

MEETING OF THE BOARD OF TRUSTEES

TUESDAY, FEBRUARY 18, 2003

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

CALL TO ORDER (FOLLOWED BY PUBLIC COMMENTS/CLOSED SESSION): 5:00 P.M.
RECONVENE OPEN SESSION: 6:30 P.M.

AGENDA

CALL TO ORDER: 5:00 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:

- A. Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC 54957):
 - 1. Public Employee Appointment
 - a. Interim Vice President, Student Services, SC
 - 2. Public Employee Evaluation
 - a. Instructor, SC
 - 3. Public Employee Discipline/Dismissal/Release (5)
- B. Conference with Labor Negotiators (GC 54957.6):
 - 1. Negotiators - Dr. Raghu Mathur; California School Employees Association (CSEA), Chapter 586
 - 2. Negotiators - Dr. Raghu Mathur; SOCCCD Faculty Association
- C. Conference with Real Property Negotiators (GC 54956.8):
 - 1. Portion of Tustin MCAS -
Negotiators - Dr. Raghu Mathur; City of Tustin
Under Negotiation - Price and Payment Terms

D. Conference with Legal Counsel (GC 54956.9)

1. Pending Litigation (GC 54956.9[a]) -
 - a. Santa Ana USD, etc., et al., v. City of Tustin, etc., et. al.
South Orange County CCD, Intervenor - various cases -
USDC CV 01-3426, OCSC 01CC 02595, OCSC 02001953
 - b. Pourya Khademi, et al. v. SOCCCD
 - c. CSEA, et al., v. SOCCCD Board of Trustees
 - d. Mora v. Mathur
 - e. Poindexter v. SOCCCD
2. Initiation of Litigation (GC 54956.9[c]) - One New Case
3. Significant Exposure to Litigation (GC 54956.9[b][1] and [3][A] - Three Potential Cases
4. Significant Exposure to Litigation (GC 54956.9[b][1] and [3][B] and [C] Mark Westberg v. SOCCCD, DFEH Case E-200203-K-0250-00pe

RECONVENE OPEN SESSION: 6:30 P.M.

ACTIONS TAKEN IN CLOSED SESSION

INVOCATION

Led by Trustee Padberg

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

absent Jang

RESOLUTIONS/PRESENTATIONS/INTRODUCTIONS

Resolution: Saddleback College 2002 Men's Football Team

Resolution: Saddleback College 2002 Women's Golf Team

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.**

BOARD REPORTS/BOARD REQUESTS FOR 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.

1. BOARD REPORTS/REQUESTS FOR REPORTS
 - a. BOARD REPORTS
 - b. BOARD REQUESTS FOR STAFF REPORTS

APPROVAL OF CONSENT CALENDAR ITEMS (Items 2 through 34)

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. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS
Application for funding from the U.S. Department of Education for the project titled "College Consortium for Teacher Preparation in Reading and Literacy Instruction"; and from the Intl. Society for Optical Engineering for the project titled "K-12 Optics Outreach Program."
3. IRVINE VALLEY COLLEGE: REVISED FEE FOR 2003 SEMESTER COURSE
Increase to fee for Geology 181 Field Studies course.
4. IRVINE VALLEY COLLEGE: CURRICULUM REVISIONS FOR 2003-04 ACADEMIC YEAR
Proposed changes to curriculum implementation.
5. IRVINE VALLEY COLLEGE: TRAVEL FOR NATIONAL SPEECH CHAMPIONSHIPS
Participation of two students and a coach in the National Parliamentary Tournament of Excellence March 14-17 in Oregon, and the American Forensics Association National Individual Events Tournament April 3-8 in Mississippi for a total cost not to exceed \$3,400.

6. SADDLEBACK COLLEGE: RHORC CONSULTANT AGREEMENT ADDENDUM
Addendum to contract with Joanne Gray and Associates for additional services not to exceed \$31,000.
7. SADDLEBACK COLLEGE: RHORC ACCEPTANCE OF AWARD AND AGREEMENT
Acceptance of the Nurse Workforce Initiative award in the amount of \$83,358.
8. SADDLEBACK COLLEGE: RHORC ACCEPTANCE OF AWARD
Acceptance of the Nurse Workforce Initiative of Orange County (OCWIB) award in the amount of \$200,000.
9. SADDLEBACK COLLEGE: RHORC ACCEPTANCE OF AWARD
Acceptance of the Nurse Workforce Initiative (OCWIB) award in the amount of \$60,000.
10. SADDLEBACK COLLEGE: RHORC CONSULTANT AGREEMENT
Agreement with Mary O'Connor for \$50 per hour not to exceed \$58,500 to provide specialized services to the program.
11. SADDLEBACK COLLEGE: RHORC CONSULTANT AGREEMENT
Agreement with Stephen Brookfield in an amount not to exceed \$5,500 to provide specialized services to the program.
12. SADDLEBACK COLLEGE: STUDENT OUT-OF-STATE TRAVEL
Travel by up to ten students and an advisor April 23-27 to the Annual National Student Nurses Assoc. Conference in Phoenix at a cost not to exceed \$10,000.
13. SADDLEBACK COLLEGE: 2003-04 CURRICULUM REVISIONS
Proposed changes to curriculum.

14. SADDLEBACK COLLEGE: LABORATORY FEES
Instructional lab fees for 2003-04.
15. SADDLEBACK COLLEGE: GUEST SPEAKER
Payment of honorarium in the amount of \$2,500 to Sandra Tsing Loh for her presentation at the March 11 Humanities Hour.
16. SADDLEBACK COLLEGE: GUEST SPEAKER
Payment of honorarium in the amount of \$100 to Rick Foster for his presentation at the Spring 2003 Distinguished Lecture Series.
17. SADDLEBACK COLLEGE: GUEST SPEAKER
Payment of honorarium in the amount of \$2,000 to Helice Bridges for two motivational workshops on April 2 paid for by the ASG.
18. SADDLEBACK COLLEGE: UNIVERSITY ROAD TRIP
Trip by 22 transfer students and two part-time counselors to Cal. State, Monterey Bay, UC Santa Barbara, and Cal. State, Channel Islands, March 18-20, in the amount of \$2,108.
19. SADDLEBACK COLLEGE: GUEST SPEAKER
Payment of honorarium in the amount of \$750 by the Class Action Club to Vandana Shiva for her presentation on April 2.
20. SADDLEBACK COLLEGE: GUEST SPEAKER
Selection of Johannes Van Tilburg as commencement speaker on May 23, 2003.
21. SADDLEBACK COLLEGE: NOTICE OF COMPLETION
Acceptance of the construction of walkways at lower campus as complete and authorization to file a Notice of Completion.
22. SOCCCD: MUSIC LICENSING AGREEMENTS WITH ASCAP AND BMI
Approval of licensing agreements with ASCAP and BMI for the amounts of \$5,983 and \$5,997, respectively.

23. SOCCCD: TELEPHONE SYSTEM UPGRADE AGREEMENT
Consulting agreement with PlanNet Consulting, Inc., for the purpose of providing additional telephone consulting services at a cost not to exceed \$25,000.
24. SOCCCD: SOFTWARE LICENSE AGREEMENT
Agreement with Ross Systems in the amount of \$25,000 for required software license.
25. SOCCCD: WORKFLOW INFRASTRUCTURE SOFTWARE LICENSE
Contract with Ultimus Corporation in the amount of \$49,740 for a software license for the Ultimus Workflow Suite.
26. SOCCCD: BUSINESS PROCESS REVIEW CONSULTANT
Agreement with Strata Information Group for the purpose of providing business process review consulting for HR/Payroll at a cost not to exceed \$35,000.
27. IRVINE VALLEY COLLEGE: NOTICE OF COMPLETION
Authorization to file a Notice of Completion for the flooring replacement in Building B-200.
28. IRVINE VALLEY COLLEGE: AWARD OF BID
Bid 253 for floor drain installation in the locker/shower building to H.P.L. in the amount of \$16,397.
29. IRVINE VALLEY COLLEGE: CHANGE ORDER
Change Order 1 for purchase of relocatable modular classroom and restroom facilities reflecting a credit to the district of \$47.74 from the La Habra City School District piggyback bid.
30. CLAIM AGAINST THE DISTRICT: JOHN POINDEXTER
Rejection of the claim dated February 5 and referral to the district's insurance administrator for processing.
31. TRANSFER OF BUDGET APPROPRIATIONS
Budget transfers as delineated in the exhibit.

32. BUDGET AMENDMENT: RESTRICTED GENERAL AND CHILD DEVELOPMENT FUNDS
Adoption of Resolution 03-05 to amend the 2002-03 Adopted Budget.
33. PURCHASE ORDERS/CONFIRMING REQUISITIONS
Purchase orders 02173 through 02355 totaling \$586,517.58, and confirming requisitions dated 1/7/03 through 1/31/03 totaling \$195,140.36.
34. PAYMENT OF BILLS
Checks 016860 through 017572 totaling \$5,047,732.19; Saddleback College Community Education checks 6096 through 6118 totaling \$141,885.37; and Irvine Valley College Community Education checks 6403 through 6407 totaling \$9,899.46.

INFORMATION ITEMS

ITEMS FOR INFORMATION ONLY

35. BASIC AID REPORT
Information on projected basic aid receipts and the possible impact of the "Pool Case."
36. BUDGET UPDATE: MIDYEAR REDUCTIONS AND NEW FISCAL BUDGET CUTS
Information on the cost savings strategies being considered by the colleges to respond to the impending budget crisis.
37. MONTHLY FINANCIAL STATUS REPORT
Adopted budget, revised budget, and transactions through the end of the prior month.
38. QUARTERLY INVESTMENT FINANCIAL REPORT
Report for the quarter ending on December 31, 2002.
39. CONTRACTS UNDER \$5,000
Summary of contracts January/February 2003.
40. BOARD REQUESTED REPORT: IVC AND SC OSH, SUPPLY, AND EQUIPMENT ALLOCATIONS
Information per board request.

CHANCELLOR'S ITEMS (Items 41 and 42)

ITEMS RECOMMENDED FOR APPROVAL

41. OCSBA MARIAN BERGESON AWARD NOMINATION
Determination of whether the board wants to nominate a trustee and, if so, approval for transmittal to OCDE.
42. ATTORNEY FOR TUSTIN BASE
Selection of legal firm and authorization for Chancellor to enter into an agreement for legal services.

DEPUTY CHANCELLOR'S ITEMS (Items 43 through 46)

ITEMS RECOMMENDED FOR APPROVAL

43. ACADEMIC PERSONNEL ACTIONS
Administrative Employment; Additional Compensation; Academic Part-Tim/Substitute Staff; Reduced Contract; Resignation/Retirement/End of Assignment.
44. CLASSIFIED PERSONNEL ACTIONS
New Personnel Appointments; Volunteers; Out of Class Assignment; Resignation/Retirement/Conclusion of Employment.
45. SOCCCD: HEALTH SCIENCES/DISTRICT OFFICES
BUILDING BUDGET AUGMENTATION
Approval of an additional \$2,157,000 of basic aid funds to cover cost of items not included in original budget.
46. SOCCCD: BUILDING REPAIRS
Approval of building repair program and authorization to set aside \$3,489,500 from basic aid funds to cover the cost.

VICE CHANCELLORS' ITEMS (Items 47 through 53)

EDUCATIONAL SERVICES

ITEMS RECOMMENDED FOR REVIEW AND STUDY

47. BOARD POLICY 4091, ADMINISTRATOR RETREAT RIGHTS
Acceptance of BP 4091 for review and study of proposed amendments.

ITEMS RECOMMENDED FOR APPROVAL

48. BOARD POLICY 103, MEMBERSHIP OF THE BOARD OF TRUSTEES
Approval of proposed amendments to BP 103.
49. BOARD POLICY 4000.2, ELECTRONIC COMMUNICATION
Approval of proposed amendments to BP 4000.2.
50. BOARD POLICY 4309; DUTIES AND RESPONSIBILITIES OF THE FACULTY
Approval of proposed amendments to BP 4309.
51. BOARD POLICY 4310, DUTIES AND RESPONSIBILITIES OF THE DEPARTMENT/ACADEMIC CHAIR
Approval of proposed amendments to BP 4310.
52. BOARD POLICY 8000, SPEECH AND ADVOCACY
Approval of proposed amendments to BP 8000.
53. BOARD REQUESTED REPORT: 2003 BOARD MEDIA SCHEDULE
Leisure World TV and radio appearances schedule.

REPORTS

Per unanimous board approval, the reports by the following individuals should be written and submitted to the board prior to board meetings. The reports may be given verbally, however, if enough time remains prior to the board approved meeting adjournment time of 10:00 p.m.

Speakers are limited to two minutes each.

54. CHANCELLOR/PRESIDENTS'/GOVERNANCE GROUPS' REPORTS
- a. Chancellor
 - b. Presidents

- c. Student Government Reports
 - Associated Student Government of Saddleback College
 - Associated Students of Irvine Valley College
- d. Academic Senates' Reports
 - Saddleback College Academic Senate
 - Irvine Valley College Academic Senate
- e. Faculty Association Report
- f. California School Employees Association Report
- g. Classified Senates' Reports
 - Saddleback College Classified Senate
 - Irvine Valley College Classified Senate
 - District Classified Senate
- h. Police Officers' Association Report

CORRESPONDENCE

55. 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 FOR THE 2/18/03 REGULAR BOARD
MEETING AGENDA**

ITEM RECOMMENDED FOR REVIEW AND STUDY/ACTION

56. DEFERRAL OF FULL-TIME FACULTY OBLIGATION
Authorization for the district to request from the State
Chancellor's Office a deferral of the Full-Time Faculty
Obligation requirement for the 2003-04 year.