

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
28000 MARGUERITE PARKWAY  
MISSION VIEJO, CALIFORNIA 92692

MEETING OF THE BOARD OF TRUSTEES  
7:30 P.M. JANUARY 22, 1990  
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Moore

INVOCATION

Led by Trustee Swanson

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of December 4, 1989  
Organizational Meeting of December 4, 1989

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

PRIORITIES

1. RESOLUTION

ACTION

Commendation of Irvine Valley College  
Presidential Search Committee

2. SADDLEBACK COLLEGE: OVERVIEW OF ATHLETIC  
PROGRAMS

INFORMATION

The overview of the athletic programs presents a description of the program with analytical commentary, provides budget history, current budgets and related expenditures, and presents a record of Associated Student Government contributions to the program.

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3. PROJECT PLANNING GUIDES:

ACTION

a. REDESIGN P.E. FACILITIES, PHASE II (GYM):  
IRVINE VALLEY COLLEGE

It is recommended that the board approve the redesign of the P.E. Gym at Irvine Valley College, and authorize submittal of the revised design to the state for approval,

b. PRELIMINARY DESIGN, P.E. SWIM TRAINING  
FACILITY: IRVINE VALLEY COLLEGE

It is recommended that the board approve the preliminary design submitted by Parkin Architects for the P.E. Swim Training Facility at Irvine Valley College,

c. PRELIMINARY DESIGN, CORPORATE YARD, PHASE I:  
IRVINE VALLEY COLLEGE

It is recommended that the board approve the preliminary design submitted by Parkin Architects for the Corporate Yard, Phase I at Irvine Valley College,

d. FEASIBILITY STUDY AND PRELIMINARY PLAN,  
RECLAIMED WATER IRRIGATION SYSTEM:  
SADDLEBACK COLLEGE

It is recommended that the board approve the preliminary engineering study submitted by Nolte and Associates for the Reclaimed Water Irrigation System at Saddleback College.

CONSENT CALENDAR

4. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

5. IRVINE VALLEY COLLEGE: GRANT APPROVAL/GENDER EQUITY NEEDS ASSESSMENT AND DISSEMINATION OF INFORMATION ACTION

It is recommended that the board approve the grant application for the Gender Equity Needs Assessment and Dissemination of Information project.

6. BOARD POLICY REVISION: INTRODUCTION ACCEPTANCE FOR REVIEW AND STUDY
- It is recommended that the board accept for review and study revised Board Policy 12.

INSTRUCTION AND STUDENT SERVICES

7. SADDLEBACK COLLEGE: AGREEMENT - REGIONAL HUMANITIES CENTER ACTION

It is recommended that the board execute the agreement on behalf of Saddleback College, who will act as Regional Humanities Center under the terms and specifications described in the agreement.

8. SADDLEBACK COLLEGE: DAMKE AND KNUBEL EXHIBIT IN THE ART GALLERY ACTION

It is recommended that the board approve Saddleback College's participation in the art exhibit sponsored by the Institut fur Auslandsbeziehungen and the Goethe Institut.

9. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

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

- a. TRADITIONAL ARTS SERVICES

for a single performance at a cost not to exceed \$8,000,

- b. SRO ARTISTS, INC.

for a single performance at a cost not to exceed \$5,000.

10. GUEST SPEAKER CONTRACTS:

ACTION

It is recommended that the board authorize guest speaker contracts with the following:

a. LORDLY AND DAME, INC.

for the presentation by Molly Yard at a cost not to exceed \$6,500,

b. DR. ABOU EL HAJ

for a \$50 honorarium to speak to the Humanities 10B (Honors core) class,

c. SONIA TINTAREV

for a \$50 honorarium to speak at the college's monthly Humanities Hour.

11. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT

ACTION

It is recommended that the board approve a consulting agreement with Dr. Anne E. Schatz in the amount of \$500 for professional services associated with the "Joint Career Vocational Education Articulation Project, Phase III."

12. FORENSICS TEAM ACTIVITY:

ACTION

a. SADDLEBACK COLLEGE

It is recommended that the board approve the participation of seventeen forensics team members and three coaches at the State Community College Speech Tournament, March 23 to March 27, Santa Rosa, at a total cost of \$3,100,

b. IRVINE VALLEY COLLEGE

It is recommended that the board approve the participation of fourteen forensics team members and three coaches at the National Junior College Speech Tournament, April 8-14, Kansas City, Kansas, at a total cost of \$11,250.



13. SADDLEBACK COLLEGE: PSYCHIATRIC TECHNICIAN APPRENTICESHIP TRAINING PROGRAM CONTRACT ACTION

It is recommended that the board approve the contract with Fairview Developmental Center.

14. SADDLEBACK COLLEGE: SUMMER STUDY ABROAD/HORTICULTURE ACTION

It is recommended that the board approve the Study Abroad course Horticulture 189, and authorize the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with Travel Adventures.

15. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

16. IRVINE VALLEY COLLEGE: TELECOMMUNICATIONS PROJECT II: CONSULTANT ACTION

It is recommended that the board approve the hiring of Mary Auvil as Consultant in the preparation of the final report of the Statewide Community College Instructional and Administrative Telecommunications Model Network program.

17. IRVINE VALLEY COLLEGE: PROFESSIONAL DEVELOPMENT, PHASE II; SPRING 1990 ACTION

It is recommended that the board approve the listed workshops and expenditures for presenters.

18. IRVINE VALLEY COLLEGE: ACCEPTANCE OF EDUCATIONAL SERVICES AGREEMENT AND BUDGET AMENDMENT ACTION

It is recommended that the board approve the Educational Services Agreement with Meguiar's, Inc. to perform instruction in Introduction to Macintosh, Microsoft Word, Printing and Beginning Desktop Publishing, to amend the 1989-1990 General Fund Restricted budget in the amount of \$1,600 per group as listed in the exhibit, and to direct that these funds be appropriated to the accounts and in the amount as displayed.

FACILITIES

19. REJECTION OF BID: HUB I, STUDENT SERVICES CENTER: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board reject all bids in connection with construction of Hub I Student Services Center, Irvine Valley College project received on June 14, 1989 and formally advised all bidders of this action.

20. SUBSTITUTION OF SUBCONTRACTOR: STUDENT SERVICES CENTER: SADDLEBACK COLLEGE ACTION

It is recommended that the board approve the substitution of the subcontractor for the landscape and irrigation work for construction of the Student Services Center, Saddleback College.

21. CHANGE ORDERS: ACTION

- a. CHANGE ORDER NO. 6: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE

It is recommended that the board ratify Change Order No. 6 to amend the contract with Construction Incorporated of Texas (CIT) for construction of the Technology/Applied Science Building, Saddleback College, by increasing the contract amount \$99,096.

- b. CHANGE ORDER NO. 5: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE

It is recommended that the board ratify Change Order No. 5 to amend the contract with Construction Incorporated of Texas (CIT) for construction of the Technology/Applied Science Building, Saddleback College, by increasing the contract amount \$36,625.

22. AMEND BOARD ACTION: HIRE ARCHITECT, PROJECT PLANNING GUIDE, SWIM TRAINING FACILITY: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board amend board agenda item No. 15c, adopted on August 21, 1989, Parkin Architects to provide services for the Project Planning Guide, Swim Training Facility, Irvine Valley College, to reflect the ~~correct~~ fee equal to \$17,600.

23. HIRE ARCHITECTS: ACTION

- a. PROJECT PLANNING GUIDE/FIVE-YEAR CONSTRUCTION PLAN, DISTRICT WAREHOUSE ADDITION: SADDLEBACK COLLEGE

It is recommended that the board approve the contract with Garcia & Associates to prepare the Project Planning Guide for the District Warehouse Addition, Saddleback College, for a fee of \$16,875.

- b. WORKING DRAWINGS, CHILD DEVELOPMENT FACILITY: SADDLEBACK COLLEGE

It is recommended that the board approve the contract with Taylor & Associates for working drawings and other architectural services as described in Owner/Architect Contract for a fee of \$92,950 for the Child Development Facility, Saddleback College.

- c. WORKING DRAWINGS, REMODEL BOOKSTORE, BUILDING N: SADDLEBACK COLLEGE

It is recommended that the board approve the contract with Garcia & Associates for architectural services for the remodel of Building N for a fee computed at twelve percent of the final construction cost.

24. HIRE CONSULTANTS: GEOLOGICAL/ENGINEERING REVIEW FOR MATH/SCIENCE AND LIBRARY BUILDINGS FLOORS: SADDLEBACK COLLEGE ACTION

It is recommended that the board authorize a professional services agreement with LeRoy Crandall and Associates to inspect the conditions at the Math/Science and Library Buildings at Saddleback College and to recommend what steps should be take to correct the conditions as outlined in its proposal dated December 15, 1989, at a cost not to exceed \$15,000.

25. NOTICE OF COMPLETION: PCT LAB: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board approve final acceptance of the Added Air Conditioning and Ventilation for Printed Circuit Board Lab, Physical Sciences Building A, Irvine Valley College, authorize filing of the Notice of Completion, and further direct the release of the retention bond be made thirty-five days after the date of filing.

26. FIVE-YEAR CONSTRUCTION PLAN: ORDER OF PRIORITY AND SCHEDULE OF FUNDS ACTION

It is recommended that the board approve Resolution 90-02 authorizing submittal of the District's Order of Priority and Schedule of Funds for the 1991-1996 Five-Year Construction Plan and the proposed list of Project Planning Guides.



27. DISTRICT CAPITAL OUTLAY PROJECTS

ACTION

It is recommended that the board approve the recommendations delineated in the agenda exhibit.

BUSINESS/FISCAL

28. AWARD OF BIDS:

ACTION

a. COMPUTER EQUIPMENT AND PERIPHERALS:  
SADDLEBACK COLLEGE

It is recommended that the board approve the purchase of computer equipment and peripherals from IBM, Corporation in the amount of \$35,539.56.

b. FURNITURE/EQUIPMENT FOR RADIO STATION IN  
STUDENT SERVICES CENTER: SADDLEBACK COLLEGE

It is recommended that the board approve the award of Bid No. 825 for radio station equipment and furniture for the new Student Service Center at Saddleback College in a total amount of \$69,006.

c. TELECOMMUNICATIONS DISTRIBUTION WIRING AND  
SYSTEMS

It is recommended that the board approve the award of Bid. 829 for the purchase and installation of telephone, data, television and radio station cable, and distribution systems to Transpac for a total sum of \$77,645, and authorize the Vice Chancellor, Fiscal Services and Operations to execute the contracts required to complete the work.

29. CHANGE ORDER: BOOKS: IRVINE VALLEY COLLEGE

ACTION

It is recommended that the board approve the change order for PO 9772, increasing the amount by \$10,000 for a grant total of \$33,000.

30. 1990-1991 NONRESIDENT TUITION RATE

ACTION

It is recommended that the board adopt a nonresident tuition rate for 1990-1991 year of \$96 per semester unit based upon the statewide average cost.

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31. BUDGET AMENDMENTS:

ACTION

a. EOPS: SADDLEBACK COLLEGE

It is recommended that the board adopt resolution 90-03 to reduce the 1989-1990 budget by \$9,125, and to direct that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit.

b. DEDICATED REVENUE: IRVINE VALLEY COLLEGE

It is recommended that the board adopt resolution 90-04 to amend the 1989-1990 budget by \$2,305, and to direct that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit.

c. SADDLEBACK COLLEGE DISABLED STUDENTS PROGRAMS AND SERVICES (DSPS)

It is recommended that the board adopt resolution 90-06 to amend the 1989-1990 general fund budget by \$8,071, and to direct that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit.

d. CAPITAL OUTLAY FUND - CERTIFICATES OF PARTICIPATION REVENUE

It is recommended that the board adopt resolution 90-01 to amend the 1989-1990 budget by \$7,636,312, and to direct that these funds be appropriated to the accounts and in the amounts displayed in the agenda item exhibit.

e. ADJUSTMENT TO RESTRICTED FUND ENDING BALANCE

It is recommended that the board adopt resolution 90-05 to correct the 1988-1989 restricted ending balance (1989-1990 beginning balance), and to amend the 1989-1990 budget as shown in the agenda item exhibit to reflect this corrected balance.

32. BUDGET STATUS SUMMARY ACCEPTANCE  
FOR REVIEW  
AND STUDY
- It is recommended that the board accept the quarterly budget status report for review and study, and direct the administration to include these reports in the minutes of this meeting as required by Education Code Section 84043.
33. TRANSFER OF APPROPRIATIONS ACTION
- It is recommended that the board approve/ratify transfers of appropriations delineated in the agenda item exhibit.
34. AUTHORIZATION TO REPRESENT DISTRICT: DIRECTOR OF COMMUNITY EDUCATION: SADDLEBACK COLLEGE AND IRVINE VALLEY COLLEGE ACTION
- It is recommended that the board approve the signature authorization for the Community Education Directors for both Saddleback College and Irvine Valley College on all documents required for actions taken through small claims court, and to represent the district in small claims courts on matters relating to the Community Education programs of both colleges.
35. PURCHASE ORDERS ACTION
- It is recommended that the board approve purchase orders 012807 through 013510 totaling \$1,013,449.84.
36. PAYMENT OF BILLS ACTION
- It is recommended that the board approve warrants 146564 through 147735 totaling \$3,110,862.30 and credit card purchased totaling \$3,618.50.
37. CALENDAR REVISION ACTION
- It is proposed that the March calendar for the meetings of the Board of Trustees be revised to retain the meeting of March 12, 1990 and to cancel the meeting of March 26, 1990.



38. CONSULTING AGREEMENTS:

ACTION

a. ADDENDUM TO EXISTING CONSULTING AGREEMENT  
PERSONNEL SYSTEM ANALYSIS SERVICES - MIKE  
MEYERSON

It is recommended that the board approve an addendum to the existing consulting agreement with Mike Meyerson covering the period January 23, 1990 to June 30, 1990 at a total cost not to exceed \$12,000. The funds for this work are budgeted within the MIS year two of five fiscal personnel payroll project and the Information Systems & Services budget.

b. CONSULTING AGREEMENT - OFFICE AUTOMATION  
SERVICES - JACK PEMBERTON

It is recommended that the board approve a consulting agreement with Jack Pemberton to provide specialized technical assistance and training in support of the District's Office Automation System covering the period January 23, 1990 through June 30, 1990 at a total cost not to exceed \$13,000. funds for this work will be allocated from within the Information Systems budget.

c. AUTHORIZATION FOR PAYMENT OF EXPENSES FOR  
PARTICIPATION IN SELECTION OF DIRECTOR OF  
PLANNING, RESEARCH, AND DEVELOPMENT

It is recommended that the board approve Julie Slark and Robert Barr, or alternates to serve on the search committee for the position of Director of Planning, Research, and Development and to receive reimbursement for actual and necessary expenses.

39. TRUSTEE REQUEST TO ATTEND CONFERENCES AND  
MEETINGS

ACTION

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



40. REIMBURSEMENT CLAIMS FOR TRUSTEES' USE OF  
PERSONAL AUTO

ACTION

It is recommended that the board approve the request for reimbursement for use of personal auto.

SPECIAL REPORTS

41. REPORTS

INFORMATION

- a. Public Comments Concerning Items Not on Agenda
- b. Board Members' Reports
- c. Saddleback College President's Report
- d. Irvine Valley College President's Report
- e. Academic Senate's Reports
  - 1. Saddleback College Academic Senate
  - 2. Irvine Valley College Academic Senate
- f. California School Employees Association Reports
- g. Faculty Association Report
- h. Classified Senate/Council Report
  - 1. Saddleback College Classified Senate
  - 2. Irvine Valley College Classified Council
- i. Chancellor's Report

PERSONNEL

42. EMPLOYMENT AND STATUS CHANGE

a. CERTIFICATED PERSONNEL

ACTION

It is recommended that the submitted certificated personnel actions be approved.

b. CLASSIFIED PERSONNEL

ACTION

It is recommended that the submitted classified personnel actions be approved.

c. SABBATICAL LEAVES 1990-1991

ACTION

It is recommended that the board approve the listed faculty members for sabbatical leaves during academic year 1990-1991.

d. CLASSIFIED SALARY SCHEDULE 1988-1989 AND 1989-1990

ACTION

It is recommended that the board approve the classified salary schedules for 1988-1989 and 1989-1990.

e. REVISED AFFIRMATIVE ACTION PLAN/GOALS AND TIMETABLES

ACCEPTANCE  
FOR REVIEW  
AND STUDY

The Office of the State Chancellor, California Community Colleges, Affirmative Action Division, requires that the California Community College Districts submit updated revisions of their Affirmative Action Plans including revised Goals and Timetables for the three year period 1989-1990, 1990-1991, and 1991-1992.

GIFTS TO THE DISTRICT

43. GIFTS TO THE DISTRICT

ACTION

It is recommended that the gifts listed be accepted by the Board of Trustees on behalf of Saddleback College and Irvine Valley College.

CORRESPONDENCE

44. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

AGE01-22