

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M. MARCH 13, 1989
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Swanson

INVOCATION

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of February 27, 1989

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Ms. Etta Stecker

PRIORITIES

Because of time constraints the following agenda items were carried over from the board of trustees meeting of February 27, 1989.

1. DISTRICT CAPITAL OUTLAY PROJECTS

ACTION

It is recommended that the board of trustees approve recommendations delineated in the exhibit for the District Capital Outlay Projects.

2. RECESS FOR SADDLEBACK COMMUNITY COLLEGE DISTRICT FACILITIES CORPORATION

ACTION

3. PARKING PROGRAM STATUS REPORT

INFORMATION

This report contains the financial status of the District Parking Program.

CONSENT CALENDAR

4. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

5. BOARD POLICY REVISIONS: SECTION 4000 ACTION

It is recommended that the board of trustees accept for approval revisions to the Board Policy Manual, Section 4000, Personnel.

6. THE SADDLEBACK COMMUNITY COLLEGE DISTRICT 1989-1990 COMPREHENSIVE PLAN ACTION

The chancellor recommends a) acceptance of the Comprehensive Plan as a basis for planning within the adopted budget allocation system, and b) reduction of the unallocated reserve for the purposes indicated on pages 1-4 of Exhibit A.

7. MAINTENANCE AND OPERATIONS COMMITTEE REPORT ACTION

The chancellor recommends that the colleges and district staff review the recommendations and return with multiyear plans as part of the budget process.

8. GRANT APPLICATIONS: ACTION

It is recommended that the board of trustees approve the following grant applications.

- a. Development of an International Trade Model Curriculum - Saddleback College

This project will provide leadership in the development of a curriculum guide for an international trade model curriculum, and a compendium of present and future jobs in international trade.

- b. Professional Development and Program Improvement California Community College Business Office and Marketing - Irvine Valley College

This project will expand in-service education and program improvement services for community college business education faculty throughout California.

- c. Statewide Community College Instructional and Administrative Telecommunications Model Network - Irvine Valley College

This project will continue the development and expansion of a model telecommunications network that will serve both as an instructional tool and an administrative support system.

- d. Computer Integrated Manufacturing- Irvine Valley College

This project will provide equipment and support for the initial integration of the component establishing a comprehensive Computer Integrated Manufacturing Technology at Irvine Valley College while adding planning, finance, production control, and inventory.

9. SADDLEBACK COLLEGE: ACCEPTANCE OF AWARD

ACTION

It is recommended that the board of trustees approve acceptance of award of funds from the California Community Colleges Real Estate Education Endowment Fund in support of the Real Estate Education Internship Program, and to direct that funds in the amount of \$14,150 be allocated within the fiscal year 1989-1990 General Fund Restricted budget in the account and amounts displayed.

INSTRUCTION AND STUDENT SERVICES

10. IRVINE VALLEY COLLEGE: CONTRACT AMENDMENT FOR DR. CAROLYN TAYLOR ACTION

It is recommended that the board of trustees approve an amended contract with Dr. Taylor for expenses budgeted and funded by the State Chancellor's Office through the Professional Development Project which will provide statewide telecommunication training.

11. IRVINE VALLEY COLLEGE: EQUIPMENT LOAN FOR TELECOMMUNICATIONS PROJECT ACTION

It is recommended that the board of trustees approve acceptance of the loan of college computers, printers, software, local area networks cards and cabling from AST Research, Inc., and to provide consulting services for utilization in the Statewide Telecommunications grant.

12. IRVINE VALLEY COLLEGE: CHANGES FOR THE 1989-1990 CATALOG ACTION

It is recommended that the board of trustees approve changes in Irvine Valley College's 1989-1990 catalog, and authorize publication of this document.

13. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board of trustees approve a consulting agreement with Joan S. Bissell in the amount of \$500 for professional services associated with the Career-Vocational Education Joint Articulation Program, Phase II.

14. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

15. NOTICE OF COMPLETION: HEATING, VENTILATION AND AIR CONDITIONING UNITS: MATH/SCIENCE BUILDING, ROOMS 248 THROUGH 257: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees accept completion of the project entitled "Replace Heating, Ventilation and Air Conditioning Units in Math/Science Building, Rooms 248 through 257, Saddleback College," and authorize filing of a Notice of Completion with the County of Orange.

16. NOTICE OF INTENT TO ADOPT NEGATIVE DECLARATION: PHYSICAL EDUCATION FACILITY (MAIN GYMNASIUM): IRVINE VALLEY COLLEGE ACTION

It is recommended that the board of trustees adopt the resolution and direct publication of the Notice of Intention to Adopt Negative Declaration for the Physical Education Facility (Gymnasium), Irvine Valley College.

17. CHANGE ORDER: TECHNOLOGY AND APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees ratify Change Order No. 1 to amend the contract with Construction Incorporated of Texas for construction of the Technology and Applied Science Building, Saddleback College, by increasing the contract amount from \$4,300,000 to \$4,300,995.

18. ACCEPTANCE OF REPORT AND RATIFY DISTRICT PLAN: LIBRARY AIR QUALITY STUDY: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees accept the final Report of Environmental Monitoring and Services, Incorporated, and ratify staff corrective actions as delineated in the exhibit.

BUSINESS/FISCAL

19. RATIFY CONTRACT: REGULATION XV ACTION

It is recommended that the board of trustees ratify a contract with Evaluation and Training Institute of Los Angeles to provide plans in connection with Regulation XV at a cost of \$8,000, and to provide training for designated transportation coordinators at a cost of \$300 per staff member.

20. TRANSFERS OF APPROPRIATIONS: CLASSIFIED LEADERSHIP SALARY ADJUSTMENTS ACTION

It is recommended that the board of trustees transfer funds from the Contingency Reserve account to the operating units to reflect increased cost of salary and fringe benefits resulting from the Classified Leadership salary adjustment approved by the board on January 17, 1989.

21. BUDGET AMENDMENTS: ACTION

a. SURPLUS SALE REVENUE

It is recommended that the board of trustees adopt the resolution amending the 1988-1989 General Fund Unrestricted Budget in the amount of \$7,035.08 which is actual proceeds for disposal of surplus property.

b. PARKING PROGRAM

It is recommended that the board of trustees adopt the resolution to amend the 1988-1989 Adopted Budget in the amount of \$72,477 in order to properly account for anticipated revenues and expenditure of Parking Revenues.

22. PAYMENT OF BILLS ACTION

It is recommended that the board of trustees approve warrants 138974 through 139553 totaling \$701,536.90 and credit card purchases totaling \$1,660.94.

23. PURCHASE ORDERS ACTION

It is recommended that the board of trustees approve purchase orders 7283 through 7593 totaling \$240,494.46.

24. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

SPECIAL REPORTS

25. 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 Report (Intercollege Academic Senate President)
 1. Saddleback College Academic Senate
 2. Irvine Valley College Academic Senate
- f. California School Employees Association Report
- g. Faculty Association Report
- h. Classified Senate/Council Report
- i. Chancellor's Report

PERSONNEL

26. EMPLOYMENT AND STATUS CHANGE

ACTION

a. CERTIFICATED PERSONNEL

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

b. CLASSIFIED PERSONNEL

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

GIFTS TO THE DISTRICT

27. 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

28. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT