

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

**MEETING OF THE BOARD OF TRUSTEES**

APRIL 11, 1994

LIBRARY 105, SADDLEBACK COLLEGE

CLOSED SESSION: 6:30 P.M.

OPEN SESSION: 7:30 P.M.

AGENDA

CALL TO ORDER

ADJOURN TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Potential Land Acquisition - Pico Avenue, San Clemente  
Public Employee Personnel Actions  
Employee Negotiations  
Anticipated Litigation

RECONVENE OPEN SESSION - 7:30 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

INVOCATION

Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of March 14, 1994

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Outstanding Service Awards/Resolutions  
Leta Boeck, Irvine Valley College  
Dennis Wyche, Saddleback College  
Ted Miller, Saddleback Community College District

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 the applications for funding from the State Chancellor's Office for the grant projects entitled "Advisory Committees/Linkages, Program Advisory Committees;" "Curriculum Revision in Business Education: Computer Information Science;" "Curriculum Revision in Business Education: Office Information Science;" "Guidelines for Delivery of Nontraditional Instruction for Computer Information Science Programs;" "Model Curriculum for Telecommunications Programs;" "Professional Development in Business Education I;" "Professional Development in Business Education II;" "Technical Instructor Intensive In-Service Training;" and "Tech Prep Educational Programs III."

3. SADDLEBACK COLLEGE: GRANT APPLICATION ACTION

It is recommended that the board approve the application for funding from the State Chancellor's Office for the grant project entitled "Curriculum Revision in Business Education."

4. BOARD POLICY REVISION: BP4000, EMPLOYMENT POLICY ACTION

It is recommended that the board approve the revisions to Board Policy 4000, Employment Policy.

5. ANNUAL ACCREDITATION REPORTS INFORMATION

The annual reports to the Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges are provided for the board's information for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

6. CCCT BOARD OF DIRECTORS ELECTION - 1994 ACTION

It is recommended that the board advise the Chancellor as to its preferences for the eleven candidates for whom the board wishes to cast a vote.

INSTRUCTION AND STUDENT SERVICES

7. SADDLEBACK COLLEGE: HISTORY TOUR, MEXICAN CIVILIZATION ACTION

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

8. SADDLEBACK COLLEGE: CONSULTANT CONTRACT AGREEMENT ACTION

It is recommended that the consultant agreement with Rex Tyner for a total cost not to exceed \$15,474 for services rendered in administering the Emeritus Institute program for the period from July 1, 1994, to June 30, 1995, inclusive.

9. SADDLEBACK COLLEGE: GUEST ARTIST/SPEAKER CONTRACTS ACTION

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

- a. ROBERT BLUESTONE

for three days of residency activities and an evening recital from March 22 - 25, 1995, for a fee of \$2,950.

- b. JIM GAMBLE PUPPET PRODUCTIONS

for two performances of "The Greatest Little Show on Earth" on May 8, 1994, at a cost not to exceed \$1,250.

c. ASSOCIATION OF WOMEN AGAINST RAPE  
ENCOUNTERS

for a Saddleback College Classified Staff Development  
lecture/demonstration workshop on "Self Defense  
Techniques" to be held on April 19, 1994, for classified  
staff members for a sum of \$250.

10. SADDLEBACK COLLEGE: GUEST SPEAKERS ACTION

It is recommended that the board approve the following  
guest speakers:

a. INDIVIDUALS LISTED

for their presentations as part of the Emeritus Institute  
Guest Lecture Series.

b. AIDS AWARENESS PANEL MEMBERS

for their participation in an AIDS Awareness Forum on  
April 13, 1994.

c. ASSEMBLY MEMBER WILLIAM MORROW

for his presentation on May 26, 1994, as commencement  
guest speaker.

11. IRVINE VALLEY COLLEGE: GUEST SPEAKER HONORARIUM ACTION

It is recommended that the board approve honorarium in the  
amount of \$75 for Chris Landis to present a lecture on  
April 13, 1994, to the IVC Emeritus Institute photography  
class.

12. COMMUNITY EDUCATION PROGRAMS - SUMMER 1994 ACTION

It is recommended that the board approve the Summer 1994  
Community Education programs, presenters, and  
compensation for:

a. SADDLEBACK COLLEGE

b. IRVINE VALLEY COLLEGE

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

It is recommended that the board approve the Joint Powers Agreement with Irvine Unified School District, the City of Irvine, and Irvine Valley College for the purpose of expanding programs and services to serve the disabled and disadvantaged throughout Irvine.

14. SADDLEBACK/IRVINE VALLEY COLLEGES: FORENSICS ACTION  
TEAM ACTIVITY

It is recommended that the board ratify the participation of fourteen members and two coaches of the Saddleback College/ Irvine Valley College Forensics Team at the April 3 - 8 Phi Rho Pi Nationals held in Orlando, Florida, at a total cost not to exceed \$15,000.

15. IRVINE VALLEY COLLEGE: LASER BOOSTER CLUB ACTION  
ACTIVITIES

It is recommended that the board approve the April 30 fundraiser sponsored by the IVC Foundation and the Laser Booster Club, and the May 15 fundraiser sponsored by the IVC Foundation and the IVC Men's Basketball Team.

16. IRVINE VALLEY COLLEGE: FOUNDATION'S POOLED INFORMATION  
INCOME FUND

Information on the establishment of a Pooled Income Fund for the purpose of increasing the financial resources of the IVC Foundation and its ability to provide long range support to the college is provided for the board's review.

17. IRVINE VALLEY COLLEGE: AGREEMENT ACTION

It is recommended that the board approve the Memorandum of Understanding between Irvine Valley College and the Universidad del Noroeste for a collaborative exchange of School of Business related technical and curriculum information.

18. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the following:

a. APPLIED ACADEMICS WORKSHOPS

attendance of twenty faculty consortium members to attend one of the two scheduled workshops to comply with the goals of the Tech Prep II grant project.

b. NATIONAL TECH PREP NETWORKING CONFERENCE

attendance of ten consortium members to attend the conference April 9 - 12, 1994, to comply with the goals of the Tech Prep II project.

c. STAFF DEVELOPMENT FOR BUSINESS EDUCATORS WORKSHOPS

expenditures for the presenters as listed in the amounts listed for the workshops to be held as part of the Staff Development for Business Educators grant project.

19. 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

20. IRVINE VALLEY COLLEGE: ACCEPT AS COMPLETE AND FILE NOTICE OF COMPLETION, RETROFIT OF VENTILATION SYSTEM IN BUILDING B200 ACTION

It is recommended that the board accept the project to retrofit the ventilation system in Building B200 as complete and authorize the filing of a Notice of Completion with the County of Orange.

21. IRVINE VALLEY COLLEGE: INSPECTION SERVICES ACTION  
CONTRACT FOR HART GYMNASIUM PROJECT

It is recommended that the board approve the extension of the contract with Rick Brown as inspector-of-record for the construction of Hart Gymnasium for a total cost of \$15,000.

22. IRVINE VALLEY COLLEGE: ADOPTION OF NEGATIVE ACTION  
DECLARATION AND NOTICE OF DETERMINATION FOR  
PARKING LOT 8

It is recommended that the board declare the construction of Parking Lot 8 to have no significant effect upon the environment and adopt Resolution 94-18 approving a Negative Declaration and filing a Notice of Determination.

BUSINESS/FISCAL

23. IRVINE VALLEY COLLEGE: RENEWAL OF EASEMENT ACTION  
LICENSE WITH SOUTHERN CALIFORNIA EDISON

It is recommended that the board approve the renewal of the license agreement with Southern California Edison Company for the easement property as described in the exhibit for the period covering June 1, 1994, through May 31, 1999, inclusive, in the amount of \$2,200 each year.

24. CONTRACT FOR ARBITRAGE AND REBATE CALCULATION ACTION

It is recommended that the board approve the agreement with Ernst and Young to perform the District's computation for rebate of excess investment earnings for the period commencing February 1, 1995, to February 1, 1999, inclusive, at a cost of \$2,000 per year, plus out-of-pocket expenses not expected to exceed \$100 per year.

25. ASSIGNMENT OF LEASE RIGHTS AND CONDITIONS ACTION  
OF PARTEL LEASE PAYMENT EQUIPMENT SCHEDULE #1

It is recommended that the board approve the request for assignment of all rights, title, interest, and payments due on Equipment Schedule #1, dated August 31, 1993, to bank of Walnut Creek, Walnut, California.

26. 1994-1995 TAX AND REVENUE ANTICIPATION NOTES ACTION

It is recommended that the board approve the District's participation in the County of Orange Tax and Revenue Anticipation Note issue, adopt Resolution 94-16, Requesting Issuance, Approving Preparation of the Official Statement, Pledge of Revenues and Certain Tax Covenants in Connection with the 1994-1995 Tax and Revenue Anticipation Notes, and authorize the Vice Chancellor of Fiscal Services and Operations to execute all related documents.

27. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions to amend the 1993-1994 General Fund Restricted Budget:

- a. RESOLUTION 94-19, IRVINE VALLEY COLLEGE TECH PREP EDUCATION PROJECT, PHASE II

in the amount of \$20,000

- b. RESOLUTION 94-15, SADDLEBACK COLLEGE GERONTOLOGY PROGRAM EXPANSION AND TRANSFER PROJECT

in the amount of \$75,000.

- c. RESOLUTION 94-20, IRVINE VALLEY COLLEGE WORKABILITY III GRANT

in the amount of \$103,571.

28. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

29. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 45837 through 46416 totaling \$712,606.14.

30. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 46506 through 47330 totaling \$1,968,326.70; credit card purchases totaling \$4,429.85; Saddleback College Community Education checks 1323 through 1408 totaling \$26,714.68; and Irvine Valley College Community Education checks 2235 through 2324 totaling \$59,239.12.

31. RECEPTION FOR NEW CHANCELLOR ACTION

It is recommended that the board ratify the expenses for the new Chancellor's reception held on March 24, 1994.

32. PAYMENT TO TRUSTEE ABSENT FROM BOARD MEETING DUE TO ILLNESS ACTION

It is recommended that the board adopt Resolution 94-14 authorizing payment to Trustee Joan Hueter absent from the March 14, 1994, board meeting due to illness.

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

It is recommended that the board approve the trustees' requests for reimbursement of mileage for attendance at board meetings.

34. TRUSTEE REQUEST TO ATTEND CONFERENCE AND MEETINGS ACTION

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

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

35. 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 Senate's/Councils' Reports
  - 1. Saddleback College Classified Senate
  - 2. Irvine Valley College Classified Council
  - 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

36. EMPLOYMENT AND STATUS CHANGE

ACTION

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

- a. ACADEMIC PERSONNEL
- b. CLASSIFIED PERSONNEL

37. FULL-TIME ACADEMIC HIRING POLICY REVISION ACTION

It is recommended that the board approve the revised hiring policy for full-time academic faculty as shown.

GIFTS TO THE DISTRICT

38. GIFTS ACTION

It is recommended that the board accept the following gifts: new release of SCO operating for MAI (Unix) System previously donated by MAI Systems to be used in teaching Unix and C to students in the Computer Information Management Programs, donated by Mark Townsell to Saddleback College; Okidata 391 24-pin Dot Matrix Printer to be used for instruction in the Information Management Center or for replacement parts, donated by Jolene Cardiel to Saddleback College; The College Handbook - 1991 College Board Guide to Two and Four Year Colleges to be added to the Library collection, donated by Steven Tash to Saddleback College; native plants for the restoration habitat groupings in the Natural History/Ecology/Horticulture amphitheater teaching garden to be used by students in those programs and others, donated by Tree of Life Nursery to Saddleback College; one Minolta X-700 camera and one Vivitar 80-200mm lens to be used by Liberal Arts division staff, donated by Joann Hines to Saddleback College; computer parts as listed on Attachment 1 to enhance office computer in the Learning Resources area, donated by Dave Everett, to Irvine Valley College; and two carousel slide trays to be used in making slide presentations, donated by Rebecca Welch to Irvine Valley College.

CORRESPONDENCE

39. CORRESPONDENCE INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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