

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M. AUGUST 20, 1990
IRVINE VALLEY COLLEGE
B 304 - COMPUTER SCIENCE BUILDING

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

INVOCATION

Led by Trustee Moore

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of July 23, 1990

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

GOLF COURSE PLANNING

Michael LeBlanc, vice president for Entitlement, and Klaus Barre, director of land development for Irvine Community Builders, will present plans for the proposed golf course development on property across from Irvine Valley College and on Irvine Center Drive.

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. ACCEPTANCE OF AWARDS: IRVINE VALLEY COLLEGE ACTION

It is recommended that the Board of Trustees accept the award of funds from the California Community College Chancellor's Office in support of the following programs.

a. LEADERSHIP CONFERENCE FOR BUSINESS EDUCATION

This project will serve both to upgrade teachers and train them to become administrators, and at the same time address upward mobility and affirmative action in the process; and train teachers in the most current theories of teaching. 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.

b. DISTRIBUTIVE AND MARKETING STATEWIDE ADVISORY COMMITTEE

This project will provide financial support for thirteen statewide vocational education advisory committees which will provide advice and recommendations to the Chancellor's Office on all aspects of vocational education. This will include the identification of priorities for program improvement, recommended procedures for program evaluation, information for planning and performance reporting, methods to promote vocational education, recommended program standards, methods to facilitate articulation, trends in the various occupational areas and service areas, and methods to develop and improve linkages with business and industry.

c. BUSINESS FACULTY INTERNSHIP/CALIFORNIA
COMMUNITY COLLEGES

The purpose of this proposal is to develop internships at community colleges and in business and industry as professional development activities. This program would enable California Community College 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.

3. SADDLEBACK COLLEGE: TRANSFER CENTER PROJECT ACTION

It is recommended that the board authorize Saddleback College's participation in the Region 8 Transfer Center Project under the aegis of Mt. San Antonio College. This project will result in a stronger regional approach to assisting students and providing in-service opportunities for college faculty, administrators, and staff on the subject of transfer.

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

It is recommended that the board approve the agreement between the Saddleback College Foundation and the Mission Viejo Merchants Association, and authorize staff to finalize arrangements with the Mission Viejo Merchants Association and the Edward J. DeBartolo Corporation.

INSTRUCTION AND STUDENT SERVICES

5. SADDLEBACK COLLEGE: HONORARIA ACTION

a. GUEST SPEAKER, CAREER SEMINAR

It is recommended that the board approve the \$200 honoraria to be paid to the guest speakers for the Saddleback College Center for Career Life Development Career Seminar.

b. SUMMER STOCK

It is recommended that the board approve the honoraria for payment to the Saddleback Company Theatre Artists and Craftspersons presented.

6. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

a. MARGIE GILLIS DANCE FOUNDATION

It is recommended that the board authorize a guest artist contract with the Margie Gillis Dance Foundation for a dance masterclass and a single performance on January 4 and 5, 1991, at a cost not to exceed \$3,400.

b. PERIWINKLE PRODUCTIONS

It is recommended that the board authorize a guest artist contract with Periwinkle Productions for a single performance of An Evening of Comedy and Magic on November 17, 1990, at a cost not to exceed \$4,000.

7. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

8. IBM MANUFACTURING INDUSTRY FELLOWSHIP PROGRAM (MIFP) ACTION

It is recommended that the board authorize Irvine Valley College to participate in the IBM Manufacturing Industry Fellowship Program.

9. IRVINE VALLEY COLLEGE: PUBLIC INFORMATION CONSULTANT ACTION

It is recommended that the board approve the hiring of Susan DuBois as consultant in preparing and producing newsletters for the Public Information Office of Irvine Valley College.

FACILITIES

10. SADDLEBACK COLLEGE: CAMPUS ENTRANCE SIGNS ACTION

It is recommended that the board approve installation of a Saddleback College sign on the median strip at the College Drive entrance to Saddleback College.

11. FILE NOTICE OF COMPLETION, INFORMATION CENTER: SADDLEBACK COLLEGE ACTION

It is recommended that the board approve final acceptance of the Information Center, Saddleback College, and authorize the filing of the Notice of Completion with the County of Orange and further authorize payment of \$5,500.

12. SUBSTITUTION OF SUBCONTRACTOR: FLOOR COVERING: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE ACTION

It is recommended that the board approve substitution of the subcontractor for the floor covering work for construction of the Technology and Applied Science Building at Saddleback College.

13. RELEASE OF STOP NOTICES ACTION

It is recommended that the board approve the Release of Stop Notice submitted by Construction Incorporated of Texas for:

- a. CONSTRUCTION HARDWARE COMPANY: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE
- b. H.P.L., MECHANICAL, INC.: TECHNOLOGY/APPLIED SCIENCE BUILDING: SADDLEBACK COLLEGE

14. CHANGE ORDER NO. 10 AND NO. 11: TECHNOLOGY AND APPLIED SCIENCE BUILDING, SADDLEBACK COLLEGE ACTION

It is recommended that the board ratify Change Order No. 10 as described in Exhibit A of the agenda item, and Change Order No. 11 as described in Exhibit B of the agenda item, to amend the contract with Construction Incorporated of Texas for construction of the Technology and Applied Science Building, Saddleback College.

15. REVISIONS TO WORKING DRAWINGS: LIBRARY SECONDARY EFFECTS: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board authorize Parkin Architects to revise working drawings for the Library Secondary Effects, Irvine Valley College, as required by OSA for handicapped access for an additional fixed fee of \$4,829.

16. NOTICES OF INTENT TO ADOPT NEGATIVE DECLARATION ACTION

- a. SA REMODEL AND DEMOLITION OF HC AND SP BUILDINGS: SADDLEBACK COLLEGE

It is recommended that the board adopt Resolution No. 90-58 and direct publication of the Notice of Intention to Adopt Negative Declaration for Saddleback College SA Remodel and Demolition of HC and SP Buildings.

- b. GOLF DRIVING RANGE: SADDLEBACK COMMUNITY COLLEGE DISTRICT

It is recommended that the board adopt Resolution No. 90-57 and direct publication of the Notice of Intention to Adopt Negative Declaration for the Golf Driving Range, Saddleback College.

17. CANCELLATION/AWARD OF BID: SEAL COATING/
RESTRIPING AND PAINTING CURBS FOR PARKING
LOTS: SADDLEBACK AND IRVINE VALLEY COLLEGES ACTION

It is recommended that the board rescind award of Bid No. 114 to A-1 Parking, and ratify award of contract to Schaefer's Parking Lot Service for the restriping work at Irvine Valley and Saddleback Colleges at a total cost of \$11,138, and ratify award of contract to Herb Alber for curb painting work at Saddleback College at a total cost of \$8,700.

18. AWARD OF BID: THREE YEAR LEASE OF RELOCATABLE
BUILDINGS: SADDLEBACK AND IRVINE VALLEY
COLLEGE ACTION

It is recommended that the board award existing relocatable units at a cost of \$39,600 for each of three years starting August 1, 1990, and ending July 31, 1993, inclusive, for a total cost of \$118,800 to WMI/Modulaire.

BUSINESS/FISCAL

19. AWARD OF BIDS ACTION
- a. PURCHASE OF SCRIPT IMAGESETTER:
SADDLEBACK COLLEGE

It is recommended that the board award Bid No. 842 to Linotype Company for a total amount of \$33,991.

- b. SURPLUS PROPERTY AUCTION: SADDLEBACK
COMMUNITY COLLEGE DISTRICT

It is recommended that the board approve the sale of surplus property as listed on the agenda item exhibit, and it is further recommended entering into an agreement with J. Lucas Company to auction surplus property and "lost and found" merchandise at 9 a.m. on Saturday, September 22, 1990, at Parking Lot No. 1 on the Saddleback College campus.

c. MAINTENANCE OF BANYAN FILE SERVER:
SADDLEBACK COLLEGE

It is recommended that the board ratify award of Bid. No. 847 for maintenance of the Banyan file server including upgrades and ethernet cabling for five years to NetCom Solutions, Inc. for \$51,990.

20. TRANSFER OF APPROPRIATIONS AT CLOSE OF FISCAL YEAR 1989-1990 ACTION

It is recommended that the board ratify Resolution 90-56 authorizing the County Superintendent of Schools to make necessary year-end budget transfers to permit payment of obligations of the district incurred during the 1989-1990 fiscal year and to balance cumulative expenditures within budgets.

21. AGREEMENT: COLLECTION SERVICES ACTION

It is recommended that the board authorize the agreement with Continental Central Credit, Inc. to provide collection services for the district beginning on August 20, 1990, at the fee rates prescribed in the 1989-1990 federal guidelines.

22. CLAIMS MANAGEMENT SERVICES AGREEMENT: KEENAN AND ASSOCIATES ACTION

It is recommended that the board ratify the agreement with Keenan and Associates for claims management services for the period from July 1, 1990, to June 30, 1992, inclusive, at a total cost not to exceed \$11,000 per year.

23. GOLF DRIVING RANGE FINANCING SCHEDULE INFORMATION

On July 23, 1990, the board accepted the schematic plans submitted by The Planning Associates; Hayes and Associates, Inc.; and Porter, Jensen, Hansen, Manzagol Architects (joint venture) and authorized same to proceed with completion of the working drawings. Based on the foregoing, the district financial consultant, Seidler-Fitzgerald, prepared a schedule to secure financing for the project. This schedule is provided to inform the board of timelines which have been coordinated with the project's construction schedule.

PUBLIC HEARING

24. RECOMMENDED 1990-1991 FINAL BUDGET ACTION

It is recommended that the board conduct a public hearing on the recommended 1990-1991 Final Budget pursuant to Education Code Section 85003.

RECONVENE TO REGULAR MEETING

25. ADOPTION OF THE 1990-1991 FINAL BUDGET ACTION

It is recommended that the board adopt the 1990-1991 Final Budget as established in Attachment A of the agenda item.

26. PAYMENT OF BILLS ACTION

It is recommended that the board approve warrants 2390 through 3591 totaling \$4,358,449 and credit card purchases totaling \$2,482.

27. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 017384 through 018104 and 18179 totaling \$3,035,819.

28. DISTRICT MEETING ACTION

It is recommended that the board approve the meeting planned for September 7, 1990, University of California, Irvine.

29. CONSULTANT CONTRACTS ACTION

- a. A. BRAY AND ASSOCIATES

It is recommended that the board approve the legislative/bill monitoring contract with A. Bray and Associates of Sacramento in the amount of \$3,600 for the 1990-1991 academic year.

b. KAY RAGAN

It is recommended that the board ratify a contract with Kay Ragan for conducting an In-Service seminar on August 3, 1990. Funding is from the Information Systems and Services budget.

30. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

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. 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. CERTIFICATED SALARY SCHEDULE FOR THE 1990-1991 FISCAL YEAR

It is recommended that the board approve the 1990-1991 Certificated salary schedule as shown in Exhibit A of the agenda item, pages 1, 2, and 3.

d. CLASSIFIED SALARY SCHEDULE FOR THE 1990-1991 FISCAL YEAR

It is recommended that the board approve the 1990-1991 Classified salary schedule as shown in Exhibit A of the agenda item, pages 1 through 5.

e. CHANCELLOR, EXECUTIVE STAFF, ADMINISTRATIVE STAFF, AND CLASSIFIED LEADERSHIP STAFF SALARIES FOR THE 1990-1991 FISCAL YEAR

It is recommended that the board approve the 1990-1991 salaries for the Chancellor, Executive staff, Administrative staff, and Classified Leadership staff retroactive to July 1, 1990, as shown in Exhibit A of the agenda item, pages 1 through 4.

GIFTS TO THE DISTRICT

33. GIFTS

ACTION

It is recommended that the board accept the following gifts: ten computer desks to be utilized by students in the Saddleback College Interdisciplinary Computer Center in the Learning Resources Division donated by Mike Bryman, a typesetter 5810 Comp/Edit Processor with fonts to be utilized for instruction in the Saddleback College Graphics Communication classes donated by George Bloomfield, an antique Melodian (small pump organ) to be utilized, for demonstration purposes, in Saddleback College Music History classes donated by Mr. Hittl, one MAI Basic Four GPx computer with peripherals and software to be utilized by students in UNIX and C programming courses within Saddleback College's Business Science Division and in the Interdisciplinary Center donated by Mai Basic Four, Inc.. \$7,500 to be placed in the Radio/TV Contact Services account at Saddleback College to cover contracted expenses donated by the Saddleback College Foundation, and nine volumes of West's Annotated California Codes, with pocket parts, to be utilized by staff and students in the Irvine Valley College Library donated by Joan Hueter, President, Board of Trustees, Saddleback Community College District.

CORRESPONDENCE

34. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

bw