

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M. NOVEMBER 20, 1989
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of October 23, 1989

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. 1990 FISCAL AND LEGISLATIVE PROGRAM

ACTION

It is recommended that after review and comment from the Board of Trustees, the board express support of the state priorities and that legislative contacts be made as appropriate.

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3. GRANT APPLICATIONS:

ACTION

It is recommended that the Board of Trustees approve grant applications:

a. IMMIGRATION REFORM AND CONTROL ACT (IRCA)
STATE LEGALIZATION IMPACT ASSISTANCE GRANTS:
IRVINE VALLEY COLLEGE

The State Department of Education has invited applications for continuing grants for IRCA services to be reimbursed from Federal Funds. Irvine Valley College served 506 Amnesty eligible students in 1989-1990. Monies will be used to offset certificated salaries, classified salaries, services, and supplies.

b. IMPROVEMENT IN INSTRUMENTATION AND EQUIP-
MENT FOR TEACHING CELLULAR AND MOLECULAR
BIOLOGY AT SADDLEBACK COLLEGE

The purpose of this grant is to purchase \$54,200 of new equipment to upgrade instruction in cellular and molecular biology to state-of-the-art conditions in colleges and universities. The purchases are planned over a two and one-half year period. This grant requires a 50% match (\$27,100) to be expended by the college over a two and one-half year period of time.

INSTRUCTION AND STUDENT SERVICES

4. SADDLEBACK COLLEGE: SPRING 1990 COMMUNITY
EDUCATION PROGRAM

ACTION

It is recommended that the Board of Trustees approve the Saddleback College Community Education program, presenters and compensation.

5. SADDLEBACK COLLEGE: TELECOURSE LICENSING AGREEMENT ACTION

It is recommended that the Board of Trustees authorize the Supplemental Agreement, effective 9/15/89 through 1/30/90, to the five-year Master Agreement with San Bernardino Community College District for the Real Estate Principles course, a video course produced in cooperation with Saddleback College faculty and the Media Productions Department.

6. SADDLEBACK COLLEGE: 1989-1990 ADDITIONAL AND REVISED FEES ACTION

It is recommended that the Board of Trustees approve Saddleback College's additional and revised instructional fees for the Prevention and Care of Athletic Injuries course for 1989-1990.

7. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the Board of Trustees approve the consulting agreements with:

- a. LEONARD R. INCH

in an amount not to exceed \$650 to assist the Division of Health Sciences and Human Services with development of instructional and administrative materials necessary to provide information regarding ethical and legal issues as they pertain to pre-hospital care,

- b. INSTITUTE OF APPLIED RESEARCH AND POLICY ANALYSIS, CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

in an amount not to exceed \$2,000 to compile and analyze a survey data of training needs of businesses in California that employ or will employ personnel in their international trade business in support of the development of an International Trade Model Curriculum,

c. MICHAEL McCORMACK

in the amount of \$120 to serve as consultant to instructors regarding an Advanced Cardiac Support class and be in attendance during the Mega Code testing of students.

8. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

9. IRVINE VALLEY COLLEGE: PROFESSIONAL DEVELOPMENT PROJECT, PHASE II, SPRING 1990 ACTION

It is recommended that the Board of Trustees approve the listed workshops and expenditure for presenters.

10. IRVINE VALLEY COLLEGE: INTERCOLLEGIATE ATHLETICS INFORMATION

The report illustrates the progress the college has made in designing and implementing its Intercollegiate Athletic Program including philosophy, governance, sports time line, and budget.

FACILITIES

11. NOTICE OF CATEGORICAL EXEMPTION: LIBRARY REMODEL SECONDARY EFFECTS: IRVINE VALLEY COLLEGE ACTION

It is recommended that the Board of Trustees declare the Library Remodel Secondary Effects at Irvine Valley College to have no significant effect upon the environment and authorize the Chancellor to file a Notice of Categorical Exemption.

12. RESOLUTION OF INTENTION TO LEASE REAL PROPERTY: SADDLEBACK COLLEGE ACTION

It is recommended that the Board of Trustees adopt the resolution to declare its intent to lease surplus district property to locate a telephone relay tower and building for remote telephone service for an initial period of twenty years with an option to renew for two additional five year increments.

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13. CHANGE ORDER NO. 7: STUDENT SERVICES CENTER: ACTION
SADDLEBACK COLLEGE

It is recommended that the Board of Trustees ratify Change Order No. 7 to amend the contract with Culp Construction Company for construction of the Student Services Center, Saddleback College, by increasing the contract amount to \$6,969,114.82 and no extension of the contract completion date.

14. AUTHORIZATION TO PROCEED: GOLF DRIVING RANGE ACTION
FACILITY: SADDLEBACK COMMUNITY COLLEGE DISTRICT

It is recommended that the Board of Trustees proceed with the Golf Driving Range Project and authorize staff to proceed with the selection of architect to prepare preliminary plans for construction of the range. It is further recommended that a schedule of activities leading to construction of the range be established by the December 4, 1989 meeting of the Board of Trustees.

BUSINESS/FISCAL

15. AMENDMENT TO BYLAWS OF THE SADDLEBACK COLLEGE AND ACTION
IRVINE VALLEY COLLEGE FOUNDATIONS

It is recommended that the Board of Trustees authorize the amendment which provides for inclusion of references to the Internal Revenue Code Section 501c3 to the Bylaws of the Saddleback College Foundation and the Irvine Valley College Foundation. All other terms of the Bylaws remain unchanged.

16. BUDGET AMENDMENTS:

ACTION

It is recommended that the Board of Trustees adopt the resolutions to amend the 1989-1990 budget, and to direct that these funds be appropriated to the accounts displayed for the:

a. VIDEOTAPE PRODUCTION AGREEMENT:
SADDLEBACK COLLEGE

in the amount of \$15,000,

b. MANAGEMENT INFORMATION SYSTEMS STATE
MASTER GRANT: SADDLEBACK COMMUNITY
COLLEGE DISTRICT

in the amount of \$103,049.

17. BUDGET STATUS SUMMARY

ACCEPTANCE
FOR REVIEW
AND STUDY

It is recommended that the Board of Trustees accept the quarterly budget status report for review and study, and direct the administration to include these reports in the minutes of this meeting as required by Ed. Code Section 84043.

18. TRANSFERS OF APPROPRIATIONS

ACTION

It is recommended that the Board of Trustees approve/ratify the transfers of appropriations.

19. REIMBURSEMENT OF EXPENDITURES OF PRESIDENTIAL
VISITATION TEAM

ACTION

It is recommended that the Board of Trustees ratify the site visits by the visitation team to Shoreline Community College on November 7 and November 8, 1989 and Irvine Valley College on November 13, 1989, and reimbursement of all actual and necessary expenditures for transportation, meals, and lodging incurred in these site visits.

20. REIMBURSEMENT OF PRESIDENTIAL FINALISTS
EXPENDITURES

ACTION

It is recommended that the Board of Trustees ratify reimbursement of all actual and necessary costs for transportation, meals, and lodging incurred by candidates in the interview process.

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21. CONSULTING CONTRACTS:

ACTION

It is recommended that the Board of Trustees approve the following consulting contracts.

a. INNOVATIVE BUSINESS SOLUTIONS

for the services of Macintosh computer training for district staff at a fee of \$60 per hour, not to exceed \$1,560.

b. A. BRAY AND ASSOCIATES

for the legislative/bill monitoring contract in the amount of \$2,100 for the remainder of the 1989-1990 academic year.

c. RSTS TO VAX CONVERSION

for the services of Scott Thorne for computer programming assistance in the conversion of the district's accounting software covering the period November 21, 1989 to June 30, 1990 at a total cost not to exceed \$15,000. The funds for this work are budgeted within the MIS year two of five fiscal personnel payroll project.

d. PERSONNEL SYSTEM ANALYSIS SERVICES

for the services of Mike Meyerson for assistance in personnel system implementation covering the period November 21, 1989 to June 30, 1990 at a total cost not to exceed \$12,000. The funds for this work are budgeted within the MIS budget.

22. PAYMENT OF BILLS

ACTION

It is recommended that the Board of Trustees approve the payment of warrants 145284 through 146138 totaling \$1,644,938.80 and credit card purchases totaling \$6,825.52.

23. PURCHASE ORDERS

ACTION

It is recommended that the Board of Trustees approve purchases orders 11955 through 12355 totaling \$1,018,382.25.

24. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS

ACTION

It is recommended that the Board of Trustees approve the trustees' requests for travel and/or mileage.

SPECIAL REPORTS

25. 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 Reports
- 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

26. 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. CSEA CHAPTER 586 TENTATIVE AGREEMENT

It is recommended that, contingent upon ratification by CSEA Chapter 586 eligible voting unit members, the Board of Trustees approve and adopt the successor contract including all tentative agreements negotiated by the parties, effective immediately with retroactive salary adjustments effective July 1, 1988.

GIFTS TO THE DISTRICT

27. GIFTS TO THE DISTRICT

ACTION

It is recommended that the gifts listed be accepted by the Board of Trustees on behalf of Saddleback College and Irvine Valley College.

CORRESPONDENCE

28. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT