

MEETING OF THE BOARD OF TRUSTEES

MONDAY, DECEMBER 8, 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
 - Director of Marketing, Government, & Community Relations, District
 - 2. Public Employee Evaluation
 - Dean, Liberal Arts and Learning Resources, SC
 - 3. Public Employee Evaluation and Appointment
 - a. Deputy Chancellor
 - b. Vice Chancellor, Educational Services
 - c. President, Irvine Valley College, IVC
 - d. Vice President, Student Services, SC
 - e. Dean, Counseling Services and Special Programs, SC
 - f. Dean, Business Sciences, Workforce, and Economic Dev., SC
 - g. Dean, Social and Behavioral Sciences, SC
 - h. Dean, Advanced Technology and Applied Science, SC
 - i. Dean, Liberal Arts and Learning Resources, SC
 - j. Dean, Mathematics, Science and Engineering, SC
 - k. Dean, Fine Arts, Physical Education, and Athletics, SC
 - l. Dean, Health, Human Services, and Emeritus Institute, SC
 - m. Asst. Dean, Athletic Director, SC
 - n. Asst. Dean, Financial Aid, SC

- o. Asst. Dean, Health, Human Services, and Emeritus Institute, SC
- p. Vice President, Instruction, IVC
- q. Vice President, Student Services, IVC
- r. Dean, Business and Social Sciences, IVC
- s. Dean, Advanced Technology, IVC
- t. Dean, Students, Guidance, and Counseling, IVC
- u. Dean, Math, Computer Sciences and Engineering, IVC
- v. Director, Center for Applied and Competitive Tech., IVC
- w. Director, Information Technology, District

2. Public Employee Discipline/Dismissal/Release (4)

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; SOCCCCD Faculty Association
- 3. Negotiators - Dr. Raghu Mathur; SOCCCCD Police Officers Association
- 4. Negotiators - Dr. Raghu Mathur; Unrepresented Employees - All Classified Leadership Positions

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. Mora v. Mathur
 - b. Franzoni v. SOCCCCD
 - c. CSEA, et al., v. SOCCCCD Board of Trustees
 - d. IVC Academic Senate, etc., et al., v. SOCCCCD Board of Trustees
 - e. Faculty Association v. SOCCCCD, Unfair Practice Charge No. LA-CE-4514-E
 - f. Carl v. SOCCCCD
 - g. Casey v. SOCCCCD
- 2. Significant Exposure to Litigation (GC 54956.9[b][1] and [3][A]) - Two Potential Cases
- 3. Initiation of Litigation (GC 54956.9[c]) - One New Case

RECONVENE OPEN SESSION: 6:30 P.M.

ACTIONS TAKEN IN CLOSED SESSION

INVOCATION

Led by Trustee Lang

PLEDGE OF ALLEGIANCE

Led by Trustee Padberg

RESOLUTIONS/PRESENTATIONS/INTRODUCTIONS

Presentation: Susan Ruyle

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

RECESS TO ANNUAL ORGANIZATIONAL MEETING AND FACILITIES CORPORATION MEETING

APPROVAL OF CONSENT CALENDAR ITEMS (Items 2 through 16)

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: CONSULTANT AGREEMENT
Agreement with Brian L. Seaman to provide course delivery for CACT for an amount not to exceed \$20,000.
3. SADDLEBACK COLLEGE: STUDENT OUT-OF-STATE TRAVEL
Attendance of up to ten students and an advisor at the Annual National Student Nurses Assoc. Conference in Nashville March 30-April 4 at a cost not to exceed \$5,000.
4. SADDLEBACK COLLEGE: CHANGE ORDER AND NOTICE OF COMPLETION
Change Order 1 increasing the contract for Construction of Greenhouse and Parking Lot 14 by \$17,056, and filing of a Notice of Completion.
5. SOCCCD: REJECTION OF BIDS
Rejection of all bids submitted in relation to Bid 1026, Package V, Fixed Auditorium Seating for the Health Sci./District Offices Building project and direction to staff to buy directly from manufacturer.
6. SOCCCD: APPROVAL OF CHANGE ORDER REQUEST
Change Order Request 7 decreasing the contract for construction of the Health Sci./District Offices Building project by \$2,032.
7. SOCCCD: SCHEDULED MAINTENANCE
Approval of the Order of Priorities for the 2004-05 Scheduled Maintenance Plan.
8. SOCCCD: AWARD OF BID
Bid 255D for a three year contract for office supplies with an option to renew for two more years to Boise Office Solutions, effective January 1, 2004.
9. IRVINE VALLEY COLLEGE: NOTICE OF COMPLETION
Filing of a Notice of Completion for the Interior Lighting Retrofit project.

10. IRVINE VALLEY COLLEGE: AWARD OF BID/CHANGE ORDER
Bid 261 for Classroom Flooring Replacement to SCS Flooring Systems and Change Order 1 increasing the contract amount to \$39,659.
11. IRVINE VALLEY COLLEGE: AWARD OF BID
Bid 260 for Cafeteria Remodel to Angeles Contractor for \$216,000.
12. TRANSFER OF BUDGET APPROPRIATIONS
Budget transfers as delineated.
13. BUDGET AMENDMENT: RESTRICTED GENERAL AND CAPITAL OUTLAY FUNDS
Adoption of Resolution 03-57 to amend the 2003-04 Adopted Budget.
14. PURCHASE ORDERS/CONFIRMING REQUISITIONS
Purchase orders 01675 through 01818 totaling \$6,284,699.77; and confirming requisitions dated 10/12/03 through 11/20/03 totaling \$250,030.51.
15. PAYMENT OF BILLS
Checks 024650 through 025230 totaling \$2,552,535.63; and Saddleback College Community Education checks 7140 through 7152 totaling \$27,728.20; and IVC Community Education checks 7086 through 7089 totaling \$2,087.82.
16. TRUSTEES' REQUESTS FOR TRAVEL AND/OR LOCAL MILEAGE REIMBURSEMENT
Requests to attend upcoming conferences/events, and/or local mileage reimbursement.

INFORMATION ITEMS

ITEMS FOR INFORMATION ONLY

17. SOCCCD: BASIC AID REPORT
Information on projected basic aid receipts and the possible impact of the "Pool Case."

18. CONTRACTS UNDER \$5,000
Summary of contracts for October/November 2003.
19. DISTRICT INTERNAL CONTROL – BANK ACCOUNTS
Listing of bank accounts and their balances as of September 30, 2003.
20. BOARD REQUESTED REPORT: EMPLOYEES EARNING OVER \$100,000 FOR CALENDAR YEAR 2003
Information as requested.
21. BOARD REQUESTED REPORT: COST TO EXTEND IVC AND SC LIBRARY HOURS
Information as requested.
22. BOARD REQUESTED REPORT: ASSISTANCE TO RETURNING MILITARY PERSONNEL
Information as requested.
23. BOARD REQUESTED REPORT: REORGANIZATION OF THE IVC, SC, AND DISTRICT OFFICES OF RESEARCH, PLANNING, AND GRANTS
Information as requested.
24. SADDLEBACK COLLEGE: ACADEMIC STIPENDS
Extra-contractual assignments for Spring 2004.
25. IRVINE VALLEY COLLEGE: ACADEMIC STIPENDS
Extra-contractual assignments for Spring 2004.

DEPUTY CHANCELLOR'S ITEMS (Items 26 and 27)

ITEMS RECOMMENDED FOR APPROVAL

26. ACADEMIC PERSONNEL ACTIONS
Additional Compensation; Temporary Part-Time/Substitute Staff; Administrator Contract Extensions for One Additional Year; Authorization to Establish and Announce New Academic Administrator Position.

27. CLASSIFIED PERSONNEL ACTIONS
New Personnel Appointments; Volunteers; Change of Status; Out-of-Class Assignment; Additional Compensation; Authorization to Establish and Announce Classified Positions; Resignation/Retirement/Conclusion of Employment.

VICE CHANCELLORS' ITEMS (Items 28 through 31)

EDUCATIONAL SERVICES

ITEMS RECOMMENDED FOR APPROVAL

28. ATEP: GRANT APPLICATION
Application for federal funding in the amount of \$2,620,131 for "Homeland Security National Clearinghouse (HSNC)" grant.
29. BOARD POLICY REVISIONS: SERIES 10, INTRODUCTION SECTION, AND NEW MISSION STATEMENT
Deletion of BP 12 and 14; discussion/approval of new SOCCCD Mission Statement.
30. 2005-06 SOCCCD ACADEMIC CALENDAR
Approval of the 2005-06 Academic Calendar.

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.

31. CHANCELLOR/PRESIDENTS'/GOVERNANCE GROUPS' REPORTS
- a. Chancellor
 - b. Presidents
 - c. Student Government Reports
Associated Student Government of
Saddleback 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

32. 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 ITEMS FOR THE 12/8/03 REGULAR BOARD
MEETING AGENDA

ITEMS RECOMMENDED FOR APPROVAL

33. AMENDED FULL-TIME FACULTY HIRING POLICIES:
BP-4011.1 AND BP 4011.2
Approval of BP-4011.1, Full-Time Faculty Hiring, and BP-4011.2, Confidentiality and Conflicts of Interest in Hiring.
34. SADDLEBACK COLLEGE: APPROVAL OF BASIC AID
FUNDING FOR COMPLETION OF TRACK AND FIELD
FACILITY
Consideration of the expenditure of \$100,000 to repair/
upgrade the facility.

ANNUAL ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES

6:30 P.M., DECEMBER 8, 2003
LIBRARY 105, SADDLEBACK COLLEGE

AGENDA

CALL TO ORDER OF ANNUAL ORGANIZATIONAL MEETING

1. ANNUAL ORGANIZATIONAL MEETING

It is recommended that the board take action on each of the items in Exhibits A through F in order to comply with the requirements of the Annual Organizational Meeting.

EXHIBIT A. Election of Officers

EXHIBIT B. Appointment of Secretary and Assistant Secretary

EXHIBIT C. Establishment of Regular Meeting Dates and Times

EXHIBIT D. Establishment of Agenda Planning Calendar

EXHIBIT E. Approval of Agenda Format

EXHIBIT F. Appointment of Trustee Representatives

RECESS TO SOUTH ORANGE COUNTY COMMUNITY
COLLEGE DISTRICT FACILITIES CORPORATION MEETING