

**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 26, 2011**

PRESENT

Members of the Board of Trustees:

Nancy M. Padberg, President
T.J. Prendergast, Vice President
Marcia Milchiker, Clerk
David B. Lang, Member
William O. Jay, 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
Tod Burnett, President Saddleback College
Glenn Roquemore, President Irvine Valley College
Don Busche, Acting Vice President, Instruction for Tod Burnett
Randy Peebles, Associate Vice Chancellor, Economic Development

ABSENT

Thomas A. Fuentes, 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 (6)
 - a. Public Employee Discipline/Dismissal/Release

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

 - 2. California School Employees Association (CSEA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

 - 3. 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; Agency Designated Representative – Debra Fitzsimons, Ph. D.; Negotiating parties: MG Promenade Apartments, LLC, 28032 Marguerite Parkway, Mission Viejo; Under negotiation: Price and terms of payment.

- D. Conference with Legal Counsel (GC Section 54956.9)
 - 1. Existing Litigation (GC Section 54956.9[b]) (1 case)
Avery Investment Group v. SOCCCD

 - 2. Anticipated Litigation/Significant Exposure to Litigation (GC Section 54956.9[b][1] and [b][3][A]) (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 Marcia Milchiker

2.3 Pledge of Allegiance

Led by Trustee Frank Meldau

2.4 Resolutions / Presentations / Introductions

Resolution: Dr. Kris Leppien-Christensen – Saddleback College 2010-2011
Professor of the Year

Resolution: Teresa Bear – Saddleback College 2010-2011
Associate Professor of the Year

Resolution: Kay Ferguson Ryals – Irvine Valley College 2010-2011
Professor of the Year

Resolution: David Lacy – Irvine Valley College 2010-2011
Part-time Professor of the Year

Resolution: Richard Caramagno – Irvine Valley College 2010-2011
Emeritus Professor of the Year

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
- B. Chancellor's Report
- C. Board Request(s) for Report(s)

4.0 **DISCUSSION ITEM**

4.1 **Saddleback College and Irvine Valley College: Accreditation** Saddleback College and Irvine Valley College present Follow-Up Reports that accurately reflect the progress to date in meeting recommendations as required by the Accrediting Commission for Community and Junior Colleges.

An accreditation follow-up report was presented by both 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.

On a motion made by Trustee Jay and seconded by Trustee Lang the consent calendar was approved on a 6-0 vote with Trustee Fuentes absent.

5.1 **SOCCCD: Board of Trustees Meeting Minutes** Approve minutes of a regular meeting held on August 29, 2011.

- 5.2 **Saddleback College: Theatre Arts Students - KCACTF**
Approve the participation of Saddleback College theatre arts students and their faculty advisor in the 2012 Kennedy Center American College Theatre Festival at a total estimated maximum budget not to exceed \$5,453.
- 5.3 **Saddleback College: Authorization for Southern California Regional Transit Training Consortium (SCRTTC) Membership**
Approve the 2011/12 Southern California Regional Transit Training Consortium membership and estimated dues at a total amount not to exceed \$2,000.00.
- 5.4 **Saddleback College: Grant Acceptance, Faculty Entrepreneurship Project Mini-grant, Contract # DO-11-024**
Accept sub-award of \$5,000 from Rancho Santiago Community College District.
- 5.5 **Saddleback College: Forensics Team Out of State Travel**
Approve the participation of the Saddleback College Forensics Team and their coaches in the Phi Rho Pi National Tournament in Schaumber, IL, at a cost not to exceed \$27,020.
- 5.6 **Saddleback College: Study Abroad Program to Salamanca, Spain**
Approve the Saddleback College study abroad program: Spanish Language Studies in Salamanca, Spain in the spring of 2012, and direct administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the Travel and Education for coordinating all travel agreements.
- 5.7 **Saddleback College/RapidTech: Amendment to Consultant Agreement**
Approve the contract for Gary Barnak in the amount of \$83,500 paid through the National Science Foundation (NSF) grant.
- 5.8 **Saddleback College: Cosmetology and Cosmetician Instruction Agreements**
Approve a one year renewal agreement, with Athena College of Beauty for the Cosmetology and Cosmetician instruction at Saddleback College.
- 5.9 **Saddleback College: Saddleback College: Cafeteria Services: Amendment No. 2**
Approve the amendment to the agreement with Newbeginnings, Inc. for a one year extension from July 1, 2011 to June 20, 2012.
- 5.10 **Saddleback College: Saddleback College: Sale of Civic Light Opera Surplus under \$5,000 per year**
Approve the sale of surplus theatre items not to exceed a value of \$5000 by the Director of Facilities Planning and Purchasing.

- 5.11 **Saddleback College: Saddleback College: James B. Utt Memorial Learning Resource Center Renovation: Change Order Request No. 3**
Approve change order request increasing the project cost by \$119,978.00. The revised contract total amount is \$12,984,267.00
- 5.12 **Saddleback College: Saddleback College: Amendment to the Agreement for Satellite Coffee Services**
Approve the amendment with The Drip Coffee for a one year extension to their agreement from July 1, 2011 to June 20, 2012.
- 5.13 **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.
- 5.14 **Irvine Valley College: Associated Students of Irvine Valley College (ASIVC) 2011-12 Out-of-State Travel**
Approve the ASIVC 2011-2012 Out-of-State Travel request for IVC students and advisors, not to exceed \$80,882. There is no impact on the general fund.
- 5.15 **Irvine Valley College: Life Sciences Project: Geotechnical Consultant Amendment No. 1**
Approve amendment increasing the hourly rate by \$1.50/hour with C.E.M. Lab Corp. The contract is currently written for a not to exceed amount of \$176,625.
- 5.16 **Irvine Valley College: Substitution of Subcontractor: Life Sciences Project: Best Contracting Service, Inc.**
Approve the removal of S.W.G.I. Southwest Group, Inc. and its substitution with Best Contracting Services, Inc.
- 5.17 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**
Adopt resolution 11-29 (Exhibit A) authorizing payment to Trustee Fuentes who was absent from the August 29, 2011 Meeting of the Board of Trustees.
- 5.18 **SOCCCD: Update of Authorized Signature List of Board of Trustees' Designees to Approve Documents and Contracts**
Approve authorizing individuals to execute documents and contracts.
- 5.19 **SOCCCD: Sole Source Provider for Non Windows Based Apple Computers, Software and Services**
Approve Apple Computer, Inc. as the sole source provider for the acquisition of Apple Computer products and services and authorize the Purchasing Department to purchase said products and services without requesting bids.

- 5.20 **SOCCCD: Auction No. 57 – Surplus Property**
Approve the sale of surplus property and authorize the hire of a private auction firm to conduct the auction and dispose of items not sold at the auction.
- 5.21 **SOCCCD: Budget Amendment: Adopt Resolution No. 11-28 to Amend 2011-2012 Restricted General Fund**
Adopt resolution to amend the 2011/2012 adopted budget.
- 5.22 **SOCCCD: Transfer of Budget Appropriations**
Ratify the transfer of budget appropriations as detailed in the exhibit.
- 5.23 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P12-01184 through P12-01593 amounting to \$4,491,271.90. Approve confirming requisitions dated August 10, 2011 through September 6, 2011 totaling \$69,479.99.
- 5.24 **SOCCCD: Payment of Bills**
Approve check no. 151306 through 151994 processed through the Orange County Department of Education, totaling \$5,812,186.96; and check no. 010235 through 010267, processed through Saddleback College Community Education, totaling \$78,669.73; and check no. 008907 through 008925, processed through Irvine Valley College Community Education, totaling \$165,851.43.
- 5.25 **SOCCCD: Gifts to the District and Foundations**
Approve acceptance of gifts.
- 5.26 **SOCCCD August/September 2011 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: Development of District-wide Strategic Plan**
Approve final plan of the short term strategic plan.

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

6.2 **SOCCCD: Interfund Transfer of Cash**

Approve the transfer \$20,000,000 cash from the Capital Outlay Fund to the General Fund with the understanding the funds will be repaid in January after the initial property tax payments have been received.

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

6.3 **Saddleback College: Grant Acceptance, National Science Foundation, National Center for Rapid Prototyping and Additive Manufacturing Technologies (RapidTech)**

Accept the award of \$1,966,543 from the National Science Foundation for the National Center for Rapid Prototyping and Additive Manufacturing Technologies (RapidTech), Grant No. 1104305.

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

6.4 **Irvine Valley College: Life Sciences Building: Change Order No. 1**

Approve change order request and back charge resulting in a decrease of \$23,198.00 in the project cost. The total revised contract amount is \$11,364,089.00.

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

6.5 **SOCCCD: Board Policy Revision: BP-4054: Political Activities, BP-6150: Study Abroad Programs, BP-5408: Classroom Supervision, BP-4101: Salary Schedules and Annual Step Increments for Administrators and Classified Management Personnel, BP-4102: Salary Schedule Placement for Administrators, Classified Management and Classified Bargaining Unit Employees, BP-4111: Leave for Administrators and Classified Management Personnel, BP-5640: Service Animals, BP-1400 (110)-Code of Ethics-Standards of Practice**
Approve board policies as presented.

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

6.6 **SOCCCD: Board Policy Revision: BP-4201.2: Change in Position of Classified Management Personnel, BP-6200-Honorary Degrees, BP-2100-Delegation of Authority to the Chancellor**

Accept for review and study.

On a motion made by Trustee Prendergast and seconded by Trustee Milchiker this item was accepted for review and study on a 6-0 vote.

- 6.7 **SOCCCD: Adopt Resolution No. 11-30:**
Adopt resolution to rescind five grant-funded classified layoffs.

On a motion made by Trustee Milchiker and seconded by Trustee Lang this item was approved by a unanimous roll call vote of the Board.

- 6.8 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Administrative Appointment, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Resignation/Retirement/Conclusion of Employment.

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

- 6.9 **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, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

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

7.0 **REPORTS**

- 7.1 **SOCCCD: 2012 Teachers of the Year Recognition Ceremony**
Information on OC Teacher of the Year Program. The nominees being honored from SOCCCD are Kay Ferguson Ryals from Irvine Valley College and Kris Leppien-Christensen, Ph.D., from Saddleback College.

- 7.2 **Saddleback College and Irvine Valley College: 2010-2011 Reassigned Time and Stipends**
Information on 2010-2011 expenditures for reassigned time and/or stipends at Saddleback College and Irvine Valley College.

- 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.

- 7.4 **SOCCCD: Basic Aid Report**
Report on projected receipts and approved projects.

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

7.6 SOCCCD: Monthly Financial Status Report

This report displays the adopted budget, revised budget and transactions through August 31, 2011.

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. Vice Chancellor, Technology & Learning Services
- H. Vice Chancellor, Human Resources
- I. Vice Chancellor, Business Services
- J. Irvine Valley College Classified Senate
- K. California School Employees Association
- L. Saddleback College Classified Senate
- M. Police Officers' Association
- N. Associated Student Government of SC
- O. Associated Student Government of IVC

9.0 ADDITIONAL ITEMS

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

The meeting was adjourned at 7:58 p.m. in memory of Irvine Valley College student, Brett Collin Bertsch.



Gary L. Poertner, Secretary