

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

MEETING OF THE BOARD OF TRUSTEES  
DECEMBER 4, 1989  
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

CLOSED SESSION - 7:00 P.M

CALL TO ORDER - 7:30 P.M.

ADJOURNMENT TO ANNUAL ORGANIZATIONAL MEETING

ACTION

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of November 20, 1989

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

INFORMATION

PRIORITY

1. ACCEPTANCE OF DISTRICT AUDIT REPORT: 1988-1989

ACTION

It is recommended that the board accept the general purpose financial statements with accompanying audit report for the 1988-1989 fiscal year as prepared by Peat Marwick Main and Company, Certified Public Accountants.

CONSENT CALENDAR

2. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

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GENERAL

3. BUDGET ALLOCATION MODEL 1990-1991

ACTION

It is recommended that the board approve the Chancellor's recommended changes to the current budget allocation system for 1990-1991.

4. SADDLEBACK COLLEGE: REVISED ADMINISTRATIVE STRUCTURE FOR PUBLICATIONS CENTER

ACTION

It is recommended that the board approve the revised administrative reporting structure for the Saddleback College Publications Center, effective the spring semester 1990.

INSTRUCTION AND STUDENT SERVICES

5. SADDLEBACK COLLEGE: PSYCHIATRIC TECHNICIAN APPRENTICESHIP TRAINING PROGRAM

ACTION

It is recommended that the board grant approval of the Psychiatric Technician Apprenticeship Training Program with Fairview Developmental Center and adopt the resolution amending the budget in the amount of \$47,609.

6. 1990-1991 ACADEMIC CALENDAR

ACTION

It is recommended that the board approve the 1990-1991 Academic Calendar.

7. SPRING 1990 COMMUNITY EDUCATION PROGRAMS:

ACTION

It is recommended that the board approve the Community Education programs, presenters and compensation for:

a. SADDLEBACK COLLEGE

b. IRVINE VALLEY COLLEGE

8. IRVINE VALLEY COLLEGE: SPANISH STUDY ABROAD, GUANAJUATO, MEXICO, SUMMER 1990

ACTION

It is recommended that the board approve Irvine Valley College's Spanish Study Abroad program in Guanajuato, Mexico for the summer of 1990.

9. GUEST SPEAKER HONORARIA:

ACTION

It is recommended that the board approve honoraria for the following guest speakers:

a. ED HARMON

to present a lecture entitled "Increasing Teacher Effectiveness" in the amount of \$150,

b. CHERIE BARKER-REID

to present an in-service program for counselors to assist them in counseling students about non-traditional programs in the amount of \$75,

c. LILLIAN ROYBAL ROSE

to present a keynote program for faculty at in-service in the amount of \$1,000, with expenses not to exceed \$400,

d. JOHN KANGUS

to present an in-service program on matriculation, the effects of co-requisites and pre-requisites for courses requiring reading and writing competencies in the amount of \$600.

10. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT

ACTION

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

FACILITIES

11. DESIGN DEVELOPMENT AND WORKING DRAWINGS, LIBRARY SECONDARY EFFECTS: IRVINE VALLEY COLLEGE

ACTION

It is recommended that the board approve the design for Library Secondary Effects, Irvine Valley College, and authorize the architects to proceed with working drawings.

12. PRELIMINARY DESIGN: P.E. SWIM TRAINING FACILITY: IRVINE VALLEY COLLEGE ACCEPTANCE FOR REVIEW AND STUDY
- It is recommended that the board accept for review and study the preliminary design submitted by Parkin Architects for the P.E. Swim Training Facility at Irvine Valley College.
13. PRELIMINARY DESIGN: CORPORATE YARD, PHASE I: IRVINE VALLEY COLLEGE ACCEPTANCE FOR REVIEW AND STUDY
- It is recommended that the board accept for review and study the preliminary design submitted by Parkin Architects for the Corporate Yard, Phase I, at Irvine Valley College.
14. FEASIBILITY STUDY AND PRELIMINARY PLAN: RECLAIMED WATER IRRIGATION SYSTEM: SADDLEBACK COLLEGE ACCEPTANCE FOR REVIEW AND STUDY
- It is recommended that the board accept for review and study the preliminary engineering study submitted by Nolte and Associates for the Reclaimed Water Irrigation System at Saddleback College.
15. FIVE-YEAR CONSTRUCTION PLAN: ORDER OF PRIORITY AND SCHEDULE OF FUNDS ACCEPTANCE FOR REVIEW AND STUDY
- It is recommended that the board accept for review and study the district's Order of Priority and Schedule of Funds for the 1991-1996 Five-Year Construction Plan and the proposed list of Project Planning Guides.
16. HUB I STUDENT SERVICES CENTER: REVISIONS TO WORKING DRAWINGS: IRVINE VALLEY COLLEGE ACTION
- It is recommended that the board approve the alternatives as shown in the exhibit, and authorize a contract with The Blurock Partnership to review the working drawings for a fee of \$4,600.
17. HIRE ARCHITECT: P.E. FACILITIES PHASE II (GYM): IRVINE VALLEY COLLEGE ACTION
- It is recommended that the board authorize Parkin Architects to redesign the preliminary plans for the P.E. Gymnasium at Irvine Valley college as described in the exhibit for an additional fee of \$22,285.

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18. AWARD OF BID: REPLACEMENT OF HVAC UNITS ON VARIOUS BUILDINGS ON LOWER CAMPUS: SADDLEBACK COLLEGE ACTION

It is recommended that the board approve award of Bid No. 107 for the replacement of heating and air conditioning units at Saddleback College to B & P Services, Inc. in the amount of \$56,520 with the district's share in the amount of \$28,260.

19. SCHEDULE OF ACTIVITIES: GOLF DIVING RANGE PROJECT INFORMATION

The schedule of activities consists of the project components leading to construction and occupancy of the Golf Driving Range. Within this schedule, activities leading to the financing of the project will be developed. Staff is in the process of developing a report to establish the financing method. The findings will be present to the Board of Trustees at its meeting on January 22, 1990.

BUSINESS/FISCAL

20. AWARD OF BID: SOUND MODULES: IRVINE VALLEY COLLEGE ACTION

It is recommended that the board award Bid No. 123 for purchase of sound modules for the Music Department at Irvine Valley College to Wenger Corporation at a total cost of \$40,590.58.

21. BUDGET AMENDMENTS: ACTION

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

- a. CAPITAL OUTLAY: UNDERGROUND STORAGE TANK REMOVAL

in the amount of \$22,000,

- b. DEDICATED REVENUE: IRVINE VALLEY COLLEGE

in the amount of \$52,256.

22. TRANSFER OF APPROPRIATIONS ACTION  
It is recommended that the board approve/ratify transfers of appropriations.
23. CLAIM AGAINST THE DISTRICT: TIM SHINE ACTION  
It is recommended that the board deny the claim and direct staff to notify claimant of this action.
24. PAYMENT OF BILLS ACTION  
It is recommended that the board approve warrants 146139 through 146563 totaling \$1,183,224.26 and credit card purchases totaling \$2,905.95.
25. PURCHASE ORDERS ACTION  
It is recommended that the board approve purchase orders 012556 through 012806 totaling \$214,527.66.
26. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION  
It is recommended that the board approve the trustees' requests for travel and/or mileage.
27. CONSULTANT CONTRACT - JACK SCHUMAKER MANAGEMENT CONSULTANTS, INC. ACTION  
It is recommended that the board approve the consulting agreement with Jack Schumaker Management Consultants, Incorporated, for the remainder of the 1989-1990 academic year, which includes a contract extension of an additional 20 days of service.

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 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

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.

GIFTS TO THE DISTRICT

30. 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

31. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

AGE12-04



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

ANNUAL ORGANIZATIONAL MEETING  
OF THE BOARD OF TRUSTEES  
7:30 P.M. DECEMBER 4, 1989  
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

INVOCATION

Led by Trustee Moore

APPROVAL OF AGENDA

ACTION

1. ANNUAL ORGANIZATIONAL SESSION

It is recommended that those actions outlined (EXHIBIT A) be taken in order to comply with requirements of the Annual Organizational Meeting.

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|---|---------------|
| EXHIBIT B. Adoption of Rules and Procedures                 | <u>ACTION</u> |
| EXHIBIT B. Election of Officers                             | <u>ACTION</u> |
| EXHIBIT C. Appointment of Secretary and Assistant Secretary | <u>ACTION</u> |
| EXHIBIT D. Establishment of Regular Meeting Dates and Time  | <u>ACTION</u> |
| EXHIBIT E. Approval of Agenda Format                        | <u>ACTION</u> |
| EXHIBIT F. Appointments of Trustee Representatives          | <u>ACTION</u> |

ADJOURNMENT TO REGULAR BOARD MEETING