

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

MEETING OF THE BOARD OF TRUSTEES  
7:30 P.M., JUNE 15, 1992  
STUDENT SERVICES CENTER ROOM 240  
IRVINE VALLEY COLLEGE

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Moore

INVOCATION

Led by Trustee Connolly

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of June 1, 1992

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. BOARD POLICY 5609 - MATRICULATION ACTION

It is recommended that the board accept for approval Board Policy 5609, Matriculation.

3. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve the grant proposals "Curriculum: Mini-grant for Establishing Competencies for Multimedia," "Curriculum: Mini-grant for Evaluating Multimedia Equipment," and "Staff Development for Business Educators," Chancellor's Office, California Community Colleges.

4. CONSOLIDATED ELECTIONS FOR MEMBERS OF GOVERNING BOARDS ACTION

It is recommended that the board approve Resolution 92-40 to notify the Orange County Department of Education of the consolidated election specifications as outlined in exhibit.

INSTRUCTION AND STUDENT SERVICES

5. EDUCATIONAL SERVICES AGREEMENTS/AUTHORIZED PROVIDER AGREEMENT ACTION

It is recommended that the board approve the following Educational Services Agreements/Authorized Provider Agreement:

- a. SADDLEBACK COLLEGE: SADDLEBACK VALLEY BOARD OF REALTORS

to offer computer and software courses at the college for the firm's employees for the period June 16, 1992, through June 30, 1993.

- b. SADDLEBACK COLLEGE: CIVIL SERVICE ACADEMY

to offer courses in Postal Service Preparation and Law Enforcement Career Preparation at The Civil Service Academy for the period July 1, 1992, through June 30, 1993.

c. IRVINE VALLEY COLLEGE: ORANGE COUNTY  
CHAPTER OF THE AMERICAN RED CROSS

to extend the contract to offer instructional courses leading to the receipt of the American Red Cross Standard First Aid Certificate and CPR Card to June 30, 1993.

6. SADDLEBACK COLLEGE: CONTRACTS ACTION

It is recommended that the board approve the following contracts for:

a. COMMUNITY EDUCATION MOTORCYCLE  
TRAINING PROGRAM

with the California Motorcycle Safety Program to conduct classes on motorcycle rider training on campus.

b. HEALTH PROFESSIONALS TESTING CENTER

with Emergency Medical Services to administer and score their standardized test for health care personnel at various testing sites throughout the region as required by the Regional Health Occupation Resource Center grant project.

7. SADDLEBACK COLLEGE: REGIONAL HEALTH OCCUPA- ACTION  
TION RESOURCE CENTER CONSULTANT AGREEMENTS

It is recommended that the board approve consultant agreements with:

a. PROCTORS/CENTER ASSISTANTS AND CLINICAL  
EVALUATORS

as listed in exhibit for their services for an amount not to exceed \$700 for each proctor and \$2,800 for each evaluator.

b. MS. JOANNE GRAY

for her services as Project Coordinator for an amount not to exceed \$22,000 plus travel and conference expenses.

8. SADDLEBACK COLLEGE: VIDEO CONTRACT REVISION ACTION

It is recommended that the board approve a payment increase of \$1,000 to Ms. Barbara Hanvy, Assistant Producer, for additional time necessary to produce the video, "Sudden Infant Death Syndrome: A First Response Video."

9. SADDLEBACK COLLEGE: PARTICIPATION IN FUND FOR INSTRUCTIONAL IMPROVEMENT CONSORTIUM ACTION

It is recommended that the board approve Saddleback College's participation in a Fund for Instructional Improvement grant consortium with Rancho Santiago College, Golden West College, Orange Coast College, and Victor Valley College for the purpose of developing the guidelines and process to evaluate the impact of staff development activities upon student success at consortium colleges.

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 as presented.

11. IRVINE VALLEY COLLEGE: EVENTS ACTION

It is recommended that the board approve the following events:

- a. SECOND ANNUAL IRVINE ELECTRIC MUSIC FESTIVAL

co-sponsored with the City of Irvine to be held on October 10, 1992.

- b. INSTRUCTIONAL ADMINISTRATORS RETREAT

to be held on July 10 for an amount not to exceed \$550 for the purpose of discussing the academic direction of the college and to develop the concept of team management for the 1992-1993 academic year .



c. PRESIDENT'S MARINE BASE EDUCATIONAL LUNCHEON

to be held on July 8 for an amount not to exceed \$2,000 to honor the students, family, staff members and Base commanders who participate in IVC's Base educational programs.

d. PARTICIPATION AT THE 1992 ORANGE COUNTY FAIR

at a cost not to exceed \$1,700 for exhibit booth and personnel consisting of faculty and staff from July 10 through July 26.

12. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, SUMMER 1992 ACTION

It is recommended that the board approve two additional Community Education programs, presenters and compensation for the 1992 Summer Session as indicated..

13. IRVINE VALLEY COLLEGE: HERITAGE PARK CHILD CARE FEE SCHEDULE REVISION ACTION

It is recommended that the board approve the 1992-1993 Irvine Valley College Child Care Fee Schedule as presented.

14. STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

FACILITIES

15. IRVINE VALLEY COLLEGE: CHANGE ORDERS ACTION

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

a. NO. 1, PARKING LOT 6

to amend the contract with Southern California Builders by increasing the contract amount by \$6,750 to \$592,750 and add five days of extension time to project completion date.

b. NO. 1, ARCHITECTURAL BARRIER REMOVAL

to amend the contract with Southern California Builders by increasing the contract amount by \$1,235.40 to \$105,235.40.

c. NO. 4, P.E. OUTDOOR FACILITIES (PLAYING FIELDS)

to amend the contract with Valley Crest Landscape by \$10,972.50 to \$1,896,877.36 and add 33 days of extension to project completion date.

d. NO. 7, P.E. FACILITIES (SHOWER/LOCKER BLDG.)

to amend the contract with Pinner Construction Company by increasing the contract amount by \$5,215.02 to \$2,135,044.10.

16. IRVINE VALLEY COLLEGE: NOTICE OF COMPLETION, BUILDINGS B300 AND A200 AIR CONDITIONING SYSTEM UPGRADE ACTION

It is recommended that the board accept the project as complete and authorize the filing of a Notice of Completion.

17. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT, PARKING LOT LIGHTING UPGRADE ACTION

It is recommended that the board approve entering into a consultant agreement with the firm of Moraes/Pham & Associates to provide construction documents for the upgrading of the parking lot lighting of parking lots 1A through 13 at Saddleback College for a fixed fee of \$29,290.

BUSINESS/FISCAL

18. SADDLEBACK COMMUNITY COLLEGE DISTRICT: ACTION  
AWARD OF BID, PRINTING OF 1992-1993 CLASS  
SCHEDULES

It is recommended that the board award Bid 143 for production of the Fall 1992, Spring 1993, and Summer 1993 Schedule of Classes to Trend Offset Printing for Saddleback College at the base amount of \$134,848 and for Irvine Valley College at the base amount of \$92,860, with an option for an additional two years in one-year increments.

19. LEASE PURCHASE LINE OF CREDIT, CAPITAL OUTLAY ACTION  
EQUIPMENT ACQUISITION

It is recommended that the board approve entering into a Lease Purchase Line of Credit with Public Leasing Corporation for use of such financing on an as-needed basis, and further adopt Resolution 92-42 authorizing the Chancellor or the Vice Chancellor of Fiscal Services to execute the necessary Master Lease and individual agreements during the term of the agreement.

20. TERMINATION OF PRESENT FOOD SERVICE CONTRACT ACTION  
AND AUTHORIZATION OF NEW BID PROPOSALS

It is recommended that the board terminate the present food services contract at Irvine Valley College with D'Amore Food Services and further authorize the District Director of Central Services to send invitations for proposals for a five-year contract for food service to prospective vendors.

21. WORKERS COMPENSATION CLAIMS ADMINISTRATION ACTION  
CONTRACT

It is recommended that the board extend the terms of the agreement with Keenan & Associates to provide claims administration services for the period from July 1, 1992, to June 30, 1993, inclusive, at a cost of \$ .07 for each \$100 of audited payroll.

22. 1992-1993 TENTATIVE BUDGET ACTION

It is recommended that the board adopt the 1992/1993 Tentative Budget as presented and establish August 17, 1992, at the Saddleback College campus as the date and place of the public hearing for the Final 1992/1993 Budget.

23. BUDGET AMENDMENT: CAPITAL OUTLAY FUND ACTION

It is recommended that the board adopt Resolution 92-41 to amend the 1991-1992 Capital Outlay Fund Budget in the amount of <\$247,119> and to direct that these funds be appropriated to the accounts and in the amounts displayed.

24. APPROPRIATIONS LIMIT FOR 1992-1993 ACTION

It is recommended that the board establish an appropriations limit of \$79,470,800 for fiscal year 1992-1993 by adopting Resolution 92-39 as presented.

25. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

26. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 32712 through 32924 totaling \$282,708.67.

27. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 28255 through 28679 totaling \$1,031,656.23; credit card purchases totaling \$4,522.09; Saddleback College Community Education checks 2651 through 2685 totaling \$14,925.49; and Irvine Valley College Community Education checks 3136 through 3176 totaling \$52,979.88.

CONSULTATION ON STATEWIDE ISSUES



SPECIAL REPORTS

28. 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/Councils' Report
  - 1. Saddleback College Classified Senate
  - 2. Irvine Valley College Classified Council
  - 3. District Classified Council
- i. Chancellor's Report

PERSONNEL

29. 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.

30. TECHNICAL SERVICES AGREEMENT

ACTION

It is recommended that the board continue the professional services of Ralph Andersen and Associates on an if- and as-needed basis to maintain original classification study, update training, and review class specifications.

GIFTS TO THE DISTRICT

31. GIFTS

ACTION

It is recommended that the board accept the following gifts: one 8088 Computer, forty megabyte external hard drive, one monitor and cables to be used as back up for school computers and for spare parts of the School of Humanities and Languages, donated by Francisco A. Marmolejo to Irvine Valley College; complimentary two-night stay in support of the Fifth Annual Community Awards Dinner, donated by Thomas Gurtner, General Manager, Four Seasons Hotel, to Irvine Valley College; four books (The Iliad of Homer, Aristophanes - The Eleven Comedies, Rights of Man by Thomas Paine, and the Divine Comedy) to be added to the Library collection, donated by Riley Miriam to Irvine Valley College; miscellaneous sizes of raw steel stock to be used in Robotic machining Cell. classes, donated by Keith Brown, Sr. Prod. Planner, Control Systems Division, Parker Hannifin Corp., to Irvine Valley College; Journal of Ecology - 1984 to present to be used by students and faculty in Biology marine Science and Environmental Studies classes, donated by Paul Beier to Saddleback College; one color computer monitor to be used with the computer system currently in use in Office of Instruction, donated by Don Busche to Saddleback College.

CORRESPONDENCE

32. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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