

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

MEETING OF THE BOARD OF TRUSTEES
MARCH 20, 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 Rhodes

INVOCATION

Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of February 27, 1995

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve application for funding from the State Chancellor's Office for the grants entitled "Model Curriculum for Telecommunications Program (Second Year)," and "Professional Development in Business Education (Second Year)."

3. SADDLEBACK COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve application for funding from the States Chancellor's Office for the grants entitled "Family Nurse Practitioner Update and Curriculum Development"; "Pediatric Nursing Update and Curriculum Development"; "Worksite Experience for Vocational Faculty, Obstetric In-Service Retraining"; and funding from the George Hoag Family Foundation for the grant entitled "Human Anatomy Laboratory Improvements."

4. BOARD POLICY REVISION: BOARD POLICY 102,
FUNCTIONS OF THE GOVERNING BOARD ACTION

It is recommended that the board approve the revisions to Board Policy 102.

5. BOARD POLICY 4000.3, WORKPLACE VIOLENCE ACTION

It is recommended that the board approve the revisions to Board Policy 4000.3.

6. CCCT BOARD OF DIRECTORS ELECTION - 1995 ACTION

It is recommended that each board member read at the board meeting his or her list of nominees for the ten vacancies on the CCCT Board of Directors for tallying and submittal to the League office by April 25, 1995 (results of tally to be included in minutes of the meeting).

7. REVISIONS TO PUBLIC COMMENTS/REPORTS ACTION
SECTIONS OF AGENDA OUTLINE AND AGENDA ITEM
COVER SHEETS

It is recommended that the board approve the proposed changes to the public comments/reports section of the agenda item cover sheet and agenda outline and determine the order of reports to be included in future agendas.

8. RECONFIGURATION OF TRUSTEE AREA BOUNDARIES INFORMATION

Information on the final reconfiguration recommendation to the board will be presented by the project director, Dr. William Andrews.

9. SCCD: RESOLUTION IN SUPPORT OF HR 1025 ACTION

It is recommended that the board adopt resolution 95-12 in support of HR1025 which would prohibit implementation of the Federal Implementation Plan (FIP) and focus the EPA on the California State Implementation Plan (SIP) for attaining clean air standards, and that the adopted resolution be sent to the California State Senators and appropriate House of Representative members.

INSTRUCTION AND STUDENT SERVICES

10. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the agreement with Ms. Donna Beck to serve as consultant in the RHORC Health Professionals Testing Center for an amount not to exceed \$10,000.

11. SADDLEBACK COLLEGE: COMMUNITY EDUCATION ACTION
PROGRAM, SUMMER 1995

It is recommended that the board approve the Saddleback College Community Education presenters as outlined.

12. SADDLEBACK COLLEGE: HONORARIA

ACTION

It is recommended that the board approve/ratify honoraria for the following:

a. RHORC WORKSHOPS

in the amounts of \$2,500 and \$1,600 plus travel expenses for presentations by the guest speakers listed on March 20 and May 18-21, 1995.

b. DR. MAX A. SCHNEIDER

in the amount of \$200 for his presentation at the Spring Gerontology Orientation on January 11, 1995.

c. DONNA MANNO

in the amount of \$800 to serve as facilitator of Counseling Services and Special Programs' team-building meetings on March 27 and April 3, 1995.

d. MOLLY LYNCH

in the amount of \$75 for her presentation on April 7 as part of the Emeritus Institute Guest Lecture Series.

e. RIVIERA BRASS QUINTET

in the amount of \$625 for their presentation and Master Class on March 24, 1995.

f. SADDLEBACK CIVIC LIGHT OPERA ARTISTS AND CRAFTSPERSONS

in the amounts listed for their services to produce summer professional theatre.

13. SADDLEBACK COLLEGE: SCLO EQUITY CONTRACTS

ACTION

It is recommended that the board authorize a contract with John Cauble, proprietor of The New Theatre, TNT, to hire up to nine Equity Guest Artists for Saddleback Civic Light Opera 1995 at a cost not to exceed \$65,829.33.

14. SADDLEBACK COLLEGE: GUEST ARTS CONTRACTS ACTION

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

a. MICHAL SCHMIDT ARTISTS INTERNATIONAL

for a single performance by The Harlem Spiritual Ensemble on January 26, 1996, at a cost not to exceed \$5,000.

b. AMERICAN FAMILY THEATER COMPANY

for two performances of *Cinderella* on May 7, 1995, at a cost not to exceed \$4,500.

< 15. SADDLEBACK COLLEGE: HISTORY TOUR, MEXICAN CIVILIZATION ACTION

It is recommended that the board approve the field studies course History 31, Mexican Civilization, and Anthropology 108, Archaeology of Mexico, and authorize the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with City Travel of Diamond Bar.

16. SADDLEBACK COLLEGE: EXTEND CONTRACT FOR BOOKSTORE SERVICES ACTION

It is recommended that the board approve the continuation of the existing contract, with the noted changes between the Saddleback Community College District and Follett College Stores Corporation for bookstore services through June 30, 1997.

17. SADDLEBACK COLLEGE: CHANGES FOR THE 1995-1996 CATALOG ACTION

It is recommended that the board approve the changes in the Saddleback College 1995-1996 catalog and authorize publication of the document.

18. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

19. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, SUMMER 1995 ACTION

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

20. IRVINE VALLEY COLLEGE: LITERACY AWARENESS CONFERENCE/LEARNING DISABLED LABORATORY DEDICATION ACTION

It is recommended that the board approve the IVC Literacy Awareness Conference to be followed by the dedication of the laboratory for the "Computer-Assisted Instruction for Learning Disabled Students" on April 7, 1995.

21. IRVINE VALLEY COLLEGE: OUT-OF-STATE TRAVEL ACTION

It is recommended that the board approve participation of nine members and one advisor of the IVC Honor Society at the Phi Theta Kappa National Convention at a total cost not to exceed \$6,917.

22. IRVINE VALLEY COLLEGE: ATHLETIC FUND-RAISING EVENTS ACTION

It is recommended that the board approve the scheduled IVC athletic programs fund-raising events.

23. IRVINE VALLEY COLLEGE: MUSIC DEPARTMENT FACULTY BENEFIT RECITAL ACTION

It is recommended that the board approve the expenditures for Irvine Valley College Music Department's faculty benefit recital scheduled for April 22.

24. IRVINE VALLEY COLLEGE: CONSULTANT CONTRACTS ACTION

It is recommended that the board approve consultant contracts with Ms. Mary Auvil for writing final reports on the following grant projects for a fee of \$1,000 each:

- a. GUIDELINES FOR DELIVERY OF NONTRADITIONAL INSTRUCTION FOR COMPUTER INFORMATION SCIENCE PROGRAM PROJECT
- b. PROFESSIONAL DEVELOPMENT IN BUSINESS EDUCATION PROJECT

FACILITIES

BUSINESS/FISCAL

25. ORANGE COUNTY OFFER, SETTLEMENT ON RETURN OF INVESTMENT FUNDS HELD IN ORANGE COUNTY INVESTMENT POOL ACTION

An oral recommendation will be made by the Chancellor after full discussion of the proposal by the board.

26. DISTRICT: RESOLUTION TO AMEND THE PERS "GOLDEN HANDSHAKE" WINDOW PERIODS ACTION

It is recommended that the board approve resolution 95-14 in order to amend the PERS "Golden Handshake" window periods.

27. IRVINE VALLEY COLLEGE FOUNDATION: ESTABLISHMENT OF BANK CHECKING ACCOUNT ACTION

It is recommended that the board approve the IVC Foundation's request to open an interest bearing checking and savings account at the Orange County Teacher's Federal Credit Union (OCTFCU) and authorize the list of recommended signatories.

28. ASSIGNMENT OF LEASE RIGHTS AND CONDITIONS OF PARTEL MUNICIPAL EQUIPMENT SCHEDULE #9 ACTION

It is recommended that the board approve the request for assignment of all rights, title, interest and payments due on this lease/purchase agreement.

29. AWARD OF BIDS ACTION

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

- a. DISTRICT: BID 185, PAPER SUPPLIES
to the vendors listed for a total of \$35,595.
- b. SADDLEBACK COLLEGE: BID 940, SECONDARY PUMP FOR THERMAL STORAGE SYSTEM
to Martin Mechanical for a total of \$27,000.
- c. IRVINE VALLEY COLLEGE: BID 200, PRINTING OF COMMUNITY EDUCATION BROCHURES FOR FALL, WINTER, SPRING AND SUMMER 1995-1996
to Trend Offset Printing for a total of \$130,000.

30. SADDLEBACK COLLEGE: REJECTION OF BIDS ACTION

It is recommended that the board reject all bids submitted in relation to the following bids due to budget reduction measures resulting from the County bankruptcy:

- a. BID 937, COMPUTER EQUIPMENT
- b. BID 939, CHEMICAL WATER TREATMENT CONVERSION OF THE SWIMMING POOL

31. DISTRICT: CONTRACT FOR ARCHITECTURAL AND CONSTRUCTION MANAGEMENT SERVICES ACTION

It is recommended that the board approve the contract for Architectural and Construction Management Services with the Blurock Partnership.

32. CLAIM AGAINST THE DISTRICT: OMAR YOUSEF SALAH ACTION

It is recommended that the board deny the claim, direct notification of claimant of this action and refer the claim to the District's insurance administrator for processing.

33. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

34. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 53281 through 53707 totaling \$960,413.71.

35. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 57563 through 58252 totaling \$1,361,961.23; credit card purchases totaling \$3,281.77; Saddleback College Community Education checks 2173 through 2254 totaling \$103,557.28; and Irvine Valley College Community Education checks 3129 through 3193 totaling \$76,451.19.

36. DISTRICT SERVICES STAFF DEVELOPMENT WORKSHOPS, SPRING 1995 ACTION

It is recommended that the board approve the expenses for the scheduled 1995 Spring workshops provided by District Services Staff Development funding at a cost not to exceed \$600.

37. CONSULTING AGREEMENT FOR CPR CLASSES FOR DISTRICT SERVICES STAFF ACTION

It is recommended that the board approve the consulting agreement with CPR for Everybody for CPR classes scheduled for April 19, 1995, at a cost not to exceed \$800.

38. CONSULTANT SERVICES FOR 1995 DISTRICTWIDE CLASSIFIED LEADERSHIP PROFESSIONAL DEVELOPMENT SESSIONS ACTION

It is recommended that the board approve the 1995 Districtwide Classified Leadership Professional Development events scheduled, and consultant contract as indicated.

39. AUTHORIZATION OF PAYMENT TO BOARD MEMBER ABSENT FROM BOARD MEETING ACTION

It is recommended that the board adopt resolution 95-13 authorizing payment to Trustee Marcia Milchiker who was absent from the February 27, 1995, board meeting.

40. 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

41. 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

42. 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

43. GIFTS ACTION

It is recommended that the board accept the following gifts: 100 Sotheby's catalogs to be used as reference materials for instructors and students, donated by Mr. and Mrs. Arthur Staudigel to Saddleback College; various pieces of equipment listed in Attachment 1 to be used in jewelry casting area, instruction of mold making and lost wax casting; 200 molds for jewelry to be used in jewelry casting area, instruction of

mold making and lost wax casting, donated by Michael Reynolds to Saddleback College; Epson 386 Computer and monitor with Windows, Word Perfect, and True Type Fonts software packages and manuals to be used by all who use the Innovation & Technology Center, donated by A. L. Lancet to Saddleback College; various hardback and paperback books, periodicals, file storage boxes and video as displayed in Attachments 2a and 2b to be used by the library, donated by those listed in attachments to Saddleback College; 21 wall covering books to be used for student projects, donated by Cyndi Dennis to Saddleback College; fabric samples to be used for student projects, donated by Century Furniture to Saddleback College; 7 glass aquarium tanks and 9 plastic aquarium tanks with various accessories to be used for student projects, donated by Ken Anderson to Saddleback College; 1 Lifecare PCA Plus 4100 Series Pump to be used for practice by nursing, medical assisting, and psychiatric technician students in the Health Sciences Skills Lab, donated by Abbott Laboratories to Saddleback College; 6 McDonnell Douglas used and nonfunctioning terminals with keyboards to be used as training aids in the Electronic Technology Program, donated by Candela Corporation to Saddleback College; vintage millinery supplies to be used for Theatre productions and by students in acting and design classes, donated by Jean Lyons to Saddleback College; 1 refrigerator to be used by the Angels for receptions and sale of concessions, donated by Trudy Farrington to Saddleback College; IBM clone computer, monitor, and keyboard to be used to supplement aging computer in the Writing Lab, donated by Stephen Smolen to Saddleback College; three-drawer lateral file to be used to hold numerous project-related documents and files that are required on a daily basis, donated by Irvine Valley College Foundation to Irvine Valley College; Holgar #21 Harper cabinet for storage of high security testing supplements, software, computer hard drives and other hardware that require secure storage, donated by Irvine Valley College Foundation to Irvine Valley College; a 9600 baud fax modem to be used by students to access local area network from other locations, donated by Tim Aspel/PASTA BRAVA to Irvine Valley College; Mac Studio software program to be used in the Anatomy Lab, donated by Richards Consulting Enterprises to Irvine Valley College; Argon Ion Laser to be used for lab exercises, and other purposes in Laser, Physics, and Astronomy classes, donated by Dr. Vahid Sadat to Irvine Valley College; 1 Besler 45 MXT enlarger complete and accessories to be used by students enrolled in

photography courses, donated by Irvine Valley Foundation to Irvine Valley College; 5 compact discs to be added to compact disc collection for use by students, faculty and staff, donated by Mark Petersen to Irvine Valley College;

CORRESPONDENCE

44. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm