

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

MEETING OF THE BOARD OF TRUSTEES
MAY 18, 1998
ROOM 105, 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

RECONVENE OPEN SESSION: 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Lorch

INVOCATION

Led by Trustee Fortune

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of April 20, 1998

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Swearing in of Student Trustee Marie A. Hill
IVC Institutional Planning Process for 1998-99
MCAS Tustin "Learning Village" Facilities

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. SADDLEBACK COLLEGE: GRANT APPLICATION

ACTION

It is recommended that the board approve the application for funding from the State Chancellor's Office for the grant project titled "Faculty and Nursing Student Community Health Internships."

3. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCE

ACTION

It is recommended that the board accept the grant award of \$55,800 from the Orange County Social Services Agency for the Child Care Capacity Building project.

4. SADDLEBACK COLLEGE: TITLE III/ACTIVITY I

INFORMATION

A review of Year One work of Activity 1 will be presented for the board's information.

5/18/98

Page 2

5. NEW AND REVISED BOARD POLICIES: BP 4000.5, 4000.6, 5403, AND 5405 REVIEW/STUDY

It is recommended that the board accept for review and study the new and revised language to BP-4000.5, Policy Prohibiting Discrimination and Harassment; BP-4000.6, Complaint Policy; BP-5403, Student Policy Prohibiting Discrimination and Harassment, and BP-5405, Student Complaint Policy.

6. CONSOLIDATED ELECTIONS FOR MEMBERS OF GOVERNING BOARDS ACTION

It is recommended that the board approve Resolution 98-46 to notify the Orange County Department of Education of the consolidated election specifications as outlined.

7. NON-INSTRUCTIONAL FACULTY ASSIGNMENTS, FALL 1998 REVIEW/STUDY

It is recommended that the board accept for review and study the non-instructional faculty assignments indicated by Irvine Valley College/Saddleback College administrators.

8. SADDLEBACK COLLEGE: ACADEMIC SENATE PRESENTATION ACTION

The Academic Senate will present a report to include local and state accomplishments and concerns.

INSTRUCTION AND STUDENT SERVICES

9. IRVINE VALLEY COLLEGE/SADDLEBACK COLLEGE: ACCREDITATION SELF-STUDY REPORTS ACTION

It is recommended that the board approve the Accreditation Self-Study Reports for:

- a. IRVINE VALLEY COLLEGE
- b. SADDLEBACK COLLEGE

10. IRVINE VALLEY COLLEGE: ANNUAL ACCREDITATION INFORMATION
REPORT

The annual report submitted to the Eastern Association of Schools and Colleges Accreditation Commission is provided for the board's information.

11. IRVINE VALLEY COLLEGE: BUILDING A CENTER OF ACTION
EXCELLENCE FOR THE SEMICONDUCTOR INDUSTRY
GRANT PROJECT

It is recommended that the board approve the following agreements in order to successfully complete the objectives of the grant project:

a. INDEPENDENT CONTRACT AGREEMENT

with Orange Coast College in an amount up to \$3,000 to offer an on-line class.

b. CONSULTANT AGREEMENT

with John Hanna in the amount of \$400 to provide set-up and technical support for the server needed at Orange Coast College for the on-line class.

12. IRVINE VALLEY COLLEGE: CURRICULUM AND PROFES- ACTION
SIONAL DEVELOPMENT IN BUSINESS EDUCATION
PROGRAM

It is recommended that the board approve the following agreements/events/presenters associated with the grant project:

a. CBT SYSTEMS AGREEMENT

to permit use and distribution of computer-based training at a cost of \$6,100.

b. ANNUAL ASILOMAR BUSINESS EDUCATORS
SHARING CONFERENCE/PRESENTERS

on June 1-3, 1998, with payment to presenters in the amount of \$2,000.

c. CONSULTANT AGREEMENT WITH DR. PATRICIA
WHITMAN

for facilitation of the Focus Group Meetings in the amount of \$600.

d. FOCUS GROUP MEETINGS/PARTICIPANTS

for a total of \$1,800, plus travel expenses, and \$500 for presenter.

13. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve hiring Mary Auvil for her services in preparing the first year report of the Statewide Delivery of Distance Education Project for a fee of \$1,000.

14. IRVINE VALLEY COLLEGE: MINI GRANT OPPORTUNITIES ACTION

It is recommended that the board approve full expenditures for the mini-grants that have been developed to award to 10 teachers to develop work-based learning opportunities as part of the Tech Prep Local Consortia Project, Phase VI grant.

15. IRVINE VALLEY COLLEGE: SERVICES ACTION

It is recommended that the board approve the payment of \$1,080 to CAVIX, Inc., for online services to support the Statewide Business Education Advisory Committee project.

16. IRVINE VALLEY COLLEGE: SUMMER POPS 1998 ACTION

It is recommended that the board approve the IVC Summer Pops 1998 performance on July 12 at a cost not to exceed \$2,500.

17. IRVINE VALLEY COLLEGE: NEW AND REVISED FEES FOR SUMMER AND FALL 1998 ACTION
- It is recommended that the board approve the individual course fees as itemized.
18. IRVINE VALLEY COLLEGE: ADMINISTRATORS' RETREAT ACTION
- It is recommended that the board approve the June 9 and 10, 1998, IVC Administrators' Retreat at a cost not to exceed \$2,500.
19. IRVINE VALLEY COLLEGE: TEACHERS OF THE YEAR INFORMATION
- Information on the selection of Lewis Long as the IVC Teacher of the Year nominee, and Marie Connors as the IVC Part-Time Teacher of the Year is provided for the board's review.
20. SOCCCD FORENSICS TEAM ACTIVITIES 1998-99 ACTION
- It is recommended that the board approve the participation of the District Forensics Team and their coaches in the speech tournament schedule at a total estimated cost of \$75,400.
21. SADDLEBACK COLLEGE: 1998 ASSOCIATE FACULTY TEACHER OF THE YEAR INFORMATION
- Information on the selection of Francie Lo Russo as Associate Faculty Teacher of the Year is provided for the board's review.
22. SADDLEBACK COLLEGE: FLEX/IN-SERVICE HONORARIA ACTION
- It is recommended that the board ratify the expenditures indicated in amounts not to exceed \$450 for the 1997-98 activities.

23. SADDLEBACK COLLEGE: CALWORKS PROGRAM ACTION

It is recommended that the board approve the following:

a. CONSULTANT AGREEMENT

with Fred Ward and Associates to design a tracking database of CalWORKS recipients for an amount not to exceed \$3,000.

b. CURRICULUM CHANGES

as indicated.

24. SADDLEBACK COLLEGE: GUEST SPEAKER ACTION

It is recommended that the board ratify an honorarium in the amount of \$100 for Craig Fleming to adjudicate the High School Theatre Festival on May 14, 1998.

25. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

It is recommended that the board authorize guest artist contracts with:

a. GARY LINDSEY ARTIST SERVICES

for a single performance by Ballet Folclorico do Brasil on October 24 for a fee not to exceed \$8,000.

b. SRO ARTISTS

for a single performance by the Shangri-La Chinese Acrobats on November 7 for a fee not to exceed \$8,000.

26. SADDLEBACK COLLEGE: SECURITY DEPOSIT FOR SCLO SET RENTAL ACTION

It is recommended that the board authorize a refundable security deposit of \$5,000 for rental of scenery for the SCLO production of *"Hello Dolly!"*

27. SADDLEBACK COLLEGE: SCLO SET RENTAL AGREEMENT ACTION

It is recommended that the board authorize an agreement with Starlight Musical Theatre in San Diego to rent a set for the SCLO 1998 musical "*Once Upon A Mattress.*"

28. SADDLEBACK COLLEGE: CONTRACT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with the individuals listed for the amounts listed for their services as guest speakers and instructors at the RHORC workshops.

29. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

BUSINESS/FISCAL

30. MONTHLY FINANCIAL STATUS REPORT INFORMATION

An assessment of the district's current financial situation and trend analysis is provided for the board's review.

31. QUARTERLY INVESTMENT FINANCIAL REPORT INFORMATION

The quarterly report on the district's investments is provided for the board's review.

32. FY 1998-99 BUDGET ALLOCATION PROCESS INFORMATION

The District Resource Allocation Council will meet on May 8 to consider recommendations involving the 1998-99 budget and the results of that meetings will be provided for the board's review.

33. APPROVAL OF CONTRACT: STATE MANDATED COST PREPARATION ACTION

It is recommended that the board approve a contract with David M. Griffith & Associates to provide Mandated Cost Claiming Services as indicated.

34. EXTENSION OF CONTRACT: WORKERS' COMPENSATION ADMINISTRATION ACTION

It is recommended that the board extend the contract with Keenan and Associates dated June 6, 1994, for the period July 1, 1998, through June 30, 1999, to provide claims administration for the self-insured workers' compensation claims.

35. SOCCD: AWARD OF PRINTING AND MAILING OF SC/IVC CLASS SCHEDULE AND PRINTING SC STUDENT HANDBOOK ACTION

It is recommended that the board award Bid 221D for the 1998-99 academic year to Westminster Press and Southwest Offset Printing for the Printing of the Class Schedules and Student Handbook.

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

It is recommended that the board ratify award of Bid 988 to South Coast Pool Plastering for \$257,000 and also include in the contract Alternate 4 and 1,700 square feet of deck replacement for \$36,000 making the total award equal to \$293,000.

37. CLAIM AGAINST THE DISTRICT: ELLEN MARKHAM ACTION

It is recommended that the board reject the claim of Ellen Markham dated April 30, 1998, and refer it to the district's insurance administrator for processing.

38. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

39. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 76483 through 77039 totaling \$795,829.30.

40. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 91502 through 92306 totaling \$1,635,516.57; credit card purchases totaling \$7,165.99; SC Community Education checks 3755 through 3796 totaling \$81,667.89; and IVC Community Education checks 5147 through 5181 totaling \$76,915.14.

41. TRUSTEES' REQUESTS TO ATTEND CONFERENCES/
MEETINGS ACTION

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

42. QUARTERLY REIMBURSEMENT TO TRUSTEES FOR
MILEAGE TO AND FROM REQUIRED BOARD MEETINGS ACTION

It is recommended that the board approve the trustees' claims for reimbursement for mileage to and from board meetings as indicated.

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