

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M. APRIL 16, 1990
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE
Led by Trustee Gellatly

INVOCATION
Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING
Regular Meeting of March 26, 1990

ACTION

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

1. SADDLEBACK COLLEGE: AWARDS OF APPRECIATION

This presentation recognizes the special support for the Saddleback College Nursing Program by the Saddleback Community Hospital, Hoag Memorial Hospital, and Mission Hospital Regional Medical Center, and is an expression of appreciation on the part of the district and college.

2. RESOLUTIONS ACTION
- a. CLASSIFIED SCHOOL EMPLOYEES WEEK
 - b. OUTSTANDING SERVICE AWARD: SADDLEBACK COMMUNITY COLLEGE DISTRICT: MARY RUELAS
 - c. OUTSTANDING SERVICE AWARD: SADDLEBACK COLLEGE: EMIKO SUZUKAWA
 - d. OUTSTANDING SERVICE AWARD: IRVINE VALLEY COLLEGE: LAURA U'REN

CONSENT CALENDAR

3. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

4. TELEPHONE REGISTRATION TASK FORCE PROGRESS REPORT INFORMATION

The Telephone Registration Task Force Committee has produced a preliminary report including definition, objectives, technology options, implementation schedule, cost estimates, and recommendations.

INSTRUCTION AND STUDENT SERVICES

5. SUMMER 1990 COMMUNITY EDUCATION PROGRAM ACTION
- a. SADDLEBACK COLLEGE

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

b. IRVINE VALLEY COLLEGE

It is recommended that the board approve the Irvine Valley College Community Education program, presenters, and compensation as outlined in the agenda item exhibit.

6. SADDLEBACK COLLEGE: INSTRUCTIONAL PROGRAM APPROVAL ACTION

It is recommended that the board approve Foreign Language options in Chinese, Hebrew, and Japanese.

7. SADDLEBACK COLLEGE: AGREEMENT WITH YUNNAN INSTITUTE OF FINANCE AND TRADE ACTION

It is recommended that the board approve the revised agreement between Saddleback College and the Yunnan Institute of Finance and Trade.

8. SADDLEBACK COLLEGE: CONTRACTS ACTION

a. EMERITUS INSTITUTE CONSULTANT

It is recommended that the board approve the contract with Killian Management Services, Inc. to continue services to the Saddleback College Emeritus Institute in the amount of \$10,713 for Rex Tyner's services for 1990-1991.

b. CONSULTANT

It is recommended that the board approve the consultant agreement with Rex Tyner for coordination services in the Emeritus Institute for a total cost not to exceed \$7,950 for services rendered to Saddleback College in administering the duties as specified in the agenda item exhibit for the period from July 11, 1990 to June 30, 1991, inclusive.

c. CONSULTANT

It is recommended that the board approve consulting agreements for professional services with Lina Perez and Martha Olivas for \$1,000 and \$400, respectively, associated with the VEA Sub-Part III grant to provide nutrition and food preparation instruction for individuals on limited budgets.

9. SADDLEBACK COLLEGE: COMPENSATION FOR COMMENCEMENT PRESENTERS AND TECHNICIANS ACTION

It is recommended that the board approve the compensation for presenters and technicians for the 1990 Saddleback College Commencement.

10. SADDLEBACK COLLEGE: SUMMER STOCK HONORARIA ACTION

It is recommended that the board approve the honoraria for payment to the Saddleback Company Theatre Artists and Craftspersons.

11. GUEST ARTISTS CONTRACTS: SADDLEBACK COLLEGE ACTION

a. CAPOEIRA FOUNDATION

It is recommended that the board authorize a guest artist contract with Capoeira Foundation for a single performance of the dance company DanceBrazil at a cost not to exceed \$7,000.

b. LISA BOOTH MANAGEMENT, INC.

It is recommended that the board authorize a guest artist contact with Lisa Booth Management, Inc. for a single performance of the dance company Jazzdance at a cost not to exceed \$6,000.

c. GARY LINDSEY ARTIST SERVICES

It is recommended that the board authorize a guest artist contract with Gary Lindsey Artist Services for a single performance of the Ottawa Ballet at a cost not to exceed \$5,000.

d. SHELDON SOFFER MANAGEMENT, INC.

It is recommended that the board authorize a guest artist contract with Sheldon Soffer Management, Inc., for a single performance of the dance company MOMIX at a cost not to exceed \$4,500.

12. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

13. IRVINE VALLEY COLLEGE: GUEST HONORARIUM FOR ESL PANEL ACTION

It is recommended that the board approve the \$400 grant from the Academic Senate for the ESL panel as described in the agenda item exhibit.

14. IRVINE VALLEY COLLEGE: WORKSHOP ACTION

It is recommended that the board approve Irvine Valley College's Classified Council's staff development workshop on May 3, 1990.

FACILITIES

15. STUDENT SERVICES CENTER: SADDLEBACK COLLEGE ACTION

a. CHANGE ORDER NO. 9

It is recommended that the board ratify Change Order No. 9 to amend the contract with Culp Construction Company for construction of the Student Services Center, Saddleback College, by increasing the contract amount to \$6,988,555.66 and extend the time of completion to April 17, 1990.

b. BENEFICIAL OCCUPANCY

It is recommended that the board authorize the beneficial occupancy of the Student Services Center, Saddleback College under the conditions of "Occupancy," Article 12 of the General Conditions of the construction contract.

16. LANDSCAPE DESIGN, STUDENT ACTIVITIES QUAD: ACTION
SADDLEBACK COLLEGE

It is recommended that the board approve the Master Plan and the proposed site plan landscape design for Phase I of the site development for the Student Activities Quad at Saddleback College.

17. TECHNOLOGY/APPLIED SCIENCE BUILDING: ACTION
SADDLEBACK COLLEGE

a. CONSTRUCTION INSPECTION SERVICES CONTRACT

It is recommended that the board approve the contract with John P. Brown as an independent contractor to perform inspector-of-record services for construction of the Technology/Applied Science building at Saddleback College at a total cost not to exceed \$25,000 subject to approval by the State Chancellor's Office, California Community Colleges, to award the construction contract and release of state funds for Hub I Student Services Center, Irvine Valley College.

b. CHANGE ORDER NO. 8

It is recommended that the board ratify Changer Order No. 8 to amend the contract with Construction Incorporated of Texas for construction of the Technology/Applied Science Building, Saddleback College, by increasing the contract amount by \$107,299.

18. HUB I, STUDENT SERVICES CENTER: IRVINE VALLEY COLLEGE

ACTION

a. AWARD CONTRACT FOR CONSTRUCTION

It is recommended that the board authorize award of Bid No. 125, Construction of Hub I Student Services Center, Irvine Valley College, to Culp Construction Company, Irvine, California as shown in the Agreement in the amount of \$5,703,000 subject to approval by the State Chancellor's Office and release of state funds.

b. SOILS TESTING AND INSPECTION SERVICES

It is recommended that the board approve the contract with South Coast Geologic Services, Inc., Dana Point, California, in an amount of \$19,266 in accordance with the proposal dated May 22, 1990 for soil testing and inspection for construction of the Hub I Student Services Center, Irvine Valley College, subject to approval of the State Chancellor's Office and release of state funds.

c. MATERIALS TESTING AND INSPECTION

It is recommended that the board approve the contract with Irvine Consulting Group, Inc., Irvine, California, in the amount of \$34,925 in accordance with the proposal dated April 2, 1990 for field and laboratory materials testing and inspection for construction of the Hub I, Student Services Center, Irvine Valley College, subject to approval of the State Chancellor's Office and release of state funds.

d. CONSTRUCTION INSPECTION SERVICES CONTRACT

It is recommended that the board reassign Kenneth Mosholder as inspector-of-record for the Technology/ Applied Science Building to perform inspector-of-record services for construction of the Hub I Student Services Center at Irvine Valley College at a total cost of \$73,430 subject to approval by the State Chancellor's Office to award the construction contract and release of state funds.

19. HIRE CONSULTANT: PARKING LOT LIGHT LEVELS: ACTION
IRVINE VALLEY COLLEGE

It is recommended that the board approve a consulting agreement between Frederick Brown Associates, Newport Beach, California, and the district in an amount not to exceed \$10,000 to study the lighting level of the parking lots at Irvine Valley College in accordance with the parameters delineated in the agenda item exhibit.

20. ACCEPTANCE OF DEFERRED MAINTENANCE ACTION
PROJECT TO REPLACE HVAC UNITS: LOWER CAMPUS:
SADDLEBACK COLLEGE

It is recommended that the board accept the Deferred Maintenance Project, Place HVAC Units, Various Buildings, Lower Campus, Saddleback College, as complete and further authorize the filing of a Notice of Completion.

21. EXTENSION OF CONSULTANT AGREEMENT: ACTION
FINE ARTS COMPLEX: SADDLEBACK COLLEGE

It is recommended that the board approve extending the performance period of the consulting agreement with Nack & Sunderland to September 30, 1990 at no additional compensation.

22. AWARD OF BID: LEASE OF REAL PROPERTY ACTION

It is recommended that the board approve Bid No. 835 and enter into a contract with L.A. Cellular, Los Angeles, California, for the amount of \$60,000 plus nineteen yearly payments of \$6,000 each, as adjusted on an annual basis.

BUSINESS/FISCAL

23. AWARD OF BIDS ACTION

- a. ONE-YEAR OPTION RENEWAL: ACADEMIC
CATALOG: SADDLEBACK COLLEGE

It is recommended that the board exercise the one-year option for renewal of Bid No. 813 to San Dieguito Publishers, San Marcos, California, for the amount of \$15,775, including tax.

b. REPLENISH STORE SUPPLIES

It is recommended that the board approve the additional amount of \$47,697.41 to the La Salle Paper Co., Los Angeles, California to replenish stock as required.

c. AUTOMOTIVE EQUIPMENT: TECHNOLOGY/
APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE

It is recommended that the board approve award of Bid No. 833 for automotive equipment for the Technology/ Applied Science Building, Saddleback College, at a total cost of \$157,919.70.

d. 1990-1991 CLASS SCHEDULES

It is recommended that the board award Bid No. 108 for production of the Fall 1990, Spring 1991, and Summer 1991 Schedules of Classes for both Irvine Valley College and Saddleback College to Trend Offset Printing, Los Alamitos, California for the base amount of \$269,515 including sales tax with an option to extend the award for one additional year at the same rate. Total cost for the 1990-1991 fiscal year shall not exceed \$280,000.

24. AMENDMENT TO IBM PARTNERSHIP AGREEMENT: ACTION
IRVINE VALLEY COLLEGE

It is recommended that the board authorize the amendment to the loan agreement with International Business Machines (IBM) for services and equipment delineated in the amendment and to extend the period of the agreement to January 3, 1993. All other terms and conditions of the agreement shall remain unchanged.

25. EXTEND CONTRACT: BOOKSTORE SERVICES ACTION

It is recommended that the board approve the continuation of the existing contract between Saddleback Community College District and Campus Services, Inc., Garden Grove, for bookstore services, Saddleback College, through June 30, 1991.

26. AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIPS: 1990-1991 ACTION

It is recommended that the board approve the 1990-1991 memberships and estimated dues for organizations represented in the agenda item exhibit.

27. BUDGET AMENDMENTS ACTION

a. CALIFORNIA HUMANITIES PROJECT REGIONAL CENTER

It is recommended that the board adopt Resolution 90-29 to increase the 1989-1990 budget by \$2,000 as displayed in Exhibit A of the agenda item, and to direct that these funds be appropriated to the accounts and in the amounts displayed in Exhibit B of the agenda item.

b. CAPITAL OUTLAY FUND: SADDLEBACK COLLEGE TECHNOLOGY/APPLIED SCIENCE BUILDING

It is recommended that the board adopt Resolution 90-30 to amend the 1989-1990 Adopted Capital Outlay Budget in the amount of \$107,229.

28. 1990-1991 BUDGET DEVELOPMENT PARAMETERS INFORMATION

On December 4, 1989, the board adopted the 1990-1991 Budget Allocation Model as the basis for determining the distribution of the projected General Fund/Unrestricted funds available for appropriation for the 1990-1991 fiscal year. Staff has completed its review of current year projections with respect to revenues arising out of the state finance mechanism, and, together with the first census enrollment date for the Spring 1990 term, has established a revised planning allocation for the operating units as well as established a projected funding level for the 1990-1991 General Fund/Unrestricted budget.

29. TRANSFER OF APPROPRIATIONS ACTION

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

30. BUDGET STATUS SUMMARY

ACCEPTANCE
FOR REVIEW
AND STUDY

It is recommended that the board accept the quarterly budget status report for review and study as displayed in the agenda item exhibit, and direct the administration to include these reports in the minutes of this meeting as required by Education Code Section 84043.

31. PURCHASE ORDERS

ACTION

It is recommended that the board approve purchase orders 14968 through 15404 totaling \$494,194.63.

32. PAYMENT OF BILLS

ACTION

It is recommended that the board approve payment of warrants 149622 through 150049 totaling \$1,106,281.29 and credit card purchases totaling \$4,273.13.

33. TRUSTEE REQUEST TO ATTEND CONFERENCES
AND MEETINGS

ACTION

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

SPECIAL REPORTS

34. 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

PERSONNEL

35. 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.

36 TEMPORARY RETIREMENT INCENTIVE PLAN ACTION

a. FOR SADDLEBACK COMMUNITY COLLEGE
DISTRICT FACULTY ASSOCIATION

It is recommended that the board approve the Temporary Retirement Incentive Plan for the Saddleback Community College District Faculty Association.

b. FOR CSEA CHAPTER 586

It is recommended that the board approve the Temporary Retirement Incentive Plan for CSEA Chapter 586.

c. FOR ADMINISTRATORS/CLASSIFIED LEADERSHIP

It is recommended that the board approve the Temporary Retirement Incentive Plan for Administrators/Classified Leadership.

37. 1990-1991 SALARY ADJUSTMENT ACTION

It is recommended that the board approve the 1990-1991 cost of living adjustment for the Chancellor and District Executive staff, Administrative staff, and Classified Leadership staff at the rate equal to the statewide cost of living adjustment plus 1.5%, effective July 1, 1990, subject to ratification by said Board of Trustees of the appropriate salary schedules that will be established upon implementation of the 1990-1991 state budget containing a statewide cost of living adjustment for community colleges.

GIFTS TO THE DISTRICT

38. GIFTS ACTION

It is recommended that the board accept the gift of gemstones donated by Mrs. John Vogelzaings.

CORRESPONDENCE

39. CORRESPONDENCE INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT