

**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 27, 2014**

PRESENT

Members of the Board of Trustees:

T.J. Prendergast, President
Nancy M. Padberg, Vice President
Marcia Milchiker, Clerk
Bill Jay, Member
Timothy Jemal, Member
David B. Lang, Member
James R. Wright, Member
Keefe Carrillo, 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
Randy Peebles, Associate Vice Chancellor, Economic Development
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) (9 matters)
 - A. Public Employee Employment, Evaluation of Performance (GC Section 54957(b).) (7 matters)
 1. Vice President for Student Services (SC)
 2. Dean, Fine Arts and Business Sciences (IVC)
 3. Dean, Online and Extended Education (IVC)
 4. Vice President for Instruction (IVC)
 5. Dean, Fine Arts and Media Technology (SC)
 6. Director, Health and Wellness Center (IVC)
 7. Vice President for Instruction (SC)
 - B. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (2 matters)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
 - A. SOCCCD Faculty Association
Agency Designated Negotiator: David Bugay, Ph.D.
- 1.5 Conference with Legal Counsel (GC Section 54956.9)
 - A. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1)(1 case)

RECONVENE OPEN SESSION: 6:15 P.M.

It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

On a 7 to 0 vote, the board voted to not renew the contract of an Irvine Valley College academic administrator.

On a 7 to 0 vote, the board voted to authorize the chief negotiator for the district to sign an MOU on behalf of the district with the Faculty Association regarding department chair stipends.

2.2 Invocation

Led by Trustee Bill Jay

2.3 Pledge of Allegiance

Led by Trustee Tim Jemal

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.***

Six public comments were heard by the board. One public comment on faculty negotiations and 5 public comments on equity for part-time faculty.

2.5 Recognitions: Speakers are limited to two minutes each.

A. Resolutions:

1. None

B. Commendations:

1. Irvine Valley College President Glenn Roquemore will commend:
 - Professor Tiffany Tran for her appointment to the Academic Senate for California Community Colleges, Transfer and Articulation Committee, for the 2014-2015 academic year;
 - Professor Diana Hurlbut for her appointment to the Academic Senate for California Community Colleges, Educational Policies Committee, for the 2014-2015 academic year; and
 - Corine Doughty, Dean of Instruction, Economic and Workforce Development, for her appointment to the California Community College Association of Occupational Education (CCCAOE) as President of the Board of Directors and CCCAO representative to the Faculty Association for California Community Colleges and the Board of Governors Consultation Council.
2. Saddleback College President Tod Burnett will commend:
 - Chief of Police Chris Wilkinson, Louis Sessler, Facilities Maintenance/Energy Project Manager and Michael James, Assistant Director of Facilities for their leadership in responding to Saddleback College main water line break.

Due to an extended closed session, commendations were deferred to next month's board meeting agenda.

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: Enrollment Management Plan Presentation**

Dr. Craig Justice, Vice President for Instruction and Dr. Linda Fontanilla, Vice President for Student Services at Irvine Valley College along with Dr. Kathy Werle, Vice President for Instruction and Dr. Juan Avalos, Vice President for Student Services at Saddleback College, will jointly present on how the colleges manage their enrollments.

Due to an extended closed session agenda, this item was deferred to a future board meeting agenda.

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 Prendergast requested to pull Item 5.7 for discussion/action.

A correction was announced and made to item 5.2.

On a motion made by Trustee Milchiker and seconded by Trustee Jay, 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 29, 2014.

5.2 **Irvine Valley College: Model United Nations Out-of-State Conference Travel – Washington, DC**

Approve the out-of-state travel request for the Model United Nations Program team to attend and participate in the National Model United Nations Conference from October 29 through November 2, 2014, in Washington, DC. The impact to general fund involves faculty professional development funds to pay the expenses of IVC instructors, not to exceed \$1,400.00.

Travel dates on the cover sheet were corrected to read 10/30-11/2/2014. The same date correction was noted on Exhibit A, pages 1 and 3.

5.3 **Irvine Valley College: Honors Program Out-of-State Conference Travel – Denver, CO**

Approve the out-of-state travel request for the Honors Program team to attend

and participate in the National Collegiate Honors Council (NCHC) Conference from November 5-9, 2014, in Denver, Colorado. The impact to general funds includes the director's expenses, not to exceed \$1,990.52.

- 5.4 **SOCCCD: Irvine Valley College and Saddleback College, Digital Catalog Software, Digital Architecture**
Approve the contract for the first year, in an amount not to exceed \$135,586.
- 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.
- 5.6 **Saddleback College: Study Abroad Program to São Paulo, Brazil**
Approve the Saddleback College study abroad program: Biological Studies in São Paulo and Ilhabela, Brazil in the summer of 2015, and approve execution of the Educational Tour/Field Study Travel Contractor Agreement with Automobile Club of Southern California who will coordinate all travel agreements.
- 5.7 **Saddleback College: Adopt Resolution No. 14-37: Declaration of an Emergency Situation Regarding a Water Main Break Near the Saddleback College ATAS Building**
Adopt resolution Declaration of an Emergency Situation Regarding a Water Main Break Near the Saddleback College ATAS Building.
- On a motion made by Trustee Jay and seconded by Trustee Jemal, this item approved on a 7-0 vote with Student Trustee Carrillo abstaining.
- 5.8 **SOCCCD: Auction No. 59-Surplus Property**
Approve the sale of surplus property and authorize the Director of Facilities Planning and Purchasing to hire a private auction firm to conduct the auction, and to dispose of items not sold at the auction.
- 5.9 **SOCCCD: Budget Amendment: Adopt Resolution No. 14-35 to Amend FY 2014-2015 Adopted Budget**
Adopt resolution to amend the FY 2014-2015 Adopted Budget.
- 5.10 **SOCCCD: Gifts to the District and Foundations**
Accept donations.
- 5.11 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve the purchase orders/confirming requisitions numbered P15-01808 through P15-02160 amounting to \$2,478,821.82 dated September 10 through October 6, 2014.
- 5.12 **SOCCCD: Transfer of Budget Appropriations**
Ratify transfer of budget appropriations as listed.

- 5.13 **SOCCCD: Payment of Bills**
Approve the payment of bills as listed.
- 5.14 **SOCCCD: September and October 2014 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **Irvine Valley College: 2014 Student Equity Plan Report**
Approve IVC's 2014 Student Equity Plan Report Executive Summary. IVC and Saddleback College presented a joint overview of the equity plans to the Board of Trustees at its September 27, 2014 board meeting. This is IVC's final report.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was tabled on a 7-0 vote with Student Trustee Carrillo abstaining.
- 6.2 **Irvine Valley College: Grant Acceptance, Orange County Department of Education, California Career Pathways Trust**
Accept award of \$500,000 from the Orange County Department of Education.

On a motion made by Trustee Wright and seconded by Trustee Jay, 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 Jay who was absent from the September 29, 2014 board meeting.

On a motion made by Trustee Jemal and seconded by Trustee Milchiker, this item was approved on a 6-0 vote with Trustee Jay abstaining.
- 6.4 **SOCCCD: SOCCCD 2015-16 Full-Time Faculty Hiring**
Approve Saddleback College and Irvine Valley College Faculty hiring priority lists.

A correction was made to Exhibit A, second item under Academic Discipline, the title should read "Health Information Technology."

On a motion made by Trustee Jemal and seconded by Trustee Milchiker, this item was approved on a 7-0 vote.
- 6.5 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Resignation/Retirement/Conclusion of Employment.
On a motion made by Trustee Jemal and seconded by Trustee Jay, this

item was approved on a 7-0 vote.

- 6.6 **SOCCCD: Classified Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Establish and Announce A Classified Position; Authorization to Establish and Announce a Classified Position, Authorization to Eliminate and Create Classified Positions, Change of Status, Out of Class Assignments, Temporary Increase in Hours, Resignation/Retirement/Conclusion of Employment, Volunteers.

A correction was made to Exhibit A, page 6 of 10, F.2, effective end date was changed from October 16 to October 6.

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

- 6.7 **SOCCCD: Biennial Ethics Training, Annual Trustee Travel and Compensation Reports**
Approve option for ethics training as well as approval of trustee travel expenditures for the period of September 1, 2013 through August 31, 2014 and annual trustee compensation for FY 2013-2014.

On a motion made by Trustee Jay and seconded by Trustee Jemal, the item was amended to eliminate the second bullet referencing the second ethics training option and instead include attendance of ethics training offered at various conferences. The amended item was approved on a 7-0 vote.

On a motion made by Trustee Jay and seconded by Trustee Jemal, the main motion was approved on a 7-0 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: Monthly Financial Status Report**
A review of current revenues and expenditures for FY 2014-2015.
- 7.5 **SOCCCD: Retiree (OPEB) Trust Fund**
The report is for period ending September 30, 2014.

7.6 **SOCCCD: Quarterly Financial Status Report**

The report is for the quarter as of September 30, 2014.

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. Associate Vice Chancellor, Economic Development
- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Police Officers Association

9.0 **ADDITIONAL ITEMS**

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

Meeting adjourned at 8:41 p.m. in memory of Brenda Frame, retired Saddleback College Director of Student Health and Joann Williams, spouse of former SOCCCD Trustee John Williams.



Gary L. Poertner, Secretary