

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., APRIL 19, 1993
STUDENT SERVICES 240, IRVINE VALLEY COLLEGE

AGENDA

CLOSED SESSION - 6:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Frogue

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of March 30, 1993

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. BOARD POLICY 4117 - FAMILY CARE LEAVE

REVIEW/STUDY

It is recommended that the board accept for review and study Board Policy 4117, Family Care Leave.

INSTRUCTION AND STUDENT SERVICES

3. SADDLEBACK COLLEGE: LEGAL SERVICES

ACTION

It is recommended that the board approve the contract with William Hoy, attorney, for the continuation of the free legal services program offered through and for the Associated Students of Saddleback College.

4. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE:
EVENTS/GUEST SPEAKERS

ACTION

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

a. SADDLEBACK COLLEGE: MULTI-CULTURAL WEEK

to be held April 22- May 1 with guest speakers and compensation as shown in exhibit.

b. SADDLEBACK COLLEGE: EARTH DAY

to be held April 22 with guest speakers and compensation as shown in exhibit.

c. SADDLEBACK COLLEGE: COMMENCEMENT

to be held May 21 with presenters, technicians and compensation as shown in exhibit.

d. IRVINE VALLEY COLLEGE: 5TH ANNUAL MATH
FORUM

to be held on April 28, cosponsored with UCI Partnership Network, the Orange County Department of Education, and Tustin Unified School District, at a cost not to exceed \$1,000.

e. IRVINE VALLEY COLLEGE: HEALTH AND WELLNESS CENTER PROGRAM EVENTS

to be held in April and May with the cost of refreshments, prizes, incentive items, and other associated activities and items not to exceed \$425.

5. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: GUEST ARTIST CONTRACTS/HONORARIA ACTION

It is recommended that the board approve the following guest artist contracts, honoraria/compensation:

a. SADDLEBACK COLLEGE: MITCH WARNER

for a single performance of Pop-N-Steel steel drum band on June 12 at a cost not to exceed \$450.

b. SADDLEBACK COLLEGE: SUMMER STOCK EQUITY CONTRACTS

to hire up to seven Equity Guest Artists for Summer Stock 1993 through John Cauble, proprietor of The New Theatre (TNT), at a cost not to exceed \$31,991.40.

c. SADDLEBACK COLLEGE: SUMMER STOCK HONORARIA

for payment to the Saddleback Company Theatre Artists and Craftspersons to produce a summer of professional theatre.

d. IRVINE VALLEY COLLEGE: SUMMER POPS-ON-THE-GREEN CONCERTS

performances and presenters' compensation and fees as outlined in exhibit.

6. SADDLEBACK COLLEGE: MOTORCYCLE RIDER PROGRAM ACTION

It is recommended that the board approve the loan of six Yamaha TW250 motorcycles for one year for use in conducting the Motorcycle Rider Safety Program.

7. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: INFORMATION
COMMUNITY EDUCATION 1991-1992 REPORT
- Program reviews and operating statements for Saddleback College and Irvine Valley College Community Education programs are provided for the board's review.
8. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: INFORMATION
1994 TEACHER OF THE YEAR NOMINATIONS
- Information on the 1994 teacher of the year nominations from Saddleback College and Irvine Valley College is provided for the board's review.
9. IRVINE VALLEY COLLEGE: RECEPTION FOR *THE EAR* INFORMATION
- Information on the reception for the 10th edition of *the ear* on May 9 is presented for the board's review.
10. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACTION
ACHIEVEMENT
- It is recommended that the board approve granting certificates to the students listed.
11. IRVINE VALLEY COLLEGE: PSI BETA CLUB TRAVEL ACTION
REQUEST
- It is recommended that the board approve the out-of-state travel request for the IVC PSI Beta Club to attend the Western Psychological Association Conference to be held in Phoenix, Arizona, on April 21-26.
12. IRVINE VALLEY COLLEGE: TECH PREP EDUCATION ACTION
PROGRAMS/DATE EXTENSION
- It is recommended that the board approve the extension of the Tech Prep Education Programs grant from May 31 to June 30.

13. IRVINE VALLEY COLLEGE: SUMMER-OF-SERVICE PROGRAM ACTION

It is recommended that the board authorize Irvine Valley College's participation in a partnership with Irvine Unified School District and the City of Irvine to provide summer employment for disadvantaged youth.

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

It is recommended that the board approve the Joint Powers Agreement with Irvine Unified School District, City of Irvine, and Irvine Valley College for the purpose of establishing the Horizons Program to provide job placement services for 25 disabled adults in the community and 15 IVC students.

15. IRVINE VALLEY COLLEGE: CONSULTANTS ACTION

It is recommended that the board approve the following consultants:

- a. MARY AUVIL

for preparation of the final report of the Staff Development - Leadership Institute for Business Educators Project for the amount of \$1,000.

- b. MARY AUVIL

for the preparation of the final report of the Local Area Network Curriculum Development and Teacher Training Project for the amount of \$1,000.

FACILITIES

16. IRVINE VALLEY COLLEGE: CHANGE ORDERS ACTION

It is recommended that the board approve the following change orders;

- a. CHANGE ORDER 6, CHILD DEVELOPMENT CENTER
to decrease the contract by \$1,972.47 to \$1,561,513.12 with no extension of time to project completion date.
- b. CHANGE ORDER 2, HART GYMNASIUM
to increase the contract by \$3,272.52 to \$3,334,268.93 with no extension of time to project completion date.

17. IRVINE VALLEY COLLEGE: BUILDING B SECONDARY EFFECTS ACTION

It is recommended that the board approve the following:

- a. AWARD OF CONSTRUCTION CONTRACT
to Louis T. Gabriel in the amount of \$76,522 conditional upon the approval and release of funding of the State Chancellor's Office.
- b. ASSIGNMENT OF INSPECTION SERVICES CONTRACT
to Frank Spear in the amount of \$3,150, contingent upon the award of the contract for construction.

BUSINESS/FISCAL

18. DISTRICT: AWARD OF BID FOR A FUEL STORAGE AND DISPENSING FACILITY ACTION

It is recommended that the board approve the award of Bid 163 for a fuel storage and dispensing facility to Academy Development Services, Inc., for \$85,000.

19. DISTRICT: REJECTION OF BID/AUTHORIZATION TO REBID FOR UPGRADE OF HVAC CHILLER CONTROLS ACTION

It is recommended that the board reject Bid 165 for upgrading HVAC chiller controls and authorize rebidding.

20. REVISION OF ORANGE COUNTY FRINGE BENEFIT JPA AGREEMENT AND BYLAWS ACTION

It is recommended that the board approve the changes to the Orange County Fringe Benefits Joint Powers Authority agreement and authorize the Chancellor or Vice Chancellor of fiscal Services and Operations to execute the document on the District's behalf.

21. QUARTERLY FINANCIAL STATUS REPORT REVIEW/STUDY

It is recommended that the board accept the quarterly budget status report for review and study as displayed and direct the administration to include these reports in the minutes of this meeting as required by Title 5, Section 58310.

22. CONTRACT APPROVAL, MISSION VIEJO REDEVELOPMENT AGENCY AND RESCISSION OF RESOLUTION 92-07 ACTION

It is recommended that the board approve the contract as shown, authorize the Chancellor or Vice Chancellor of Fiscal Services to execute the contract, and rescind Resolution 92-07 dated February 3 and file the action with the County of Orange Tax Assessors Office.

23. BUDGET AMENDMENTS ACTION

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

- a. HEALTH SERVICES FEE

Resolution 93-20 to increase the 1992-1993 Restricted General Fund Budget in the amount of \$11,085.

- b. TITLE 5 CURRICULUM REVIEW

Resolution 93-27 to amend the 1992-1993 General Fund Budget in the amount of \$22,956.

- c. IRVINE VALLEY COLLEGE: DISSEMINATION OF BUSINESS EDUCATION MODEL CURRICULUM, PHASE II

Resolution 93-28 to amend the 1992-1993 General Fund Restricted Budget in the amount of \$35,000.

- d. DISTRICT: HAZARDOUS SUBSTANCES REMOVAL PROGRAM

Resolution 93-29 to amend the 1992-1993 Capital Outlay Budget in the amount of \$70,110.

- e. SADDLEBACK COLLEGE: BOARD FINANCIAL ASSISTANCE PROGRAM ADMINISTRATIVE ALLOWANCE

Resolution 93-30 to amend the 1992-1993 General Fund Restricted Budget in the amount of \$4,220.

- f. CALIFORNIA STATE UNIVERSITY, FULLERTON

Resolution 93-31 to decrease the 1992-1993 General Fund Budget in the amount of \$27,795.

- g. SADDLEBACK COLLEGE: REGIONAL HEALTH OCCUPATION CENTERS

Resolution 93-32 to amend the 1992-1993 General Fund Restricted Budget in the amount of \$56,680.

- h. IRVINE VALLEY COLLEGE: FUNDS FOR INSTRUCTIONAL IMPROVEMENT LOAN FOR LIFE FITNESS CENTER

Resolution 93-33 to amend the 1992-1993 General Fund Restricted Budget in the amount of \$18,883.

- 24. CLAIM AGAINST THE DISTRICT: GERALDINE M. SCHUSTERMAN AND MELVIN SCHUSTERMAN ACTION

It is recommended that the board reject the amended claim of Geraldine M. Schusterman and the original claim for Melvin Schusterman filed by Wayne I. McClaskey, Attorney at Law, on April 2, 1993.

25. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

26. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 39314 through 39631 totaling \$395,912.39.

27. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 37097 through 37545 totaling \$1,374,182.38; credit card purchases totaling \$1,800.41; Saddleback Community Education checks 3593 through 3678 totaling \$26,600.80; and Irvine Valley College Community Education checks 4039 through 4132 totaling \$108,147.22.

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

It is recommended that the board adopt resolution 93-34 authorizing payment to Trustee Iris Swanson absent from the March 30, 1993, Board of Trustee's meeting due to illness.

29. REIMBURSEMENT CLAIMS FOR TRUSTEES' USE OF PERSONAL AUTO ACTION

It is recommended that the board approve the request for reimbursement for use of personal auto.

30. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

31. TITLE 5 REGULATIONS WORKSHOP - LOCATION ACTION

It is recommended that the board approve holding the Title 5 regulations workshop on Thursday, April 29, 1993, for the Senates, Administration, and Trustees at the University Club, University of California, Irvine, at a cost not to exceed \$850.

32. CONSULTING AGREEMENTS

ACTION

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

a. CPR FOR EVERYBODY

for Mickey Duarte, R.N., and Joseph Duarte, P.O. (Ret.), to conduct CPR classes for district services staff on May 4 and 6 at a cost not to exceed \$800.

b. ASSOCIATION OF WOMEN AGAINST RAPE ENCOUNTERS (AWARE)

for Ms. Troyce Thome to conduct two classes on women's self-defence for District Services staff on June 7 and 14 at a fee not to exceed \$210.

33. 1993 SPRING RETREAT - DISTRICT SERVICES STAFF DEVELOPMENT COMMITTEE

ACTION

It is recommended that the board approve the District Services Staff Development Advisory Committee's 1993 Spring Retreat on Friday, June 4, with expenses not to exceed \$750.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

34. 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 Senate's 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' Report
 - 1. Saddleback College Classified Senate
 - 2. Irvine Valley College Classified Council
 - 3. District Classified Council
- i. Chancellor's Report

PERSONNEL

35. 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.

36. EXTENSION OF CONTRACTS ACTION

It is recommended that the board authorize the extension of the contract for the Vice Chancellor of Human Resources, the Vice Chancellor of Fiscal Services, the Vice Chancellor of Administrative Services, and the President of Irvine Valley College from July 1, 1993, through and including June 30, 1995, as shown in attachments.

37. CEO SEARCH SERVICE

ACTION

It is recommended that the board authorize the administration to execute the necessary agreements with the Association of Community College Trustees to perform all activities required as an executive search consultant to hire a Chancellor for the Saddleback Community College District for a fee not to exceed \$20,500 for professional consulting services.

GIFTS TO THE DISTRICT

38. GIFTS

ACTION

It is recommended that the board accept the following gifts: six 140-slot slide trays and two 80-slot slide trays to be used for check-out use for Learning Resources/Audio Visual faculty and staff, donated by Autumn Broadway to Saddleback College; aquariums with miscellaneous fish equipment as listed to be used in the Marine Science and Biology Departments, donated by David Elliott to Saddleback College; two wheelchairs to be used by Special Services for pool transfers and mobility usage, donated by Ethel Desiderio to Saddleback College; music scores to provide the beginnings of a Music Library, donated by Margaret Neumann to Irvine Valley College; steel bars and other stock as listed to be used in the Engineering lab and for class work, donated by Parker Hannifin to Irvine Valley College.

CORRESPONDENCE

39. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT