

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

MEETING OF THE BOARD OF TRUSTEES

APRIL 20, 1998

LIBRARY BUILDING, SADDLEBACK 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, Employment, Evaluation
of Performance, Discipline, Dismissal,
Release (GC 54957)
Real Property Negotiations (54956.8):
City of Mission Viejo/Baseball
City of Mission Viejo/Casitas Site
Anticipated Litigation - One Potential Case (GC54956.9.[b])

RECONVENE OPEN SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Lang

INVOCATION

Led by Trustee Williams

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of March 23, 1998

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Outstanding Service Awards/Resolutions:

Sandi Yunt, Irvine Valley College

Anthony De Leva, Saddleback College

Maggie Cheng, District Services

Resolution: Classified School Employees Week, May 17-23, 1998

Resolution: SOCCCD Forensics Team

Resolution: Rick Travis

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 APPLICATIONS

ACTION

It is recommended that the board approve applications for funding from the State Chancellor's Office for the project titled "Center for Applied Competitive Technologies (CACT)"; from the Orange County Department of Social Services for the project titled "Child Care Capacity Building - Cost Reimbursement Agreement"; and from the State Chancellor's Office, Vocational Education, for the projects entitled "Curriculum and/or Professional Development in Business Education (Curriculum Development)"; "Curriculum and/or Professional Development in Business Education (Professional Development)"; and "Tech Prep Local Consortia."

3. SADDLEBACK COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve applications for funding from the Orange County Department of Social Services for the project titled "Child Care Capacity Building - Cost Reimbursement Agreement"; from the State Chancellor's Office for the project titled "Health Care Delivery Centers (RHORC)"; and from the State of California/Vocational Education Title II-B for the project titled "New Horizons."
4. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCE ACTION

It is recommended that the board approve acceptance of the New Horizon Grant award of \$60,000.
5. BOARD POLICY REVISIONS: BP 4000.5 AND BP 4000.6 REVIEW/STUDY

It is recommended that the board accept for review and study the revisions to BP 4000.5, Policy Prohibiting Discrimination and Harassment, ad BP 4000.6, Complaint Policy, as indicated.
6. EMERITUS INSTITUTE GUEST LECTURES, SPRING 1998 ACTION

It is recommended that the board approve the Emeritus Institute guest speakers and honoraria as indicated.
7. MCAS TUSTIN "LEARNING VILLAGE" FACILITIES ACTION

It is recommended that the board approve the district's executing a "Request for Proposals" process, and choose a consultant or combination of consultants.
8. CCCT BOARD OF DIRECTORS ELECTION -1998 ACTION

It is recommended that the board approve the list of nominees for the eleven vacancies on the CCCT Board of Directors for transmittal to the League office by April 25, 1998.

INSTRUCTION AND STUDENT SERVICES

9. ACCREDITATION SELF-STUDY REPORTS REVIEW/STUDY

It is recommended that the board review the draft accreditation self-study reports for:

- a. IRVINE VALLEY COLLEGE
- b. SADDLEBACK COLLEGE

10. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION, ACTION
SUMMER 1998

It is recommended that the board approve the IVC Community Education programs and presenters for the 1998 summer session.

11. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTORS ACTION

It is recommended that the board authorize the Chancellor to approve hiring consultants to fill the needs of the Center for Applied Competitive Technology grant when necessary between board meetings.

12. IRVINE VALLEY COLLEGE: PHI THETA KAPPA NEVADA/ ACTION
CALIFORNIA REGIONAL CONVENTION

It is recommended that the board approve participation of up to nine members and one advisor of the IVC Honor Society at the Phi Theta Kappa NV/CA Regional Convention May 1-3 at a total cost not to exceed \$1,340.

13. IRVINE VALLEY COLLEGE: PARTNERSHIP AGREEMENT ACTION

It is recommended that the board approve a CISCO Systems Partnership Agreement and Acting Vice Chancellor Newmyer be authorized to sign the agreement.

14. IRVINE VALLEY COLLEGE: CURRICULUM AND PROFESSIONAL DEVELOPMENT IN BUSINESS EDUCATION PROGRAM ACTIVITIES/AGREEMENT ACTION

It is recommended that the board approve the following:

a. WORKSHOPS/CONFERENCE

on the dates indicated with the presenters indicated for a total not to exceed \$8,000.

b. SERVICE AGREEMENT

with Joblink for their services in providing Distance Learning Training for a fee not to exceed \$1,750.

15. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with:

a. TOM HERSH

to assist in coordinating the activities of the Building a Center of Educational Excellence for the Semiconductor Industry grant project for a fee of \$50 per hour up to \$10,000.

b. BARBARA STOCKLER

to assist in meeting the obligations of the Tech Prep Local Consortia Project, Phase VI, in an amount up to \$1,500.

c. DAN SHELL

to assist in meeting obligation of the Tech Prep Local Consortia Project, Phase VI, in an amount up to \$1,500.

16. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION
- It is recommended that the board approve the ESA with AVCO Financial Services and the associated Independent Contractor's Agreement.
17. IRVINE VALLEY COLLEGE: DEANS' TEA ACTION
- It is recommended that the board approve the Deans' Tea for 1998 for a cost not to exceed \$4,500.
18. IRVINE VALLEY COLLEGE: CURRICULUM REVISIONS FOR 1998-99 ACADEMIC YEAR ACTION
- It is recommended that the board approve the proposed changes in curriculum implementation as indicated.
19. SADDLEBACK COLLEGE: STAFF DEVELOPMENT RETREAT ACTION
- It is recommended that the board approve the staff development retreat on August 11, 1998, at a cost of \$3,000.
20. SADDLEBACK COLLEGE: 1998-99 LABORATORY FEES ACTION
- It is recommended that the board approve instructional lab fees for 1998-99 as indicated.
21. SADDLEBACK COLLEGE: SUBCONTRACTOR AGREEMENT ACTION
- It is recommended that the board approve the subcontractor agreement with Orange County Business Council for an amount not to exceed \$20,000 as indicated.
22. SADDLEBACK COLLEGE: 1999 TEACHER OF THE YEAR INFORMATION
- Information on the selection of Professor William E. Holston as the Saddleback College Teacher of the Year nominee is included for the board's review.

23. SADDLEBACK COLLEGE: SCLO EXPENDITURES/AGREEMENT ACTION

It is recommended that the board approve the following:

a. 1998 PRODUCTION EXPENDITURES

for the 1998 summer season production calendar.

b. SET RENTAL AGREEMENT

with The Set Company to rent a set for the SCLO musical "*Hello, Dolly!*" for a cost not to exceed \$18,000.

24. SADDLEBACK COLLEGE: HONORARIA ACTION

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

a. MUSICIANS LISTED

in the amounts listed for their services to produce the Spring musical *Big River*.

b. JOHN FASSBINDER

in the amount of \$250 to present a lecture and demonstration to the ceramic students on April 27.

c. ROBERT MANUEL

in the amount of \$200 for his discussion of African Folklore on April 28.

d. ERIC ANDERSON

in the amount of \$300 for conducting a cheerleading stunt workshop on May 24.

e. TAB LIVINGSTON

in the amount of \$100 for conducting a workshop on May 4.

25. SADDLEBACK COLLEGE: ASSIGNMENT OF SODEXHO SERVICES FOOD SERVICES CONTRACT ACTION

It is recommended that the board approve the request for assignment of the Sodexho contract to Sodexho Marriott Services.

26. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

27. SOCCCD: EXTENSION OF FACILITIES LEASE FOR PURCHASING DEPARTMENT ACTION

It is recommended that the board approve the lease extension for the facilities at Avery Plaza through September 30, 1998.

28. IRVINE VALLEY COLLEGE: ARCHITECTURAL SERVICES FOR PARKING LOT 7 ACTION

It is recommended that the board approve a contract with Ralph Allen & Partners to provide architectural services for an estimated cost of \$150,000.

29. IRVINE VALLEY COLLEGE: NOTICE OF COMPLETION FOR RECARPETING PROJECT ACTION

It is recommended that the board accept the replacement of carpeting in Building A-200 and B-300 project as complete and authorize filing a Notice of Completion.

BUSINESS/FISCAL

30. MONTHLY FINANCIAL STATUS REPORT INFORMATION

Monthly financial data on trends and most recent information on the district's financial position is provided for the board's review.

31. QUARTERLY FINANCIAL STATUS REPORT INFORMATION

The California Community Colleges Quarterly Financial Status Report as of March 31, 1998, for the 1997-98 fiscal year is provided for the board's review.

32. FY 1998-99 BUDGET ALLOCATIONS ACTION

It is recommended that the board approve the allocations as indicated for 1998-99.

33. INVESTMENT POLICY INFORMATION

Board Policy 3102 is being submitted to the board for consideration as required by GC Section 53646. No changes are recommended at this time.

34. SADDLEBACK COLLEGE: REJECTION OF BIDS FOR SWIMMING POOL DECK REFURBISHING AND REPLASTERING ACTION

It is recommended that the board reject all bids submitted in relation to Bid 987.

35. SADDLEBACK COLLEGE: AWARD OF BID FOR SWIMMING POOL PLASTERING AND DECK REPAIR ACTION

It is recommended that the board authorize award of Bid 988 for Swimming Pool Plastering and Deck Repair to the lowest bidder meeting all specifications within the approved budget and further authorize the Vice Chancellor of Fiscal Services to award and execute the contract after it is ratified by the board at the May 18 board meeting.

36. CCLC ELECTRICITY PURCHASING POOL ACTION

It is recommended that the board approve the district joining the CCLC consortium and entering into a "Member Power Supply Agreement" with PG&E Energy Services as indicated and that the Chancellor be authorized to execute the agreement.

37. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

38. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions:

a. 98-36, IVC ASILOMAR AND IVC PROFESSIONAL DEVELOPMENT FUNDS

to amend the 1997-98 Restricted General Fund Budget by \$14,325.

b. 98-37, SADDLEBACK COLLEGE MEDIA/MULTI-MEDIA/ENTERTAINMENT CENTERS

to amend the 1997-98 Restricted General Fund Budget by \$30,150.

c. 98-38, CHILD DEVELOPMENT TRAINING CONSORTIUM INSTRUCTIONAL AGREEMENT

to amend the 1997-98 Child Development Fund Budget by \$5,000.

39. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 75879 through 76482.

40. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 90555 through 91458 totaling \$1,269,309.70; credit card purchases totaling \$4,805.66; SC Community Education checks 3694 through 3752 totaling \$34,596.29; and IVC Community Education checks 5094 through 5143 totaling \$130,035.03.

41. 1998 ANNUAL RETREAT - DISTRICT SERVICES STAFF DEVELOPMENT COMMITTEE ACTION

It is recommended that the board approve the District Services Staff Development Advisor Committee's 1998 Annual Retreat on Wednesday, August 12, 1998, with expenses not to exceed \$1,000.

42. CONSULTANT CONTRACT - PUBLIC AFFAIRS, MEDIA, MARKETING ACTION

It is recommended that the board approve the consultant, Pamela Zanelli, dba Pamela Zanelli Consultant, for an amount of \$5,000 per month, for a period not to exceed an additional three months.

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

43. 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

44. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

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

45. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

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

GIFTS TO THE DISTRICT

46. GIFTS ACTION

It is recommended that the board accept the gifts as indicated.

CORRESPONDENCE

47. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm

ADDITIONAL ITEM

48. CONSULTANT AGREEMENT: JAY C. NEITZKE

APPROVAL

It is recommended that the board approve a consultant agreement with Jay C. Neitzke, Principal, JCN Consulting, to develop a basic performance work plan for district administrators for an amount not to exceed \$1,800.