

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., SEPTEMBER 10, 1991
SADDLEBACK COLLEGE
LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Connolly

INVOCATION

Led by Trustee Moore

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of August 19, 1991

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: Saddleback College Men's Tennis Team

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. GRANT ACCEPTANCES/BUDGET AMENDMENTS ACTION

It is recommended that the board accept the following award of funds from the State Chancellor's Office and adopt the associated budget amendments :

a. IRVINE VALLEY COLLEGE: INTEGRATING BUSINESS GRAPHICS AND DESKTOP PUBLISHING INTO MULTIMEDIA

funds in support of the Integrating Business Graphics and Desktop Publishing into Multimedia - Curriculum Development and Training Project; Resolution 91-47 to amend the 1991/1992 General Fund Restricted Budget in the amount of \$64,280.

b. SADDLEBACK COLLEGE: SUDDEN INFANT DEATH SYNDROME: A FIRST RESPONSE VIDEO

funds in support of VEA Set-Aside Funding for "Sudden Infant Death Syndrome: A First Response Video"; Resolution 91-52 to amend the 1991/1992 Restricted Budget in the amount of \$40,000.

c. SADDLEBACK COLLEGE: PHASE II - INTERNATIONAL TRADE MODEL CURRICULUM

funds in support of Phase II - International Trade Model Curriculum; Resolution 91-49 to amend the 1991/1992 General Funds Restricted Budget in the amount of \$40,000.

3. WESTERN ASSOCIATION SCHOOLS AND COLLEGES WORKSHOPS ACTION

It is recommended that the board authorize the inclusion of Dr. Judith Watkins in the September 16, 1991, accreditation workshop, and Dr. John Peterson in the October 3-4, 1991, districtwide retreat.

4. BOARD POLICIES 3100 AND 3101 REVIEW/STUDY

It is recommended that the board accept for review and study proposed Board Policy 3100, District Budget Development, and Board Policy 3101, Transfer of Budget Appropriations, as shown.

5. BOARD POLICIES ACTION

It is recommended that Board Policies 4000, 4001, 4003, 4007, 4009, 4076, 4077, 4077.2, 4078, 4101.2, 4108, 4110, 4119, 6122, 6124, 6125, and 6130 be rescinded from board action of April 10, June 26, and July 17, 1989.

INSTRUCTION AND STUDENT SERVICES

6. SADDLEBACK COLLEGE: PSYCHIATRIC TECHNICIAN APPRENTICESHIP TRAINING PROGRAM AND BUDGET AMENDMENT ACTION

It is recommended that the board grant acceptance of the Psychiatric Technician Apprenticeship Training Program with Fairview Developmental Center and adopt Resolution 91-53 to amend the 1991/1992 Unrestricted General Fund Budget in the amount of \$55,717.

7. SADDLEBACK COLLEGE: TELECOURSE SUPPLEMENTAL AGREEMENT ACTION

It is recommended that the board approve the supplemental telecourse agreement with San Bernardino Valley College for use of the Real Estate Principles course.

8. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the consulting agreement for the Saddleback College Drug Education and Prevention grant in an amount not to exceed \$25,000, plus travel and conference expenses.

9. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIUM - HUMANITIES HOUR ACTION

It is recommended that the board approve the \$50 honorarium for Tamara Gurin's presentation on "From Enslavement to Freedom: An Inside View of the Crisis in Russia," at the September 25 Humanities Hour.

10. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

11. IRVINE VALLEY COLLEGE: ACADEMIC MASTER PLAN REVISION ACTION

It is recommended that the board approve the annual revision of the Irvine Valley College Academic Master Plan.

12. IRVINE VALLEY COLLEGE: FOUNDATION - 1992 EVENTS ACTION

It is recommended that the board approve the participation by Irvine Valley College Foundation in Astounding Inventions of the Future, Orange County Women's Conference, and the Community Awards Dinner.

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

It is recommended that the board approve the expenditures for the September 14 Irvine Orange Groves Electric Music Festival.

14. IRVINE VALLEY COLLEGE: REVISION TO AUTHORIZATION FOR INSTITUTIONAL MEMBERSHIPS 1991/1992 ACTION

It is recommended that the board approve the revision to the 1991/1992 Institutional Membership list by adding Irvine Valley College's School of Health Sciences, Physical Sciences and Athletics (77) membership to California Association for Health, Physical Education, Recreation and Dance in the amount of \$75.

FACILITIES

15. IRVINE VALLEY COLLEGE: CHANGE OF CONSTRUCTION SERVICES CONTRACTS ACTION

It is recommended that the board approve the services of Bruce Gaffney as inspector-of-record for construction of the following projects:

- a. P.E. FACILITIES (SHOWER/LOCKER ROOM BLDG.)
at a total cost of \$39,000.
- b. P.E. OUTDOOR FACILITIES (PLAYING FIELDS)
at a total cost \$19,000.

16. SADDLEBACK COLLEGE: SA BUILDING - CHANGE ORDER NO. 1 ACTION

It is recommended that the board ratify Change Order No. 1 to amend the contract with Sharp Construction by increasing the contract amount by \$5,845.30 to \$217,086.30 and fifteen days extension of contract completion date.

17. IRVINE VALLEY COLLEGE: HUB I STUDENT SERVICES CENTER - MATERIALS TESTING AND INSPECTION CONTRACT ADDENDUM NO. 2 ACTION

It is recommended that the board approve the contract addendum as described to amend the agreement with Irvine Consulting Group, Inc., for materials testing and inspection services by increasing the total agreement amount by \$8,075 to \$58,000.

18. SADDLEBACK COLLEGE: CHANGE ORDER NO. 3 AND NOTICE OF COMPLETION - THERMAL ENERGY STORAGE SYSTEMS ACTION

It is recommended that the board approve Change Order No. 3 to amend the contract with Transphase Systems, Inc., by reducing the contract amount by \$950 to a new contract amount of \$777,176; extending the contract completion date by 16 days; and accepting the project as complete and authorizing the filing of a Notice of Completion.

BUSINESS/FISCAL

19. IRVINE VALLEY COLLEGE: STUDENT SERVICES ACTION
CENTER FURNITURE

It is recommended that the board approve the award of Bid 152 to McMahan Desk Co. for \$59,992.27; to Culver Newlin, Inc., for \$492.29; and to Boise Cascade, Inc., for \$3,913.76 for a total of \$62,398.32.

20. SADDLEBACK COLLEGE: REPLACEMENT OF DAMAGED ACTION
IMAGESETTER, TECHNOLOGY AND APPLIED SCIENCE
BUILDING

It is recommended that the board ratify the award for the purchase of the Imagesetter at a cost of \$32,571.13 to Linotype-Hell Company.

21. IRVINE VALLEY COLLEGE: CAFETERIA SERVICES ACTION
CONTRACT - AWARD OF PROPOSAL

It is recommended that the board approve the proposal for a five-year contract with the option to renew for an additional two years between Saddleback Community College District and D'Amore Food Service for cafeteria, vending machine and catering services at Irvine Valley College for the period covering October 14, 1991, through June 30, 1996, inclusive.

22. SADDLEBACK COLLEGE: CONSULTING CONTRACT - ACTION
REVIEW OF BOOKSTORE OPERATIONS

It is recommended that the board approve the services of Professional Personnel Leasing (PPL) and their consultants Bennett Long and Tom Livengood to perform the Saddleback College Bookstore operations study during the period of September 10, 1991, to February 1, 1992.

23. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions to amend the budget:

a. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE:
MATRICULATION

Resolution 91-50 to amend the General Fund Restricted Budget in the amount of \$38,564.

b. IRVINE VALLEY COLLEGE: DEDICATED REVENUE

Resolution 91-51 to amend the 1991/1992 Unrestricted General Fund Budget in the amount \$38,140.

24. CLAIM AGAINST THE DISTRICT: ALAN F. LUGENA ACTION

It is recommended that the board reject the claim of Alan F. Lugena dated August 7, 1991, and notify the claimant of this action.

25. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

26. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

27. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 26141 through 26677 totaling \$1,025,181.25.

28. PAYMENT OF BILLS ACTION

It is recommended that the board approve the payment of checks 19754 through 20291 totaling \$1,264,348.51; credit card purchases paid through the revolving fund totaling \$3,739.25; Saddleback College Community Education checks 1780 through 1867 totaling \$31,393.06; and Irvine Valley College Community Education checks 2260 through 2339 totaling \$50,558.39.

SPECIAL REPORTS

29. 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

30. 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.

GIFTS TO THE DISTRICT

31. GIFTS

ACTION

It is recommended that the board accept the following gifts: one box of various fossils collected 18 years ago in the Laguna Hills and Lake Forest area and several Hawaiian volcanic lava samples to be added to the existing Geology collection for classroom and display purposes, donated by John Quist to Saddleback College; two 8-Pen CAD Plotters to be used in the Computer Lab by the CAD Program students and staff, donated by Allergan Pharmaceutical to Saddleback College.

CORRESPONDENCE

32. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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