Building Swing Space project for a total fee of \$753,468.

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

**6.5 Irvine Valley College: Grant Acceptance, U.S. Department of Education, Asian American Native American Pacific Islander Serving Institutions Program**

Approve this award from the U.S. Department of Education for \$1,500,000.

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

**6.6 SOCCCD: Irvine Valley College, Use of the Magnolia High School District Bid for Technology Equipment and Peripherals, CDW Government, LLC**

Approve use of the 2015 Technology Equipment and Peripherals bid, Project No. MSIT3, I-23-2014/15 between CDW Government, LLC and Magnolia School District. Annual expenditures for the term under this agreement will not exceed \$2,500,000.

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

- 6.7 **SOCCCD: Irvine Valley College Liberal Arts Building Project, Board Change Order No. 5, Swinerton Builders**  
Approve Board Change Order No. 5 to the agreement with Swinerton Builders for the Irvine Valley College Liberal Arts Building project and authorize staff to execute the corresponding change order, which will result in an increase of \$22,382, for a revised contract total of \$9,255,734, with no increase to the project duration.

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

- 6.8 **SOCCCD: Irvine Valley College Life Sciences Building Project Architectural Services Agreement, Amendment No. 8, Dougherty + Dougherty Architects, LLP**  
Approve Amendment No. 8 in the amount of \$8,100 with Dougherty + Dougherty Architects, LLP for the Irvine Valley College Life Sciences Building project for a total fee of \$1,422,611.

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

- 6.9 **SOCCCD: Board Policy Revision: BP-101 Missions, BP-4117 Family Medical Leave for Administrators and Classified Management Personnel, BP-5050 Student Success and Support Programs, BP-5404 Sexual and Other Assaults**  
Discuss and approve board policies presented.

An amendment was made to Exhibit D, pg. 1, second paragraph will read: "The District will encourage the reporting of sexual assaults by eliminating barriers victims face who come forward to report sexual assault."

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

- 6.10 **SOCCCD: Board Policy Revision: BP-3501 Campus Security and Access, BP-5130 Financial Aid, BP-5408 Classroom Supervision, BP-6105 Graduation Requirements for Degrees and Certificates for Achievement**  
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.

- 6.11 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
Authorize payment to Trustee Whitt who was absent from the September 28, 2015 board meeting.



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

**6.12 SOCCCD: Recess to Public Hearing – District Initial Proposal to SOCCCD Police Officers Association**

Conduct a public hearing to provide an opportunity for the public to comment on the District's proposal to POA.

A Public Hearing was held to allow the District to enter into collective bargaining negotiations pursuant to the requirements of California Government Code 3547.

**6.13 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.

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

**6.14 SOCCCD: Classified Personnel Actions – Regular Items**

Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Authorization to Change Classified Positions, Change of Status, Reclassification, Classified Bilingual Stipend, Additional Compensation, Out of Class Assignments, Out of Class Assignment End/Return to Permanent Assignment, General Leave, Resignation/Retirement/Conclusion of Employment, Volunteers.

An amendment was made to Exhibit A, I.1, pg. 8 of 11, from 3 hours to 8 hours per week.

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

**6.15 SOCCCD: SOCCCD 2016-17 Full-Time Faculty Hiring**

Approve Saddleback College and Irvine Valley College Full-time Faculty hiring lists.

An amendment was made to Exhibit B, pg. 1, 10<sup>th</sup> item: The Arts, Communication Studies, from a Vacant to a New position. Two positions were added: Guidance and Counseling Counselor (Generalist) - New position and Guidance and Counseling Counselor (Veterans) - Vacant position.

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

On a motion made by Trustee Jemal and seconded by Trustee Milchiker, the meeting was extended to 9:30 p.m. on a 7-0 vote.

- 6.16 **SOCCCD: Faculty Association Academic Employee Master Agreement**  
Approve tentative Agreement between District and the SOCCCDFA for the period July 1, 2014 through June 30, 2018.

This item was advanced to the beginning of the meeting following section 3.0. Reports.

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

## **7.0 REPORTS**

- 7.1 **SOCCCD: 2016 Teachers of the Year Recognition Ceremony**  
Dr. Karah Street, biology instructor from Saddleback College, was named Orange County Community College Professor of the Year and is one of five finalists who will be honored at the Orange County Teachers of the Year ceremony on November 10, 2015 at the Disneyland Hotel.
- 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: HR/Financial Software System (Workday) Project Update**  
Status of HR/Financial Software System project as of October 2015.
- 7.4 **SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.
- 7.5 **SOCCCD: Monthly Financial Status Report**  
The reports display the adopted budget, revised budget and transactions through September 30, 2015.
- 7.6 **SOCCCD: Quarterly Financial Status Report**  
The report is for the period ending September 30, 2015.
- 7.7 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.8 **SOCCCD: Retiree (OPEB) Trust Fund**  
Report for the period ending September 30, 2015

**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.**

Meeting adjourned at 9:07 p.m. in memory of Saddleback College student Cesar Medina.



**Gary L. Poertner, Secretary**