

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., JANUARY 22, 1992
SADDLEBACK COLLEGE
LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Swanson

INVOCATION

Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of December 9, 1991
Organizational Meeting of December 9, 1991

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. GRANT APPLICATIONS ACTION

It is recommended that the board approve the following grant proposals:

a. SADDLEBACK COLLEGE

"Strengthening the Bridge," from the Philip Morris Companies, Inc., for programs as detailed in the exhibit for the college divisions of Counseling Services & Special Programs, Health Sciences & Human Services, Learning Resources (LAP), Liberal Arts (Writing Program), Liberal Arts, Learning Resources (Library), Social and Behavioral Sciences, Fine Arts and Communications, and Continuing Education.

b. IRVINE VALLEY COLLEGE

"Strengthening the Bridge," from the Philip Morris Companies, Inc., to start a Puente program to aid a targeted group of Hispanic students in the completion of the writing requirement for a degree as summarized in the exhibit.

3. SADDLEBACK COLLEGE: CLASSIFIED SENATE BYLAWS REVISION ACTION

It is recommended that the board accept the Saddleback College Classified Senate Bylaws revision as presented.

INSTRUCTION AND STUDENT SERVICES

4. SADDLEBACK COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

It is recommended that the board approve Educational Services Agreements with the following:

a. THE CIVIL SERVICES ACADEMY

for an on-site special topics course in Law Enforcement Career Preparation at a rate of \$75 per student to be paid by the company.

b. UNISYS CORPORATION

to continue providing vocational assessment and career counseling for their hourly and non-exempt new hires in an amount not to exceed \$2,000.

5. IRVINE VALLEY COLLEGE: SPECIALIZED TRAINING/ EDUCATIONAL SERVICES AGREEMENTS ACTION

It is recommended that the board approve Specialized Training/Educational Services Agreements with the following:

a. APPLICATIONS AND BUSINESS SOLUTIONS, INC.

to provide specialized fee-based training in MAPICS, a resource management software program.

b. BAXTER HEALTHCARE CORPORATION

to provide training for their employees in a technical mathematics review workshop for \$1,350 per group.

c. AT&T/THE ALLIANCE - CONTRACT MODIFICATION #3

to continue to provide and expand the program in support of Career Growth through Education and Training to include AT&T employees at additional company sites.

d. IBM AUTHORIZED EDUCATION CONTRACT AMENDMENT

to amend the contract to train users and potential users in expanded educational courses designed by IBM and taught at CIM/HE Alliance colleges by extending the term of the contract to January 29, 1993.

6. SADDLEBACK COLLEGE: GUEST ARTIST/SPEAKER HONORARIUM ACTION

It is recommended that the board approve the honorarium for the following:

a. HEE RAN CHOI-CHUNG

\$100 for participating in the presentation, "Traditional Music of Korea," by Professor Nakyong Chai during Spring 1992 In-Service.

b. RALPH PAVONE PRODUCTIONS

\$10,000 or 80% of gross ticket sales, whichever is greater, for 24 performances by vocalist Weslia Whitfield from July 9 through August 2, 1992.

c. QUEEN IDA AND THE ZYDECO BAND

\$8,500 for a single performance on Saturday, June 6, 1992 (funds provided by Mission Viejo Company).

d. DR. DONNA LARSON

at an amount not to exceed \$1,200 including expenses for her presentation of a faculty development workshop entitled "Computerized Skills Simulation in the Health Profession" during spring semester.

7. SADDLEBACK COLLEGE: CONTRACTOR AGREEMENT ACTION

It is recommended that the board approve the contract service agreement between Airtime Services and Saddleback Community College District for KSBR as shown.

8. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

9. SADDLEBACK COMMUNITY COLLEGE DISTRICT: FORENSICS TEAM ACTIVITY ACTION

It is recommended that the board approve participation of 17 members and 3 coaches of the Saddleback Community College District Forensics Team at the March 5 through March 10, 1992, California Community Colleges Forensic Association State Championships hosted by Sacramento City College at a total cost not to exceed \$3,500 as indicated.

10. IRVINE VALLEY COLLEGE: ASSOCIATED STUDENTS ACTION
SPRING 1992 STUDY TRIP

It is recommended that the board approve the Associated Students of Irvine Valley College Spring 1992 Study Trip to Sacramento and San Francisco, California, April 12-15, 1992, as described.

11. IRVINE VALLEY COLLEGE: SCHOOL OF FINE ARTS ACTION
EVENTS EXPENDITURES

It is recommended that the board approve the expenditures for the Cultural Arts and Educational events during spring semester 1992 as presented.

FACILITIES

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

It is recommended that the board approve Resolution 92-04 authorizing submittal of the District's Order of Priority and Schedule of Funds for the 1993-1998 Five-Year Construction Plan and the proposed list of Project Planning Guides.

13. IRVINE VALLEY COLLEGE: SUBSTITUTION OF SUB- ACTION
CONTRACTOR, OUTDOOR P.E. FACILITIES

It is recommended that the board approve the substitution of the general contractor, Valley Crest Landscape, Inc., for the concrete work for the construction of the Outdoor P.E. Facilities at Irvine Valley College, and that Dencco Construction be assigned the concrete work on this project.

14. IRVINE VALLEY COLLEGE: DESIGN APPROVAL, ACTION
PARKING LOT 6

It is recommended that the board approve the architectural designs and cost estimates for Parking Lot #6 and authorize Taylor and Associates to proceed with working drawings for construction.

15. SADDLEBACK COLLEGE: CAPITAL OUTLAY BUDGET CHANGE PROPOSAL (PPG), ARCHITECTURAL BARRIER REMOVAL ACTION

It is recommended that the board approve the Capital Outlay Budget Change Proposal for the Architectural Barrier Removal as prepared by Taylor & Associates, Architects, and approve submittal to the State on February 1, 1992.

16. SADDLEBACK COLLEGE: GEOTECHNICAL SERVICES, RECLAIMED WATER IRRIGATION SYSTEM ACTION

It is recommended that the board approve the contract with Nolte Associates in accordance with the proposal dated November 27, 1991, in the amount of \$4,590 for soils testing and inspection services for the construction of the Reclaimed Water Irrigation System.

17. SADDLEBACK COLLEGE: ATHLETIC FACILITY ACTION

It is recommended that the board approve the following:

- a. SOILS TESTING AND INSPECTION AGREEMENT

with PSI, Professional Service Industries, Inc., in the amount of \$5,306 in accordance with the proposal dated December 17, 1991, for soils testing and inspection services during construction of ancillary facilities site improvements for the Athletic Facility.

- b. CHANGE ORDER NO. 1

to amend the contract with Culp Construction Company by \$11,486 for a revised total of \$2,094,768 with no extension to the project completion date of June 22, 1992.

18. ACCEPTANCE OF PROJECT/FILING OF NOTICE OF COMPLETION ACTION

It is recommended that the board accept the following projects as complete and authorize filing a Notice of Completion:

21. 1992-1993 NONRESIDENT TUITION RATE ACTION

It is recommended that the board adopt a nonresident tuition rate for the 1992-1993 year of \$104 per semester unit based upon the statewide rate. It is further recommended that the additional fee authorized by EC 76141 (\$18 per semester unit) not be assessed until further study and discussion of its effects upon student and the district are completed.

22. BUDGET AMENDMENTS ACTION

It is recommended that the board approve the following budget amendments:

a. CAPITAL OUTLAY PROGRAM - SADDLEBACK COLLEGE ENTRY AND MARQUEE

Resolution 92-01 to amend the 1991-1992 Capital Outlay Budget in the amount of \$115,000.

b. SADDLEBACK COLLEGE - EDUCATIONAL SERVICES AGREEMENTS

Resolution 92-02 to amend the 1991-1992 General Fund Restricted Budget in the amount of \$5,140.

c. DECREASE LOTTERY REVENUES

Resolution 92-03 to decrease the 1991-1992 General Fund Unrestricted Budget in the amount of \$391,271.

23. BUDGET STATUS SUMMARY REVIEW/STUD

It is recommended that the board accept the Quarterly Financial Status Report for review and study and direct administration to include these reports in the minutes of this meeting as required by Section 58310 of Title 5.

24. CLAIM AGAINST THE DISTRICT: JUDITH MCLAUGHLIN ACTION

It is recommended that the board deny the claim filed on behalf of Judith McLaughlin and forward it to Keenan & Associates for disposition.

25. CONSULTING AGREEMENT: JANUARY 30, 1992, ACTION
MANAGEMENT WORKSHOP

It is recommended that the board approve the consulting agreement with Ms. Jane E. Engleman for her presentation, "Sexual Harassment in the Workplace - Higher Education," at the Saddleback Community College District's management workshop for a fee of \$300.

26. 1992 DISTRICTWIDE CLASSIFIED LEADERSHIP RETREAT ACTION

It is recommended that the board approve the 1992 Districtwide Classified Leadership Retreat at Ben Brown's Aliso Creek Resort on April 10, 1992, at a cost not to exceed \$2,000.

27. TRUSTEE REQUEST TO ATTEND CONFERENCES AND ACTION
MEETINGS

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

28. REIMBURSEMENT CLAIMS FOR TRUSTEES' USE OF ACTION
PERSONAL AUTO

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

29. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

30. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 28711 through 29476 totaling \$3,195,254.36 as listed in exhibit.

31. PAYMENT OF BILLS

ACTION

It is recommended that the board approve the payment of checks 22959 through 24105 totaling \$3,931,304.67; credit card purchases totaling \$4,725.21; Saddleback Community Education checks 2122 through 2203 totaling \$86,445.03; and Irvine Valley College Community Education checks 2650 through 2761 totaling \$81,362.98.

SPECIAL REPORTS

32. 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 Report
- g. Faculty Association Report
- h. Classified Senate/Councils' Report
 1. Saddleback College Classified Senate
 2. Irvine Valley College Classified Council
 3. District Classified Council
- i. Chancellor's Report

PERSONNEL

33. EMPLOYMENT AND STATUS CHANGE

ACTION

a. ACADEMIC PERSONNEL

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

b. CLASSIFIED PERSONNEL

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

34. 1992-1993 SABBATICAL LEAVES

ACTION

It is recommended that the board approve the recommended faculty members for sabbatical leaves during the 1992-1993 academic year as indicated.

GIFTS TO THE DISTRICT

35. GIFTS

ACTION

It is recommended that the board accept the following gifts: two-volume Encyclopedia of Homosexuality to be added to the Library's reference collection, donated by the Gay and Lesbian Students of Saddleback, Saddleback College, to Saddleback College; sixteen audio cassettes on "Contractors State License" course with textbooks to be added to the Library's audio cassette collection, donated by Paul G. Nelson to Saddleback College; various hardback and paperback books to be added to the Library's collection, books and donors listed in attachment to exhibit, donated to Saddleback College; two paperback books on "Desktop Publishing" authored by Dr. Donald Busche to be added to the Library's collection, donated by Dr. Donald Busche, Dean, Vocational Education, Saddleback College, to Saddleback College; one 1985 Sony video camera and battery pack (Model #CCD-V8) to be utilized for the video taping of student development activities, donated by Mrs. Gloria F. White to Saddleback College; Video Time Code Reader/Generator to be utilized in video instruction using time codes and time code techniques, donated by Horita to Saddleback College; self-study packages, video tapes and literature packages on primary equipment

and topics to be utilized in Electronic Technology curriculum, donated by Tektronix, Inc., to Saddleback College; nine 286 Motherboards to be utilized in upgrading the computers in Science/Math 348 by Don F. Calhoun to Saddleback College; one Biomation 920-D Logic Analyzer, one HP64100 Logic Development System, one TI OMNI-800 Line Printer, one Custom Programmable Power Supply and one CSA 68000 Microprocessor Trainer to be utilized in the Electronics Technology and Computing Laboratories, donated by Marcus Krieter to Irvine Valley College; collection of 286 record albums to be added to the Music Department's collection, donated by Curt Bartsch to Irvine Valley College.

CORRESPONDENCE

36. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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