

GENERAL

2. CTA PROPOSAL RESPONSE FOR PUBLIC INFORMATION PUBLIC HEARIN

It is recommended that the board conduct a public hearing on the initial proposal of the Saddleback Community College District Faculty Association.

3. DRAFT INITIAL PROPOSAL FROM SADDLEBACK COMMUNITY COLLEGE DISTRICT REGARDING NEGOTIATIONS ACCEPTANCE

It is recommended that Exhibit A be received for the purpose of making it a public document.

4. CCLC ORGANIZATION DISCUSSION DRAFT ACTION

It is recommended that the board advise the Chancellor of comments or recommendations for transmittal to CCLC.

5. BOARD POLICY REVISIONS: BP-3205, 4006, 4008, 5300 5608, AND 5610.1 ACTION

It is recommended that the board accept for approval the following Board Policies: BP-3205, Risk Management; BP-4006, Health; BP-4008, Fingerprinting of Personnel; BP-5300, Grading Policy; BP-5608, Tuition Refund Policy; and AP-5610.1, Student Fees.

6. GRANT APPLICATIONS ACTION

It is recommended that the board approve the following grant proposals: "Center for Applied Competitive Technology," "Local Area Network Curriculum Development and Teacher Training," "Model/Workplace Literacy Resource Center," and "Staff Development - Leadership Institute for Business Educators," Chancellor's Office, California Community Colleges, Irvine Valley College; and "Orange County Home Builder's Council," Building Industry Association of Southern California, Inc., Saddleback College.

AGENDA OUTLINE INSERT PAGE

4 a. TITLE 5 REGULATIONS: FULL-TIME/PART-TIME FACULTY ACTION

The Chancellor recommends that the board disapprove regulation 51025 of Title 5 as described in the exhibit.

7. SADDLEBACK COLLEGE: ACCEPTANCE OF NEH GRANT ACTION

It is recommended that the board accept the grant award of \$190,000 from the National Endowment for the Humanities to Saddleback College for the purpose of conducting two faculty study institutes.

INSTRUCTION AND STUDENT SERVICES

8. SADDLEBACK COLLEGE: SUMMER 1991 COMMUNITY EDUCATION PROGRAM ACTION

It is recommended that the board approve the Saddleback College Community Education program as outlined in the agenda item exhibit.

9. SADDLEBACK COLLEGE: STAFF DEVELOPMENT PROPOSED WORKSHOPS AND HONORARIUM ACTION

It is recommended that the board approve the following staff development workshops and honorarium:

- a. COMMITTEE FOR FACULTY, ADMINISTRATION AND CLASSIFIED STAFF DEVELOPMENT PLANNING RETREAT

to be held from 9 am to 3 pm on Friday, May 24, 1991, at the Wind and Sea Restaurant, Dana Point, at a fee of \$65.

- b. RAPE PREVENTION AND PERSONAL SAFETY LECTURE

two lecture sessions to be held on Tuesday, April 16, 1991, by Officer Matt Barr, Orange County Sheriff's Department, at no charge.

- c. GUEST SPEAKER HONORARIUM FOR DR. DONN O'NEIL

for his presentation, "The Invisible Killer - Stress," on June 20, 1991, for a fee of \$500.

10. SADDLEBACK COLLEGE CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve Consultant Agreements with the scholars who will be participating in the summer faculty study institute on Chinese and Japanese literatures and cultures from June 10 through July 5, 1991, at an amount not to exceed \$15,617.

11. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the hiring of Mary Auvil as Consultant in the preparation of this final report of the Statewide Community College Professional Development Project for the amount of \$500.

12. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

It is recommended that the board approve the following guest artist contracts:

a. SADDLEBACK COMPANY THEATRE

for the Equity Performing Artists for the 1991 Summer Stock season provided by The New Theatre, at a cost of \$11,727.50.

b. SHANGHAI ROD PUPPET THEATRE

for a single performance on Friday, March 13, 1992, at a cost not to exceed \$6,500.

c. SANDY OWEN, JAZZ PIANIST

for a single performance on Saturday, May 4, 1991, for a fee of \$3,000.

13. IRVINE VALLEY COLLEGE: SPRING EVENTS CHANGES ACTION

It is recommended that the board approve the additional Irvine Valley Cultural event and the revised expenditure levels not to exceed \$4,725 as shown in the exhibit

14. IRVINE VALLEY COLLEGE: PRELIMINARY INFORMATION ON COHOSTING THE 1992 IBM/CIM/HE NATIONAL CONFERENCE ACTION

It is recommended that the board approve Irvine Valley College as a cohost of the IBM/CIM/HE National Conference planned for May, 1992, as described in exhibit.

15. CERTIFICATES OF ACHIEVEMENT ACTION

It is recommended that the board approve the granting of certificates to the student listed in the exhibits for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

FACILITIES

16. CHANGE ORDERS ACTION

It is recommended that the board approve the following change orders:

- a. NO. 8, IRVINE VALLEY COLLEGE HUB I STUDENT SERVICES CENTER

to amend the contract with Culp Construction Company by increasing the contract amount by \$13,009 to a total amount of \$5,822,892, and five days extension of contract completion date (revised completion date is 9/19/91).

- b. NO. 15, SADDLEBACK COLLEGE TECHNOLOGY/APPLIED SCIENCE BUILDING

to amend the contract with Golden Eagle Insurance Company for the construction of the Technology/Applied Science Building with no change to the contract amount and no extension of the contract completion date.

17. IRVINE VALLEY COLLEGE: ACCEPTANCE OF BID, LEASE DISTRICT PROPERTY, CONSTRUCTION OF P.E. OUTDOOR FACILITIES AND SHOWER/LOCKER BLDG. ACTION

It is recommended that the board adopt Resolution 91-22 accepting the bid of the State Public Works Board of the State of California to lease a site from the District for the construction of the P.E. Outdoor Facilities and P.E. Shower/Locker Building and authorize the execution and delivery of forms of agreement.

18. SADDLEBACK COLLEGE: SA BUILDING AND UPPER QUAD REMODEL ACTION

It is recommended that the board approve the following:

- a. AWARD CONSTRUCTION CONTRACT

Bid 857 awarded to Sharp Construction, a Division of Sharp Technologies, Inc. (USA) in the amount of \$211,241.

- b. CONSTRUCTION INSPECTION SERVICES CONTRACT

with J.P.Brown as an independent contractor to perform inspector-of-record services for the construction of this project and other projects at Saddleback College for a total amount not to exceed \$6,000.

- c. HIRE MATERIALS TESTING AND INSPECTION SERVICES CONTRACT

with ICG Incorporated in the amount of \$2,116 for field and laboratory materials testing and supplemental inspections.

19. SADDLEBACK COLLEGE: PARKING LOT 13 ACTION

It is recommended that the board approve the following:

a. FINAL CHANGE ORDER

No. 2 to amend the contract with Southern California Builders for the construction of Parking Lot 13 decreasing the contract amount by \$435.

b. FILE NOTICE OF COMPLETION

Approve final acceptance of the general construction of Parking Lot 13 and authorize the filing of the Notice of Completion with the County of Orange and further authorize the release of the retention bond 35 days after the date of filing.

BUSINESS/FISCAL

20. AWARD OF BID: PRESORT MAIL SERVICE

ACTION

It is recommended that the board award Bid 123 to Master Sort for the amount of .013 cents per one-ounce letter mail and Zipsort for the amount of .02 cents per one-ounce letter mail on behalf of Saddleback Community College District and Southern California Community College Purchasing Association, and approve the District entering into a contract for 5 years with Master Sort starting July 1, 1991, and ending June 30, 1996.

21. IRVINE VALLEY COLLEGE: LEASE/PURCHASE PHOTO COPIERS, SECURITY PACIFIC NATIONAL BANK

ACTION

It is recommended that the board approve the lease/purchase of two photo copiers through Security Pacific National Bank of San Francisco. The procurement amount is \$24,486 and shall be financed through the five-year lease/purchase through Security Pacific National Bank of San Francisco at an annual amount of \$5,636.64.

22. RENEWAL OF FINANCIAL CONTRACT AND RESOLUTION FOR AUTHORIZATION OF SIGNATURES

ACTION

It is recommended that the board approve the renewal agreement with Security Pacific National Bank, San Francisco, at a cost not to exceed \$500,000 and to adopt Resolution 91-24 authorizing the designated officials to sign documents as required.

23. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: ACTION
EXERCISE OF OPTION TO EXTEND CONTRACT,
PRINTING CLASS SCHEDULES

It is recommended that the board approve extending the contract with Trend Offset Printing with an option of one additional year for printing of class schedules for Irvine Valley College not to exceed \$135,000, and Saddleback College not to exceed \$160,000.

24. CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve the following consultant agreements:

- a. KPMG PEAT MARWICK

to prepare and file tax returns for the fiscal year ending June 30, 1991, required by the IRS for the Saddleback Community College District Facilities Corporation at a cost not to exceed \$1,980.

- b. KEENAN & ASSOCIATES

for the completion of an actuarial study to assess the District's liability for retiree benefits at a cost not to exceed \$12,500.

25. TRUSTEE REQUEST TO ATTEND CONFERENCES AND ACTION
MEETINGS

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

26. 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.

27. BUDGET AMENDMENTS ACTION

It is recommended that the board approve the following resolutions:

a. IRVINE VALLEY COLLEGE: MATRICULATION

No. 91-23 to amend the 1990-1991 General Fund Restricted Budget in the amount of \$14,205.

b. IRVINE VALLEY COLLEGE: MODIFIED CONTRACT TO EDUCATIONAL SERVICES AGREEMENT

No. 91-27 to amend the General Fund Restricted Budget in the amount of \$6,015.

c. SADDLEBACK COLLEGE: NEH GRANT

No. 91-21 to amend the General Fund Budget in the amount of \$82,547.

28. BUDGET ALLOCATION SYSTEM 1991-1992 ACTION

It is recommended that the board approve the Chancellor's recommended allocations to complete the series of modifications to the budget allocation system for 1991-1992.

29. 1991-1992 PRELIMINARY BUDGET INFORMATION

The 1991-1992 Preliminary Budget is submitted to the board for information purposes.

30. TRANSFER OF APPROPRIATIONS ACTION

It is recommended that the board approve/ratify transfers of appropriations delineated in the agenda item exhibit.

31. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 022437 through 023144 totaling \$633,878.21.

32. PAYMENT OF BILLS ACTION

It is recommended that the board approve check numbers 14714 through 15747 totaling \$1,889,236.03; credit card purchases paid through the revolving fund totaling \$4,073.25; IVC Community Education checks totaling \$41,445.38; and Saddleback Community Education checks totaling \$96,625.91.

SPECIAL REPORTS

33. 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/Council Report
 - 1. Saddleback College Classified Senate
 - 2. Irvine Valley College Classified Council
- i. Chancellor's Report

PERSONNEL

34. 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.

35. SEARCH COMMITTEE - VICE CHANCELLOR, FISCAL SERVICES AND OPERATIONS ACTION

It is recommended that the board approve Stephen Garcia, Vice Chancellor, Business and Fiscal Services, Rancho Santiago Community College District, and Tom Fallo, Vice President, Administrative Services, Glendale Community College District, or alternates, to serve on the Search Committee for the position of Vice Chancellor of Fiscal Services and Operations and to receive daily rate pay and reimbursement for actual and necessary expenses.

GIFTS TO THE DISTRICT

36. GIFTS ACTION

It is recommended that the board accept the following gifts: one IBM System 38 Computer and three IBM PC's to be used at student workstations in Computer Lab, Key Boarding Lab, or in the Library, Irvine Valley College, donated by Jeffrey Olsen; numerous magazines and hardback and softback books to be added to the Library's collection, Saddleback College, donated by individuals listed in Attachment 1; welding book collection to be used in the Welding and Automotive Technology programs, Saddleback College, donated by Ralph Tomlinson; three Nixdorf Personal Computers with 10 megabyte hard disk, one 5 -1/4 " disk drive and all cables to be used to train students in micro-computer applications in the Business Science Division, Saddleback College, donated by Gene C. Whatley.

CORRESPONDENCE

37. CORRESPONDENCE INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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