

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

MEETING OF THE BOARD OF TRUSTEES

JULY 30, 2001

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

CALL TO ORDER (FOLLOWED BY PUBLIC COMMENTS/CLOSED SESSION): 3:00 P.M.
RECONVENE OPEN SESSION: 6:00 P.M.

AGENDA

CALL TO ORDER: 3:00 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 -
Chancellor

Public Employee Employment/Contract Renewal
Executive Vice Chancellor

Public Employee Discipline/Dismissal/Release (3)

Conference with Labor Negotiators (GC54957.6):

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

Conference with Real Property Negotiator (GC 54956.8):

Portion of Tustin MCAS -

Negotiators - Richard Jones; City of Tustin
Under Negotiation - Price and Payment Terms

Conference with Legal Counsel (GC 54956.9):

Anticipated Litigation -

Significant Exposure to Litigation (GC54956.9[b][3][A]) -
Four Potential Cases

Initiation of Litigation (GC54956.9[c]) -
Two Potential Cases

7/30/01

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RECONVENE OPEN SESSION: 6:00 P.M.

ACTIONS TAKEN IN CLOSED SESSION

PLEDGE OF ALLEGIANCE

Led by Trustee Wagner

INVOCATION

Led by Trustee Fuentes

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

District Information Technology Activities Report by

Director Allan MacDougall

Irvine Valley College Foundation Activities Report by

Director Tim Shaw

BOARD REQUESTS FOR STAFF REPORTS

Section 54954.2(a) of the Ralph M. Brown Act states that “. . . 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.

APPROVAL OF CONSENT CALENDAR ITEMS (Items 1 through 27)

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

1. MINUTES
Minutes of the Regular Meeting of May 29, 2001.
2. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS
Application for funding from the State Chancellor's Office for the grant projects "Capacity Development," and "Tech Prep Local Consortia."

3. IRVINE VALLEY COLLEGE: REVISED FEES FOR EMERITUS CLASSES
Course materials fees effective as indicated.
4. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTOR'S AGREEMENT
Agreement with Prometric, Inc., to continue computer-based testing services.
5. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTOR'S AGREEMENT
Agreement with ACT, Inc., through which the college will deliver computerized testing and training services to individuals and businesses.
6. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT
Payment to Evie Einstein in the amount of \$14,000 for her assistance in meeting the objectives of the Statewide Discipline/Industry Collaborative for Business Education Grant.
7. SADDLEBACK COLLEGE: GUEST ARTIST SERIES
Contracts with Anaheim Ballet of Orange County for \$7,500; Lazer Vaudeville for \$5,000; An Evening of Comedy and Magic for \$7,000; and The River City Brass Band for \$10,500.
8. SADDLEBACK COLLEGE: COMMUNITY EDUCATION
Course titles, presenters and compensation for Fall 2001.
9. SADDLEBACK COLLEGE: CONSULTANT
Agreement with Joanne Gray and Associates to serve as RHORC Center Coordinator and Project Director for an amount not to exceed \$197,600 plus expenses.
10. SADDLEBACK COLLEGE: CONSULTANT
Agreement with The Dayle McIntosh Center for the Disabled to serve as a referral source for interpreter services for an amount not to exceed \$13,000.

11. SADDLEBACK COLLEGE: CONTRACT
Agreement with the California State Department of Alcohol and Drug Programs for the college to continue its curriculum development work for a fee of \$29,997.
12. SADDLEBACK COLLEGE: CONSULTANT
Agreement with Ken Reynoso to coordinate the operation of the Management Information Center for an amount not to exceed \$54,000.
13. IRVINE VALLEY COLLEGE: SUBSTITUTION OF SUBCONTRACTOR FOR SOCCER FIELD RENOVATION
Removal of subcontractor, Alder Landscape Service, Inc., and substitution of U.P. Landscape at general contractor's request.
14. IRVINE VALLEY COLLEGE: CHANGE ORDER FOR FIRE SAFETY EMERGENCY ACCESS ROAD
Change Order 4 increasing the contract by \$35,869.12 with ninety days extension to the complete date.
15. SADDLEBACK COLLEGE: CHANGE ORDER FOR TRACK AND FIELD REOVATIONS
Change Order 1 increasing the expenditure for architectural, civil and construction documents by \$13,920 in additional basic aid funds.
16. SADDLEBACK COLLEGE: CHANGE ORDERS FOR TRACK RENOVATION
Change Orders 1, 2, 3, and 4 increasing the contract by \$31,390.17 in additional basic aid funds.
17. SADDLEBACK COLLEGE: NOTICE OF COMPLETION
Authorization to file Notice of Completion for the Admissions and Records Counter Remodel project.
18. SADDLEBACK COLLEGE: CONTRACT FOR INSTRUCTION
Separate contracts for the 2001-02 academic year with Elegante Beauty College and Lake Forest Beauty Colleges for instructional services.

19. AGREEMENT FOR LEGAL SERVICES
Agreement with Atkinson, Andelson, Loya, Ruud & Romo for continuation of legal services on an as needed basis effective July 1, 2001, through June 30, 2003.
20. CONSULTING SERVICES - GARTNER GROUP
Continuation of the contract with the Gartner Group to continue to provide their specialized consulting services through June 30, 2002, at a cost not to exceed \$41,000.
21. SEXUAL HARASSMENT PREVENTION TRAINING
Agreement with Litigation Management and Training Services, Inc., for sexual harassment prevention training for an amount not to exceed \$5,725.
22. PURCHASE ORDERS/CONFIRMING REQUISITIONS
Purchase orders 04908 through 05059 totaling \$1,012,152.23; 00001 through 00453 totaling \$25,060,705.01; and confirming requisitions dated 6/13/01 through 07/16/01 totaling \$280,485.78.
23. PAYMENT OF BILLS
Checks 146251 through 146700 totaling \$6,345,142.12; Saddleback College Community Education checks 1001 through 1640 totaling \$2,251,862.79; and IVC Community Education checks 6278 through 6284 totaling \$15,964.36.
24. GIFTS TO THE DISTRICT AND FOUNDATIONS
Acceptance of various items donated to the district.
25. TRUSTEES' REQUESTS FOR TRAVEL AND/OR LOCAL MILEAGE REIMBURSEMENT
Requests to attend upcoming conferences/events, and/or requests for local mileage reimbursement.
26. REIMBURSEMENT TO TRUSTEES FOR MILEAGE TO AND FROM REQUIRED BOARD MEETINGS
Reimbursement claims for required attendance at board meeting.

27. AUTHORIZATION OF PAYMENT TO TRUSTEE ABSENT FROM BOARD MEETING
Payment to Student Trustee Steven McCarty for absence from July 18, 2001, board meeting.

INFORMATION ITEMS

ITEMS FOR INFORMATION ONLY

28. QUARTERLY INVESTMENT FINANCIAL REPORT
Report for quarter ending June 30, 2001.
29. IRVINE VALLEY COLLEGE: FACULTY STIPEND/REASSIGNED TIME FALL 2001
Extracontractual assignments for Fall 2001.
30. SADDLEBACK COLLEGE: ACADEMIC STIPENDS
Extracontractual assignments for Fall 2001.

CHANCELLOR'S ITEMS (Items 31 through 33)

ITEMS RECOMMENDED FOR APPROVAL

31. DISTRICT BUDGET FOR THE 100TH YEAR COMMUNITY COLLEGE BIRTHDAY CELEBRATION
Expenditure of up to \$120,000 from general funds money.
32. 100TH BIRTHDAY CELEBRATION WEEK FOR COMMUNITY COLLEGES
Payment of up to \$1,000 each to the Chair and Co-Chairs of the committees and to the overall coordinator.
33. CHANCELLOR HIRING PROCESS
Approval of position announcement and authorization to hire Dr. Alfred Fernandez for an amount not to exceed \$6,000.

EXECUTIVE VICE CHANCELLOR'S ITEMS (Items 34 through 39)

ADMINISTRATIVE AND BUSINESS SERVICES

ITEMS RECOMMENDED FOR APPROVAL

34. ACADEMIC PERSONNEL ACTIONS
Administrative Employment Contract Extension (Executive Vice Chancellor); Administrative Appointment (Dean, Fine Arts, PE and Athletics); Academic Employment; Additional Compensation; Academic Temporary Part-Time/Substitute Staff; Saddleback College Change in Organizational Reporting Structure; Reduced Contract; Hourly Rate Increase for Physicians/Clinical Psychologists; Resignation/Retirement/End of Assignment (Dean of Students; Acting Dean, Fine Arts, PE and Athletics).
35. CLASSIFIED PERSONNEL ACTIONS
New Personnel Appointments; Change of Status (Admissions and Records Registrar); Accumulated Vacation Leave Carry Over; Volunteers; Leave of Absence; Out-of-Class Assignment; Authorization to Revise Existing Classified Position; Resignation/Termination/Conclusion of Employment; Retirement; Manager of Project Grant Clean S.W.E.E.P.).
36. EXECUTIVE STAFF, ADMINISTRATORS, MANAGERS AND CONFIDENTIAL EMPLOYEE GROUPS COLA INCREASE
COLA increase of 3.87% for fiscal year 2001-02 equal to percentage amount provided by State budget.
37. DISTRICT OFFICE: AUTHORIZE PLANNING FOR DISTRICT OFFICE AND RESERVE BASIC AID FUNDS
Planning for construction of a new district office facility with an initial budget of \$4 million from basic aid funds.
38. IRVINE VALLEY COLLEGE: AWARD OF BID FOR BASEBALL FIELD CONSTRUCTION
Award of Bid 245 to Consolidated Contracting Services, Inc., and authorization for use of additional \$80,000 from IVC's basic aid allocation for 2001-02.
39. AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIPS 2001-02
Memberships and estimated dues for organizations.

VICE CHANCELLORS' ITEMS (Item 40)

EDUCATIONAL SERVICES

ITEMS RECOMMENDED FOR REVIEW AND STUDY/APPROVAL

40. DISTRICT ORGANIZATIONAL STRUCTURE REVIEW
AND RECOMMENDATIONS: HUMAN RESOURCES
DEPARTMENT

Employ a Vice Chancellor of Human Resources, an Assistant Director of Recruitment, Diversity, Training, and Staff Development, a Manager of Human Resources Information System, and four additional classified staff members.

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." **Speakers are limited to two minutes each.**

41. BOARD/CHANCELLOR/PRESIDENTS' REPORTS

- a. Board Members
- b. Chancellor
- c. Presidents

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.

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