

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M. NOVEMBER 5, 1990
SADDLEBACK COLLEGE
LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Gellatly

INVOCATION

Led by Trustee Connolly

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of October 22, 1990

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. ACCEPTANCE OF DISTRICT AUDIT REPORT: ACTION
1989-1990

It is recommended that the board accept the general purpose financial statements with accompanying audit report for the 1989-1990 fiscal year as prepared by KPMG Peat Marwick, Certified Public Accountants.

3. SADDLEBACK COLLEGE: REGIONAL PERFORMING ACTION
ARTS COMPLEX NEA DESIGN COMPETITION GRANT
PROPOSAL

It is recommended that the board approve the NEA grant proposal outline, as presented in the agenda item exhibit, and authorize Saddleback College to submit the grant proposal on or before November 16, 1990. If successful, the grant would provide partial funding for an architectural design competition pertaining to the planned Saddleback College Regional Performing Arts Complex.

4. SADDLEBACK COLLEGE: GRANT PROPOSAL ACTION

It is recommended that the board approve the grant proposal summarized in the grant abstract attached to the agenda item. Application is being made for grant funds from the National Science Foundation for the improvement in instrumentation and equipment for teaching cellular and molecular biology.

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

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

6. 1991 DISTRICTWIDE PLANNING RETREAT ACTION

It is recommended that the board approve the above 1991 Districtwide Retreat at a cost not to exceed \$7,000.

7. SADDLEBACK COLLEGE: APPROVAL OF 1990-1991 VEA ALLOCATION ACTION

It is recommended that the board approve the allocation of Vocational Education Act funds as shown in the agenda item exhibits.

8. BOARD POLICY 3520 ACTION

It is recommended that the board approve Board Policy 3520, Refreshments, Meals and Decorations at District Functions.

9. REVISION OF BOARD POLICY 6132 REVIEW/STUDY

It is recommended that the board accept for review and study Board Policy 6132, Selection of Library Materials, as revised in agenda item exhibit.

10. TRUSTEE AREA BOUNDARIES INFORMATION

California Education Code, Sections 5019 and 72022, provides for the Community College Board of Trustees to petition the County Committee on School District Organization to establish, rearrange, or abolish trustee areas for a more even distribution of population. Exhibits attached to the agenda item display data that can be utilized to change trustee areas.

INSTRUCTION AND STUDENT SERVICES

11. SADDLEBACK COLLEGE: ADJUSTMENT IN 1991-1992 FACULTY HIRING PLAN ACTION

It is recommended that the board approve Saddleback College's plan to convert the counselor replacement position to a permanent counselor position in its 1991-1992 faculty hiring plan and to initiate recruitment activities accordingly.

12. SADDLEBACK COLLEGE: LETTER OF UNDERSTANDING AND STUDYING PRIVILEGES FOR YUNNAN INSTITUTE PROFESSOR ACTION

It is recommended that the board approve the Letter of Understanding and permit Saddleback College to extend an invitation to Professor Xue Bo to visit Saddleback College for studying privileges.

13. IRVINE VALLEY COLLEGE: P.E. CONSULTING AGREEMENT ACTION

It is recommended that the board approve for payment the consulting agreement with Dr.'s McNally and Haskell for the reading of ECG's for students who are enrolled in P.E. 194.

14. CONSULTING AGREEMENT: JANUARY 1991 FACULTY IN-SERVICE ACTION

It is recommended that the board approve the consulting contract with Dr. Arreola for faculty in-service program presentations on January 8, 1991, at a fee of \$750 per day plus travel expenses, not to exceed \$1,600.

15. EDUCATIONAL SERVICES AGREEMENT: IRVINE UNIFIED SCHOOL DISTRICT ACTION

It is recommended that the board approve the Educational Services Agreement with the Irvine Unified School District in the amount of \$7,860 for the teaching of math classes at Irvine High School.

16. SADDLEBACK COLLEGE AND IRVINE VALLEY COLLEGE: ASSOCIATED STUDENTS SPRING 1991 STUDY TRIP ACTION

It is recommended that the board approve the Saddleback College Associated Student Government and the Associated Students Irvine Valley College Spring 1991 study trip to Boston and Washington, D.C., from March 23-30, 1991.

17. IRVINE VALLEY COLLEGE: SEMESTER IN PARIS STUDY ABROAD PROGRAM, FALL 1991 ACTION

It is recommended that the board approval the Semester in Paris Program for the fall of 1991 as described in the agenda item attachment.

FACILITIES

18. REQUEST FOR PROPOSAL TO DEVELOP A SPACE UTILIZATION PLAN FOR DISTRICT OFFICES ACTION

It is recommended that the board approve a solicitation of proposal from Garcia & Associates for the redesign of the District Services offices located on the third floor of the Saddleback College Library.

19. PERMISSION TO INSTALL PORTABLE BUILDING ON LEASED SITE: TIMES MIRROR CABLE TELEVISION ACTION

It is recommended that the board approve TMCT's request to install a temporary building at the leased antenna site at Saddleback College in accordance with the conditions of the lease and as delineated in agenda item exhibits.

20. CONSULTANT AGREEMENT: GEOTECHNICAL SERVICES, 1990 ATHLETIC FACILITIES PROJECT ACTION

It is recommended that the board approve entering into a consulting agreement with South Coast Geologic Services, Inc., to provide professional geotechnical services for the Golf Driving Range Project at a fee not to exceed \$9,500.

BUSINESS/FISCAL

21. SADDLEBACK COLLEGE: AWARD OF BID, SIXTEEN COMPUTERS FOR MATH/SCIENCE/ENGINEERING DIVISION ACTION

It is recommended that the board award Bid No. 850 to Advance Data Systems, Irvine, for a total amount of \$39,950.

22. CONTRACT: CHANCELLOR'S OFFICE TAX OFFSET PROGRAM (COTOP) ACTION

It is recommended that the board approve the contract with the Chancellor of the California Community Colleges for administrative services in connection with the collection of student financial aid obligations under COTOP, for the period from November 1, 1990, through the end of the 1991 interagency program processing year as defined by the Franchise Tax Board.

23. BUDGET AMENDMENT: SURPLUS SALE REVENUE ACTION

It is recommended that the board adopt the resolution to amend the 1990-1991 general fund unrestricted budget in the amount of \$4,187.

24. CLAIM AGAINST THE DISTRICT: GERTRUDE ARONSON ACTION

It is recommended that the board deny the claim and direct staff to notify claimant of this action.

25. TRANSFER OF APPROPRIATIONS ACTION

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

26. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 19611 through 19995 totaling \$739,629.03.

27. PAYMENT OF BILLS ACTION

It is recommended that the board approve the payment of warrants 5579 through 6110 totaling \$1,166,744.04 and credit card purchases totaling \$4,352.37.

SPECIAL REPORTS

28. 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

29. 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.

30. OFFICIAL NOTARY DESIGNATION

ACTION

It is recommended that the board approve Peggy Casey as Official Notary for the Saddleback Community College District and approve membership in the National Notary Association at a cost of \$69.95.

GIFTS TO THE DISTRICT

31. GIFTS

ACTION

It is recommended that the board accept the following gifts: one Sharp SS780 Copier donated to Irvine Valley College Foundation, by Larry Gibbons.

CORRESPONDENCE

32. CORRESPONDENCE

INFORMATION

ADDENDUM

33. ANNUAL ORGANIZATIONAL MEETING DATE

ACTION

It is recommended that the date of the annual organizational meeting be changed from Monday, December 3, 1990, to Monday, December 10, 1990.

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

dm