

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., FEBRUARY 28, 1994
STUDENT SERVICES CENTER, ROOM 240
IRVINE VALLEY COLLEGE

AGENDA

CLOSED SESSION - 6:30 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Frogue

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of January 24, 1994

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Introduction of Dr. Ned Doffoney
Presentation in Recognition of Educational Partnership
Presentation by Oxford Program Students and Faculty
Resolution: Funds for the Future Program

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. BOARD POLICY REVISIONS: BP2101 AND BP4052, REIMBURSEMENT OF TRAVEL EXPENSES REVIEW/STUDY

It is recommended that the board accept for review and study the deletion of Board Policy 2101, Reimbursement of Travel Expenses for the Chancellor, and the revisions to Board Policy 4052, Reimbursement of Travel Expenses.

3. BOARD POLICY REVISION: BP5611, OPEN ENROLLMENT, PREREQUISITES, COREQUISITES, AND ADVISORIES POLICY REVIEW/STUDY

It is recommended that the board accept for review and study the revisions to Board Policy 5611, Open Enrollment, Prerequisites, Corequisites, and Advisories Policy.

4. BOARD POLICIES AFFECTED BY ACADEMIC EMPLOYEE MASTER AGREEMENT ACTION

It is recommended that the board approve the listed policies as previously submitted.

5. ADOPTION OF TENTATIVE AGREEMENTS WITH SADDLEBACK COMMUNITY COLLEGE DISTRICT AND SCCD FACULTY ASSOCIATION ACTION

It is recommended that the board approve the successor collective bargaining agreement with the Faculty Association of Saddleback Community College District for the period of July 1, 1991, through June 30, 1994, and authorize the Chancellor or designee to execute the collective bargaining agreement on behalf of the Board of Trustees.

6. 1994-1995 ACADEMIC CALENDAR ACTION

It is recommended that the board approve the 1994-1995 Academic Calendar as shown.

7. SADDLEBACK COLLEGE: GRANT APPLICATION ACTION

It is recommended that the board approve the application for grant funds from the Project Assist Coordinating Council for the grant entitled, "Project ASSIST Internet."

8. GRANT ACCEPTANCES ACTION

It is recommended that the board accept the award of grant funds as indicated for the following projects :

a. SADDLEBACK COLLEGE: GERONTOLOGY PROGRAM EXPANSION AND TRANSFER PROJECT

\$75,000 from the Administration on Aging.

b. SADDLEBACK COLLEGE: HOME BUILDERS COUNCIL

\$1,000 from the Home Builders Council of the Building Industry Association of Southern California, Inc.

c. IRVINE VALLEY COLLEGE: TECH PREP EDUCATION PROGRAM II - SUPPLEMENTARY FUNDS

\$20,000 from the VATEA, State Chancellor's Office.

9. CCCT BOARD OF DIRECTORS ELECTION - 1994 ACTION

It is recommended that the board ratify the nomination of Trustee Marcia Milchiker for membership on the CCCT Board of Directors.

INSTRUCTION AND STUDENT SERVICES

10. SADDLEBACK COLLEGE: ENGLAND SEMESTER ABROAD, SPRING 1995 ACTION

It is recommended that the board approve the Saddleback College England Semester Abroad, Spring 1995, as described.

11. SADDLEBACK COLLEGE: PROJECT ASSIST ACTION

It is recommended that the board approve application for a Project ASSIST site license.

12. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

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

a. ROWLEY INTERNATIONAL, INC.

to provide design and engineering services for the Saddleback College pool project for a fee not to exceed \$7,500.

b. BSI CONSULTANTS, INC.

to prepare preliminary designs for the slope restoration project for a fee not to exceed \$2,600.

13. SADDLEBACK COLLEGE: HONORARIA ACTION

It is recommended that the board approve the payment of honoraria for the following individuals:

a. ARTISTS AND CRAFTSPERSONS LISTED

in the amounts listed to produce Summer Stock 1994.

b. MUSICIANS LISTED

in the amounts listed to produce the annual Spring Musical.

c. MR. RICHARD ABRAHAM

in the amount of \$2,500 to perform as rehearsal accompanist and pianist for the Spring Musical.

d. GUEST SPEAKER LISTED

in the amount listed to participate in the Emeritus Institute Guest Lecture Series for Spring 1994.

14. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

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

a. MS. ANNA EVEREST

for her presentations at the March 10-11 seminar associated with the Emergency Technician Model Curriculum Test Plan Project for an amount not to exceed \$5,000 plus related travel expenses.

b. MS. SANDRA MARZILLI

for her services as project coordinator for the Gerontology Program Expansion and Transfer Project for an amount not to exceed \$29,000 plus travel and conference expenses.

c. MS. LINA PEREZ AND MARTHA OLIVAS

for their services in meeting the goals of the VATEA Subpart IIIB Grant Project for the amount of \$2,100 each.

15. SADDLEBACK COLLEGE: REGIONAL HEALTH OCCUPATION RESOURCE CENTER ACTION

It is recommended that the board approve the following items associated with the Regional Health Occupation Resource Center grant project:

a. CONTRACTED SERVICES AGREEMENT

with Dixie Lee Galvez, RN, to serve as an additional contractor to recruit and train personnel, establish and provide testing sites, and to administer the certification test.

b. GUEST SPEAKERS/HONORARIUM

for presentations by the individuals listed at the Health Occupations seminar on March 11 and Educators' Institute on April 11-15, 1994, for the amounts listed.

c. CONSULTANT AGREEMENTS

with the individuals listed to serve as clinical evaluators, proctors, center assistants, and resident actors for an amount not to exceed \$5,000 each.

16. IRVINE VALLEY COLLEGE: MEDIA PRODUCTION FACILITIES AND SERVICES AGREEMENT WITH FULLERTON COMMUNITY COLLEGE ACTION

It is recommended that the board approve the agreement with Fullerton College for the use of media production facilities and services on an if and as needed basis.

17. IRVINE VALLEY COLLEGE: CURRICULUM REVISIONS FOR THE 1994-1995 ACADEMIC YEAR ACTION

It is recommended that the board approve the proposed changes in curriculum implementation as listed.

18. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the hiring of Atma & Associates of San Diego to complete the tasks required by the Vocational Education Staff Development project for 1993-1994.

19. IRVINE VALLEY COLLEGE: SOCCER TRIP TO ENGLAND ACTION

It is recommended that the board approve the educational trip to England by selected members of the soccer team and coaches, under the conditions outlined.

20. IRVINE VALLEY COLLEGE: INTERNATIONAL VISITORS INFORMATION

Information on a visit by six students and a faculty member from the Universidad del Noroeste in Hermosillo, Mexico, is provided for the board's review.

21. IRVINE VALLEY COLLEGE: ADDITIONAL MUSIC DEPARTMENT CONCERTS, SPRING 1994 ACTION

It is recommended that the board approve the expenditures for Irvine Valley College Music Department concerts as indicated.

22. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, SPRING 1994 ACTION

It is recommended that the board approve the IVC Community Education program, presenters and compensation for the 1994 Spring Session.

23. IRVINE VALLEY COLLEGE: WORKSHOPS/PRESENTERS ACTION

It is recommended that the board ratify/approve the following workshops and presenters:

- a. SOUTHERN CALIFORNIA COMMUNITY COLLEGE COUNCIL FOR STAFF DEVELOPMENT WORKSHOP

in the amount of \$267.17 to cover associated costs.

- b. STAFF DEVELOPMENT FOR BUSINESS EDUCATORS PROJECT WORKSHOPS

in the amounts listed for the presenters listed.

- c. COMPUTER AUGMENTED FLEXIBLE ENVIRONMENTS FOR MANUFACTURING AND TECHNOLOGY (CAFE II) WORKSHOPS

in the amount of \$1,500 for each four week workshop to be conducted by Mr. Michael O'Halloran.

24. STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

FACILITIES

25. NOTICES OF COMPLETION ACTION

It is recommended that the board approve final acceptance of the following projects and authorize filing of the Notice of Completion with the County of Orange:

- a. SADDLEBACK COLLEGE: CHEMICAL STORAGE FACILITY
- b. SADDLEBACK COMMUNITY COLLEGE DISTRICT: L.A. CELLULAR MONOPOLE CONSTRUCTION

26. IRVINE VALLEY COLLEGE: AGRICULTURAL SERVICES AGREEMENT ACTION

It is recommended that the board approve the Agricultural Services Agreement with the Harold V. Lorton Corporation for maintenance of the college's orange groves.

27. IRVINE VALLEY COLLEGE: CHANGE ORDER 8, HART GYMNASIUM ACTION

It is recommended that the board approve Change Order 8 increasing the construction contract amount by \$15,285.76 to \$3,424,660.18, with 30 days extension to the project completion date.

28. IRVINE VALLEY COLLEGE: PARKING LOT 8 ACTION

It is recommended that the board approve the following:

- a. ARCHITECT FOR WORKING DRAWINGS

contract with Stockton/Jellison to provide architectural services for a fee of \$28,000.

- b. NEGATIVE DECLARATION

adopt Resolution 94-07 and direct the publication of the Notice of Intention to Adopt Negative Declaration.

c. ENGINEER FOR SITE SURVEY

contract with JHH Consultants to provide a site survey and topographic map in accordance with their proposal for a fee of \$2,950.

d. PRELIMINARY SOILS TESTING AGREEMENT

contract with GEOBASE to provide on-site soil testing and investigation services in accordance with their proposal for a fee of \$1,750.

BUSINESS/FISCAL

29. AWARD OF BIDS

ACTION

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

a. SADDLEBACK COMMUNITY COLLEGE DISTRICT:
BID 176, TELEPHONE REGISTRATION FORM PACKET

for the printing of telephone registration packets to Perfectforms, Topform Plus, and Riccobon Business Forms as shown for a total amount of \$24,901.98.

b. SADDLEBACK COLLEGE: BID 917, SWIMMING POOL
FILTER REPLACEMENT

for the swimming pool filter replacement including Alternate No. 1 to S.S. Mechanical for a total amount of \$122,800.

30. ACCEPTANCE OF FOUNDATION AUDIT REPORTS, 1992-
1993

ACTION

It is recommended that the board accept the general purpose financial statements with accompanying audit reports for the 1992-1993 fiscal year as prepared by Vicenti, Lloyd & Stutzman, Certified Public Accountants.

31. SOFTWARE USE AND LICENSING AGREEMENT ACTION

It is recommended that the board approve the Software Use and Licensing Agreement between Saddleback Community College District and the College of the Sequoias Community College District as indicated, and authorize the Chancellor or Vice Chancellor of Fiscal Services to execute the agreement on behalf of the board.

32. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions:

a. RESOLUTION 94-09, NON-RESIDENT CAPITAL OUTLAY FEE

to amend the 1993-1994 Restricted General Fund Budget by \$259,663.

b. RESOLUTION 94-08, DEDICATED REVENUE

to amend the 1993-1994 Unrestricted General Fund Operating Budget by \$83,154.

33. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

34. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 44906 through 45547 totaling \$723,193.80.

35. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 43102 through 45938 totaling \$1,702,465.75; credit card purchases totaling \$6,788.27; Saddleback College Community Education checks 1213 through 1273 totaling \$66,978.06; and Irvine Valley College Community Education checks 2180 through 2188 totaling \$32,866.33.

36. CLAIMS AGAINST THE DISTRICT ACTION

It is recommended that the board deny the following claims, and direct notification of claimants and referral of claims to the District's insurance administrator for processing:

- a. TODD W. MEE
- b. MADELINE CRAWFORD

37. CONSULTANT SERVICES FOR 1994 DISTRICTWIDE CLASSIFIED LEADERSHIP RETREAT ACTION

It is recommended that the board approve the 1994 Districtwide Classified Leadership Retreat scheduled for March 16 and 17, 1994, at a cost not to exceed \$2,800 including the contract with Ms. Patricia Brady.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

38. 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 Senates' Reports
 - 1. Saddleback College Academic Senate
 - 2. Irvine Valley College Academic Senate
- f. California School Employees Association Report
- g. Faculty Association Report

- h. Classified Senate/Councils' Reports
 - 1. Saddleback College Classified Senate
 - 2. Irvine Valley College Classified Council
 - 3. District Classified Council
- i. Student Government Reports
 - 1. Associated Student Government of Saddleback College
 - 2. Associated Students of Irvine Valley College
- j. Chancellor's Report

PERSONNEL

39. EMPLOYMENT AND STATUS CHANGE ACTION

a. ACADEMIC PERSONNEL

It is recommended that the submitted academic personnel actions be approved.

b. CLASSIFIED PERSONNEL

It is recommended that the submitted classified personnel actions be approved.

40. EMPLOYMENT AGREEMENT - DR. NED DOFFONEY, ACTION
PRESIDENT, SADDLEBACK COLLEGE

It is recommended that the board ratify the employment of Dr. Ned Doffoney as President of Saddleback College effective March 7, 1994, for a two-year contract at a starting salary of \$92,225 per year plus expenses and benefits.

41. EMPLOYMENT AGREEMENT - DR. ROBERT A. LOMBARDI, CHANCELLOR, SADDLEBACK COMMUNITY COLLEGE DISTRICT ACTION

It is recommended that the board ratify the employment of Dr. Robert A. Lombardi as Chancellor of Saddleback Community College District effective March 1, 1994, for a three-year contract at a salary of \$145,000 per year plus expenses and health benefits.

GIFTS TO THE DISTRICT

42. GIFTS ACTION

It is recommended that the board accept the following gifts: one IBM compatible 286 computer with monitor and keyboard, forty MB hard drive with two 5-1/4" floppy drives with connecting cables to be used in classroom instruction by the Computer and Information Management Department, donated by Marty Lipson to Saddleback College; various hardback and paperback books as indicated on Attachment 1 to be added to the Library's collection, donated by those listed on Attachment 1 to Saddleback College; one Stat Camera and one Lucygraph to be used in the instructional publications office, donated by The Wilshire Group to Irvine Valley College; Microscope, Inverted, Leitz DM II, Trinocular, Video Adapter to be used in various Biology classes and labs in the development of biotechnology curriculum, donated by David Lang, President, IVC Foundation, to Irvine Valley College; and four Pioneer Laser Disc players to be used for playing laser video discs in instructional classrooms, donated by Nancy Beverage to Irvine Valley College.

CORRESPONDENCE

43. CORRESPONDENCE INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

dm