

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., NOVEMBER 25, 1991
IRVINE VALLEY COLLEGE
STUDENT SERVICES CENTER, ROOM SC240

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

INVOCATION

Led by Trustee Connolly

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of October 28, 1991

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

- Mr. Al Sabo, Manager, IBM Pacific Shoreline Branch
- Representatives from Five Institutions of Higher Education,
Guangdong (Canton) Province, People's Republic of China

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. ACCEPTANCE OF DISTRICT AUDIT REPORT 1990/1991 REVIEW/STUDY

It is recommended that the board accept for review and study the general purpose financial statements with accompanying audit report for the 1990-1991 fiscal year as prepared by KPMG Peat Marwick, Certified Public Accountants.

3. BUDGET ALLOCATION MODEL 1992-1993 ACTION

It is recommended that the board approve changes to the current allocation system for 1992-1993 to the extent indicated in the agenda item exhibit.

INSTRUCTION AND STUDENT SERVICES

4. 1991-1993 ACADEMIC HIRING PLANS ACTION

It is recommended that the board approve the 1992-1993 hiring plans for new faculty positions as described in the exhibits for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

5. SADDLEBACK COLLEGE: SPRING 1992 COMMUNITY EDUCATION PROGRAM ACTION

It is recommended the board approve the Saddleback College Community Education program as outlined.

6. SADDLEBACK COLLEGE: ATHLETIC FUND-RAISING EVENT ACTION

It is recommended that the board approve the "300 Club" fund-raising event for the Baseball and Men's Tennis teams at Saddleback College under the auspices of the Saddleback College Foundation.

7. IRVINE VALLEY COLLEGE: COMMUNITY COLLEGE PUBLIC RELATIONS ORGANIZATION NEWSLETTER CONFERENCE INFORMATION

Irvine Valley College will host a mini-conference December 6 for approximately 25 public information and marketing professionals from Southern California community colleges at no cost to the District.

8. EDUCATIONAL SERVICES AGREEMENTS ACTION

It is recommended that the board approve the following Educational Services Agreements:

- a. SADDLEBACK COLLEGE: CIVIL SERVICES ACADEMY
to offer an on-site special topics course, Postal Services Preparation.
- b. SADDLEBACK COLLEGE: SADDLEBACK VALLEY BOARD OF REALTORS
to offer computer and software courses for the firm's employees.
- c. IRVINE VALLEY COLLEGE: OPTROTECH, INC.
to offer two fee-based courses that would serve the printed circuit industry and appear in Optrotech's training catalog.

9. CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve the following consultant agreements:

- a. SADDLEBACK COLLEGE: PHASE II-INTERNATIONAL TRADE MODEL CURRICULUM
to hire Ms. Sherrie Baldwin to accomplish the objectives of the previously accepted Phase II-International Trade Model Curriculum grant at a fee not to exceed \$21,475, plus travel and conference expenses.

- b. IRVINE VALLEY COLLEGE: STATEWIDE
COMMUNITY COLLEGE INSTRUCTIONAL AND
ADMINISTRATIVE TELECOMMUNICATIONS MODEL
NETWORK PROJECT

to hire Ms. Sherrie Baldwin to complete the dissemination and training aspects of this grant project at a fee of \$2,000.

- c. IRVINE VALLEY COLLEGE: EARLY ALERT
RESEARCH PILOT PROJECT

to hire Mr. Scott Thorne to develop an Early Alert Retention Management software system at a fee of \$3,500.

- 10. SADDLEBACK COLLEGE: AGREEMENT FOR STUDENT ACTION
COPIERS

It is recommended that the board approve the agreement with CDT, Inc. to provide the Library with all equipment, supplies, and maintenance to update the student copiers and related equipment to operate on card/key monitors at the costs indicated in the exhibit.

- 11. IRVINE VALLEY COLLEGE: PAYMENT FOR SYMPHONIC ACTION
WIND ENSEMBLE/JAZZ SINGERS ACCOMPANIMENT
STUDENT SERVICES DEDICATION

It is recommended that the board approve the expenditure of \$400 as described for the Symphonic Wind Ensemble members and the Jazz singers band accompaniment for the Dedication of the Student Services Center.

- 12. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

It is recommended that the board approve guest artist contracts with the following:

- a. SANDY OWEN

for a single jazz piano performance on Saturday, January 11, 1992, at a cost not to exceed \$3,000.

b. PERIWINKLE PRODUCTIONS

for a single performance of An Evening of Comedy and Magic on Saturday, April 25, 1992, at a cost not to exceed \$4,000.

c. LEWITZKY DANCE COMPANY

for a single performance on Saturday, May 9, 1992, at a cost not to exceed \$3,500.

13. 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

14. SADDLEBACK COLLEGE: BUILDING N

ACTION

It is recommended that the board approve the following:

a. CHANGE ORDER NO. 2

to amend the contract with Irvine Engineering Corporation by increasing the contract by \$9,404.60 to \$179,399.04 and 19 days extension of contract completion date.

b. BENEFICIAL OCCUPANCY

to allow CSUF personnel to occupy the building and determine appropriate terminal and telephone connection locations and to ensure that remaining work to be completed is properly performed

15. SADDLEBACK COLLEGE: SA BUILDING AND UPPER QUAD REMODEL - BENEFICIAL OCCUPANCY ACTION

It is recommended that the board authorize the beneficial occupancy of the SA Building and Upper Quad Remodel to allow faculty and staff to make computer terminal and telephone connections and to ensure that remaining work to be completed is properly performed.

16. IRVINE VALLEY COLLEGE: P.E. FACILITIES (SHOWER/ LOCKER BUILDING) ACTION

It is recommended that the board approve the following:

- a. CHANGE ORDER NO. 1

to amend the contract with Pinner Construction Company by increasing the contract amount by \$10,569.65 to \$2,105,669.65 without extension of contract completion date.

- b. SUBSTITUTION OF SUBCONTRACTOR

Pinner Construction Company, the general contractor, requests the removal of Nukes Design due to their inability to bond the project, and proposes to use its own work force for concrete work.

17. IRVINE VALLEY COLLEGE: ADOPTION OF NEGATIVE DECLARATION/NOTICE OF DETERMINATION, PARKING LOT 6 ACTION

It is recommended that the board declare the construction of Parking Lot 6 to have no significant effect upon the environment and adopt Resolution 91-66 approving a Negative Declaration and filing Notice of Determination.

18. IRVINE VALLEY COLLEGE: FILE NOTICE OF COMPLETION, HUB I STUDENT SERVICES CENTER ACTION

It is recommended that the board approve final acceptance of the general construction of the Student Services Center and authorize the filing of the Notice of Completion with the County of Orange and further authorize the release of the retention bond 35 days after the date of filing.

19. 1992 DISTRICT PAVEMENT MANAGEMENT PLAN CONSULTANT AGREEMENT ACTION

It is recommended that the board approve entering into a consultant agreement with BSI Consultants, Inc. to develop construction documents, provide construction engineering and administration and construction inspections for the 1992 fiscal year of the District Pavement Management Plan for a fee of \$33,050.

20. SADDLEBACK COLLEGE: DECENTRALIZATION OF HOT WATER BOILERS - CONSULTANT AGREEMENT EXTENSION ACTION

It is recommended that the board authorize staff to extend the duration of the consultant's agreement with Moraes/Pham & Associates to provide professional services to decentralize the boiler plant through December 31 at no additional fee.

21. SADDLEBACK COLLEGE: ENGINEERING SERVICES FOR RECLAIMED WATER IRRIGATION SYSTEM ACTION

It is recommended that the board approve the contract with Nolte and Associates, Engineers, to provide engineering services required for this project for a fixed fee of \$37,100.

22. SADDLEBACK COLLEGE: ATHLETIC FACILITIES MARKET STUDY UPDATE ACTION

It is recommended that the board ratify the consultant agreement with KPMG Peat Marwick to update the market study for the Athletic Facilities at a cost not to exceed \$12,000.

23. SADDLEBACK COLLEGE: MARQUEE AND CAMPUS ENTRIES LANDSCAPE SERVICES ACTION

It is recommended that the board approve hiring RJM Design Group, Inc., Landscape Architects, to develop a preliminary design for the campus entries and electronic marquee at Saddleback College for a fixed fee of \$10,000 plus reimbursable expenses.

BUSINESS/FISCAL

24. IRVINE VALLEY COLLEGE: AWARD OF BID, LEASE OF MODULAR CLASSROOM ACTION

It is recommended that the board award Bid 155 for a five-year lease totaling \$78,000 for a used modular classroom to Action Mobile Office Rentals

25. DISTRICT CONSULTING AGREEMENTS ACTION

It is recommended that the board approve the following consulting agreements:

- a. GENERAL SYSTEMS

to provide specialized technical assistance in the continuing implementation of the District's Office Automation Leadership Information System covering the period November 26, 1991, through June 30, 1992, at a cost not to exceed \$10,000.

- b. DR. GEORGE HENDERSON

for his presentation, "One Nation . . . And Respect for All Peoples of Color," on December 13, 1991, at the Management In-Service at a cost of \$1,700 including expenses.

26. APPROVAL OF SETTLEMENT AGREEMENT IN LITIGATION AGAINST COUNTY OF ORANGE RELATING TO INTEREST ON TAX PENALTIES ACTION

It is recommended that the board approve the settlement agreement in litigation against the County of Orange relating to interest on tax penalties and advise the Department of Education to proceed with settlement proceedings on the behalf of Saddleback Community College District.

27. BUDGET AMENDMENTS ACTION

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

- a. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE:
DISABLED STUDENTS PROGRAM AND SERVICES
AND HIGH TECH CENTERS

Resolution 91-67 to amend the budget in the amount of \$84,166.

- b. SADDLEBACK COLLEGE: EDUCATIONAL SERVICES
AGREEMENT

Resolution 91-68 to amend the budget in the amount of \$18,019.

28. LEAVE TO PRESENT LATE CLAIM, WAGNER-HOHNS- INGLIS, INC. ACTION

It is recommended that the board grant Wagner-Hohns-Inglis, Inc. leave to present a late claim in the amount of \$14,795.92 and approve payment of the claim.

29. CLAIMS AGAINST THE DISTRICT ACTION

It is recommended that the board reject the claims of the following individuals and refer the claims to the district's broker for disposition:

- a. JUDY ST. CLAIR
- b. JASON BIRD

30. TRANSFERS OF APPROPRIATIONS ACTION

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