

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

MEETING OF THE BOARD OF TRUSTEES
APRIL 22, 1996
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:

Employee Negotiations
Public Employee Personnel Actions

RECONVENE OPEN SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Williams

INVOCATION

Led by Trustee Lorch

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of March 25, 1996

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: Classified School Employees Week, May 19-25, 1996

Outstanding Service Awards/Resolutions:

Ina Inouye, Saddleback College

James Venegas, Irvine Valley College

Edna Vaughan, Saddleback Community College District

Resolution: Days of Remembrance

IVC School Chair Manual: Dean Pam Deegan

PRIORITY

4/22/96

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CONSENT CALENDAR

1. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

PUBLIC COMMENTS

2. PUBLIC COMMENTS INFORMATION

Members of the public may address the board on any item not on the agenda that is within the subject matter jurisdiction of the board. Items on the agenda may be addressed at this time or during consideration of the item. **Speakers are limited to five minutes each.**

GENERAL

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

It is recommended that the board approve IVC's application for funding from the U.S. Geological Survey/NEHRP for the grant project entitled "Paleoseismic Investigation of the Little Lake and Airport Lake Fault Zones, Indian Wells, California," and Saddleback College's application for funding from the Orange County Community Development Council, Inc., for the grant project entitled "Human Services Mentor Assistance Program."

4. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCE ACTION

It is recommended that the board accept the award of \$100,171 for the WorkAbility III grant.

5. SADDLEBACK COLLEGE: GRANT ACCEPTANCE ACTION

It is recommended that the board approve the one-time Project ASSIST grant of \$6,250 awarded to help advance the project's implementation.

6. BOARD POLICY REVISION: BP5300, GRADING POLICY REVIEW/STUDY

It is recommended that the board accept for review and study the revisions to Board Policy 5300, Grading Policy, authorizing the withdrawal through the last day of the 10th week of instruction (or 60 percent of the term, whichever is less), after a thorough review within the shared governance process of the two colleges.

7. CCCT BOARD OF DIRECTORS ELECTION - 1996 ACTION

It is recommended that the board approve the list of nominees for the ten vacancies on the CCCT Board of Directors for transmittal to the League office by April 25, 1996.

INSTRUCTION AND STUDENT SERVICES

8. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the extension of the contract with Mr. Lowell Habel through June 30, 1996, to enable completion of communications training for college leadership for a fee of \$65 per hour, not to exceed \$1,500.

9. SADDLEBACK COLLEGE: STAFF DEVELOPMENT WORKSHOP ACTION

It is recommended that the board approve the workshop on Conflict on May 16, 1996, for a cost not to exceed \$150.

10. SADDLEBACK COLLEGE: SEMESTER IN OXFORD, SPRING 1997 ACTION

It is recommended that the board approve the Semester in Oxford, Spring 1997.

11. SADDLEBACK COLLEGE: HONORARIA ACTION

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

- a. SADDLEBACK CIVIC LIGHT OPERA ARTISTS AND CRAFTSPERSONS

in the amounts listed to produce a summer of professional theatre.

b. INDIVIDUALS LISTED

for the total amount of \$850 to present recitals/workshops during Spring Semester 1996.

c. INDIVIDUALS LISTED

for the total amount of \$550 to present a recital and a workshop during Spring Semester 1996.

12. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

13. SADDLEBACK COLLEGE: 1996 TEACHER OF THE YEAR AWARD INFORMATION

Information on the selection of Dr. Anthony Huntley, Instructor of Biological Sciences in the Mathematics, Science and Engineering Division, as Saddleback College's nominee for Teacher of the Year is included for the board's review.

14. SADDLEBACK COLLEGE: OUT OF STATE STUDENT TRAVEL ACTION

It is recommended that the board approve the attendance of up to eight students and a faculty advisor at the National Conference on Race and Ethnicity in American Higher Education in San Antonio, Texas.

15. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, SUMMER 1996 ACTION

It is recommended that the board approve compensation for Ms. Marianne Reese in an amount not to exceed \$150 the floral course.

16. IRVINE VALLEY COLLEGE: MUSIC DEPARTMENT GUEST ARTISTS FOR COMMENCEMENT PARTICIPATION ACTION

It is recommended that the board approve the guest artist and support staff expenditures not to exceed \$1,000 for IVC Music Department's participation in the IVC commencement ceremony on May 23, 1996.

17. IRVINE VALLEY COLLEGE: ART EXHIBITION OF ARTIST HANK KETCHUM ACTION

It is recommended that the board approve the expenditures not to exceed \$300 for the IVC Art Department's exhibition of the work of artist Hank Ketchum.

18. IRVINE VALLEY COLLEGE: PHOTOGRAPHY DEPARTMENT GUEST SPEAKERS ACTION

It is recommended that the board approve the request to retain the services of several guest speakers for spring photography classes for a fee of \$125 each.

19. IRVINE VALLEY COLLEGE: THEATRE DEPARTMENT 1996-1997 PRODUCTION EXPENDITURES ACTION

It is recommended that the board approve expenditures for the 1996-1997 theatre season as indicated.

20. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the consultant agreement with Ms. Debbie Fields for her services in providing the planning and facilitation of the Professional Development in Business Education Project workshop.

21. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the workshops associated with the following:

- a. MICROSOFT TRAINING PROJECT
- b. PROFESSIONAL DEVELOPMENT IN BUSINESS EDUCATION PROJECT

22. IRVINE VALLEY COLLEGE: TECH PREP ARTICULATION INFORMATION
AGREEMENT SIGNING

Information on the curriculum articulation agreement signing ceremony on May 9 is provided for the board's review.

23. IRVINE VALLEY COLLEGE: CURRICULUM REVISIONS ACTION
FOR THE 1996-1997 ACADEMIC YEAR

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

24. IRVINE VALLEY COLLEGE: ATHLETIC EVENTS ACTION

It is recommended that the board approve the fundraising activities listed by the Athletics Department.

FACILITIES

BUSINESS/FISCAL

25. FY 1996-1997 BUDGET ALLOCATIONS ACTION

It is recommended that the board approve the proposed approach to budget allocation for FY 1996-1997 as presented in the allocation model.

26. 1996-1997 COPS: DECLARATION OF INTENT TO REIM- ACTION
BURSE EXPENDITURES FROM THE PROCEEDS AND
DIRECT CERTAIN ACTIONS

It is recommended that the board approve Resolution 96-21 to declare its intention to use a portion of the COPs proceeds to reimburse expenditures for the project that are paid before the date of issuance of the obligations.

27. SADDLEBACK COLLEGE: AWARD OF BID FOR AUDIO ACTION
EQUIPMENT

It is recommended that the board award Bid 959 for audio equipment to the vendors listed.

28. ADOPTION OF RESOLUTIONS TO ACCEPT BIDS FOR USE OF FACILITY AND NOTICE OF EXEMPTION FROM CEQA REQUIREMENTS ACTION

It is recommended that the board accept the bids submitted by Cox Communications and SkyTel Corp. for use of certain portions of the Saddleback College Library building roof as described in Resolutions 96-22 and 96-23, and authorize the Vice Chancellor of Fiscal Services to sign the necessary lease documents and to file notices of exemption from The California Environmental Quality Act (CEQA) requirements with the Clerk of the Orange County Board of Supervisors.

29. CONSULTING AGREEMENT FOR TUSTIN MCAS CONVERSION FUNDING SOURCES STUDY ACTION

It is recommended that the board retain Ms. Anne Morgan, CFRE, to review the plan for a learning village at the Tustin MCAS and help identify funding sources to successfully accomplish this process, and authorize the Vice Chancellor of Fiscal Services to sign the contract for these services.

30. DISCLOSURE OF COST FOR PERS GOLDEN HANDSHAKE INFORMATION

Information on the approximate employer cost to provide two years additional service credit is provided as required by Government Code Section 7507.

31. RESOLUTION TO IMPLEMENT THE STRS "GOLDEN HANDSHAKE" FOR THE 1996-1997 FISCAL YEAR ACTION

It is recommended that the board approve Resolution 96-24 in order to implement the STRS "Golden Handshake" program.

32. MONTHLY FINANCIAL STATUS REPORT INFORMATION

Information on the district's current financial position is provided for the board's review.

33. QUARTERLY FINANCIAL STATUS REPORT INFORMATION

The California Community Colleges Quarterly Financial Status Report as of March 31, 1996, is provided for the board's information.

34. SCHOOL EXCESS LIABILITY FUND AGREEMENT AMENDMENT ACTION

It is recommended that the board approve the amendment to the JPA with SELF as detailed.

35. VOLUNTARY LONG TERM CARE COVERAGE ACTION

It is recommended that the board authorize payroll deductions for voluntary employee participation in the Long Term Care Plan offered by UNUM.

36. HEALTH NET MEDICARE RISK PLAN ACTION

It is recommended that the board approve the Health Net Medicare Risk Plan as a managed care option to the retiree benefit package and authorize the Vice Chancellor of Fiscal Services to execute the necessary documents to implement the program.

37. AUTHORIZATION OF SIGNATORIES FOR MASTER LEASE PURCHASE AGREEMENT ACTION

It is recommended that the board adopt Resolution 96-19 authorizing the Chancellor, Vice Chancellor of Fiscal Services or the Director of Business Services to execute individual agreements during the term of the Master Lease Purchase Agreement.

38. IRVINE VALLEY COLLEGE: BUDGET AMENDMENTS ACTION

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

- a. RESOLUTION 96-18, CHILDREN'S CENTER - FEDERAL BLOCK GRANT

to amend the 1995-1996 General Fund Restricted Budget by \$1,421.

- b. RESOLUTION 96-20, STATE APPORTIONMENT ADJUSTMENT 1994-1995

to amend the 1995-1996 General Fund Budget by \$28,748.

39. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

40. CLAIM AGAINST THE DISTRICT: ROSEMARIE AND JOHN D'AMORE ACTION

It is recommended that the board deny the claim, notify the claimant, and refer the claim to the district's insurance administrator for processing.

41. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 68977 through 69746 totaling \$1,487,736.62; credit card purchases totaling \$7,015.84; Saddleback College Community Education checks 2860 through 2894 totaling \$52,766.04; and IVC Community Education checks 4033 through 4061 totaling \$36,021.72.

42. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 61171 through 61747 totaling \$5,446,258.54.

43. AMENDMENT TO THE JPA OF THE ORANGE COUNTY MARINE INSTITUTE ACTION

It is recommended that the board approve the amendment to the JPA of the Orange County Marine Institute regarding the transfer of obligations and assets of the Orange County Marine Institute as indicated.

44. QUARTERLY REIMBURSEMENT TO TRUSTEES FOR MILEAGE TO AND FROM REQUIRED BOARD MEETINGS ACTION

It is recommended that the board approve the trustees' claims for reimbursement for mileage to and from board meetings.

45. APPROVAL OF TRUSTEES' REQUESTS TO ATTEND CONFERENCES/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

46. REPORTS

INFORMATION

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities." **Speakers are limited to five minutes each.**

1. Board Members' Reports
2. Student Government Reports
 - Associated Student Government of Saddleback College
 - Associated Students of Irvine Valley College
3. Academic Senates' Reports
 - Saddleback College Academic Senate
 - Irvine Valley College Academic Senate
4. Faculty Association Report
5. California School Employees Association Report
6. Classified Senates'/Council's Reports
 - Saddleback College Classified Senate
 - Irvine Valley College Classified Senate
 - District Classified Council
7. Presidents' Reports
 - Saddleback College President
 - Irvine Valley College President
8. Chancellor's Report

PERSONNEL

47. 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

48. GIFTS

ACTION

It is recommended that the board accept the following gifts: a compact disc of performances by the Vienna Symphony for use by students and faculty in the Fine Arts Lab, donated by Mark Petersen to IVC; clothing and household items to be used at a rummage sale to raise funds for the Athletics Dept., donated by Joan Hueter to IVC; gloves, shawls, sweaters and other costume items to be used for Fine Arts plays and productions, donated by Joan Hueter to IVC; 470 circuit connecting leads for students' constructing circuits in all eight Electronic Technology lab courses, donated by Reedex, Inc., to IVC; various pieces of equipment as listed in Attach. 1 to be used in the Communication Arts instructional program, donated by CBS to Saddleback College; various videos, paperback and hardback books as listed in Attach. 2 to be added to be used by the Library, donated by those listed in Attach. 2 Saddleback College; various pieces of clothing as listed in Attach. 3 to be used for Theatre productions and design and acting classes, donated by Yvonne Price to Saddleback College; one mother board and one 386 chip to be used in the Business Science Division's computer lab, donated by Randal J. Bressette to Saddleback College; a microwave to be used in Biochemistry 1C to heat chemicals, donated by Jane Aloï to Saddleback College; a Sun Computer II oscilloscope to be used in the training of automotive students, donated by Oso-Freeway Unocal to Saddleback College; and \$20 to be used at the Foundation's discretion, donated by Debra Stuart DeSimone to Saddleback College.

CORRESPONDENCE

49. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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