

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

MEETING OF THE BOARD OF TRUSTEES  
7:30 P.M. APRIL 22, 1991  
SADDLEBACK COLLEGE  
LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Gellatly

INVOCATION

Led by Trustee Walther

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of April 8, 1991

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATION AND INTRODUCTION OF GUESTS

OUTSTANDING SERVICE AWARDS/RESOLUTIONS

Mary Cribb, Saddleback Community College District

Rod Fitz, Saddleback College

Susan Sweet, Irvine Valley College

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. CCLC ORGANIZATION DISCUSSION DRAFT ACTION

It is recommended that the board review Exhibit B, the board's response to CCLC's organization discussion draft, and authorize representatives to finalize the draft for transmittal to Dr. David Viar, Executive Director of the Community College League of California.

3. DRAFT INITIAL PROPOSAL FROM SADDLEBACK COMMUNITY COLLEGE DISTRICT FOR PUBLIC INFORMATION PUBLIC HEARIN

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

4. INITIAL DISTRICT PROPOSAL FOR C.S.E.A CONTRACT ACCEPTANCE

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

INSTRUCTION AND STUDENT SERVICES

5. IRVINE VALLEY COLLEGE: ANNUAL ACCREDITATION REPORT ACTION

It is recommended that the board accept Irvine Valley College's annual report to the Western Association of Schools and Junior Colleges as provided in agenda item exhibit.

6. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAM, SUMMER 1991 ACTION

It is recommended that the board approve the Irvine Valley College Community Education program, presenters and compensation for the 1991 Summer Session as indicated in agenda item exhibit.

7. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

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

- a. IRVINE UNIFIED SCHOOL DISTRICT

in the amount of \$6,040 for teaching Math classes at Irvine High School.

- b. ORANGE COUNTY SHERIFF'S DEPARTMENT

to provide Advanced Officer Training and Police Officer Standards and Training (P.O.S.T.) - certified courses to law enforcement agency personnel and unaffiliated members of the community.

8. IRVINE VALLEY COLLEGE: 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 Demonstration Programs in Business and Marketing Education Project in the amount of \$500.

9. IRVINE VALLEY COLLEGE: EVENT FOOD EXPENDITURE ACTION

It is recommended that the board approve the expenditure for food for the Cultural Arts and Educational event as presented in the agenda item exhibit.

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

It is recommended that the board approve the compensation for commencement musicians, Saddleback Concert Chorale, in the amount of \$2,500, and for the sound technician, Walter Orth, in the amount of \$750.

11. SADDLEBACK COLLEGE: COURSE INSTRUCTIONAL FEES ACTION

It is recommended that the board approve Saddleback College's additional and revised instructional fees for 1991-1992 as presented.

12. 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 as presented in the agenda item exhibit.

13. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

14. SADDLEBACK COLLEGE: SUMMER MUSIC CONSERVATORY ACTION

It is recommended that the board approve the Saddleback College Summer Music Conservatory presenters and accompanying compensation as outlined in exhibit.

15. SADDLEBACK COLLEGE: MOTORCYCLE RIDER SAFETY PROGRAM ACTION

It is recommended that the board approve the Saddleback College Community Education presenters and their accompanying compensation as outlined.

16. SADDLEBACK COLLEGE: ASSOCIATED STUDENT BODY CARD FEE ACTION

It is recommended that the board approve Saddleback College's request to increase the Associated Student Body card fee from \$5 to \$8 per semester commencing with the fall semester 1991.

17. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: ACTION  
PROPOSED TRANSCRIPT FEE SCHEDULE

It is recommended that the board approve the revised fee structure as shown in the exhibit to become effective July 1, 1991.

18. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: ACTION  
PROPOSED NON-RESIDENT TUITION REFUND  
SCHEDULE

It is recommended that the board approve the revised non-resident tuition refund schedule shown in the exhibit to become effective July 1, 1991.

19. SADDLEBACK COLLEGE: ADMINISTRATIVE RETREAT ACTION

It is recommended that the board approve the Saddleback College Administrative Team planning retreat on May 8, 1991, at the Wind and Sea Restaurant at a charge of \$65.

20. SADDLEBACK COLLEGE: CONTRACT AGREEMENT ACTION  
WITH MISSION VIEJO MERCHANTS ASSOCIATION

It is recommended that the board approve the Agreement between the Saddleback College Foundation, the Mission Viejo Merchants Association and the Saddleback Community College District as presented in the exhibit, and authorize staff to implement arrangements for the September 28, 1991, fund-raising event.

21. GUEST LECTURER: DR. LAZAR VLASCEANU ACTION

It is recommended that the board approve the Saddleback Community College District portion of expenses incurred by Dr. Lazar Vlasceanu, Secretary of State for the Department of Education, Ministry of Education and Science of Romania, in an amount not to exceed \$900.

## FACILITIES

22. DISTRICT 1990 ATHLETIC FACILITY PROJECT: ACTION  
INCREASE IN SCOPE

It is recommended that the board approve increasing the scope of this project to \$2.1 million and increase the fixed fee for services to \$130,000 which represents 6.2% of project budget.

23. SADDLEBACK COLLEGE AND IRVINE VALLEY COLLEGE: ACTION  
HIRE CONSULTANT FOR PAVEMENT REPAIR

It is recommended that the board approve entering into a consulting agreement with BSI Consultants, Inc., to develop construction documents, provide construction engineering and construction inspection for those sections of roadways identified in the exhibit for a total fee not to exceed \$16,030.

## BUSINESS/FISCAL

24. AWARD OF BIDS ACTION

It is recommended that the board approve the following bid awards:

- a. SADDLEBACK COLLEGE: MOVING OF EQUIPMENT AND SUPPLIES, TECHNOLOGY & APPLIED SCIENCE BUILDING

Bid 858 for moving all equipment and supplies to the new Technology and Applied Science Building to Special Systems Delivery for \$4,235 and Gordon Moving and Storage for \$13,237, for a total amount of \$17,472.

- b. SADDLEBACK COMMUNITY COLLEGE DISTRICT: MAILING SERVICE FOR CLASS SCHEDULES

Bid 124 to Diversified Mailing, Inc., for the mailing of class schedules for Irvine Valley College and Saddleback College for the academic year of 1991-1992 in the amount of \$10.55 per thousand.

25. IRVINE VALLEY COLLEGE: CONTINUATION OF SOFTWARE LEASE, IBM HIGHER EDUCATIONAL ALLIANCE CONSORTIUM ACTION

It is recommended that the board approve the continuation of this software lease to IBM Higher Education Software Consortium for \$50,000 for the period covering January 1, 1991, through December 31, 1991, inclusive.

26. SADDLEBACK COLLEGE: EXTEND CONTRACT - BOOKSTORE SERVICES ACTION

It is recommended that the board approve the continuation of the existing contract between the Saddleback Community College District and Campus Services, Inc., for bookstore services through June 30, 1992.

27. IRVINE VALLEY COLLEGE: BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions:

- a. DISABLED STUDENTS PROGRAM AND SERVICES - HIGH TECH CENTER

No. 91-28 to amend the 1990-1991 General Fund Restricted Budget in the amount of \$13,458 as displayed in exhibit.

- b. ACCEPTANCE OF AWARD/TELECOMMUNICATIONS MODEL NETWORK, PHASE IV

No.91-29 to amend the 1990-1991 General Fund Restricted Budget in the amount of \$90,000 as displayed in exhibit.

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. QUARTERLY FINANCIAL STATUS REPORT REVIEW/STUDY

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

30. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

31. TRANSFERS OF APPROPRIATIONS ACTION

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

32. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 23145 through 23420 totaling \$187,010.68.

33. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 15748 through 16113 totaling \$731,833.20; credit card purchases totaling \$3,611.85; IVC Community Education checks 1657 through 1714 totaling \$26,339.39; and SC Community Education checks 1283 through 1305 totaling \$21,904.41.

#### 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
  - i. Chancellor's Report

PERSONNEL

35. 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.

36. SEARCH COMMITTEE - VICE CHANCELLOR, HUMAN RESOURCES ACTION

It is recommended that the board approve Edwin Bush, Vice Chancellor, Human Resources, North Orange Community College District, and Patricia Mollica, Dean, Personnel Services, Pasadena City College, or alternates, to serve on the Search Committee for the position of Vice Chancellor, Human Resources, and to receive daily rate pay and reimbursement for actual and necessary expenses.

GIFTS TO THE DISTRICT

37. GIFTS

ACTION

It is recommended that the board accept the following gifts: one Varityper 5810 Comp/Edit to be used for typesetting instructional purposes in the Graphic Communications Program, Saddleback College, donated by Mr. Gene Mallard.

CORRESPONDENCE

38. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT