

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., SEPTEMBER 23, 1991
SADDLEBACK COLLEGE
LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Gellatly

INVOCATION

Led by Trustee Swanson

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of September 10, 1991

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. SADDLEBACK COLLEGE: ACCEPTANCE OF GRANT AWARD AND BUDGET AMENDMENT ACTION

It is recommended that the board accept the award of funds from the Chancellor's Office of the California Community Colleges in support of the Vocational Education Special Projects mini grant, "Single Parent/Displaced Homemaker Student Support Services," and adopt Resolution 91-57 to amend the Restricted Budget in the amount of \$25,000.

3. BOARD POLICIES 3100 AND 3101 ACTION

It is recommended that the board accept for approval the proposed Board Policies 3100, District Budget Development, and 3101, Transfer of Budget Appropriations.

4. BOARD POLICY 5404 - VICTIMS OF SEXUAL ASSAULT REVIEW/STUDY

It is recommended that the board accept for review and study the proposed Board Policy 5405, Victims of Sexual Assault.

5. FALL 1991 FIRST CENSUS ENROLLMENT REPORT INFORMATION

Information Systems and Services routinely produces enrollment reports to comply with State reporting requirements and assist district and college staff in understanding important institutional activity with respect to student enrollments, faculty loads and institutional productivity. A copy of the report summary is provided for the board's information.

INSTRUCTION AND STUDENT SERVICES

6. SADDLEBACK COLLEGE: CURRICULUM CHANGES FOR SPRING 1992 ACTION

It is recommended that the board approve the changes in Saddleback College's curriculum as presented.

7. SADDLEBACK COLLEGE: COMMUNITY EDUCATION PROGRAM - FALL 1991 ACTION

It is recommended that the board approve the addition to Saddleback College's Community Education program as shown in the exhibit.

8. SADDLEBACK COLLEGE: MOTORCYCLE RIDER SAFETY PROGRAM ACTION

It is recommended that the board approve the additional Saddleback College Community Education presenters for the Motorcycle Rider Safety Program and their accompanying compensation.

9. 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.

10. IRVINE VALLEY COLLEGE: ADDITIONAL INSTRUCTIONAL FEES FOR SPRING 1992 ACTION

It is recommended that the board approve Irvine Valley College's additional and revised instructional fees for Spring 1992 as presented.

11. IRVINE VALLEY COLLEGE: CONSULTING AGREEMENTS - DR. M. MCNALLEY AND DR. A. SELVAN ACTION

It is recommended that the board approve for payment consulting agreements with Dr.'s Michael McNalley and Arthur Selvan in the amounts of \$3,600 each from September 10, 1991, through May 23, 1992, for physical fitness assessment testing of students.

12. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT - PAC BELL WORK ORDER ACTION

It is recommended that the board approve an educational services agreement with Pacific Bell not to exceed \$120,000 for the period from October 1, 1991, through October 1, 1992, to provide student assessment, curriculum, program coordination, and support services to Pacific Bell employees enrolled in the Pac Bell Telesis program.

13. STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

It is recommended that the board approve certificates of achievement for the student listed by:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

FACILITIES

14. SADDLEBACK COLLEGE: LIBRARY RENOVATION PROJECT ACTION

It is recommended that the board approve the completion of this project to include the increase in architectural fees for a total of \$466,845.

15. SADDLEBACK COLLEGE: BUILDING N ACTION

It is recommended that the board approve the following actions related to the construction of Building N:

- a. SUBSTITUTION OF SUBCONTRACTOR, PAINTING AND CARPENTRY

substitution of painting subcontractor from Anaheim Builders to Miller Construction Company; Anaheim Builders will now be the carpentry subcontractor on the project.

b. DELETION OF SUBCONTRACTOR, STUCCO

deletion of stucco subcontracting work to be done by Nation Wide Plastering.

BUSINESS/FISCAL

16. SADDLEBACK COLLEGE: RESCIND BID - REFRIGERATED SUPER SPEED CENTRIFUGE ACTION

It is recommended that the board rescind its action of June 24, 1991, to award Bid 867 due to lack of publication and in order to comply with the Public Contract Code.

17. AWARD OF BIDS ACTION

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

a. SADDLEBACK COLLEGE: REFRIGERATED SUPER SPEED CENTRIFUGE

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

b. IRVINE VALLEY COLLEGE: STUDENT SERVICES CENTER FURNITURE

Bid 153 to Swedlow for \$16,077.16; McMahan Desk for \$19,532.50; J.P. Rogers & Associates for \$14,532.57; Culver-Newlin for \$1,534.32; Paramount Stationers for \$1,712.24; and Welch Company for \$10,494.85, for a total amount of \$63,883.64 (funded through Associated Students of IVC).

c. SADDLEBACK COMMUNITY COLLEGE DISTRICT: COMPUTER EQUIPMENT AND PERIPHERALS

Bid C9014D issued by the Long Beach Community College District to purchase Apple Computer Products by the Saddleback Community College District as required (funds included in the 1991/1992 budget).

18. SADDLEBACK COLLEGE: BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions to amend the General Fund Restricted Budget:

a. VOCATIONAL ASSESSMENT

Resolution 91-55 to amend the budget in the amount of \$5,346.

b. N.E.H. GRANT CARRYOVER FUNDS

Resolution 91-56 to amend the budget in the amount of \$61,733.

19. AMEND CONSULTANT CONTRACT: PREPARE DISTRICT INJURY AND ILLNESS PREVENTION PROGRAM PLAN ACCORDING TO SB198 ACTION

It is recommended that the board approve the amendment of the contract with Keenan and Associates for the development of an Employee Injury and Illness Prevention Plan to include conducting the SWACC safety compliance inspection at a cost not to exceed \$1,700 and amend the total contract amount to \$7,550.

20. CLAIM AGAINST THE DISTRICT: MARK PEPPING ACTION

It is recommended that the board deny the request for leave to present late claim filed on August 24, 1991, on behalf of Mark Pepping, in accordance with Government Code Section 911.6 and forward to Keenan and Associates for disposition.

21. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

22. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 26678 through 26943 totaling \$306,966.73 as shown in exhibit.

23. PAYMENT OF BILLS

ACTION

It is recommended that the board approve checks 20292 through 20674 totaling \$1,195,519.39; credit card purchases totaling \$1,512,15; Saddleback Community Education checks 1871 through 1901 totaling \$10,485.89; and Irvine Valley College Community Education checks 2340 through 2365 totaling \$48,226.38.

SPECIAL REPORTS

24. 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

25. 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

26. GIFTS

ACTION

It is recommended that the board accept the following gifts: discounted advertising space (1/2 page) for Irvine Orange Groves Electric Music Festival in BAM Magazine in the September 6, 1991, issue made available to the Public Information Office, donated by BAM Publications to the IVC Foundation; one hundred albums of classical music from the Franklin Mint Record Society to be utilized in Music Appreciation, Music Theory, History and Performance classes until such time as the library has space for cataloging, to be named the "Robert T. Forbes Collection" with each album labeled "In the Memory of Robert T. Forbes," donated by Mr. and Mrs. Robert T. Forbes (parents) to the IVC Foundation; advertising space for Irvine Orange Groves Electric Music Festival made available to the Public Information Office, donated by Yamaha to the IVC Foundation; one computer to be utilized by students and staff in the Humanities Center donated by John Northrup to the IVC Foundation; two Catalina Ironwood trees and a commemorative plaque for the beautification of the campus in memory of Barbara Cantor, a part-time English instructor, donated by Norman Cantor (husband) to Saddleback College.

CORRESPONDENCE

27. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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