

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

MEETING OF THE BOARD OF TRUSTEES  
7:30 P.M. MAY 14, 1990  
IRVINE VALLEY COLLEGE  
B 304 - COMPUTER SCIENCES BUILDING

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of April 16, 1990

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

Resolution: Student Trustee Lopez

Resolution: CACC PRO Awards for Irvine Valley College

Presentation: The Elephant Ear

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. GRANT APPLICATIONS: IRVINE VALLEY COLLEGE ACTION

a. CALIFORNIA COMMUNITY COLLEGES BUSINESS FACULTY INTERNSHIP -- CALIFORNIA COMMUNITY COLLEGES' CHANCELLOR'S OFFICE, VOCATIONAL EDUCATION ACT, TITLE II, PART B

The purpose of this proposal to the Chancellor's Office, California Community Colleges, is to develop internships at community colleges and in business and industry as professional development activities. This program would enable California Community Colleges business faculty to keep vocational programs current with changing technology and practices of business employers, and at the same time give business faculty the required information for instructional technology and methodology which would facilitate the upgrade of facilities, curriculum, equipment, and methods used for instruction.

b. LEADERSHIP CONFERENCE FOR BUSINESS EDUCATION- CALIFORNIA COMMUNITY COLLEGES; CHANCELLOR'S OFFICE, VOCATIONAL EDUCATION ACT, TITLE II, PART B

The purpose of this proposal to the Chancellor's Office, California Community Colleges, is a leadership conference for business education which would serve both to upgrade teachers and train them to become administrators, plus address upward mobility and affirmative action; and train teachers in the current teaching theories. The project will provide five days of intensive training in leadership skills to twenty participants selected by state staff. These participants will be looked to for vocational leadership in the state.

c. DEMONSTRATION PROGRAMS IN BUSINESS AND MARKETING EDUCATION - CALIFORNIA COMMUNITY COLLEGES' CHANCELLOR'S OFFICE, VOCATIONAL EDUCATION ACT, TITLE II, PART B.

The purpose of this proposal to the Chancellor's Office, California Community Colleges, is to cover funding to provide coordination of one statewide conference which will be held at Irvine Valley College demonstrating the curriculum and facilities for local area networks, telecommunications, business graphics, and desktop publishing. In addition, visitations will be provided on a small group basis three times throughout the academic year as well as individual visits as requested.

3. ANNUAL ACCREDITATION REPORTS INFORMATION

It is recommended that the board accept the annual report to the Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

4. CONSOLIDATED ELECTIONS FOR MEMBERS OF GOVERNING BOARDS ACTION

It is recommended that the board approved Resolution 90-34 to notify the Orange County Department of Education of the consolidated election specifications as outlined in the agenda item exhibit.

5. BOARD POLICY REVISION: BP 6150 ACCEPT FOR REVIEW AND STUDY

It is recommended that the board accept for review and study the proposed revisions to Board Policy 6150, Study Abroad Programs.

6. IRVINE VALLEY COLLEGE FOUNDATION BYLAWS APPROVAL

It is recommended that the board approve the revised Irvine Valley College Foundation Bylaws.

7. TELEPHONE REGISTRATION TASK FORCE INFORMATION  
PROGRESS REPORT

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

8. RECOMMENDED ADMINISTRATIVE ORGANIZATION ACTION  
FOR 1990-1991: IRVINE VALLEY COLLEGE

It is recommended that the board approve the Irvine Valley College Administrative Organization, 1990-1991.

INSTRUCTION AND STUDENT SERVICES

9. CATALOG CHANGES FOR 1990-1991 ACTION

- a. SADDLEBACK COLLEGE: CATALOG CHANGES

It is recommended that the board approve the changes in Saddleback College's 1990-1991 catalog, as presented in the agenda item exhibit, and authorize publication of this document.

- b. SADDLEBACK COLLEGE: CURRICULUM CHANGES

It is recommended that the board approve the curriculum changes in Saddleback College's 1990-1991 catalog, as presented in the agenda item exhibit, and authorize publication of this document.

- c. IRVINE VALLEY COLLEGE: CURRICULUM CHANGES

It is recommended that the board approve the curriculum changes for Irvine Valley College as presented in the agenda item exhibit.

10. SADDLEBACK COLLEGE: 1990-1991 ADDITIONAL ACTION  
AND REVISED FEES

It is recommended that the board approve Saddleback College's additional and revised instructional fees for 1990-1991.

11. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the consulting agreement with Richard Thomas to assist in updating instructional data pertaining to Hazardous Materials for paramedic students in an amount not to exceed \$100.

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 Craftsperson 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 listed students.

14. ACADEMIC MASTER PLAN: IRVINE VALLEY COLLEGE ACCEPTANCE FOR REVIEW AND STUDY

It is recommended that the board accept for review and study the Irvine Valley College Academic Master Plan.

15. IRVINE VALLEY COLLEGE: PROFESSIONAL DEVELOPMENT PROJECT, PHASE II, WORKSHOP PRESENTER ACTION

It is recommended that the board approve the expenditure for Jan Gregory, a presenter at the Asilomar Networking Conference, for a fee of \$300.

16. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTOR AGREEMENT ACTION

It is recommended that the board approve the hiring of Ms. Susan DuBois as consultant in the development of the Irvine Valley College Alumni Association, for a fee of \$2,100.

FACILITIES

17. SADDLEBACK COLLEGE: REGIONAL PERFORMING ARTS COMPLEX SCOPE AND FUNCTIONS ACTION

It is recommended that the board approve the proposed scope and functions of the Saddleback College Regional Performing Arts Complex as presented in the agenda item exhibit, and authorize the continuation of planning based upon these concepts.

18. FINAL CHANGE ORDER: STUDENT SERVICES CENTER: SADDLEBACK COLLEGE ACTION

It is recommended that the board ratify Change Order No. 10 (final) as described in Exhibit B of the agenda item, to amend the contract with Culp Construction Company for construction of the Student Services Center, Saddleback College, increasing the contract amount by \$40,492 and a contract completion date extension of 33 days.

19. APPROVAL OF STOP NOTICE RELEASE: TECHNOLOGY/ APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE ACTION

It is recommended that the board approve the Release of Stop Notice in the amount of \$5,500 submitted by Fleming Engineering.

20. CHILD DEVELOPMENT CENTER: SADDLEBACK COLLEGE ACTION

- a. PRELIMINARY SOILS INVESTIGATION

It is recommended that the board approve a contract with South Coast Geologic Services to provide geotechnical services for the Child Development Center, Saddleback College, as described in the agenda item exhibit for a fee of \$5,650.

- b. HIRE ENGINEER: SITE SURVEY

It is recommended that the board approve a contract with JHH Consultants to provide a site survey and topographic map for the Child Development Center, Saddleback College, in accordance with their proposal shown in Exhibit A of the agenda item for a fixed fee of \$2,800.

21. HIRE TELECOMMUNICATIONS CONSULTANT: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE ACTION

It is recommended that the board approve the Consultant Agreement with Western Telecommunication Consulting, Inc. in accordance with the proposal dated March 29, 1990 for telecommunications systems design and specifications in the Technology/Applied Science Building, Saddleback College, for a fee not to exceed \$13,000.

22. HIRE ARCHITECTS: WORKING DRAWINGS, CHILD DEVELOPMENT CENTER: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board approve the contract with Taylor & Associates for working drawings and other architectural services as described in the Owner/Architect contract (Exhibit B of the agenda item), for a fee of \$81,153, and authorize additional services as shown in Exhibit C of the agenda item, required to modify the plans for a guaranteed maximum fee of \$15,750 for the Child Development Facility, Irvine Valley College.

23. AWARD OF BIDS: ACTION

- a. REPLACEMENT OF CHILLED WATER PIPING FINE ARTS DEPARTMENT: SADDLEBACK COLLEGE

It is recommended that the board approve the replacement of chilled water piping at the Fine Arts Department of Saddleback College to B & P Services, Inc. for the amount of \$67,660.

- b. REPLACEMENT OF HEAT PUMPS: BUILDINGS A 200, 300, AND 400: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board approve Bid No. 126 to Anaheim Electric Company for replacement of Hydronic heat pump units at Irvine Valley College for the amount of \$187,916.

BUSINESS/FISCAL

24. AWARD OF BIDS:

ACTION

- a. BID EXTENSION: COMMUNITY EDUCATION  
BROCHURES: FISCAL YEAR 1990-1991: SADDLEBACK  
AND IRVINE VALLEY COLLEGES

It is recommended that the board award the option to extend Bid No. 195 for one additional year for the printing of the Community Education brochures to South Coast Printing at a cost of \$90,000.

- b. BID CONTINUATION: 1990-1991 PHOTOCOPIER  
PREVENTATIVE MAINTENANCE CONTRACT:  
SADDLEBACK AND IRVINE VALLEY COLLEGES

It is recommended that the board approve the continuation of Bid No. 101 for preventative maintenance contracts on photocopiers for the fiscal year July 1, 1990 through June 30, 1991 and July 1, 1991 through 1992.

25. ASSIGNMENT OF LEASE-PURCHASE AGREEMENT:  
PUBLIC FUNDING CORPORATION

ACTION

It is recommended that the board approve the request for Public Funding Corporation for assignment of the lease-purchase agreement , identified as Exhibit A of the agenda item, to Mr. Walter A. Plummer; Pillow, Olson and Company.

26. REVISED AUTHORIZATION FOR DISTRICT  
INSTITUTIONAL MEMBERSHIPS - 1990-1991

ACTION

It is recommended that the board approve the revised 1990-1991 membership requests and estimated organizational dues



27. BUDGET AMENDMENTS

ACTION

a. INSTRUCTIONAL EQUIPMENT GRANT: SADDLEBACK COLLEGE AND IRVINE VALLEY COLLEGE

It is recommended that the board adopt resolution 90-39 to increase the 1989-1990 budget by \$38,124 from the State Master Grant allocation, and to direct that these funds be appropriated to the accounts and in the amounts displayed.

b. AB 1725 - STAFF DEVELOPMENT

It is recommended that the board adopt resolution 90-40 to increase the 1989-1990 budget by \$2,144 from the final Master Grant allocations increasing the Staff Development Project, and to direct that these funds be appropriated to the accounts and in the amounts displayed.

c. AB 1725 - STAFF DIVERSITY

It is recommended that the board adopt resolution 90-41 to decrease the 1989-1990 budget by <\$27> resulting from a reduction to the district for the Staff Diversity Project from the final allocation of the Master Grant from the State Chancellor's Office, and to direct that these funds be appropriated to the accounts and in the amounts displayed.

d. FOUNDATION DONATION

It is recommended that the board adopt resolution 90-36 to increase the 1989-1990 budget by \$27,150, and to direct that these funds be appropriated to the accounts and in the amounts displayed. The funds are being donated by the Saddleback College Foundation for the purchase of equipment for the Radio Station and Marine Science, and supplies for the Women's Center.

28. 1990-1991 BUDGET DEVELOPMENT PARAMETERS:

INFORMATION

The report is a revision to the planning allocation for the operating units as well as establishment of a projected funding level for the 1990-1991 General Fund/Unrestricted budget.

29. PROPOSITIONS 111 AND 121 ACTION

It is recommended that the board adopt resolution 90-44 and 90-45 in support of Proposition 111 and 121 on the June 5, 1990, California ballot.

30. TRANSFER OF APPROPRIATIONS ACTION

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

31. APPROVAL OF PLAN 65 BENEFIT OPTION ACTION

It is recommended that the board approve the extension of Plan 65 benefits to the dependents of the district-eligible retirees at the same rate paid by the district for the year the plan is effective. It is further recommended that the board make this benefit available such that the retiree who elects to exercise this option bears the additional cost for same.

32. RESOLUTION: ISSUANCE OF 1990 TAX AND REVENUE ANTICIPATION NOTES AND APPROVAL OF THE OFFICIAL STATEMENT ACTION

It is recommended that the board approve resolution 90-38 (Exhibit A of the agenda item) approving the Official Statement (Exhibit B of the agenda item), authorizing the issuance of \$4,000,000 in 1990 Tax and Revenue Anticipation Notes, pledging property tax revenues for repayment and making certain tax covenants required by law.

33. PAYMENT OF BILLS ACTION

It is recommended that the board approve payment of warrants 150050 through 151149 totaling \$1,620, 128 and credit card purchases totaling \$9,140.

34. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 15405 through 16191 totaling \$765,736.

35. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

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

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

37. CONSULTING CONTRACT: INNOVATIVE BUSINESS SOLUTIONS ACTION

It is recommended that the board approve the consulting contract with Innovative Business Solutions for Macintosh computer training for district staff at a fee of \$60 per hour, not to exceed \$1,680.

38. DISTRICT SERVICES STAFF DEVELOPMENT SPRING RETREAT ACTION

It is recommended that the board approve the proposed District Services Staff Development Advisory Committee spring retreat, with expenses not to exceed \$400.

## SPECIAL REPORTS

### 39. 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

### 40. 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.

c. NON-BARGAINING SHORT-TERM EMPLOYEES  
SALARY SCHEDULE 1990-1991

It is recommended that the board approve the modifications to the Non-Bargaining Unit, Temporary, Short Term, Hourly Schedule as presented, effective July 1, 1990.

GIFTS TO THE DISTRICT

41. GIFTS

ACTION

It is recommended that the board accept the following gifts: \$1,250 for the Marine Science Department, \$500 for the Women's Center, \$400 for the 1990 Women's Conference Brochures from the Saddleback College Foundation; ten cases Dressing Kits for the Nursing Program from the Support Systems International, Inc.; one Bell & Howell Slide Projector for the Audio Visual Department from Dr. J. Houts.

CORRESPONDENCE

42. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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