

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

## MEETING OF THE BOARD OF TRUSTEES

JANUARY 29, 2001

ROOM 105, LIBRARY BUILDING, SADDLEBACK COLLEGE  
28000 MARGUERITE PARKWAY  
MISSION VIEJO, CALIFORNIA 92692

**CALL TO ORDER (FOLLOWED BY PUBLIC COMMENTS/CLOSED SESSION): 4:00 P.M.**  
**RECONVENE OPEN SESSION: 6:00 P.M.**

### AGENDA

**CALL TO ORDER: 4:00 P.M.**

#### **PUBLIC COMMENTS**

Members of the public may address the board on items listed below to be discussed in closed session. **Speakers are limited to two minutes each.**

#### **RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:**

Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC 54957):

Public Employee Appointment/Employment -  
Director, Foundation, Saddleback College  
Substitute/ Acting Chancellor

Public Employee Evaluation - Contract of Employment, Renewal Clause -  
Chancellor

Executive Vice Chancellor, Admin. and Business Svcs.

Conference with Labor Negotiators (GC54957.6):

Negotiators - Richard A. Jones; California School Employees  
Association (CSEA), Chapter 586

Negotiators - Richard A. Jones; Unrepresented Employees -  
Executive Vice Chancellor, Admin. and Business Svcs.

President, Saddleback College

President, Irvine Valley College

Negotiators - President of the Board or President's Designee;

Unrepresented Employees -

Chancellor

Substitute/ Acting Chancellor

Conference with Legal Counsel (GC 54956.9):

Anticipated Litigation -

Significant Exposure to Litigation (GC54956.9[b][1], [b][2], and [3][A]) -

Two Potential Cases

Conference with Real Property Negotiator (GC 54956.8):

Portion of Tustin MCAS -

Negotiators - Richard A. Jones; City of Tustin

Under Negotiation - Price and Payment Terms

**RECONVENE OPEN SESSION: 6:00 P.M.**

**ACTIONS TAKEN IN CLOSED SESSION**

**PLEDGE OF ALLEGIANCE**

Led by Trustee Wagner

**INVOCATION**

Led by Trustee Lang

**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.**

**PRESENTATIONS/RESOLUTIONS/INTRODUCTIONS**

1. **SADDLEBACK COLLEGE: ENERGY UTILIZATION AND COST IMPLICATIONS**

Presentation by President Bullock of actual and projected increases and consequences to the college.

Resolution: Saddleback College Energy Conservation

Report on the Electricity Advisory Committee for the Californians For Power Reliability by Board President Nancy Padberg

Saddleback College Advanced Technology and Applied Science Division Activities Report by Dean Don Taylor

Saddleback College Counseling and Special Programs Division Activities Report by Dean Jerilyn Chuman

## APPROVAL OF CONSENT CALENDAR ITEMS (Items 2 through 30)

All matters on the consent calendar are to be approved in one motion unless a board member requests separate action on a specific item.

2. MINUTES  
Special meeting minutes of December 7, 2000, and January 3, 2001, and regular meeting minutes of November 27, 2000.
3. IRVINE VALLEY COLLEGE: GRANT APPLICATION  
Application to the State Chancellor's Office for funding for the project "Statewide Discipline/Industry Collaboration for Business Education."
4. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCE  
Acceptance of \$5,000 from the Central Valley Consortium Regional Center at Coastline College to complete transferal of Chemistry 1A to online status.
5. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTOR'S AGREEMENT  
Agreement with ACT, Inc., to establish an ACT Center to deliver state-of-the-art testing and training services.
6. IRVINE VALLEY COLLEGE: ATHLETIC EVENT  
Women's Softball teams' travel to Hawaii to compete against Hawaii Pacific University.
7. 2000-2001 TRANSFER CENTER PLANS  
Plans to meet the minimum standard requirement of the State Chancellor's Office from:
  - a. IRVINE VALLEY COLLEGE
  - b. SADDLEBACK COLLEGE
8. SADDLEBACK COLLEGE: MARKETING CONSULTANTS  
Agreements with:

- a. MARKETING RESEARCH ASSOCIATES (MRA) - REVISED  
to conduct market research for the amount of \$20,00.
  - b. SANDRA GOLDEN & ASSOCIATES - REVISED  
to conduct audit and workshop for \$13,500 plus expenses not to exceed \$5,000.
9. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT  
Agreement with Patsy Jo Gardner for an amount not to exceed \$10,000 to complete the VTEA project activities.
  10. SADDLEBACK COLLEGE: STUDY ABROAD PROGRAM - CUBA  
Study of the Cuban Civilization from April 12-21, 2001.
  11. SADDLEBACK COLLEGE: PARTNERSHIP FOR EXCELLENCE STIPENDS  
Recommendation to calculate stipends separately from the remainder of the Unrestricted General Funds.
  12. SADDLEBACK COLLEGE: STUDENT-OUT-OF-STATE TRAVEL  
Travel request for up to eight students and an advisor to attend the National Student Nurses Association Annual Conference in Nashville at a cost not to exceed \$2,433.
  13. SADDLEBACK COLLEGE: HONORARIUM  
Payment of \$500 to Dr. James Saucedo to facilitate a series of Cross Cultural Studies Department workshops during the spring term.
  14. ACADEMIC YEAR 2001/02 NONRESIDENT TUITION FEES FOR FOREIGN AND OUT-OF-STATE STUDENTS  
Adoption of a non-resident tuition fee of \$133 per semester unit based on the district calculated average, and an \$8 capital outlay fee and \$39 application fee per semester unit.
  15. IRVINE VALLEY COLLEGE: AWARD OF BID  
Award of Bid 239 for the Recarpet Child Development Center project to Universal Metro, Inc., for \$24,600.

16. IRVINE VALLEY COLLEGE: CHANGE ORDER  
Change Order 2 increasing the contract for the Fire Safety Emergency Access Road project by \$14,423.06 with no change to completion date.
17. IRVINE VALLEY COLLEGE: CHANGE ORDER/NOTICE OF COMPLETION  
Change Order 2 increasing the contract for the Parking Lot 3 project by \$4,117 with no change to completion date and filing of the Notice of Completion.
18. REVISED AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIPS 2000/01  
Memberships and estimated dues for organizations.
19. CONSULTING AGREEMENT FOR GASB 34 IMPLEMENTATION  
Agreement with Macias, Gini & Company, LLP, for the implementation of Governmental Accounting Standards Board Statement 334 at a cost not to exceed \$24,750.
20. CONSULTING AGREEMENT FOR RECLASSIFICATION REVIEW  
Agreement with Marlys Grodt & Associates for conducting the 2000 Reclassification Reviews for classified employees for an amount not to exceed \$50,000.
21. ATEP: EDUCATIONAL CONTRACT  
Contract for the California Manufacturing Technology Center in order to receive \$34,900 to support development of a laser optics workforce training program for companies in Orange County.
22. SUBCONTRACTOR AGREEMENT  
Agreement between the district and North Orange County CCD not to exceed \$19,000 for the colleges to assist in an employment skills and training needs project.
23. BUDGET AMENDMENT  
Adoption of Resolution 01-01 to amend the Restricted General Fund, Capital Outlay Fund, and Community Education Fund by a total of \$43,284.



24. TRANSFER OF BUDGET APPROPRIATIONS  
Budget transfers as delineated.
25. PURCHASE ORDERS/CONFIRMING REQUISITIONS  
Purchase orders 02247 through 02725 totaling \$1,235,722.50; confirming requisitions dated 11/22/00 through 1/12/01 totaling \$280,956.71.
26. PAYMENT OF BILLS  
Checks 120746 through 122051 totaling \$3,707,894.47; Saddleback College Community Education checks 5098 through 5128 totaling \$109,271.91; and IVC Community Education checks 6155 through 6165 totaling \$91,465.85.
27. CLAIM AGAINST THE DISTRICT: SIMA ANWARY  
Rejection of claim dated January 4, 2001, and referral to the district's insurance administrator for processing.
28. GIFTS TO THE DISTRICT AND FOUNDATIONS  
Acceptance of various items donated to the district.
29. TRUSTEES' REQUESTS FOR TRAVEL AND/OR LOCAL MILEAGE REIMBURSEMENT  
Requests to attend upcoming conferences/events, and/or requests for local mileage reimbursement.
30. APPOINTMENT OF SECRETARY, BOARD OF TRUTEES  
Appointment of Dr. Richard A. Jones to the office of secretary.

**INFORMATION ITEMS (Items 31 through 36)**

***ITEMS FOR INFORMATION ONLY***

31. BOARD REQUESTED REPORT: COUNSELING APPOINTMENT POLICIES  
Information on student appointment arrangements with counselors and college policy for:
  - a. SADDLEBACK COLLEGE
  - b. IRVINE VALLEY COLLEGE

32. BOARD REQUESTED REPORT: SUNDAY LIBRARY HOURS  
Information on the feasibility of opening the libraries on Sunday at:
  - a. SADDLEBACK COLLEGE
  - b. IRVINE VALLEY COLLEGE
33. MONTHLY FINANCIAL STATUS REPORT  
Information on the adopted budget, revised budget, and transactions through the end of the prior month.
34. QUARTERLY FINANCIAL STATUS REPORT  
California Community Colleges Quarterly Financial Status Report as of December 31, 2000.
35. QUARTERLY INVESTMENT FINANCIAL REPORT  
Report for the quarter ending December 31, 2000.
36. CONTRACTS UNDER \$15,000  
Summary of contracts for December 2000 and January 2001.

### **CHANCELLOR'S ITEMS (Item 37)**

#### ***ITEM RECOMMENDED FOR APPROVAL***

37. 2001-2002 GOALS AND OBJECTIVES  
Reaffirmation or modification of trustee-developed goals for the district.

### **EXECUTIVE VICE CHANCELLOR'S ITEMS (Items 38 through 40)**

#### **ADMINISTRATIVE AND BUSINESS SERVICES**

#### ***ITEMS RECOMMENDED FOR APPROVAL***

38. ACADEMIC PERSONNEL ACTIONS  
Administrative Employment; Academic Appointment; Contract Extension; Additional Compensation; Academic Temporary Part-Time/Substitute Staff; Equivalency; Sabbatical Leave Rescission; Sabbatical Leave Alternate;

Resignation/Retirement/End of Assignment; Nonrenewal of Contract.

39. CLASSIFIED PERSONNEL ACTIONS  
New Personnel Appointments; Change of Status;  
Volunteers; Out-of-Class Assignment; Leave of Absence;  
Additional Compensation; Resignation/Termination/  
Conclusion of Employment; Retirement.

## ADJOURN TO PUBLIC HEARING

40. INITIAL PROPOSAL FROM SOCCCD CSEA CHAPTER 586  
Hearing to allow the public to comment on the initial proposal from CSEA Chapter 586.

## RECONVENE BOARD MEETING

### REPORTS

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda." **Speakers are limited to two minutes each.**

41. BOARD/CHANCELLOR/PRESIDENTS' REPORTS;  
BOARD REQUESTS FOR FUTURE STAFF REPORTS
- a. Board Members
  - b. Chancellor



- c. Presidents
- d. Board Requests for Reports

42. SHARED GOVERNANCE GROUPS' REPORTS

- a. Student Government Reports
  - Associated Student Government of Saddleback College
  - Associated Students of Irvine Valley College
- b. Academic Senates' Reports
  - Saddleback College Academic Senate
  - Irvine Valley College Academic Senate
- c. Faculty Association Report
- d. California School Employees Association Report
- e. Classified Senates' Reports
  - Saddleback College Classified Senate
  - Irvine Valley College Classified Senate
  - District Classified Senate

**CORRESPONDENCE**

43. CORRESPONDENCE

Items of correspondence submitted by the district and colleges for the board's information.

**ADJOURNMENT (OR RECESS TO CONTINUE CLOSED SESSION IF REQUIRED): 10:00 P.M.**

dm

**ADDITIONAL ITEM TO THE 1/29/01 REGULAR BOARD  
MEETING AGENDA**

***ITEM FOR APPROVAL***

44. ATTENDANCE OF JOHN BEN AT ACCT NATIONAL LEGISLATIVE SEMINAR  
Attendance of the SOCCCD Orange County Legislative Task Force Community Representative to the ACCCT National Legislative Seminar in Washington D.C. at cost to the district not to exceed \$3,500.