

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M. MAY 15, 1989
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

BUDGET WORKSHOP - 4:15 p.m. - 6:15 p.m.

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 24, 1989

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Swearing In of New Student Trustee Lopez

Resolution: Student Trustee Hellriegel

ACTION

PRIORITY

SABBATICAL LEAVE REPORTS

INFORMATION

A brief oral presentation on sabbatical leaves will be presented by:
Robert Cosgrove, Saddleback College
Craig Grossman, Irvine Valley College
Jack Swartzbaugh, Saddleback College

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. GRANT APPLICATION: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board of trustees approve the grant application, "Special Licensure and Education for Non-Residential Licensees" California Department of Real Estate: DRE RFP #2-FY 1988-1989. The proposal is a two-phase study to analyze and evaluate the need, feasibility and advisability of specialized licensure and educational requirements for brokers and salespersons employed in California mortgage loan brokerage mortgage banking, property management, business opportunity brokerage, commercial and industrial brokerage, and time share sales.

3. IRVINE VALLEY COLLEGE: AWARD OF FUNDS ACTION

It is recommended that the board of trustees accept the award of funds from the California Community College Chancellor's Office and adopt the resolutions to amend the 1988-1989 General Fund Restricted budget in support of:

a. TELECOMMUNICATIONS PROJECT, PHASE III

The activities provided by the Statewide Community College Instructional and Administrative Telecommunications Model Network project are integral to the success of the telecommunications project and will enhance capability throughout the State. IBM Corporation and AST Research have donated and/or loaned the project one-half million dollars in equipment and curriculum support.

b. PROFESSIONAL DEVELOPMENT PROJECT, PHASE II

The activities provided by the Professional Development and Program Improvement program are integral to the success of the expansion of in-service education and relevant program improvement services for community college business education faculty throughout the State.

4. DRUG-FREE WORKPLACE BOARD POLICY ACTION
- It is recommended that the board of trustees approve Board Policy 4016, Drug-Free Workplace.
5. BOARD POLICY REVISIONS: 5000 AND 6000 SECTIONS ACTION
- It is recommended that the board of trustees accept for approval revisions to the Board Policy Manual, 5000 and 6000 Sections.
6. ADMINISTRATIVE REGULATION 4014: SMOKING INFORMATION
- Administrative Regulations in support of BP 4014 are included in this report.

INSTRUCTION AND STUDENT SERVICES

7. CERTIFICATES OF ACHIEVEMENT ACTION
- It is recommended that the board of trustees approve granting of certificates to the listed students at:
- a. IRVINE VALLEY COLLEGE
- b. SADDLEBACK COLLEGE
8. IRVINE VALLEY COLLEGE: PROFESSIONAL DEVELOPMENT PROJECT/EVENTS, MAY-JULY 1989 ACTION
- It is recommended that the board of trustees approve the listed workshops and expenditures for the listed presenters.
9. ANNUAL ACCREDITATION REPORTS INFORMATION
- It is recommended that the board of trustees accept the annual report to the Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges from:
- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

10. SADDLEBACK COLLEGE: CATALOG POLICY CHANGE ACTION

It is recommended that the board of trustees approve the Matriculation Policy changes for inclusion in the 1989-1990 Saddleback College catalog. The Saddleback College Matriculation Steering Committee has completed revisions of the Matriculation Policy for all governance units of the college.

11. SADDLEBACK COLLEGE: CURRICULUM PREREQUISITE CHANGES ACTION

It is recommended that the board of trustees approve the prerequisite changes for courses in the Nursing Program.

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

It is recommended that the board of trustees approve compensation for the listed presenters and technicians for the 1989 Saddleback College Commencement.

13. SADDLEBACK COLLEGE: SUMMER STOCK ARTISTS AND CRAFTSPERSONS HONORARIA ACTION

It is recommended that the board of trustees approve honoraria to the Saddleback Company Theatre Artists and Craftspersons for Summer 1989.

14. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board of trustees authorize a guest artist contract with Stanley Weinstein/Arts Management for one performance of "The Copasetics" at a cost not to exceed \$6,500.

15. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS

ACTION

It is recommended that the board of trustees approve consulting agreements with:

a. LEONARD R. INCH

in an amount not to exceed \$2,000 for services of the Third-Party Evaluator of the Orange County paramedic training services.

b. KERRI ACHESON

in the amount of \$10,000 for professional service associated within the International Trade Model Curriculum grant.

16. SADDLEBACK COLLEGE: ORANGE COUNTY DEPARTMENT OF EDUCATION MEDIA SERVICES CONTRACT

ACTION

It is recommended that the board of trustees approve the contract with Orange County Department of Education Media Services Unit for materials and services in an amount not to exceed \$450 for the 1988-1989 fiscal year.

17. SADDLEBACK COLLEGE: TELECOURSE LICENSING AGREEMENTS

ACTION

It is recommended that the board of trustees authorize license agreements with:

a. NOBEL FIELDS REALTY & INVESTMENT COMPANY

for the period from May 15, 1989 through May 30, 1994, inclusive, at a cost of \$5 per enrolled student, plus a one time administrative charge of \$500.

b. SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

for the period from January 1, 1989 through August 30, 1989, inclusive, at a cost of \$5 per enrolled student, plus a one time administrative charge of \$500.

18. SADDLEBACK COLLEGE: 1989-1990 ADDITIONAL AND REVISED FEES ACTION

It is recommended that the board of trustees approve Saddleback College's additional and revised instructional fees for 1989-1990.

19. MUSIC COURSE REPEATABILITY ACTION

It is recommended that the board of trustees approve removal of the repeatability restrictions for music courses Solo Repertoire and Large and Small Ensemble.

FACILITIES

20. SADDLEBACK COLLEGE FOUNDATION ACTION

It is recommended that the board of trustees approve the Saddleback College Foundation's plan for a capital campaign to raise funds for a new stadium at Saddleback College.

21. NOTICE OF COMPLETION: REROOFING THE FINE ARTS BUILDING: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees approve acceptance of the deferred maintenance project entitled Reroofing the Fine Arts Building, Saddleback College, and authorize filing of a Notice of Completion.

22. CHANGE ORDER #2: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees ratify Change Order No. 2 to amend the contract with Construction Incorporated of Texas for construction of the Technology/ Applied Science Building, Saddleback College, by increasing the contract amount to \$4,655,162, and extending the time of completion to April 16, 1989.

23. CHANGE ORDER #3: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees ratify Change Order No. 3 to amend the contract with Construction Incorporated of Texas for construction of the Technology/Applied Science Building, Saddleback College, by increasing the contract amount to \$4,727,160, and extending time of completion to May 30, 1989.

24. SUBSTITUTION OF SUBCONTRACTORS: SADDLEBACK COLLEGE ACTION

a. TECHNOLOGY/APPLIED SCIENCE BUILDING

It is recommended that the board of trustees approve substitution of the subcontractor for the work as listed for construction of the Technology/Applied Science Building, Saddleback College.

b. STUDENT SERVICES CENTER

It is recommended that the board of trustees approve substitution of subcontractor, The Insulators, Inc., for construction of the Student Services Center, Saddleback College.

25. ADOPTION OF RESOLUTION OF INTENTION TO LEASE ORANGE GROVE AREA: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board of trustees adopt the resolution declaring its intent to lease property and enter into an agricultural services agreement.

BUSINESS/FISCAL

26. AWARD OF BIDS:

ACTION

It is recommended that the board of trustees approve award of bids for:

a. REPLACEMENT OF WATER DAMAGE EQUIPMENT:
SADDLEBACK COLLEGE

Bid No. 816 is for purchase of Media Production equipment to the listed vendors at a cost of \$122,691.82.

b. COMPUTERIZED STENOGRAPH WRITERS:
SADDLEBACK COLLEGE

Bid No. 812 is for purchase of computerized stenograph writers to Rapidtext, Inc. in the amount of \$30,707.

c. VIDEO WORK STATION: SADDLEBACK COLLEGE

Bid No. 814 is for purchase of a Pinnacle Video Work Station and software to Hoffman Video Systems in the amount of \$23,320.

d. PRINTING AND BINDING OF ACADEMIC CATALOG: SADDLEBACK COLLEGE

Bid No. 813 to San Dieguito Publishers is in the amount of \$15,775.

27. BUDGET AMENDMENTS:

ACTION

It is recommended that the board of trustees adopt the resolutions for:

a. STUDENT HEALTH FEES

to reduce the 1988-1989 budget by \$31,046.

b. EMPLOYER BASED TRAINING: IRVINE VALLEY COLLEGE

to reduce the 1988-1989 budget by \$3,126.

c. EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS) AUGMENTATION 1988-1989: SADDLEBACK COLLEGE

to increase the 1988-1989 budget by \$5,000.

28. TRANSFERS OF APPROPRIATIONS

ACTION

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

29. RESOLUTION: ISSUANCE OF 1989 TAX AND REVENUE ANTICIPATION NOTES AND APPROVAL OF THE OFFICIAL STATEMENT

ACTION

It is recommended that the board of trustees accept the resolution approving the Official Statement, authorizing issuance of \$3,700,000 in 1989 Tax and Revenue Anticipation Notes, pledging property tax revenues for repayment, and making certain tax covenants required by law.

30. PAYMENT OF BILLS

ACTION

It is recommended that the board of trustees approve payment of warrants 140628 through 141262 totaling \$939,414.82 and credit card purchases totaling \$3,379.15.

31. PURCHASE ORDERS

ACTION

It is recommended that the board of trustees adopt purchase orders 8507 through 8959 totaling \$1,035,798.92.

32. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS

ACTION

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

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 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

34. 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. SABBATICAL LEAVES 1989-1990

It is recommended that the board of trustees approve those faculty members for sabbatical leaves during the academic year 1989-1990 as indicated in the exhibit.

GIFTS TO THE DISTRICT

35. 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

36. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT