

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

MEETING OF THE BOARD OF TRUSTEES  
DECEMBER 5, 1988  
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

CLOSED SESSION - 6:30 P.M.

CALL TO ORDER - 7:00 P.M.

ADJOURNMENT TO ANNUAL ORGANIZATIONAL MEETING

ACTION

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of November 21, 1988

ACTIONS TAKEN IN CLOSED SESSION

ACTION

PRESENTATIONS AND INTRODUCTION OF GUESTS

PRIORITY

1. PLAN FOR ADDITIONAL FACULTY

ACTION

It is recommended that the board of trustees approve the plans for faculty additions with authorization to recruit for specified faculty positions for 1989-1990, contingent upon funding capability of the college's approved 1989-1990 budget and legislative funding of the full-time faculty provision in AB 1725 for:

a. SADDLEBACK COLLEGE

b. IRVINE VALLEY COLLEGE

CONSENT CALENDAR

2. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

12/05/88

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GENERAL

3. IRVINE VALLEY COLLEGE: MASTER SITE PLAN ACTION

It is recommended that the board of trustees approve the final draft facilities site plan and authorize a final master plan report to be completed.

4. IRVINE VALLEY COLLEGE: STUDENT CENTER ACTION

- a. HIRE ARCHITECT: REVISIONS TO HUB I STUDENT CENTER SITE PLANS

It is recommended that the board of trustees authorize The Blurock Partnership to proceed with revisions to the working drawings to relocate Hub I Student Center in accordance with the Irvine Valley College Master Plan for a guaranteed maximum cost of \$29,979 under terms and conditions of the agreement.

- b. HIRE ARCHITECT: HUB I STUDENT CENTER: FIRST AND SECOND FLOOR PLAN REVISIONS

It is recommended that the board of trustees authorize The Blurock Partnership to make necessary revisions to the drawings for Hub I Student Center for a fee of \$25,720 under terms and conditions of the agreement.

5. PROJECT PLANNING GUIDES FOR FIVE-YEAR PLAN ACCEPTANCE

- a. PROJECT PLANNING GUIDE DESIGN APPROVAL: LEARNING RESOURCES CENTER: IRVINE VALLEY COLLEGE FOR REVIEW AND STUDY

It is recommended that the board of trustees accept for review and study the schematic designs and supplemental information for the Learning Resources Center, Irvine Valley College, Project Planning Guide as presented by Parkin Architects to be submitted to California Community Colleges.

- b. PROJECT PLANNING GUIDE DESIGN APPROVAL:  
HEALTH SCIENCES AND HUMAN SERVICES  
BUILDING: SADDLEBACK COLLEGE

It is recommended that the board of trustees accept for review and study schematic designs and supplemental information for the Health Sciences and Human Services Building, Saddleback College, Project Planning Guide as presented by Leo A. Daly to be submitted to California Community Colleges.

- c. PROJECT PLANNING GUIDE DESIGN APPROVAL:  
LIBERAL ARTS BUILDING: SADDLEBACK  
COLLEGE

It is recommended that the board of trustees accept for review and study schematic designs and supplemental information for the Liberal Arts Building, Saddleback College, Project Planning Guide as presented by Leo A. Daly to be submitted to California Community Colleges.

- d. PROJECT PLANNING GUIDE DESIGN APPROVAL:  
MATH/SCIENCE ADDITION: SADDLEBACK  
COLLEGE

It is recommended that the board of trustees accept for review and study schematic designs and supplemental information for the Math/Science Addition, Saddleback College, Project Planning Guide as presented by Leo A. Daly to be submitted to California Community Colleges.

- e. PROJECT PLANNING GUIDE DESIGN APPROVAL:  
CHEMICAL STORAGE BUILDING: SADDLEBACK  
COLLEGE

It is recommended that the board of trustees accept for review and study schematic designs and supplemental information for the Chemical Storage Building, Saddleback College, Project Planning Guide as presented by Leo A. Daly Architects to be submitted to California Community Colleges. as presented by Leo A. Daly.

- f. PROJECT PLANNING GUIDE DESIGN APPROVAL:  
LEARNING RESOURCES CENTER/SECONDARY  
EFFECTS: SADDLEBACK COLLEGE

It is recommended that the board of trustees accept for review and study the schematic designs and supplemental information for the Learning Resources Center/Secondary Effects, Saddleback College, Project Planning Guide as presented by Leo A. Daly Architects to be submitted to California Community Colleges.

- g. PROJECT PLANNING GUIDE DESIGN APPROVAL:  
12KV MAIN ELECTRICAL SERVICE FEEDER

It is recommended that the board of trustees accept for review and study schematic designs and supplemental information for the 12KV Main Electrical Service Feeder, Saddleback College, Project Planning Guide as presented by Frederick Brown Associates to be submitted to California Community Colleges. as presented by Leo A. Daly.

- h. PROJECT PLANNING GUIDE DESIGN APPROVAL:  
ARCHITECT AUTHORIZATION: DISTRICT  
MANAGEMENT AND COMPUTER SERVICES CENTER

It is recommended that the board of trustees accept for review and study schematic designs and supplemental information for the District Management and Computer Services Center Project Planning Guide as presented by Leo A. Daly Architects to be submitted to California Community Colleges.

6. FIVE-YEAR CONSTRUCTION PLAN AND PROJECT  
PLANNING GUIDES: 1990-1991 THROUGH 1994-1995

ACCEPTANCE  
FOR REVIEW  
AND STUDY

It is recommended that the board of trustees accept for review and study the District's Order of Priority and Schedule of Funds for the 1990-1995 Five-Year Construction Plan and the proposed list of Project Planning Guides.

7. BOARD POLICY REVISIONS: SECTION 4014 ACTION

It is recommended that the board of trustees accept for approval a policy supporting a smoke-free environment.

8. REVISION TO BOARD POLICY 104, STUDENT MEMBER OF THE GOVERNING BOARD ACCEPTANCE FOR REVIEW AND STUDY

It is recommended that the board of trustees accept for review and study the revision to Board Policy 104, Student Member of the Governing Board.

9. APPROVAL OF GRANT APPLICATION: SADDLEBACK COLLEGE ACTION

It is recommended that the board of trustees approve the Development of an Articulated 2+2+2 Early Childhood Education (ECE) Program grant to provide funding to increase and strengthen articulation efforts between Saddleback College, Coastline ROP, and University of California, Irvine.

10. IRVINE VALLEY COLLEGE: FUND FOR INSTRUCTIONAL IMPROVEMENT - FII-SAC ACTION

It is recommended that the board of trustees accept award of funds from the California Community College Chancellor's Office in support of the Fund for Instructional Improvement and adopt the resolution to amend the 1988-1989 General Fund Restricted Budget in the amount of \$14,658, and to direct that these funds be appropriated to the accounts and in the amounts listed. This proposal is a consortium effort with Sacramento City College to conduct classroom-based research projects.

INSTRUCTION AND STUDENT SERVICES

11. SPRING 1989 COMMUNITY SERVICES PROGRAM ACTION

It is recommended that the board of trustees approve the Community Services program, presenters, and compensation for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

12. SADDLEBACK COLLEGE: 1988-1989 CURRICULUM CHANGES ACTION

It is recommended that the board of trustees approve the proposed Social and Behavioral Sciences and Health Sciences and Human Services curriculum changes.

13. CLASS TRIPS ACTION

- a. SADDLEBACK COLLEGE: FIELD TRIP AND CLASS FOR SUMMER 1989

It is recommended that the board of trustees approve the field trip, and direct administration to execute the Educational Tour/Field Study Travel Contractor Agreement with California Institute for Peruvian Studies and Le Tourist Travel of San Francisco.

- b. IRVINE VALLEY COLLEGE: SPANISH STUDY ABROAD PROGRAM, SUMMER 1989

It is recommended that the board of trustees approve the Spanish Study Abroad Program for Summer 1989.

14. SADDLEBACK COLLEGE: FORENSICS TEAM ACTIVITY ACTION

It is recommended that the board of trustees approve participation of forensic team members and coaches at the Governor's Cup Invitational Forensics Tournament at a total cost of \$4,700.

15. SADDLEBACK COLLEGE: VOCATIONAL ARTICULATION SPECIALIST STIPENDS ACTION

It is recommended that the board of trustees approve payment of the stipend to the listed individuals.

16. SADDLEBACK COLLEGE: COURSE/INSTRUCTIONAL FEES ACTION

It is recommended that the board of trustees approve the listed instructional fees.

17. HONORARIA

ACTION

a. SADDLEBACK COLLEGE: IN-SERVICE FACULTY LECTURERS

It is recommended that the board of trustees approve honoraria for the listed faculty presenters.

b. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIUM

It is recommended that the board of trustees approve honorarium for the listed guest speaker.

c. IRVINE VALLEY COLLEGE: REQUEST FOR GUEST SPEAKER

It is recommended that the board of trustees approve honorarium for the listed In-service presentation.

18. IRVINE VALLEY COLLEGE: ACCEPTANCE OF EDUCATIONAL SERVICES AGREEMENT AND BUDGET AMENDMENT

ACTION

It is recommended that the board of trustees approve the Educational Services Agreement with Silicon Systems, Inc. to perform programs in support of the English As a Second Language training program, to amend the 1988-1989 General Fund Restricted budget in the amount of \$4000, and to direct that funds be appropriated to the accounts and in the amounts listed.

19. IRVINE VALLEY COLLEGE AGREEMENT FOR LOAN OF ARTWORKS

ACTION

It is recommended that the board of trustees approve the agreement with David Marr for loan of specified artworks.

FACILITIES

20. FINAL CHANGE ORDER: COMPUTER SCIENCES ACTION  
BUILDING B: IRVINE VALLEY COLLEGE

It is recommended that the board of trustees ratify Change Order #4 (Final) to amend the contract with Weeger Brothers, Inc. for construction of the Computer Sciences Building B by increasing the contract by \$8,105.83.

21. BENEFICIAL OCCUPANCY: COMPUTER SCIENCES ACTION  
BUILDING B: IRVINE VALLEY COLLEGE

It is recommended that the board of trustees authorize beneficial occupancy of the Computer Sciences Building B, Irvine Valley College, under conditions of "Occupancy," Article 12 of the General Conditions of the construction contract.

22. AWARD OF BIDS ACTION

- a. CONSTRUCTION OF TECHNOLOGY AND APPLIED  
SCIENCE BUILDING: SADDLEBACK COLLEGE

It is recommended that the board of trustees approve award of Bid #801, Construction of Technology and Applied Science Building to CIT Construction Inc. for \$4,300,000 pending approval by the Department of Finance of a budget augmentation of \$50,000 and under terms and conditions of the contract agreement.

- b. PRINTED CIRCUIT BOARD LAB: PHYSICAL  
SCIENCE BUILDING: IRVINE VALLEY COLLEGE

It is recommended that the board of trustees authorize award of Bid #107, Add Air Conditioning and Ventilation for Printed Circuit Board Lab and Equipment, Physical Sciences Building to B & P Services, Inc. for the total amount of \$51,670, and under terms and conditions of the contract agreement.



23. HIRE ARCHITECT: PROCESS PERMITS: PRINTED  
CIRCUIT BOARD LAB: PHYSICAL SCIENCES  
BUILDING: IRVINE VALLEY COLLEGE

ACTION

It is recommended that the board of trustees authorize The Blurock Partnership to prepare applications for permits to insure compliance with regulations of South Coast Air Quality Management District and County Sanitation District for the Printed Circuit Board Lab, Physical Sciences Building for the fee not to exceed \$3,000 in accordance with the proposal and agreement.

24. TESTING AND INSPECTION SERVICES AGREEMENT:  
TECHNOLOGY AND APPLIED SCIENCE BUILDING:  
SADDLEBACK COLLEGE

ACTION

a. SOILS TESTING

It is recommended that the board of trustees approve a contract with Soils International in the amount of \$4,500 in accordance with the proposal dated November 22, 1988 for soils testing and inspection services for construction of the Technology and Applied Science Building.

b. MATERIAL TESTING

It is recommended that the board of trustees approve a contract with Irvine Testing Laboratory, Inc., in an amount of \$47,405 in accordance with the proposal dated November 28, 1988 for field and laboratory materials testing and inspections for construction of the Technology and Applied Science Building.

25. REVISIONS TO MASTER SITE PLAN: SADDLEBACK  
COLLEGE

ACTION

It is recommended that the board of trustees approve revisions to the Master Site Plan, and authorize Leo A. Daly Architects to prepare a new Master Site Plan for a fee of \$1,500 in accordance with the proposal and agreement.

BUSINESS/FISCAL

26. CLAIMS MANAGEMENT SERVICES AGREEMENT: KEENAN AND ASSOCIATES ACTION

It is recommended that the board of trustees ratify the agreement with Keenan and Associates for claims management services for the period from July 1, 1988 to June 30, 1989 inclusive at a cost not to exceed \$9,000.

27. CONSULTANT CONTRACT: JACK SHUMAKER MANAGEMENT CONSULTANTS, INC. ACTION

It is recommended that the board of trustees approve the consulting agreement with Jack Shumaker Management Consultants, Inc. for the remainder of the 1988-1989 academic year in an amount not to exceed \$9,5000 for services rendered to the district as specified.

28. COMPUTER HARDWARE AND SOFTWARE PURCHASE: MATRICULATION PROGRAM ACTION

It is recommended that the board of trustees approve award to Apple Computer, Inc. for \$53,216.66 plus shipping.

29. EXTENSION OF DISTRICT 1987-1988 AUDIT COMPLETION ACTION

It is recommended that the board of trustees ratify the extension of the district 1987-88 audit completion date to December 31, 1988.

30. BUDGET AMENDMENT: SADDLEBACK COLLEGE AND IRVINE VALLEY COLLEGE LEARNING DISABLED STUDENT ALLOCATION ACTION

It is recommended that the board of trustees adopt the resolution to amend the 1988-1989 General Fund - Restricted budget in the amount of \$14,921, and to direct that these funds be appropriated to the accounts and in the amounts listed for the learning disabled student program.

31. BUDGET STATUS SUMMARY

ACCEPTANCE  
FOR REVIEW  
AND STUDY

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

32. PAYMENT OF BILLS

ACTION

It is recommended that warrants 136809 through 137033 totaling \$727,896.63 and credit card purchases totaling \$102.29.

33. PURCHASE ORDERS

ACTION

It is recommended that the board of trustees approve purchase orders 5748 through 5971 totaling \$225,572.23.

34. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS

ACTION

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

SPECIAL REPORTS

35. 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 Report (Intercollege Academic Senate President)
  - 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
- i. Chancellor's Report

PERSONNEL

36. EMPLOYMENT AND STATUS CHANGE

ACTION

- a. It is recommended that the submitted certificated personnel actions be approved.
- b. It is recommended that the submitted classified personnel actions be approved.

37. AGREEMENT BETWEEN SADDLEBACK COMMUNITY COLLEGE DISTRICT AND SADDLEBACK COMMUNITY COLLEGE DISTRICT FACULTY ASSOCIATION

ACTION

It is recommended that the board of trustees approve the agreement with the Saddleback Community College District Faculty Association, and establish the Faculty Salary Schedule retroactive to July 1, 1988.

CORRESPONDENCE

38. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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

ANNUAL ORGANIZATIONAL MEETING  
OF THE BOARD OF TRUSTEES  
7:00 P.M. DECEMBER 5, 1988  
SADDLEBACK COLLEGE, LIBRARY 105

AGENDA

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Connolly

ADMINISTRATION OF THE OATH OF OFFICE TO  
REELECTED TRUSTEES

APPROVAL OF AGENDA

ACTION

1. ANNUAL ORGANIZATIONAL SESSION

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

EXHIBIT B. Adoption of Rules and Procedures ACTION

EXHIBIT B. Election of Officers ACTION

EXHIBIT C. Appointment of Secretary and  
Assistant Secretary ACTION

EXHIBIT D. Establishment of Regular Meeting  
Dates and Time ACTION

EXHIBIT E. Approval of Agenda Format ACTION

ADJOURNMENT TO REGULAR BOARD MEETING