

**ANNUAL ORGANIZATIONAL MEETING OF THE
BOARD OF TRUSTEES**

6:30 P.M., DECEMBER 9, 2002
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

MEETING OF THE BOARD OF TRUSTEES

DECEMBER 9, 2002

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: 6:00 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 and the following resolution. **Speakers are limited to two minutes each.**

PRESENTATIONS/RESOLUTIONS/INTRODUCTIONS

Resolution: Professor Frank Pangborn

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 Dean, Humanities, Fine Arts, and Lib. Svcs., IVC
 - b. Interim Dean, Health Sciences, Phys. Ed. and Athletics, IVC
 - c. Kate Clark, Instructor, IVC
 - 2. Public Employee Evaluation
 - a. Instructor, IVC
 - 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
 - 3. Negotiators - Dr. Raghu Mathur; Unrepresented Employee, Interim Dean, Health Sciences, Phys. Ed. and Athletics, IVC

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. Wilson v. SOCCCD

f. Sandstedt v. SOCCCD

g. Kathryn Milostan-Egus, etc., et al., 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]) - One
Potential Case

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: 6:00 P.M.

ACTIONS TAKEN IN CLOSED SESSION

INVOCATION

PLEDGE OF ALLEGIANCE

Led by Mimi Walters, Member, Laguna Niguel City Council

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

ADMINISTRATION OF OATH OF OFFICE TO REELECTED TRUSTEES

**RECESS TO ANNUAL ORGANIZATIONAL MEETING AND
FACILITIES CORPORATION MEETING**

APPROVAL OF CONSENT CALENDAR ITEMS (Items 2 through 18)

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 FROM PREVIOUS MEETING

Minutes of the regular meeting of October 28, 2002.

3. IRVINE VALLEY COLLEGE: SENIOR DAY, KINDER-CAMINATA, AND SCHOLARSHIP PROGRAM

Expenditures for High School Senior Day, KinderCaminata Program and the IVC Scholarship Program in an amount not to exceed \$10,600.

4. SADDLEBACK COLLEGE: STUDY ABROAD PROGRAM
- LONDON, ENGLAND

Approval of study abroad program British Theatre - Then and Now from June 20-July 4, 2003.

5. SADDLEBACK COLLEGE: CONSULTANT
AGREEMENT

Agreement with Jana Jensen to provided services as Testing Coordinator for an amount not to exceed \$10,000.

6. SADDLEBACK COLLEGE: 2002-03 TECH PREP LOCAL CONSORTIA GRANT AUGMENTATION
Addition of \$12,395 from the State Chancellor's Office to the original grant award amount.
7. SADDLEBACK COLLEGE: LETTER OF AGREEMENT
Agreement between the college and Yosemite Community College District to implement the Child Development Training Consortium to assist students in obtaining a Child Development Permit.
8. SADDLEBACK COLLEGE: STUDENT OUT-OF-STATE TRAVEL - MODEL U.N.
Travel by up to five students and one advisor to New Orleans, February 11-16, for an amount not to exceed \$5,000; and travel by up to 13 students plus one advisor to New York, April 14-19, 2003, for an amount not to exceed \$10,500.
9. SADDLEBACK COLLEGE: GRANT ACCEPTANCE
Acceptance of \$185,000 from the Orange County Workforce Investment Board via the federal Workforce Investment Act for the Nursing Workforce Initiative Grant project.
10. SADDLEBACK COLLEGE: GUEST SPEAKER
Payment of honorarium in the amount of \$2,500 to Ronald Takaki for his public presentation on January 27, 2003, sponsored by the Saddleback Class Action club.
11. SADDLEBACK COLLEGE: GUEST SPEAKER
Payment of honorarium in the amount of \$6,000 to Li Tai-Liang for his presentation June 22-28, 2003, sponsored by the Eastern Arts Club.
12. IRVINE VALLEY COLLEGE: ELECTRONIC SIGN DESIGN/CONSTRUCTION CHANGE ORDER
Change Order 1 increasing the contract with National Sign Corporation by \$14,167.97 and adding 40 days to the completion time.
13. TRANSFER OF BUDGET APPROPRIATIONS
Budget transfers as delineated in the exhibit.

14. BUDGET AMENDMENT: RESTRICTED GENERAL FUND AND CAPITAL OUTLAY FUND
Adoption of Resolution 02-67 to amend the 2002-03 Adopted Budget.
15. PURCHASE ORDERS/CONFIRMING REQUISITIONS
Purchase orders 01757 through 01872 totaling \$134,347.54, and confirming requisitions dated 11/2/02 through 11/18/02 totaling \$93,347.83.
16. PAYMENT OF BILLS
Checks 015562 through 015883 totaling \$1,612,280.42; Saddleback College Community Education checks 6014 through 6040 totaling \$20,454.02; and Irvine Valley College Community Education check 6399 totaling \$14,135.13.
17. SPRING 2003 IN-SERVICE KEYNOTE SPEAKER
Approval of Dr. Steven Gilbert to speak at the opening session of the Spring In-Service Program and provide a workshop at each college for a fee of \$4,500.
18. TRUSTEE TRAVEL TO CONFERENCES AND/OR MILEAGE REIMBURSEMENT
Requests for travel to upcoming conferences/meetings, and/or district business mileage reimbursement.

INFORMATION ITEMS

ITEMS FOR INFORMATION ONLY

19. BASIC AID REPORT
Information on projected basic aid receipts and the possible impact of the "Pool Case."
20. CONTRACTS UNDER \$5,000
Summary of contracts for November/December 2002.
21. SADDLEBACK COLLEGE: SPRING STIPENDS
Extracontractual assignments for Spring 2003.

22. SADDLEBACK COLLEGE: NATIONAL ORGANIZATION FOR WOMEN CHARITY OUTREACH
Performance of the *Vagina Monologues* by student members of the Saddleback College Chapter of NOW to raise funds for Human Options.

CHANCELLOR'S ITEM (Item 23)

ITEMS RECOMMENDED FOR APPROVAL

23. ACCT REGIONAL AWARDS - 2003
Determination of whether the board wishes to make nomination(s) and approval of nominee(s), if applicable.

DEPUTY CHANCELLOR'S ITEMS (Items 24 through 26)

ITEMS RECOMMENDED FOR REVIEW AND STUDY

24. SOCCCD ANNUAL AUDIT REPORT 2001-02
Acceptance of the Audit Report for review and study.

ITEMS RECOMMENDED FOR APPROVAL

25. ACADEMIC PERSONNEL ACTIONS
Administrative Employment; Additional Compensation; Academic Temporary Part-Time/Substitute Staff; Authorization to Establish New Temporary Academic Position; Administrative Reassignment; Changes in College Reporting Structure; and Suspension Without Pay.
26. CLASSIFIED PERSONNEL ACTIONS
New Personnel Appointments; Volunteers; Authorization to Establish and Announce Classified Position; Authorization to Abolish Classified Positions; Resignation/Retirement/Conclusion of Employment.

VICE CHANCELLORS' ITEMS (Items 27 and 28)

EDUCATIONAL SERVICES

ITEMS RECOMMENDED FOR REVIEW AND STUDY

27. BOARD POLICIES 4011, 4011.1, AND 4011.2: DISTRICT
HIRING POLICIES
Acceptance of BP 4011, 4011.1, and 4011.2 for review and
study.

ITEM RECOMMENDED FOR APPROVAL

28. SOCCCD SABBATICAL LEAVE RECOMMENDATIONS
Approval of recommended faculty members for sabbatical
leaves during the 2003-04 academic year.

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.

29. 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

CORRESPONDENCE

30. **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 12/9/02 REGULAR BOARD
MEETING AGENDA**

ITEM RECOMMENDED FOR REVIEW AND STUDY

31. BOARD POLICY REVISION: BP-103, MEMBERSHIP OF
THE GOVERNING BOARD
Proposed amendments to BP-103.

ITEM RECOMMENDED FOR APPROVAL

32. RETAINER AGREEMENT FOR LEGAL SERVICES
Authorization for Chancellor to enter into a retainer
agreement for legal services.
33. DISTRICTWIDE SPRING 2003 FACULTY FLEX/IN-
SERVICE SPEAKERS
Approval of Dr. Stephen Spangehl and David Gottshall,
M.A., as districtwide workshop presenters for Spring 2003
Faculty Flex/In-Service workshops January 8 and 10.