

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., OCTOBER 5, 1992
STUDENT SERVICES CENTER, ROOM 240
IRVINE VALLEY COLLEGE

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Gellatly

INVOCATION

Led by Trustee Moore

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of September 21, 1992

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

1. IRVINE VALLEY COLLEGE: ASSOCIATED STUDENTS OF IRVINE VALLEY COLLEGE, 1992-1993 BUDGET ACTION

It is recommended that the board ratify the 1992-1993 budget of the Associated Students of Irvine Valley College as shown.

2. SADDLEBACK COLLEGE: ASSOCIATED STUDENT GOVERNMENT BUDGET, 1992-1993 ACTION

It is recommended that the board ratify the 1992-1993 budget for the Associated Student Government of Saddleback College as presented.

PRIORITY

CONSENT CALENDAR

3. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

4. SADDLEBACK COLLEGE: ACCEPTANCE OF AWARD ACTION

It is recommended that the board accept the awarding of funds for three Nursing Instructor In-Service Training Grants from the State Chancellor's Office in the amounts shown in the exhibits.

INSTRUCTION AND STUDENT SERVICES

5. IRVINE VALLEY COLLEGE: BUSINESS FIELD STUDIES TO MEXICO ACTION

It is recommended that the board approve the field studies proposal for five days/four nights in Hermosillo, Sonora, Mexico, from April 28 through May 2, 1993. The cost of the field studies course is not to exceed \$700 per participant, to be borne in its entirety by tour participants.

6. IRVINE VALLEY COLLEGE: STUDY ABROAD PROGRAM ACTION

It is recommended that the board approve the three-week Spanish study abroad program in San Jose, Costa Rica, from June 5 through June 26, 1993, as described.

7. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, FALL 1992 ACTION

It is recommended that the board approve the the addition to the Irvine Valley College Community Education 1992 Fall Session as indicated.

8. 1992-1993 ADDITIONAL/REVISED FEES ACTION

It is recommended that the board approve the additional/revised fees as presented for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

9. IRVINE VALLEY COLLEGE: WATER COLOR ART EXHIBIT ACTION

It is recommended that the board approve the exhibit of Don Hendricks' works at Irvine Valley College on October 26, 1992.

10. IRVINE VALLEY COLLEGE: ORANGE COUNTY HUMAN RELATIONS COUNCIL MEETING ACTION

It is recommended that the board approve the expenditure for Irvine Valley College's hosting of the dinner/meeting of the Board of Governors of the Orange County Human Relations Council on Monday, October 26, 1992, at 5:00 p.m.

11. IRVINE VALLEY COLLEGE: CONSULTANT ACTION

It is recommended that the board approve the hiring of Charles Hughes as Consultant to develop a comprehensive computerized office system in the Office of Economic Development for an amount not to exceed \$1,250.

12. 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

ADJOURN TO PUBLIC HEARING

13. IRVINE VALLEY COLLEGE: INTENT TO DEDICATE EASEMENT TO SOUTHERN CALIFORNIA EDISON FOR LIFE FITNESS CENTER BUILDING PUBLIC HEARING

The board will hold a public hearing to receive public input prior to dedication of the easement to Southern California Edison to install and maintain electrical service to the Life Fitness Center building at Irvine Valley College.

RECONVENE TO REGULAR BOARD MEETING

14. IRVINE VALLEY COLLEGE: CHANGE ORDER 2, CHILD DEVELOPMENT CENTER ACTION

It is recommended that the board approve Change Order 2 to decrease the contract amount by \$4,858.88 to \$1,539,369.55 and to add seven days to the project completion date.

15. IRVINE VALLEY COLLEGE: HIRE ARCHITECT, JEFFREY ROAD FIRE SAFETY EMERGENCY ACCESS ACTION

It is recommended that the board approve a contract with Taylor & Associates, Architects, to prepare preliminary design and COBCP for the Jeffrey Road Fire Safety Emergency Access for a fixed fee of \$29,500 plus reimbursable expenses.

16. SADDLEBACK COLLEGE: HIRE ARCHITECT, MARGUERITE PARKWAY ENTRANCE SAFETY IMPROVEMENT ACTION

It is recommended that the board approve hiring RJM Design Group, Inc., to prepare the Capital Outlay Budget Change Proposal for a fixed fee of \$6,000 plus reimbursable expenses.

BUSINESS/FISCAL

17. AWARD OF CONTRACT: LONG TERM DISABILITY PROGRAM ACTION

It is recommended that the board approve the contract with UNUM Life Insurance Company of America to provide the services in connection with the District's Long Term Disability Program for the period from November 1, 1992, through September 30, 1994, at a cost of .54% of covered payroll.

18. JOINT POWERS AGREEMENT - ORANGE COUNTY MARINE INSTITUTE ACTION

It is recommended that the board approve the Restated Joint Powers Agreement.

19. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

20. REIMBURSEMENT CLAIMS FOR TRUSTEES' USE OF PERSONAL AUTO ACTION

It is recommended that the board approve the request for reimbursement for use of personal auto.

21. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions to amend the 1992/1993 General Fund Restricted Budget:

- a. IRVINE VALLEY COLLEGE: RESOLUTION 92-51,
STAFF DEVELOPMENT FOR BUSINESS EDUCATORS

to amend the budget in the amount of \$95,000.

- b. SADDLEBACK COLLEGE: RESOLUTION 92-52, FUND FOR INSTRUCTIONAL IMPROVEMENT CONSORTIUM

to amend the budget in the amount of \$7,538.

- c. IRVINE VALLEY COLLEGE/SADDLEBACK COLLEGE: RESOLUTION 92-53, MATRICULATION

to amend the budget in the amount of \$67,676.

- 22. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

- 23. CLAIM AGAINST THE DISTRICT: DAVID AND ROSE ENGELEITER ACTION

It is recommended that the board reject the claim of David and Rose Engeleiter dated August 25, 1992, and forward it to Keenan and Associates for disposition.

- 24. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 35206 through 35628 totaling \$431,108.72.

- 25. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 31313 through 31854 totaling \$1,039,474.80; credit card purchases totaling \$2,290.27; Saddleback College Community Education checks 3118 through 3130 totaling \$7,117.79; and Irvine Valley College Community Education checks 3582 through 3608 totaling \$18,746.79.

CONSULTATION ON STATEWIDE ISSUES

- 26. CONSULTATION: STATE CHANCELLOR'S OFFICE CONSULTATION

The State Chancellor's Office has forwarded the 1993 Annual Legislative Program Development Process and is accepting legislative proposals through October 16, 1992.

SPECIAL REPORTS

27. 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

28. 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

29. GIFTS

ACTION

It is recommended that the board accept the following gifts: graphic computing system with numerous hardware and software interfaces, software programs and display and hard copy devices as displayed in attachment to be used for Electronic Technology lab courses and as general support for the entire ET program, donated by Dr. Norbert N. Bojarski to Saddleback College; Paradox software to be used by students, faculty and staff in Community Education, donated by William Cuthbertson to Saddleback College; MAI 8020 computer system including controllers, four MB memory, two 300 Mb trident disk packs, high speed 1000 LPM printer, eight high-speed VDT, and mag tape streamer to be used in the Information Management Center to provide additional workstation and/or function as a file server for Business Science students, donated by Veriteq, Inc., to Saddleback College; one 1992 Infinity J-30 automobile to be used as a training aid and "hands-on" instruction for Automotive Technology Program students, donated by Joe MacPherson Infiniti to Saddleback College; studio easels, paints, papers, canvases, pencils, paste books and graphic arts instruments to be used by students and faculty in School of Fine Arts, donated by Zindel Pleasant to Irvine Valley College; handmade, wood-inlay backgammon set to be used in the Student Lounge, donated by Dr. Joanna Spaulding to Irvine Valley College; and \$12,796 cast to be used to purchase computer equipment for the production of a student newspaper in the Humanities/Journalism Program, \$3,500 cast to be used for the removal of a wall in the School of Fine Arts/Theatre, \$4,000 cast to be used to purchase a "chuckwagon" trailer to hold field gear for Life Sciences, \$11,197 cast to be used to purchase a Desktop Publishing equipment for the Computer Center, and \$3,964 cash to be used to purchase a whirlpool for the Fitness Center, donated by Mr. Brien Manning, President, Irvine Valley College Foundation, to Irvine Valley College.

CORRESPONDENCE

30. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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