

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

MEETING OF THE BOARD OF TRUSTEES
JANUARY 23, 1995
LIBRARY 105, SADDLEBACK COLLEGE

**CALL TO ORDER FOLLOWED BY CLOSED SESSION: 6:00 P.M.
OPEN SESSION: 7:00 P.M.**

AGENDA

CALL TO ORDER

ADJOURN TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Potential Litigation - Orange County Bankruptcy
Employee Negotiations
Public Employee Personnel Actions

RECONVENE OPEN SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Williams

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of December 5, 1994
Organizational Meeting of December 5, 1994
Special Meeting of December 9, 1994
Special Meeting of December 19, 1994

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: County of Orange Fiscal Crisis

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. SADDLEBACK COLLEGE: ASSOCIATED STUDENT GOVERNMENT BUDGET ACTION

It is recommended that the board ratify the 1994-1995 budget for the Associated Student Government of Saddleback College as presented.

ADJOURN TO PUBLIC HEARING

3. DRAFT INITIAL PROPOSAL FROM SADDLEBACK COMMUNITY COLLEGE DISTRICT REGARDING CSEA NEGOTIATIONS PUBLIC HEARING

The board will conduct a public hearing in order to provide an opportunity for the public to comment on the SCCD proposal.

RECONVENE REGULAR MEETING

4. SADDLEBACK COLLEGE: ACCEPTANCE OF GRANT AWARD ACTION

It is recommended that the board accept the award of funds from the Administration of Aging in the amount of \$75,000.

5. BOARD POLICY REVISION: BP102, FUNCTIONS OF THE GOVERNING BOARD REVIEW/STUDY

It is recommended that the board accept for review and study the revisions to Board Policy 102, Functions of the Governing Board.

6. BOARD POLICY REVISION: BP5302, COMMUNITY SERVICES ENROLLMENT IN CREDIT COURSES REVIEW/STUDY
- It is recommended that the board accept for review and study the revisions to Board Policy 5302, Community Services Enrollment in Credit Courses.
7. RECONFIGURATION OF TRUSTEE AREA BOUNDARIES INFORMATION
- Information on the reconfiguration of trustee area boundaries is included for the board's review.
8. INSTRUCTIONAL MATERIALS FEES INFORMATION
- Information on the instructional materials fees issue will be presented at the board meeting.
9. 1995-1996 SABBATICAL LEAVES ACTION
- It is recommended that the board approve the recommended faculty members for sabbatical leaves during the 1995-1996 academic year.
10. CCCT BOARD OF DIRECTORS NOMINATION - 1995 ACTION
- It is recommended that the board determine if they wish to make any nominations for membership on the CCCT Board of Directors, and, if so, approve the nomination(s) for transmittal to the CCCT office.
11. APPOINTMENT OF ALTERNATE TRUSTEE REPRESENTATIVE TO ORANGE CO. LEGISLATIVE TASK FORCE ACTION
- It is recommended that the board appoint an alternate trustee representative to the Orange County Legislative Task Force.
12. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: FOUNDATION FUNDS ACTION
- It is recommended that the board provide representation for the Foundations in the pursuit of the return of the funds of the college Foundations from the County of Orange, and that the district commit to pursuing full restitution.

INSTRUCTION AND STUDENT SERVICES

13. SADDLEBACK COLLEGE FOUNDATION GRANTS PROGRAM INFORMATION

Information on the \$20,000 equipment donation from the Saddleback College Foundation and Apple Computer, Inc., for the Saddleback College Innovation & Technology Center and Office of Marketing & Development is provided for the board's review.

14. SADDLEBACK COLLEGE FOUNDATION GRANTS INFORMATION

Information on the \$5,000 in faculty/staff grants for special projects from Saddleback College Foundation as part of its semi-annual Foundation Grants program is provided for the board's review.

15. SADDLEBACK COLLEGE: PEPSI COLA CONTRACT INFORMATION

Information on the contract with Pepsi Cola for exclusive beverage products rights served on campus in exchange for the donation of various promotional funds and equipment is provided for the board's review.

16. SADDLEBACK COLLEGE: EMERITUS INSTITUTE GUEST LECTURES ACTION

It is recommended that the board approve the Saddleback College Emeritus Institute guest speakers and honoraria as outlined.

17. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIA ACTION

It is recommended that the board approve the honoraria in the amount of \$10,800 total for those persons listed to present lectures during Spring Semester 1995.

18. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIUM ACTION

It is recommended that the board ratify honorarium in the amount of \$1,000 for Dr. James Lawson who was the guest speaker at the Dr. Martin Luther King, Jr., program on January 16, 1995.

19. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

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

a. MICHAEL FENNELLY, PIANIST

for a single performance on February 4, 1995, for a fee not to exceed \$5,000.

b. PERIWINKLE PRODUCTIONS

for a single performance of Limpopo "Crazy Russian Folk 'n' Roll" and the Alexander Kalinin Russian Gypsy Dance Theatre on April 1, 1995, at a cost not to exceed \$4,400.

20. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consulting agreements with:

a. ADVANTAGED HEALTH EDUCATORS

to provide speakers for workshops to be offered by the Regional Health Occupations Resource Center for an amount not to exceed \$2,400

b. JOANNE GRAY

to perform additional tasks as Project Coordinator under the terms of the Regional Health Occupation Resource Center grant for an additional amount not to exceed \$20,000 plus travel and conference expenses.

21. SADDLEBACK COLLEGE: STUDENT EVENT ATTENDANCE ACTION

It is recommended that the board approve student attendance at the following events:

a. HAWAII PACIFIC UNIVERSITY/UNIVERSITY OF HAWAII BASEBALL GAMES

by the men's baseball team February 17-18, 1995, in Honolulu and Waikiki.

b. YOUNG AMERICANS FOR FREEDOM CONFERENCE

by members of the Young Americans for Freedom Club
February 8-12, 1995, in Washington D.C.

22. SADDLEBACK COLLEGE: LESBIAN-GAY BISEXUAL CLUB GUEST SPEAKER ACTION

It is recommended that the board approve the guest speaker as indicated for a presentation at the club sponsored forum on February 9, 1995.

23. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

24. IRVINE VALLEY COLLEGE: PROGRAM EVENTS ACTION

It is recommended that the board approve events and expenditures as listed:

a. HEALTH AND WELLNESS CENTER PROGRAM EVENTS

to promote student wellness through a series of wellness and educational events and activities with refreshments, prizes, and incentive items not to exceed \$1,885.

b. ART AND MUSIC DEPARTMENT EVENTS AND EXPENDITURES

as listed for Spring 1995.

25. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, SPRING 1995 ACTION

It is recommended that the board approve the IVC Community Education program, presenters, and compensation for the 1995 Spring Session.

26. IRVINE VALLEY COLLEGE: ACP-CMA NATIONAL MEDIA CONVENTION ACTION

It is recommended that the board ratify participation of five members and one advisor of the IVC Journalism Club at ACP-CMA National Media Convention in New Orleans, November 3-7, at a total cost not to exceed \$2,800.

27. IRVINE VALLEY COLLEGE: STUDENT EVENT ATTENDANCE ACTION

It is requested that the board approve student attendance at the following events:

- a. ROCKY MOUNTAIN PSYCHOLOGICAL ASSOCIATION CONFERENCE

by members of the Psi Beta Club April 20-23, 1995, in Boulder, Colorado.

- b. CONSERVATIVE POLITICAL ACTION CONFERENCE

by members of the Republicans student club February 9-11, 1995, in Washington, D.C.

- c. LEEZA TALK SHOW

by members of the IVC Women's softball team on January 26, 1995, as a fundraising activity.

28. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

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

- a. MOTOROLA

for IVC to provide a Math 350 class for the sum of \$6,750 for 50 hours of instruction at \$135/hour with an additional charge of \$20 per employee assessed and counseled for the class.

b. LCP INTERNATIONAL INSTITUTE

for IVC to provide a Psych 1 class for the sum of \$5,500 for 50 hours of instruction with LCP also paying \$1,650 for books at \$75 per student.

29. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the workshops and full expenditures for the presenters in the amounts listed for the Professional Development in Business Education Project.

FACILITIES

30. SCCD: ORDER OF PRIORITY AND SCHEDULE OF FUNDS/
FIVE YEAR CONSTRUCTION PLAN ACTION

It is recommended that the board approve Resolution 95-3 authorizing submittal of the District's Order of Priority and Schedule of Funds for the 1996-2001 Five-Year Construction Plan and the proposed list of Capital Outlay Budget Change Proposals.

31. SCCD: FEMA EARTHQUAKE HAZARD MITIGATION SURVEY ACTION

It is recommended that the board approve a contract with J.P. Brown Inspection to conduct a survey of all buildings at both colleges and submit a report identifying supportable hazard mitigation projects for a maximum fee not to exceed \$6,600.

32. IRVINE VALLEY COLLEGE: REJECTION OF BONDS FOR RELEASE OF STOP NOTICES, HART GYMNASIUM ACTION

It is recommended that the board reject the release bonds submitted by NEKO Corporation.

33. IRVINE VALLEY COLLEGE: PARKING LOT 8 PROJECT ACTION

It is recommended that the board approve the following:

a. INCREASE TO SOILS TESTING AND INSPECTION SERVICES CONTRACT

with Geobase for continued geotechnical engineering observations and testing services for a fee not to exceed \$4,000.

b. BENEFICIAL OCCUPANCY

allowing use of the project before completion and final acceptance.

34. SADDLEBACK COLLEGE: ARCHITECT FOR AIR CONDITIONING SYSTEM EVALUATION FOR T&AS BUILDING ACTION

It is recommended that the board authorize the proposal from Taylor & Associates and Tsuchiyama & Kaino to evaluate and develop a scope of work for engineering design and modification to the existing system.

BUSINESS/FISCAL

35. BUDGET REDUCTION DUE TO ORANGE COUNTY BANKRUPTCY ACTION

It is recommended that the board approve the Transfer of Appropriations as detailed.

36. LEGAL COUNSEL RETAINER AGREEMENT FOR REPRESENTATION IN BANKRUPTCY COURT ACTION

It is recommended that the board ratify the agreement with Pyle Sims Duncan & Stevenson to represent the district in the Orange County bankruptcy proceedings for the specified fees and for a period of time determined to be necessary by the Chancellor.

37. SADDLEBACK COLLEGE: AWARD OF BIDS ACTION

It is recommended that the board ratify the following bid awards:

- a. BID 934, FURNISHING AND INSTALLING COMPUTER CABLING

to Burton's Electric for the amount of \$15,999.

- b. BID 935, NETWORKING SYSTEM FOR THE BUSINESS SCIENCE DIVISION

to Cabletron System for \$27,495.16.

38. SCCD: REJECTION OF BID FOR MAILROOM ACTION

It is recommended that the board reject all bids submitted in relation to Bid 184 for adding a new mail room on the Saddleback College campus.

39. QUARTERLY FINANCIAL STATUS REPORT REVIEW/STUDY

It is recommended that the board accept the quarterly budget status report for review and study and direct the administration to include these reports in the minutes of this meeting.

40. ACADEMIC YEAR 1995-1996 NONRESIDENT TUITION ACTION

It is recommended that the board adopt a nonresident tuition fee for the 1995-1996 year of \$124 per semester unit based on the calculated district rate, and allow the additional capital outlay fee of \$10 per semester unit and the \$40 application fee to remain the same.

41. INCREASE IN FEES FOR HANDLING NON-SUFFICIENT FUNDS AND STOP PAYMENT CHECKS ACTION

It is recommended that the board approve the increase of the processing fee for handling non-sufficient funds and stop payment checks to \$20 effective July 1, 1995.

42. SCCD: CONTRACT AGREEMENT WITH COLLECTECH SYSTEMS, INC. ACTION

It is recommended that the board approve the contract agreement with Collectech Systems, Inc., to provide collection services for non-sufficient fund checks.

43. REVISED AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIP - 1994-1995 ACTION

It is recommended that the board approve the revised 1994-1995 memberships and estimated dues for organizations as indicated.

44. RESOLUTION FOR INTERFUND TRANSFER ACTION

It is recommended that the board approve Resolution 95-05 to provide for Interfund Transfers to meet ongoing obligations of the district's Capital Outlay, COPs Debt Retirement, Child Development, and Self-Insurance Funds.

45. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions to amend the 1994-1995 Capital Outlay Budget:

a. RESOLUTION 95-1, 1994-1995 HAZARDOUS SUBSTANCES REMOVAL

to amend the budget by \$360,000.

b. RESOLUTION 95-2, 1994-1995 DEFERRED MAINTENANCE PROGRAM

to amend the budget by \$192,550.

46. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

47. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 51990 through 52710 totaling \$4,627,386.46.

48. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 55290 through 56649 totaling \$6,092,532.70; credit card purchases totaling \$2,745.01; Saddleback College Community Education checks 2067 through 2138 totaling \$48930.28; and Irvine Valley College Community Education checks 2986 through 3088 totaling \$91,061.33.

49. CONSULTANT CONTRACT - ROBERT G. BOSANKO ACTION

It is recommended that the board approve the consulting agreement with Robert Bosanko for services rendered to the district from January 1, 1995, to June 30, 1995.

50. DISTRICT SERVICES STAFF DEVELOPMENT PROGRAMS ACTION

It is recommended that the board approve the following:

a. INTERNET WORKSHOP

presented by Douglas Brantley on February 15, 1995, at a cost not to exceed \$300.

b. MACINTOSH COMPUTER TRAINING

through an agreement with Saddleback College Community Education to contract and employ Soft Train Computer Training Center at a fee of \$65 per person.

51. TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS AND/OR LOCAL MILEAGE REIMBURSEMENT ACTION

It is recommended that the board approve the requests for travel and/or mileage as indicated.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

52. REPORTS INFORMATION

a. Public Comments Concerning Items Not on Agenda

b. Board Members' Reports

c. Presidents' Reports

1. Saddleback College President

2. Irvine Valley College President

d. Academic Senates' Reports

1. Saddleback College Academic Senate

2. Irvine Valley College Academic Senate

- e. California School Employees Association Report
- f. Faculty Association Report
- g. Classified Senates'/Council's Reports
 - 1. Saddleback College Classified Senate
 - 2. Irvine Valley College Classified Senate
 - 3. District Classified Council
- h. Student Government Reports
 - 1. Associated Student Government of Saddleback College
 - 2. Associated Students of Irvine Valley College
- i. Chancellor's Report

PERSONNEL

53. EMPLOYMENT AND STATUS CHANGE ACTION

It is recommended that the board approve the submitted actions for:

- a. ACADEMIC PERSONNEL
- b. CLASSIFIED PERSONNEL

54. EXTENSION OF CONTRACTS ACTION

It is recommended that the board authorize the extension of the contract for the Vice Chancellor of Administrative Services, Vice Chancellor of Fiscal Services, and the Vice Chancellor of Human Resources as indicated.

GIFTS TO THE DISTRICT

55. GIFTS ACTION

It is recommended that the board accept the following gifts: various hardback and paperback books as indicated in Attachments 1, 2 and 3 and a VCR, turntable, and other items

for Library use, donated by those listed in preceding attachments to Saddleback College; one wheelchair to be used to transfer students in Adapted Water Exercises and Swimming classes, donated by Harold Wisehart to Saddleback College; 90 + copies of scientific magazines to be used by student in Science/Math Study Hall, donated by Myron G. Platten to Saddleback College; two IBM-PC compatible computer systems and two 386-25MHz for use CAD student workstations in the Drafting Tech and Architecture areas, donated by Fluor Daniel, Inc., to Saddleback College; seven IBM compatible PC and AT type computers used by computer repair students for trouble shooting and spare parts, donated by Mission Hospital to Saddleback College; thirty office chairs to be used in Dept. of Instruction, donated by IBM to Irvine Valley College; records and books to be used in Fine Arts Laboratory, donated by Florence Huang to Irvine Valley College; miscellaneous clothing to be used as costumes for theatre productions, donated by Ron (Ellison) Manuel to Irvine Valley College; a Beckman FTIR Spectrometer and a Buchi Rotary Evaporator to be used in the Environmental Tech and Organic Chemistry Lab programs, donated by Allergan, Inc., to Irvine Valley College; and various pieces of equipment as listed in Attachments 4 and 5 to be used in the School of Life Sciences and Technology, donated by IVC Foundation to Irvine Valley College.

CORRESPONDENCE

56. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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