

**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  
September 25, 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:**

Debra Fitzsimons, Interim Chancellor  
Jim Buysse, Acting Vice Chancellor, Business Services  
Robert Bramucci, Vice Chancellor, Technology and Learning Services  
Diane Clerou, Acting Vice Chancellor, Human Resources  
Glenn Roquemore, President Irvine Valley College  
Denise Whittaker, Acting President Saddleback College

**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).) (4 matters)**

- A. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b).)(2 matters)
  - B. Public Employee Employment and Performance Evaluation (Government Code Section 54957(b)(1)
    - 1. Performance Evaluation – Interim Chancellor
    - 2. Laboratory Technician, Saddleback College
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)**
- A. Faculty Association  
Agency Designated Negotiator: Diane Clerou, Acting Vice Chancellor, Human Resources
  - B. Unrepresented Employee – (College President)
- 1.5 Conference with Real Property Negotiators (GC Section 54956.8)**
- A. Agency Designated Negotiator: Debra Fitzsimons  
Lease of Property by District: Saddleback College Center for Innovation and Entrepreneurship located at 25725 Jeronimo Road, Mission Viejo, CA 92656
- 1.6 Conference with Legal Counsel (Government Code Section 54956.9)**
- B. Anticipated Litigation (Government Code Section 54956.9(d)(2), (e)(2)
    - 1. Demand Letter from Academic Administrator
    - 2. Financial Aid Specialist (Terminated) Appeal

**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 conditionally approved a general leave for 2.33 hours/week to a classified employee at Saddleback College.

On a 7 to 0 vote, the board approved the settlement of a claim by a former classified employee for \$28,000 and other consideration.

**2.2 Invocation**  
**Led by Trustee Terri Whitt**

**2.3 Pledge of Allegiance**  
**Led by Trustee James Wright**

**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.

One public comment was heard by the Board regarding the proposed Innovation and Entrepreneur Center at Saddleback College.

### **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 SOCCCD: Legislative Advocacy Overview  
Tere Fluegeman, Executive Director of Public and Government Affairs, Mark MacDonald, State Legislative Advocate from McCallum Group Inc., and Dana DeBeaumont, Federal Legislative Advocate from Capitol Advocacy Partners, will present a brief overview of legislative and advocacy efforts on behalf of the district and colleges.

Item 4.1

Exhibit A

### **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 5.7 and 5.8 from the consent calendar for separate discussion and action.

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

- 5.1 SOCCCD: Board of Trustees Meeting Minutes  
Approve minutes of a Regular Meeting held on August 21, 2017, Special Meeting held on August 31, 2017 and Special Meeting held on September 11, 2017.

[Item 5.1](#)

[Exhibits A-C](#)

- 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: Community Education, Additional Fall 2017  
Approve the Community Education courses, presenters, and compensation.

[Item 5.3](#)

[Exhibit A](#)

- 5.4 Saddleback College: Revision of 2017-2018 Instructional Material/Laboratory Fees in Fine Arts & Math, Science, and Engineering  
Approve the Saddleback College revised Instructional Material Fees in Fine Arts & Math, Science, and Engineering for 2017-2018.

[Item 5.4](#)

[Exhibit A](#)

- 5.5 Irvine Valley College: Curriculum Revisions for the 2017-2018 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 5.5](#)

[Exhibit A](#)

- 5.6 Irvine Valley College: Grant Renewal Acceptance, Deputy Sector Navigator Energy Efficiency and Utilities  
Accept this renewal award of \$200,000 from the CCCCO for the Deputy

Sector Navigator Energy Efficiency and Utilities grant, RFA No. 17-160-004 from July 1, 2017 through June 30, 2018.

[Item 5.6](#)

[Exhibit A](#)

- 5.7 [SOCCCD: Irvine Valley College Parking Lot Phase IA and Solar Shade Project, Parking Lot Design Services, KPFF Consulting Engineering Approve the KPFF Consulting Engineering agreement for the Irvine Valley College Parking Lot Phase IA and Solar Shade project, parking lot design services, in the amount of \\$178,077.](#)

[Item 5.7](#)

[Exhibits A-B](#)

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

- 5.8 [SOCCCD: Irvine Valley College New Dance Floor Project, Notice of Completion, SS+K Contractors, DBA SS&K Contractors Authorize filing the Notice of Completion for the Irvine Valley College New Dance Floor project to SS+K Contractors, DBA SS&K Contractors for a final contract amount of \\$175,976.16.](#)

[Item 5.8](#)

[Exhibit A](#)

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

- 5.9 SOCCCD: Information Technology Consultant Services Pool  
Approve the five firms identified in Exhibit A for a pool from which to draw Information Technology Consultant services for no greater than a five year period from August 22, 2017 to August 21, 2022.

[Item 5.9](#)

[Exhibit A](#)

- 5.10 SOCCCD: Annual renewal of Microsoft Campus Agreements with ComputerLand of Silicon Valley for District-wide Microsoft Software Use  
Approve the annual renewal of a software licensing agreement for the district-wide Microsoft Software Licensing for the period of October 1, 2017 through September 30, 2018 with ComputerLand of Silicon Valley at a cost not to exceed \$243,104.50.

[Item 5.10](#)

[Exhibits A-C](#)

- 5.11 SOCCCD: July - September 2017 Change Orders/Amendments  
Ratify the change orders and amendments as listed.

[Item 5.11](#)

[Exhibits A-C](#)

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

[Item 5.12](#)

[Exhibits A-C](#)

- 5.13 SOCCCD: August 2017 Contracts  
Ratify contracts as listed.

[Item 5.13](#)

[Exhibits A-B](#)

**Move to extend meeting to 9:30 p.m.**

At 8:51 p.m., a motion was made by Trustee Prendergast and seconded by Trustee Jay to extend the meeting to 9:30 p.m. The extension was approved on a 7 - 0 vote.

**6.0 GENERAL ACTION ITEMS**

- [6.1](#) [SOCCCD: ATEP Site Utilities and Infrastructure Phase 1 Project, Enter into a Grant of Easement with Southern California Edison](#)  
[Conduct a public hearing in order to determine if the terms of the Grant of Easement agreement with Southern California Edison are in the best interest of the district.](#)

[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 ATEP Grant of Easement agreement with Southern California Edison. 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.17-28 and Enter into a Grant of Easement with Southern California Edison](#)  
[Adopt Resolution No. 17-28 to authorize entering into a Grant of Easement with Southern California Edison 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 Milchiker, this item was approved on a 7 - 0 vote.

- 6.3     [SOCCCD: ATEP Site Utilities and Infrastructure Phase 1 Project, Enter into a Grant of Easement with Southern California Gas Company](#)  
[Conduct a public hearing in order to determine if the terms of the Grant of Easement agreement with Southern California Gas Company are in the best interest of the district.](#)

### Item 6.3

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 ATEP Grant of Easement agreement with Southern California Gas Company. Hearing no public comments, the Public Hearing was closed and the regular Board of Trustees meeting was reconvened.

- 6.4     [SOCCCD: ATEP Site Utilities and Infrastructure Phase I Project, Adopt Resolution No.17-29 and Enter into a Grant of Easement with Southern California Gas Company](#)  
[Adopt Resolution No. 17-29 to authorize entering into a Grant of Easement with Southern California Gas Company over portions of the Advanced Technology and Education Park property for utility purposes.](#)

### Item 6.4

## Exhibits A-B

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

- 6.5     [SOCCCD: Reschedule October 23, 2017 Regular Meeting of the Board of Trustees](#)  
[Reschedule and approve the date for the October 2017 Regular meeting in compliance with Board Policy 120.](#)

### Item 6.5

On a motion made by Trustee Whitt and seconded by Trustee Wright, this item was approved on a 6 - 1 vote with Trustee Jay casting a negative vote.

- 6.6     [SOCCCD: Biennial Ethics Training and Trustee Travel and Compensation](#)  
[Approve annual individual travel expenditures of the chancellor and trustees and approve report of all district compensation received by each trustee during the 2016-2017 fiscal year.](#)

### Item 6.6

## Exhibits A-B

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

- 6.7     SOCCCD: Association of Governing Boards (AGB) John W. Nason Award for Board Leadership Nomination  
Determine if the Board wishes to submit an application for the AGB John W. Nason Award for Board Leadership, and, if so, approve the nomination for transmittal to AGB.

### Item 6.7

## Exhibit A

The board will submit an application for consideration of the John W. Nason award.

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

- 6.8     SOCCCD: Saddleback College Advanced Technology & Applied Science (ATAS) Building Project, Design-Build Criteria and Programming Architectural Services, Steinberg  
Approve the Steinberg agreement for Design-build Criteria and Programming Architectural Services for the Saddleback College Advanced Technology & Applied Science (ATAS) Building project in the amount of \$650,000.

### Item 6.8

## Exhibits A-B

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

- 6.9     SOCCCD: Saddleback College Advanced Technology & Applied Science (ATAS) Building Project, Design-Build Consultant Services, Umstot Project & Facilities Solutions, LLC  
Approve an agreement with Umstot Project and Facilities Solutions, LLC, to provide Design-build Consultant Services for the Saddleback College Advanced Technology & Applied Science (ATAS) Building project in the amount of \$350,000.

### Item 6.9

## Exhibits A-B

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



- 6.10 Irvine Valley College: ATEP IVC First Building Name - Integrated Design, Engineering and Automation (IDEA)  
Approve the name Integrated Design, Engineering and Automation (IDEA) for the ATEP IVC First Building.

Item 6.10

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

- 6.11 SOCCCD: Furniture and Fixtures Applications, Agreement No. CB-197-16 Kimball Office Inc.  
Approve contracting with Kimball Office Inc. pursuant to the Foundation for California Community Colleges (FCCC) Administrative Services Agreement No. CB-197-16, contingent upon verification of the availability of funds for each purchase. Annual expenditures for the term under this agreement will not exceed \$1,500,000, from July 1, 2017 to June 30, 2020.

Item 6.11

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

- 6.12 SOCCCD: South Orange County Regional Consortium (SOCRC) AB 104 Adult Education Block Grant (AEBG), the College and Career Advantage (CCA) Adult Education Grant Subcontract Agreement FY 2016-2017  
Approve the Adult Education Block Grant subcontractor agreement with the College and Career Advantage in the amount of \$360,000 for the FY 2016-2017.

Item 6.12

Exhibit A

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

- 6.13 SOCCCD: South Orange County Regional Consortium (SOCRC) AB 104 Adult Education Block Grant (AEBG), the College and Career Advantage (CCA) Adult Education Grant Subcontract Agreement FY 2017-2018  
Approve the renewal of the Adult Education Block Grant subcontractor agreement with the College and Career Advantage in the amount of \$360,000 for the FY 2017-2018.

Item 6.13

## Exhibit A

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

- 6.14 [SOCCCD: Board Policy Revision: BP-5613 Transcripts, BP-5626 Independent Study](#)  
Accept for review and study.

## Item 6.14

## Exhibits A-B

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

- 6.15 [SOCCCD: Academic Personnel Actions – Regular Items Ratify New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Leaves.](#)

## Item 6.15

## Exhibit A

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

- 6.16 [SOCCCD: Classified Personnel Actions – Regular Items Ratify New Personnel Appointments, Reorganization, Permanent Change in Hours Per Week, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.](#)

## Item 6.16

## Exhibit A

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

- 6.17 [SOCCCD: Employment Agreement – Dr. Gregory Anderson, President, Saddleback College Ratify the appointment of Dr. Gregory Anderson to the position of President, Saddleback College.](#)

## Item 6.17

## Exhibit A

Exhibit A, page 4, Section 9.5 was amended to include a minimum qualification determination.

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

**[Move to extend meeting to 9:45 p.m.](#)**

At 9:21 p.m., a motion was made by Trustee Prendergast and seconded by Trustee Milchiker to extend the meeting to 9:45 p.m. The extension was approved on a 7 - 0 vote.

- [6.18 SOCCCD: Adopt Resolution No. 17-30 Classified Employee/Position Layoff](#)**  
[Adopt a resolution to approve the reduction/discontinuance of classified service positions.](#)

[Item 6.18](#)

[Exhibit A](#)

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

- [6.19 Saddleback College: Innovation and Entrepreneurship Center Request for Authorization to Negotiate Ground Lease](#)**  
[Approve development of a Saddleback College Innovation and Entrepreneurship Center and authorize the district to enter into lease negotiations for off-site space to house the Center.](#)

[Item 6.19](#)

[Exhibits A-B](#)

[Handout Distributed to Board of Trustees during Presentation](#)

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

**7.0 REPORTS**

- [7.1 SOCCCD: Adopted Budget for Fiscal Year 2017-2018](#)**  
[Adopted Budget for FY 2017-2018 approved at a Special Meeting of the Board of Trustees on September 11, 2017.](#)

[Item 7.1](#)

[Exhibit A](#)

7.2 SOCCCD: Public Agency Retirement Services (PARS) Supplemental Retirement Incentive (SRP) Program Enrollees

A total of 116 faculty, administrators, managers and non-management classified staff elected to participate in the PARS SRP.

Item 7.2

Exhibit A

7.3 Saddleback College and Irvine Valley College: Speakers

A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.

Item 7.3

Exhibit A

7.4 SOCCCD: 2018 Teachers of the Year Recognition Ceremony

Information on OC Teachers of the Year program. The nominees being honored from SOCCCD are Basil Smith, Philosophy Professor from Saddleback College and Michael Cassens, Psychology Professor from Irvine Valley College.

Item 7.4

7.5 SOCCCD: Staff Response to Public Comments from Previous Board Meeting

None

Item 7.5

7.6 SOCCCD: Facilities Plan Status Report

Status of current construction projects.

Item 7.6

Exhibit A

7.7 SOCCCD: Monthly Financial Status Report

The reports display the adopted budget, revised budget and transactions through June 30, 2017.

Item 7.7

Exhibits A-B

**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 9:27 p.m.



Debra L. Fitzsimons  
Secretary, Board of Trustees