

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
28000 MARGUERITE PARKWAY  
MISSION VIEJO, CALIFORNIA 92692

MEETING OF THE BOARD OF TRUSTEES  
MARCH 23, 1998  
ROOM B209, PHYSICAL SCIENCES BUILDING  
IRVINE VALLEY COLLEGE

**CALL TO ORDER (FOLLOWED BY PUBLIC COMMENTS/CLOSED SESSION): 5:00 P.M.**  
**RECONVENE OPEN SESSION: 7:00 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. **Speakers are limited to three minutes each.**

ADJOURN TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Labor Negotiations with Represented and  
Unrepresented Employees (GC 54957.6)  
Public Employee Appointment; Renewal of Educational  
Administrator Contracts - Deans, Directors;  
Release; Discipline (GC 54957)  
Pending Student Litigation - Settlement Options (GC 54956.9)  
Real Property Negotiations: Casitas Site, City of Mission  
Viejo (GC 54956.8)

**RECONVENE OPEN SESSION - 7:00 P.M.**

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Special Meeting of February 11, 1998  
Regular Meeting of February 17, 1998  
Special Meeting of February 25, 1998

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: Coach William Cunerty

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. **Speakers are limited to three minutes each.** Items **not on the agenda** that are within the subject matter jurisdiction of the board may be addressed before the Special Reports section of the meeting.

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. IRVINE VALLEY COLLEGE: GRANT APPLICATION

ACTION

It is recommended that the board approve the college's application for funding from the State Chancellor's Office for the grant project "New Horizons Program for Single Parents/Displaced Homemakers Application."

3. SADDLEBACK COLLEGE: GRANT APPLICATION

ACTION

It is recommended that the board approve the college's application for funding from the Orange County/Long Beach Chapter of the CPA Society for the grant project "Development of Internet Based Accounting Study Guide."

4. BOARD POLICY REVISION: BP-4201.5, LONGEVITY PAY FOR CLASSIFIED MANAGEMENT, SUPERVISORY, AND CONFIDENTIAL PERSONNEL ACTION

It is recommended that the board approve the revisions to BP-4201.5 as indicated.

5. SOCCCD EXECUTIVE HIRING PROCEDURES ACTION

It is recommended that the board approve the proposed Employment Procedures for Executive Positions.

6. SPRING 1998 EMERITUS INSTITUTE GUEST LECTURES ACTION

It is recommended that the board approve the following Emeritus Institute guest lecturers and honoraria:

- a. INDIVIDUALS LISTED

in the amounts listed for their presentations on various topics as part of History 216, Guest lecture Series.

- b. DR. WELTY

in the amount of \$50 for his presentation on "Raptors of Orange County" as part of BIO 226, Birds of Southern California.

7. TUSTIN BASE LEARNING VILLAGE INFORMATION

A summary of guiding principles for the Tustin Learning Village as defined in the Primary Objectives of the Learning Village and the Four Basic Themes of the Learning Village Partners is provided for the board's information.

8. CCCT BOARD OF DIRECTORS ELECTION - 1998 ACTION

It is recommended that the board read at the meeting his or her list of nominees for the eleven vacancies on the CCCT Board of Directors for subsequent tallying and transmittal to the League office by the April 25 deadline.

9. TECHNOLOGY HUMAN RESOURCES TRAINING FUNDS EXPENDITURE PLANS ACTION

It is recommended that the board approve the Saddleback College and Irvine Valley College Technology Human Resources Training Funds Expenditure Plans as indicated.

10. FOUNDATIONS MANAGEMENT REVISIONS ACTION

It is recommended that the board approve the Foundation management revisions for Saddleback College and Irvine Valley College as indicated in the recommendation on the agenda item.

#### INSTRUCTION AND STUDENT SERVICES

11. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve the ESA with AVCO Financial Services and associated Independent Contractor's Agreement.

12. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTOR AGREEMENTS ACTION

It is recommended that the board approve Independent Contractor Agreements with:

- a. TONY SWAIM

to provide Statistical Process Control training through IVC for Motorola MOS 10.

- b. SHARON PEELOR

to provide Assertiveness training through IVC for Motorola MOS 10.

- c. ORANGE COUNTY BUSINESS COUNCIL

to carry out certain activities associated with the Applied Competitive Technologies (CACT) grant project at IVC.

13. IRVINE VALLEY COLLEGE: KINDERCAMINATA 1998 ACTION

It is recommended that the board approve the KinderCaminata 1998 event sponsored by the ASIVC and IVC Foundation.

14. IRVINE VALLEY COLLEGE: CURRICULUM REVISIONS FOR 1998-99 ACADEMIC YEAR ACTION

It is recommended that the board approve the proposed changes in the curriculum implementation as indicated.

15. SOCCCD FORENSIC TEAM PARTICIPATION IN INTER-SATE ORATORY CONTEST ACTION

It is recommended that the board approve the participation of the district Forensics Team Director Gary Rybold and student Sandy Betlan to the Interstate Oratory Contest April 22-27 at a cost not to exceed \$2,500.

16. IRVINE VALLEY COLLEGE: DANCE DEPARTMENT PRODUCTIONS 1997-98 ACTION

It is recommended that the board approve the expenditures for IVC Dance Department's concerts as indicated in an amount not to exceed \$11,500.

17. IRVINE VALLEY COLLEGE: PHOTOGRAPHY STUDENT EXHIBITION ACTION

It is recommended that the board approve the expenditures of \$200 for IVC Photography Department's student exhibition at the San Juan Capistrano Mission.

18. BIOLOGY CLUB FIELD TRIP - BAHIA DE LOS ANGELES ACTION

It is recommended that the board approve the participation of IVC Biology Club in a field trip April 3-6 to Bahia de Los Angeles, Baja California.

19. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with:

a. LINDA O'NEAL AND DAN GRIDER

to meet the specified obligations of the Tech Prep Local Consortia Project, Phase VI, for \$500 and \$3,000, respectively.

b. PATRICK FENTON

to serve as Consultant/Coordinator in the developmental work for the Statewide Delivery of Distance Education grant in the amount of \$7,500.

c. BARBARA STOCKLER

to meet the specified obligations of the Tech Prep Local Consortia Project, Phase VI, in an amount up to \$800.

d. ALNIDA BROUGHTON

to meet the specified obligations of the Tech Prep Local Consortia Project, Phase VI, in the amount of \$500.

e. TONY SWAIM

to complete the objectives required in the Center for Applied Competitive Technologies grant in the amount of \$32,500.

20. IRVINE VALLEY COLLEGE: WORKSHOPS/CONFERENCE ACTION

It is recommended that the board approve an expenditure of \$9,500 to pay presenters for the workshops/conference listed for the Curriculum and Professional Development in Business Education Program.

21. IRVINE VALLEY COLLEGE: SERVICE AGREEMENT ACTION

It is recommended that the board approve the Service Agreement in order for Joblink to provide Distance Learning training as required by the Curriculum and Professional Development in Business Education Program, and authorize the Vice Chancellor of Fiscal Services to sign the agreement.

22. SADDLEBACK COLLEGE: STAFF DEVELOPMENT RETREAT ACTION

It is recommended that the board approve a management retreat to be held in May at a local off-campus site at a cost not to exceed \$4,000.

23. SADDLEBACK COLLEGE: STUDY ABROAD PROGRAMS ACTION

It is recommended that the board approve the following study abroad programs:

- a. HISTORY TOUR - MEXICAN CIVILIZATION

from July 18 through July 28, 1998.

- b. SEMESTER IN OXFORD

from January 11, through May 13, 1999.

- c. GIS MAPPING OF EASTER ISLAND, CHILE

during two eight-week sessions in Fall 1998.

24. SADDLEBACK COLLEGE: 1998-99 CATALOG ACTION

It is recommended that the board approve the changes in the Saddleback College catalog and authorize publication.

25. SADDLEBACK COLLEGE: MULTI-CULTURAL EXPERIENCE ACTION

It is recommended that the board approve the event *Night of Art, Music, Dance and Human Rights Awareness* on March 28, including guest speaker and honoraria, photo exhibit, art display, dance group and musical groups for an amount not to exceed \$1,000.

26. SADDLEBACK COLLEGE: HONORARIA ACTION

It is recommended that the board approve payment of honoraria to:

a. IRV RUBIN

in the amount of \$100 for his presentation to the History 75 class on March 25.

b. SADDLEBACK CIVIC LIGHT OPERA ARTISTS AND CRAFTSPERSONS

in the amounts listed for their services to produce summer theatre.

c. INDIVIDUALS LISTED

for their demonstrations and lectures to be presented during Spring 1998 for a total amount of \$900.

d. SPRING MUSICAL MUSICIANS

for their performances in the Spring musical, *Big River*, scheduled March 13 - 22.

27. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board approve a guest artist contract with Periwinkle Productions for a single performance of *An Evening of Comedy and Magic* on May 9 at a cost not to exceed \$5,000.

28. SADDLEBACK COLLEGE: COMMUNITY EDUCATION ACTION

It is recommended that the board approve the following Community Education courses for Summer 1998:

a. CLASSES AS LISTED

presenters and compensation as listed.



b. CHILDREN'S SWIMMING LESSONS

at the Sierra Recreation Center pool from May 26 through July 2 through an agreement with the City of Mission Viejo.

29. CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the consulting agreement with Dr. Connie Anderson to provide technical assistance for the district's TANF and CalWORKs program for an amount not to exceed \$8,000.

30. SUBCONTRACTOR AGREEMENT ACTION

It is recommended that the board approve the subcontracting agreement between North Orange CCD and SOCCCD for Saddleback College and IVC to assist in drafting a regional model multimedia curriculum and to enhance the available multimedia training and technical services for the southern region of Orange County wherein the district will be reimbursed for expenses in an amount not to exceed \$30,150.

31. COLLABORATIVE AGREEMENT ACTION

It is recommended that the board approve the collaborative agreement with IVS, Inc., in association with objectives of the Industry Driven Regional Education and Training Collaborative grant project.

32. SADDLEBACK COLLEGE: REGIONAL HEALTH OCCUPATION RESOURCE CENTER CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with the following individuals to assist in meeting the objectives of the RHORC grant project:

a. JULIE AGSAULIO

b. DONNA BECK

c. JOANNE GRAY

- d. ELLIZABETH FREMGEN AND DAVID HUTCHINSON
- e. PEGGY WETSCH
- f. ELAINE VAN DEVENTER

33. SADDLEBACK COLLEGE: RHORC CONSULTANT CONTRACT AMENDMENTS ACTION

It is recommended that the board approve the amended consultant agreements for a total contract amount not to exceed \$35,000 each per year.

34. SADDLEBACK COLLEGE: RHORC CONTRACT SERVICES AGREEMENTS ACTION

It is recommended that the board approve the amended contract services with the following vendors in association with the RHORC grant project:

- a. ASSESSMENT SYSTEMS, INC.
- b. CRITICAL SECONDS
- c. NORTH ORANGE COUNTY ROP AND VICKI WARREN

35. SADDLEBACK COLLEGE: COMPENSATION FOR COMMENCEMENT PRESENTERS ACTION

It is recommended that the board approve compensation for presenters and technicians as indicated for the 1998 Saddleback College Commencement.

36. SADDLEBACK COLLEGE: EARLY START PROGRAM CONSULTANT CONTRACT ACTION

It is recommended that the board approve payment for the National Conference workshop to take place on June 17 and 18 for an amount not to exceed \$1,700.

37. SADDLEBACK COLLEGE: GUEST SPEAKER ACTION

It is recommended that the board approve the request to invite Michael McCarty to discuss African folklore for an honorarium of \$300.

38. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

It is recommended that the board approve granting certificates to the students listed.

### FACILITIES

39. SADDLEBACK COLLEGE: ENGINEERING SERVICES FOR CAMPUSWIDE FIRE ALARM SYSTEM ACTION

It is recommended that the board accept the proposal from Gage-Babcock & Associates to provide engineering services for a cost of \$9,600.

40. SADDLEBACK COLLEGE: ARCHITECTURAL BARRIER REMOVAL PROJECT CHANGE ORDER ACTION

It is recommended that the board approve Change Order 2 increasing the contract by \$3,232.58. with 54 days extension to the project completion date.

41. IRVINE VALLEY COLLEGE: RECARPETING BUILDINGS A-200 AND B-300 PROJECT CHANGE ORDER ACTION

It is recommended that the board approve Change Order 2 increasing the contract by \$357 with 60 days extension to the project completion date.

42. IRVINE VALLEY COLLEGE: NOTICE OF COMPLETION FOR CHILLER REPLACEMENT PROJECT ACTION

It is recommended that the board accept the chiller replacement project in the Student Services Center as complete and authorize filing a Notice of Completion.

BUSINESS/FISCAL

43. CERTIFICATES OF PARTICIPATION USE OF PROCEEDS, ACTION  
SYNTHETIC REFUNDING OF 1989 ISSUE
- It is recommended that one-time funds in the amount of \$145,000 from the Synthetic COPS Refinancing be used to supplement fund required to demolish Building A, provide a telephone switch vault for the lower campus, and to acquire and install portables for the Purchasing Department and the Director of Facilities/Purchasing.
44. MONTHLY FINANCIAL STATUS REPORT INFORMATION
- Monthly financial data with trends and most recent information on the district's financial position is provided for the board's review.
45. FY 1998-99 BUDGET ALLOCATION PROCESS ACTION
- It is recommended that the board approve the proposed mechanism of fiscal resource allocation for FY 1998-99 as indicated.
46. UPDATE OF AUTHORIZED SIGNATURE LIST OF BOARD OF ACTION  
TRUSTEES' DESIGNEES TO APPROVE DOCUMENTS AND  
CONTRACTS
- It is recommended that the board approve Resolution 98-35 authorizing individuals occupying the positions listed to sign documents as indicated.
47. SADDLEBACK COLLEGE: AWARD OF BID FOR RENOVATION OF ACTION  
SOFTBALL FIELD
- It is recommended that the board award Bid 986 to Professional Landscape Co., Inc.
48. IRVINE VALLEY COLLEGE: REJECTION OF BIDS FOR ACTION  
MULTIMEDIA VIDEO SERVERS
- It is recommended that the board reject all bids submitted in relation to Bid 220, Multimedia Video Servers.

49. CCLC ELECTRICITY/NATURAL GAS PURCHASING POOL ACTION

It is recommended that the board approve the district's joining the CCLC consortium and entering into a "Member Power Supply Agreement" with PG&E Energy Services, and authorize the Chancellor to execute the agreement.

50. IRVINE VALLEY COLLEGE: CONTRACT FOR REPLACEMENT OF TELEPHONE EQUIPMENT ACTION

It is recommended that the board ratify the contract with WilTel for the replacement of telephone equipment at IVC.

51. TECHNOLOGY INITIATIVE - ACADEMIC/ADMINISTRATIVE HARDWARE ACTION

It is recommended that the board approve purchase of the database server hardware from VLSystems as specified configuration at a cost not to exceed \$268,511.92 under the terms and conditions of the CMAS contract.

52. CLAIM AGAINST THE DISTRICT: THAIS ASKENASY ACTION

It is recommended that the board reject the claim of Thais Askenasy dated March 11, 1998, and refer it to the district's insurance administrator for processing.

53. TRANSFER OF BUDGET APPROPRIATIONS ACTION

It is recommended that the board approve/ratify transfers of appropriations as detailed.

54. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions to amend the 1997-98 budget:

- a. 98-19, SADDLEBACK COLLEGE, INDUSTRY DRIVEN REGIONAL EDUCATION AND TRAINING COLLABORATIVE

to amend the Restricted General Fund Budget by \$250,000.

- b. 98-20, SADDLEBACK COLLEGE, HEALTH CARE DELIVERY CENTERS  
to amend the Restricted General Fund Budget by \$166,800.
- c. 98-21, CALWORKS  
to amend the Restricted General Fund Budget by \$355,735.
- d. 98-22, TANF (G.A.I.N.) PROGRAM  
to amend the Restricted General Fund Budget by \$87,561.
- e. 98-23, UNRESTRICTED GENERAL FUND  
to amend the Unrestricted General Fund Budget by \$1,627,489.
- f. 98-24, IVC, CACT GRANT  
to amend the Restricted General Fund Budget by \$130,032.
- g. 98-25, CAPITAL OUTLAY BUDGET  
to amend the Capital Outlay Budget by \$91,000.
- h. 98-27, BLOCK GRANT FUNDS  
to amend the Restricted General Fund Budget by \$79,471.
- i. 98-28, INSTRUCTIONAL EQUIPMENT GRANT  
to amend the Restricted General Fund Budget by \$84,507.
- j. 98-29, STAFF DEVELOPMENT  
to amend the Restricted General Fund Budget by \$324.
- k. 98-30, TECHNICAL PREPARATION PROGRAM  
to amend the Restricted General Fund Budget by \$7,000.

- l. 98-31, STAFF DIVERSITY  
to amend the Restricted General Fund Budget by -\$53.
- m. 98-32, SADDLEBACK COLLEGE MATRICULATION  
to amend the Restricted General Fund Budget by \$588.
- n. 98-33, IVC TMAPP GRANT  
to amend the Restricted General Fund Budget by \$249,912.
- o. 98-34, VATEA TITLE IIIC  
to amend the Restricted General Fund Budget by \$20,495.

55. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 75221 through 75870 totaling \$892,955.74.

56. PAYMENT OF BILLS ACTION

It is recommended that the board approve check numbers 89614 through 90554 totaling \$2,472,620.84; credit card purchases totaling \$8,848.90; SC Community Education checks 3659 through 3690 totaling \$115,976.63; and IVC Community Education checks 5039 through 5090 totaling \$38,236.30.

57. AMENDMENT TO CONSULTANT AGREEMENT WITH JACK SCHUMAKER MANAGEMENT CONSULTANTS, INC. ACTION

It is recommended that the board approve the amendment to the consultant agreement with Jack Schumaker Management Consultants, Inc., for services rendered to the district by Everett Brewer to assist with the implementation of the districtwide Emeritus Institute, at a cost not to exceed \$15,000.

58. JOINT STAFF DEVELOPMENT ACTIVITY ACTION

It is recommended that the board approve payment of \$625 to Michael Dolence and Associates to cover the district's portion of the cost of a guest speaker at a luncheon meeting for managers of the four Orange County community college districts.

59. 1998 DISTRICTWIDE CLASSIFIED STAFF DEVELOPMENT DAY ACTION

It is recommended that the board approve the 1998 Districtwide Classified Staff Development Day on April 8 with expenses not to exceed \$6,000.

60. APPROVAL OF TRUSTEE'S REQUESTS TO ATTEND CONFERENCES/MEETINGS AND/OR LOCAL MILEAGE REIMBURSEMENT ACTION

It is recommended that the board approve the trustees' requests for travel and/or local mileage reimbursement as indicated.

61. AUTHORIZATION OF PAYMENT TO TRUSTEE ABSENT FROM BOARD MEETING ACTION

It is recommended that the board adopt Resolution 98-26 authorizing payment to Trustee Fortune who was absent from the February 11, 1998, special board meeting.

#### CONSULTATION ON STATEWIDE ISSUES

#### PUBLIC COMMENTS

Members of the public may address the board on any **item not on the agenda** that is within the subject matter jurisdiction of the board. **Speakers are limited to three minutes each.**

#### SPECIAL REPORTS

62. REPORTS INFORMATION

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 five minutes each.**

1. Board Members' Reports
2. Student Government Reports
  - Associated Student Government of Saddleback College
  - Associated Students of Irvine Valley College
3. Academic Senates' Reports
  - Saddleback College Academic Senate
  - Irvine Valley College Academic Senate
4. Faculty Association Report
5. California School Employees Association Report
6. Classified Senates'/Council's Reports
  - Saddleback College Classified Senate
  - Irvine Valley College Classified Senate
  - District Classified Council
7. Presidents' Reports
  - Saddleback College President
  - Irvine Valley College President
8. Chancellor's Report

#### PERSONNEL

#### 63. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

It is recommended that the board approve the submitted academic personnel actions.

64. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

It is recommended that the board approve the submitted classified personnel actions.

65. EMERGENCY HIRE AND CONSULTANT CONTRACT FOR VICE CHANCELLOR, FISCAL SERVICES ACTION

It is recommended that the board declare an emergency to fill the Vice Chancellor, Fiscal Services, position on an interim basis and appoint Joseph Newmyer, Consultant, to this interim position. It is also recommended that the contract in the exhibit be used for an agreement between Mr. Newmyer and SOCCCD, and that the Exemption Certification be submitted to STRS.

#### GIFTS TO THE DISTRICT

66. GIFTS ACTION

It is recommended that the board accept the following gifts: a Musette spinet piano for classroom use, dance accompaniment, and performances, donated to IVC by Kathryn Milostan-Egus; two Electrovoice studio monitors to be used in the television production studio, donated by Mark Kruhmin to Saddleback College; various books, periodicals, and records as listed in Attachment 1 to be added to the Library collection, donated by those listed in Attachment 1 to Saddleback College; various sample fabrics to be used for textile swatches and additional student projects, donated by David Rickey & Co. to Saddleback College; 14 copper etching plates and associated materials to be used by students in the Art 60 Intaglio and Relief Printmaking class, donated by Clark Hanline to Saddleback College; a weight machine for rehab and strengthening of student athletes in training, donated by Rick Segelson to Saddleback College; drapery material, clothing, and furniture to be used by the Performing Arts Department and Theatre Arts Department, donated by Chuck Norrell to Saddleback College; various clothing, accessories, and 4 easels to be used by Theatre Arts and in acting and costume design classes, donated by Vonna McCloskey to Saddleback College;

CORRESPONDENCE

67. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm