

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

MEETING OF THE BOARD OF TRUSTEES
DECEMBER 7, 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, Discipline, Dismissal, Release (GC 54957):
Evaluation of Performance: Chancellor
Pending Litigation (GC 54956.9):
City of Mission Viejo v. SOCCCD
SOCCCD v. City of Mission Viejo

RECONVENE OPEN SESSION: 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Lang

INVOCATION

Led by Trustee Williams

ADMINISTRATION OF OATH OF OFFICE TO
NEWLY ELECTED/APPOINTED TRUSTEES

ADJOURNMENT TO ANNUAL ORGANIZATIONAL MEETING
AND FACILITIES CORPORATION MEETING

APPROVAL OF REGULAR MEETING AGENDA ACTION

MINUTES OF PREVIOUS MEETINGS ACTION

Special Meeting of November 2, 1998
Special Meeting of November 10, 1998
~~Regular Meeting of November 16, 1998~~
Special Meeting of November 23, 1998

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: Elected Governing Boards

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: ASIVC 1998-99 BUDGET ACTION

It is recommended that the board ratify the 1998-99 budget of the Associated Students of Irvine Valley College.

3. IVC/SC FOUNDATIONS: 1997-98 ANNUAL REPORTS AND 1998-99 ACTIVITIES INFORMATION

Information on the IVC/SC Foundations' Annual Reports and planning documents is attached for the board's review.

4. SOCCCD: GRANT ACCEPTANCE ACTION

It is recommended that the board approve the acceptance of the Telecommunications and Technology Infrastructure Program (TTIP) funds and authorize expenditures of the allocated funds in accordance with the requirements of the 1998-99 Budget Act as stipulated in the grant.

5. REVISED BOARD POLICY: BP-5406, DISSEMINATION OF MATERIALS, ASSEMBLIES, AND DEMONSTRATIONS ACTION

It is recommended that the board approve the revised language changes to BP-5406, Dissemination of Materials, Assemblies, and Demonstrations.

6. 1999-2000 SOCCCD ACADEMIC CALENDAR ACTION

It is recommended that the board approve the proposed 1999-2000 SOCCCD Academic Calendar.

7. SOCCCD ADMINISTRATIVE REORGANIZATION ACTION

It is recommended that the board approve the SOCCCD administrative organizational recommendations.

8. SOCCCD FACULTY HIRING FOR 1999-2000 ACTION

It is recommended that the board approve the 1999-2000 Position Request Lists for IVC and Saddleback College.

INSTRUCTION AND STUDENT SERVICES

9. SADDLEBACK COLLEGE: PURCHASE OF COPIER-PRINTER MACHINES ACTION

It is recommended that the board approve the purchase of two copier-printers from Danka Office Imaging Company and authorize entering into a one-year maintenance agreement for the equipment.

10. SADDLEBACK COLLEGE: STAFF DEVELOPMENT RETREAT ACTION

It is recommended that the board approve the Classified Leadership/Administration Staff Development Retreat on December 16 for an estimated cost of \$1,000.

11. SADDLEBACK COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

It is recommended that the board approve the educational services agreements with the U.S. Department of Justice, Immigration and Naturalization Service for the college to provide business English instruction to INS employees for an amount not to exceed \$3,000 each.

12. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board authorize a guest artist contract with Periwinkle Productions for a single performance of *An Evening of Comedy and Magic* on March 27 for a fee not to exceed \$5,000.

13. SADDLEBACK COLLEGE: GUEST ARTIST/SPEAKER HONORARIA ACTION

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

a. INDIVIDUALS LISTED

in the total amount of \$600 for their lectures and demonstrations during November to Physical Education and Athletics students.

b. ANN MUDGE

in the amount of \$250 for her lecture and artwork exhibit on November 30 and December 1 to Fine Arts students.

c. INDIVIDUALS LISTED

in the total amount of \$3,200 for their services as professional accompanists for the Musical Theatre Touring Ensemble during fall 1998 and spring 1999 semesters.

d. MANON ROBERTSHAW

in the amount of \$150 for his cello performance on December 11.

e. ELDIN QUICK

in the amount of \$500 for his presentation during the January 20 Humanities Hour.

f. INDIVIDUALS LISTED

in the total amount of \$1,300 for lectures and workshops on various types of music to Fine Arts students during spring 1999 semester.

14. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

It is recommended that the board grant certificates to the students listed.

15. SADDLEBACK COLLEGE: NONCREDIT OUTREACH AND ORIENTATION WEB PAGE ACTION

It is recommended that the board approve the consultant agreement with Tony Mwendu Kinkela for an amount not to exceed \$750 to develop a web page for noncredit students.

16. IRVINE VALLEY COLLEGE: ATHLETIC EVENT ACTION

It is recommended that the board approve the IVC Men's Soccer Team's travel to Bermuda to compete in an international tournament April 1-11.

17. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAM, WINTER 1999 ACTION

It is recommended that the board approve the IVC Community Education programs and presenters' compensation.

18. IRVINE VALLEY COLLEGE: MEMORANDUM OF UNDER- ACTION
STANDING

It is recommended that the board approve the MOU between the Center of Applied Competitive Technologies and the California Manufacturing Technology Center in order to combine the existing efforts of both parties to promote the growth of small and medium-sized manufacturers.

19. IRVINE VALLEY COLLEGE: COSTA RICA STUDY ABROAD ACTION
PROGRAM

It is recommended that the board approve the four-week Spanish Study Abroad Program in San Jose, Costa Rica, from June 26 to July 25, 1999.

20. IRVINE VALLEY COLLEGE: CLASSIFIED STAFF DEVELOP- ACTION
MENT ACTIVITY

It is recommended that the board approve the December 10 Classified Staff Development Holiday Celebration/Recognition Luncheon on December 10 for an amount not to exceed \$800.

21. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with the following individuals/entity to provide services required to meet the obligations of grant projects:

- a. RICHARD GROSS, TONY SALAS, AND FRED LENNY

for \$1,000, \$5,000, and \$3,000, respectively, in association with the Curriculum and Professional Development in Business Education Program.

- b. INDIVIDUALS INDICATED

for a total amount of \$7,000 in association with the TechPrep Local Consortia Project, Phase V, grant.

- c. BARBARA STOCKLER

for a total amount of \$3,000 in association with the Statewide Delivery of Distance Education grant.

- d. MICHAEL LEVICK

for a total amount of \$800 in association with the Statewide Delivery of Distance Education grant.

- e. WEST VALLEY COLLEGE

for a total amount of \$14,800 in association with the Statewide Delivery of Distance Education grant.

- 22. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the expenditure of \$4,000 for the workshops listed in association with the Curriculum and Professional Development in Business Education Program.

- 23. IRVINE VALLEY COLLEGE: AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIP 1998-99 ACTION

It is recommended that the board approve IVC's membership in the following organizations:

- a. RECORDING FOR THE BLIND AND DYSLEXIC

and the expenditure of \$425 from DSP&S categorical funds for the remaining portion of the 1998-99 academic year.

- b. CALIFORNIA CAMPUS COMPACT

and the expenditure of \$1,675 of AmeriCorps categorical funds for the remaining portion of the 1998-99 academic year.

FACILITIES

- 24. SOCCCD: ORDER OF PRIORITY AND SCHEDULE OF FUNDS: 2000-2004 FIVE YEAR CONSTRUCTION PLAN REVIEW / STUDY

It is recommended that the board accept for review and study the proposed District Order of Priority and Schedule of Funds for the 2000-2004 Five-Year Construction Plan.

BUSINESS/FISCAL

25. BUDGET DEVELOPMENT GUIDELINES

It is recommended that the board approve the Budget Development Guidelines.

26. IRVINE VALLEY COLLEGE: AMENDMENT TO FOOD SERVICES AND COIN VENDING MACHINES AGREEMENT ACTION

It is recommended that the board approve the Amendment to the Food Services and Coin Vending Machines Agreement for IVC.

27. IRVINE VALLEY COLLEGE: REJECTION OF BIDS FOR PARKING LOT 3 ACTION

It is recommended that the board reject all bids submitted in relation to Bid 227 for Construction of Parking Lot 3 at IVC.

28. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

29. BUDGET AMENDMENT: DISTRICTWIDE GENERAL FUND - RESTRICTED PROGRAMS ACTION

It is recommended that the board adopt Resolution 98-62 to amend the 1998-99 General Fund Restricted Budget.

30. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 81466 through 81867 totaling \$820,084.34.

31. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 98499 through 99210 totaling \$1,564,208.02; credit card purchases totaling \$7,418.55; SC Community Education checks 4042 through 4092 totaling \$34,092.37; and IVC Community Education checks 5472 through 5521 totaling \$43,607.16.

32. TRUSTEES' REQUESTS TO ATTEND CONFERENCES AND MEETINGS ACTION

It is recommended that the board approve/ratify the trustees' requests for travel.

33. AUTHORIZATION OF PAYMENT TO TRUSTEE ABSENT FROM SPECIAL BOARD MEETING ACTION

It is recommended that the board adopt Resolution 98-63 authorizing payment to Trustee Lang who was absent from the November 10, 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

34. 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

35. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

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

36. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

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

GIFTS TO THE DISTRICT

37. GIFTS ACTION

It is recommended that the board accept the gifts listed.

CORRESPONDENCE

38. CORRESPONDENCE INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

ADDITIONAL ITEM TO THE 12/7/98 REGULAR BOARD MEETING
AGENDA

39. 1998-99 GOALS AND OBJECTIVES

APPROVAL

It is recommended that the board adopt district goals for 1999-2000.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 MARGUERITE PARKWAY
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**ANNUAL ORGANIZATIONAL MEETING OF THE
BOARD OF TRUSTEES**

7:00 P.M., DECEMBER 7, 1998
LIBRARY 105, SADDLEBACK COLLEGE

AGENDA

CALL TO ORDER OF ANNUAL ORGANIZATIONAL MEETING

APPROVAL OF AGENDA

ACTION

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

ACTION

EXHIBIT B. Appointment of Secretary and
Assistant Secretary

ACTION

EXHIBIT C. Establishment of Regular Meeting
Dates and Times

ACTION

EXHIBIT D. Establishment of Agenda Planning
Calendar

ACTION

EXHIBIT E. Approval of Agenda Format

ACTION

EXHIBIT F. Appointment of Trustee Representatives

ACTION

ADJOURNMENT TO SADDLEBACK COMMUNITY COLLEGE
DISTRICT FACILITIES CORPORATION MEETING