

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

MEETING OF THE BOARD OF TRUSTEES
FEBRUARY 27, 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
Property Negotiations - Casitas Test Site; El Toro Marine Base
Employee Negotiations
Public Employee Personnel Actions

RECONVENE OPEN SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Lorch

INVOCATION

Led by Trustee Frogue

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of January 23, 1995

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Swearing In of Student Trustee Nitasha Sawhney
Resolution: Kool Kats Variety Band of Leisure World
Presentation: Irvine Valley College/Saddleback College
Athletic Programs

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. IRVINE VALLEY COLLEGE/SADDLEBACK COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve IVC's application for funding from the State Chancellor's Office for the grant project "Tech Prep Educational Programs IV," and Saddleback College's applications for funding from the State Chancellor's Office for the grant projects "Home Health Care Nursing Clinical In-Service Training," and "Worksite Experience for Vocational Faculty, Counselors, and Placement Staff."

3. BOARD POLICY 4000.3, WORKPLACE VIOLENCE REVIEW/STUDY

It is recommended that the board accept for review and study Board Policy 4000.3, Workplace Violence.

4. BOARD POLICY REVISIONS ACTION

It is recommended that the board approve revisions to the following Board Policies:

- a. BOARD POLICY 102, FUNCTIONS OF THE GOVERNING BOARD
- b. BOARD POLICY 4101.1, FACULTY SALARY CLASSIFICATION CHANGES AND INITIAL CLASSIFICATION PLACEMENT
- c. BOARD POLICY 5302, COMMUNITY SERVICES ENROLLMENT IN CREDIT COURSES

5. 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, as indicated.

6. RECONFIGURATION OF TRUSTEE AREA BOUNDARIES INFORMATION

Information on the draft reconfiguration will be presented for the board's review.

INSTRUCTION AND STUDENT SERVICES

7. IRVINE VALLEY COLLEGE: EVENTS/EXPENDITURES ACTION

It is recommended that the board approve the following:

- a. MUSIC DEPARTMENT FACULTY RECITAL - SPRING 1995

to be held on March 5 for the expenditures as listed.

- b. AOJ - XTE - ACJA/LAE NATIONAL COMPETITION

participation by ten members of Chi Tau Epsilon and two advisors at the ACJA/LAE National Competition March 25-April 1 in Wilmington, Delaware.

- c. ATHLETIC EVENTS

fundraising activities by the Women's Basketball Team on the dates listed.

8. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

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

- a. IRVINE UNIFIED SCHOOL DISTRICT

for IVC to teach math classes at Irvine High School for the amount of \$20,446.

- b. LEGAL DEFENSE SYSTEMS OF AMERICA

for IVC to provide training to public safety associations and unions with changes as indicated to original contract.

9. IRVINE VALLEY COLLEGE: JOINT POWERS AGREEMENT ACTION
FOR THE HORIZONS PROGRAM

It is recommended that the board approve the JPA with Irvine Unified School District, the city of Irvine, and IVC for the purpose of establishing the Horizons Program.

10. IRVINE VALLEY COLLEGE: TECH PREP CONSORTIUM ACTION

It is recommended that the board approve the following:

- a. TECH PREP RETREAT

on March 7 at the Fluor Corporation in Irvine with no district funds to be expended.

- b. TERRY KERSHAW

for his presentation at the Tech Prep Retreat on March 7 with no district funds to be expended.

11. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

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

12. CERTIFICATES OF ACHIEVEMENT ACTION

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

- a. IRVINE VALLEY COLLEGE

- b. SADDLEBACK COLLEGE

13. SADDLEBACK COLLEGE: GUEST SPEAKERS/
HONORARIUM ACTION

It is recommended that the board approve/ratify the following honorarium and speakers:

- a. FINE ARTS GUEST LECTURERS

for the total amount of \$2,300 for their lectures to Fine Arts students during spring semester 1995.

b. LEOPOLD PFEFFERBERG

in the amount of \$100 for his presentation on February 22 at the Humanities Hour.

c. ANN COX

for her presentation at the March 8 Humanities Hour.

d. EMERITUS INSTITUTE GUEST LECTURERS

in the amounts listed for their presentations during the Spring 1995 Guest Lecture Series.

e. MUSICIANS FOR SPRING MUSICAL

in the amounts listed for their services to produce the Spring musical, *Wonderful Town*, March 9-19, 1995.

f. DR. JOHN BRUNSTETTER

for his presentation at the Medical Allied Health Professional Society on March 1.

14. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

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

a. CATHERINE MCADAMS-ORTIZ

for her presentation at the Alzheimer's Disease Workshop as part of the Regional Health Occupation Resource Center project.

b. DACUM CONNECTIONS

to present a facilitator workshop for health care professionals as part of the Regional Health Occupation Resource Center project.

c. LINA PEREZ AND MARTHA OLIVAS

for professional services associated with the VATEA grant.

15. SADDLEBACK COLLEGE: CHANGES TO THE 1995-1996 CATALOG ACTION

It is recommended that the board approve the curriculum changes in Saddleback College's 1995-1996 catalog as indicated.

16. SADDLEBACK COLLEGE: PEPSI COLA CONTRACT INFORMATION

Information on the Pepsi Cola contract has been provided for the board's review.

17. SADDLEBACK COLLEGE: COMMENCEMENT GUEST SPEAKER PROCESS INFORMATION

Information on the Commencement Guest Speaker Process is provided for the board's review.

FACILITIES

18. SADDLEBACK COLLEGE: NOTICE OF COMPLETION FOR SLOPE FAILURE REPAIR AT AVERY PARKWAY ACTION

It is recommended that the board approve final acceptance of the general construction of the Slope Failure Repair at Avery Parkway, authorize the filing of the Notice of Completion with the count and the release of retention 35 days after the filing date.

19. IRVINE VALLEY COLLEGE: HART GYMNASIUM INSPECTION SERVICES CONTRACT EXTENSION ACTION

It is recommended that the board approve the extension of the contract with Rick Brown as inspector-of-record for the construction of the Hart Gymnasium.

BUSINESS/FISCAL

20. BUDGET REDUCTION DUE TO ORANGE COUNTY BANKRUPTCY ACTION

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

21. SADDLEBACK COLLEGE: AWARD OF BIDS ACTION

It is recommended that the board approve/ratify awarding the following bid awards/change order:

- a. BID 938, HVAC CONTROLS FOR THE LIBRARY
to SISCO in the amount of \$118,792.
- b. BID 930, UNDERGROUND FUEL TANK REMOVAL
to Groundwater Remediation in the amount of \$21,790 and change order 1 to increase the contract amount by \$8,210.

22. SADDLEBACK COLLEGE: REJECTION OF BIDS ACTION

It is recommended that the board reject all bids associated with the following bid numbers due to budget reductions as a result of the Orange County bankruptcy:

- a. BID 936, AUDIO VISUAL EQUIPMENT
- b. BID 933, DIGITAL PIANO LAB EQUIPMENT

23. SADDLEBACK COLLEGE: CHANGE ORDER 1, COMPUTER CABLING PROJECT ACTION

It is recommended that the board approve change order 1 to increase the contract with Burton's Electric for the installation of computer cable by \$1,575 to \$17,574.

24. AWARD OF CONTRACT FOR INDEPENDENT AUDITING SERVICES 1994-1995 AND 1995-1996 ACTION

It is recommended that the board contract with Vicenti, Lloyd & Stutzman to perform the district's audit for the two fiscal years ending June 30, 1995, and 1996.

25. CONSULTANT AGREEMENT FOR PREPARATION OF TAX RETURNS FOR THE DISTRICT FACILITIES CORP. ACTION

It is recommended that the board approve the agreement with Vicenti, Lloyd & Stutzman to prepare and file said tax returns for the three fiscal years ending June, 30, 1995, 1996, and 1997.

26. 1994-1995 AFFIRMATIVE ACTION PROGRAMS TRAINING ACTION
AND COMMITTEE MEETINGS

It is recommended that the board approve the expenditures for the district 1994-1995 Affirmative Action Programs training and committee meetings at a cost not to exceed \$1,600.

27. REVISED AUTHORIZATION FOR DISTRICT INSTITU- ACTION
TIONAL MEMBERSHIP 1994-1995

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

28. BUDGET AMENDMENTS ACTION

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

a. RESOLUTION 95-10, CAPITAL OUTLAY FUND -
COLLEGE EQUIPMENT PURCHASES

to amend the 1994-1995 Capital Outlay Fund by \$489,400.

b. RESOLUTION 95-08, SADDLEBACK COLLEGE
GERONTOLOGY PROGRAM EXPANSION AND
TRANSFER PROJECT

to amend the 1994-1995 General Fund Restricted Budget by \$75,000.

c. RESOLUTION 95-07, SADDLEBACK COLLEGE
V.A.T.E.A.

to amend the 1994-1995 General Fund Restricted Budget by \$1,918.

d. RESOLUTION 95-06, SCCD STAFF DIVERSITY

to amend the 1994-1995 General Fund Restricted Budget by \$1,841.

e. RESOLUTION 95-09, NON-RESIDENT CAPITAL
OUTLAY FEE

to amend the 1994-1995 General Fund Restricted Budget
by \$137,256.

29. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

30. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders
52711 through 53280 totaling \$595,466.32.

31. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 56650
through 57652 totaling \$1,443,782.31; credit card purchases
totaling \$4,609.15; Saddleback College Community Education
checks 2139 through 2169 totaling \$84,559.08; and Irvine
Valley College Community Education checks totaling
\$27,109.36.

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

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

33. REIMBURSEMENT CLAIMS FOR TRUSTEES' USE OF PERSONAL AUTOMOBILES ACTION

It is recommended that the board approve the trustees'
requests for reimbursement for use of their automobiles.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

34. 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

35. EMPLOYMENT AND STATUS CHANGE

ACTION

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

- a. ACADEMIC PERSONNEL
- b. CLASSIFIED PERSONNEL

GIFTS TO THE DISTRICT

36. GIFTS

ACTION

It is recommended that the board accept the following gifts: various pieces of clothing to be used in theatre productions and by students in design and acting classes, donated by Rory O'Farrell to Saddleback College; Kodak slide projectors with lenses, dissolve unit and racks/stands to be used for lectures given by faculty, for student projects, and department and division programs and presentations, donated by David J. Lubetkin, Expo Theatre Productions, to Saddleback College; NEC P7 Dot Matrix printer to be used by Radio/TV staff, donated by Christy Coobatis to Saddleback College; various pieces of clothing as listed in Attachment A to be used in theatre productions and by students in design and acting classes, donated by Carolann Messner to Saddleback College; various hardback and paperback books and periodicals as listed in Attachment B to be used by the library, donated by those listed in Attachment B to Saddleback College; and wallpaper and carpet sample books to be used by students in design classes, donated by Sherri Zaic to Saddleback College.

CORRESPONDENCE

37. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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