

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

MEETING OF THE BOARD OF TRUSTEES  
7:30 P.M., JUNE 24, 1991  
SADDLEBACK COLLEGE  
LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Moore

INVOCATION

Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of June 10, 1991

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

Resolution: Dr. Robert Lombardi

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. BOARD POLICY REVISION - BP 5300 ACTION

It is recommended that the board accept for approval the revisions to Board Policy 5300, Grading Policy, as indicated.

3. RESOLUTION IN OPPOSITION TO SECTION 51025,  
TITLE 5 ACTION

It is recommended that the board approve Resolution 91-42 opposing Section 51025 of Title 5.

4. SADDLEBACK COLLEGE, IRVINE VALLEY COLLEGE,  
AND DISTRICT FOUNDATION BYLAWS ACTION

It is recommended that the board approve the revised Saddleback College, Irvine Valley College, and District Foundation Bylaws as delineated in the exhibits.

5. ORANGE COUNTY MARINE INSTITUTE ACTION

It is recommended that the board approve the Joint Powers Agreement as amended, increasing the number of directors from 11 to 13, plus designating one new member from the City of Dana Point and one additional director at large.

INSTRUCTION AND STUDENT SERVICES

6. SADDLEBACK COLLEGE: NEW MATRICULATION  
PROCEDURES FOR 1991/1992 CATALOG (SUPPLEMENT) ACTION

It is recommended that the board approve Saddleback College's new ESL matriculation procedures, revised English placement procedures, and revised mathematics placement procedures as described for publication in the 1991/1992 College Catalog supplement.

7. SADDLEBACK COLLEGE: 1991/1992 ADDITIONAL AND REVISED FEES ACTION

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

8. SADDLEBACK COLLEGE: LEGAL ASSISTING PROGRAM ACCREDITATION SITE VISIT ACTION

It is recommended that the board approve the expenditure of funds for hotel expenses for the ABA accreditation team visit to the Saddleback College Legal Assisting Program.

9. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board approve honorarium payment to Saddleback Company Theatre Performing Equity Artists as shown.

10. SADDLEBACK COLLEGE: HONORARIA/EXPENSES ACTION

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

- a. IN-SERVICE GUEST SPEAKER

Honorarium and expenses totaling \$330 for Mr. Larry Toy's presentation on Program-Based Funding on January 8, 1991.

- b. SUMMER STOCK HONORARIA

Honoraria for the services of professional artists and craftspersons who produce summer professional theatre.

11. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT EXTENSION ACTION

It is recommended that the board approve an extension of the consultant agreement with Professor Paul Berry to cover his presentation on July 1 during the NEH funded study institute.

12. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the agreement with Proscenery, Inc., for providing set construction and painting services for Theatrefaire for Children productions during June 6 through July 31, 1991, in an amount not to exceed \$9,669.

13. IRVINE VALLEY COLLEGE: MARY AUVIL, ACTION  
CONSULTANT

It is recommended that the board approve the increase in payment to Mary Auvil for the following projects:

a. LEADERSHIP CONFERENCE FOR BUSINESS EDUCATION

from \$500 to \$1,000 to fulfill increased requirements in the evaluation and preparation of final project report.

b. BUSINESS FACULTY INTERNSHIP PROJECT

from \$500 to \$1,000 to fulfill increased requirements in the evaluation and preparation of final project report

14. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION ACTION  
PROGRAM, FALL 1991

It is recommended that the board approve the IVC Community Education program, presenters and compensation for the 1991 fall session as indicated.

15. IRVINE VALLEY COLLEGE: FRESHMAN CAMP ACTION  
ORIENTATION PROGRAM

It is recommended that the board approve the IVC Freshman Camp orientation program scheduled for July 24 and 25, 1991, and lodging at Point Loma College at an approximate amount of \$2500.

16. IRVINE VALLEY COLLEGE: IRVINE ORANGE GROVES ELECTRIC MUSIC FESTIVAL ACTION

It is recommended that the board approve IVC's further exploration of the feasibility of co-sponsoring an Irvine Orange Groves Electric Music Festival in September with the City of Irvine Office of Cultural Affairs.

#### FACILITIES

17. SADDLEBACK COLLEGE: BUILDING N ACTION

It is recommended that the board approve the following:

- a. AUTHORIZATION TO AWARD CONTRACT FOR CONSTRUCTION

award of Bid 127, Remodel Building N, to Irvine Engineering Corporation for \$166,005.44.

- b. CONSTRUCTION INSPECTION SERVICES CONTRACT

contract with J.P. Brown as an independent contractor to perform inspector-of-record services for the construction of the remodel of Building N and other projects at Saddleback College for an amount not to exceed \$8,000.

18. IRVINE VALLEY COLLEGE: TERMINATE CONTRACT - LIBRARY SECONDARY EFFECTS ACTION

It is recommended that the board terminate the contract with Tibs Construction for construction of Library Secondary Effects for failure by Tibs Construction to provide bonds required in bid documents.

#### BUSINESS/FISCAL

19. IRVINE VALLEY COLLEGE: LOAN APPLICATION ACTION

It is recommended that the board approve the loan proposal for the amount of \$50,000 as follows: "Loan for Acquisition of Rear Projection Video Equipment," State Chancellor's Office, Funds for Instructional Improvement, Capital Equipment Loan Program.

20. CONSULTANT CONTRACT - ROBERT BOSANKO ACTION

It is recommended that the board approve the consulting agreement with Robert G. Bosanko for services rendered to the district from July 1, 1991, to June 30, 1992, as specified.

21. AWARD OF BIDS ACTION

It is recommended that the board approve award of the following bids:

a. IRVINE VALLEY COLLEGE: ATHLETIC EQUIPMENT

Bid 146 for outfitting the athletic department to twelve vendors for the total amount of \$30,316.81.

b. SADDLEBACK COLLEGE: REFRIGERATED SUPER SPEED CENTRIFUGE

Bid 867 for a refrigerated supper speed Centrifuge to DuPont Company for \$22,319.50.

c. SADDLEBACK COMMUNITY COLLEGE DISTRICT: PARKING PERMITS

Bid 130 for parking permits to Weldon, Williams & Lick for \$21,304.68.

d. SADDLEBACK COMMUNITY COLLEGE DISTRICT: HEATING PLANT DECENTRALIZATION

Bid 860 for the decentralization of the heating plant to San Marcos Mechanical Incorporated for \$177,888.

e. SADDLEBACK COMMUNITY COLLEGE DISTRICT: ELEVATOR REPAIRS

Bid 868 for repairs to the library elevator to Amtech Reliable Elevator Company in the amount of \$26,720.

22. IRVINE VALLEY COLLEGE: BOOKSTORE ACTION

It is recommended that the board approve the following:

a. BOOKSTORE PROPOSAL AMENDMENT

Amendment of the lease agreement with Follett College Stores Corporation as outlined in exhibit.

b. AWARD OF BID

Bid 148, leasing portable structures to house bookstore, to the vendor and in the amount to be determined at the bid opening June 21, 1991.

23. COMPLAINT FOR INTERPLEADER & DECLARATORY RELIEF: ANAHEIM ELECTRIC MOTOR COMPANY ACTION

It is recommended that the board authorize the attorneys with the Orange County Department of Education to file and represent the District's interest at the United States District Court with respect to the Complaint For Interpleader & Declaratory Relief.

24. WORKERS' COMPENSATION CLAIMS ADMINISTRATION CONTRACT EXTENSION ACTION

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, 1991, to June 30, 1992, inclusive, at a cost of \$0.07 for each \$100 of audited payroll.

25. APPROPRIATIONS LIMIT FOR 1991/1992 ACTION

It is recommended that the board establish an appropriations limit of \$76,803,403 for fiscal year 1991/1992 by adopting Resolution 91-41.

26. 1991/1992 TENTATIVE BUDGET ACTION

It is recommended that the board adopt the 1991/1992 Tentative Budget as presented and establish August 19, 1991, at the Irvine Valley College campus as the date and place of the public hearing for the final 1991/1992 budget.

27. TRANSFER OF APPROPRIATIONS ACTION

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

28. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 24503 through 24754 totaling \$399,363.96.

29. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 17676 through 18266 totaling \$5,158,137.82; credit card purchases paid through the revolving fund totaling \$2,136.18; and IVC Community Education checks 1940 through 1962 totaling \$48,391.06.

30. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

SPECIAL REPORTS

31. 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

32. 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.

33. ADMINISTRATIVE RETREAT RIGHTS POLICY ACTION

It is recommended that the board approve the Administrative Retreat Rights Policy/Procedure.

34. ADMINISTRATIVE CONTRACT ACTION

It is recommended that the board approve the Contracts of Employment of Educational Administrators which will become effective as of July 1, 1991.

35. ADMINISTRATIVE JOB DESCRIPTIONS ACTION

It is recommended that the board approve the reviewed and revised administrative job descriptions.

GIFTS TO THE DISTRICT

36. GIFTS

ACTION

It is recommended that the board accept the following gifts: eleven IBM R/T Computer Work Stations and one R/T Server to be used by Computer Science and Computer Applications classes, donated by Mr. Tony Rummans, Branch Manager, IBM, to the IVC Foundation.

CORRESPONDENCE

37. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT