

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

MEETING OF THE BOARD OF TRUSTEES
MAY 10, 1993

AGENDA

The meeting of the Board of Trustees will commence at 5:30 p.m. at 321 Calle Pescador, San Clemente, regarding the subject of the CEO search process. Action may be taken regarding this matter. A closed session will also be held at this location. The meeting will then adjourn to Library 105, Saddleback College, at 7:00 p.m. for a closed session, after which the meeting will reconvene at 7:30 p.m.

PLEDGE OF ALLEGIANCE - 7:30 P.M.

Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of April 19, 1993

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: Alajandra (Ellie) Hodge

Resolution: Heather Love

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. BOARD POLICY 4117 - FAMILY CARE LEAVE ACTION

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

3. SADDLEBACK COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve the proposals for grant funds from the State Chancellor's Office entitled "Clinical In-Service Training," "Integration of Computer-Assisted Instruction into the Nursing Program," "Nursing Professor Obstetric In-Service Training," "Obstetric In-Service Retraining," "Obstetric Retraining In-Service Grant," and "Psychiatric Nursing Professor Retraining In-Service Grant."

INSTRUCTION AND STUDENT SERVICES

4. SADDLEBACK COLLEGE: REGIONAL HEALTH OCCUPATIONS RESOURCE CENTER GRANT PROJECT ACTION

It is recommended that the board approve the following:

- a. CONSULTANT AGREEMENTS

with those listed to serve as clinical evaluators, proctors, center assistants and resident actors for an amount not to exceed \$5,000 per year for the services provided.

- b. CONTRACTED SERVICES AGREEMENT

with Advantage Health Education to provide the services of recruiting and training personnel, establishing and providing testing sites, and administering the certifications test.

5. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

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

a. DR. CARLTON BLANTON AND DR. SORAYA COLEY

to provide strategy and coordination for development of an articulation transfer plan for students as part of the Articulation and Transfer of Alcohol and Drug Studies Programs grant project for an amount not to exceed \$1,800 each.

b. JANET DEANE

to present a hands-on computer seminar for selected members of the Saddleback Valley Board of Realtors to fulfill the requirements of the educational services agreement for an amount not to exceed \$700.

c. HATFIELD & DAWSON, CONSULTING ELECTRICAL ENGINEERS, AND JOHN MCVEIGH, LAW OFFICES OF FISHER, WAYLAND, COOPER AND LEADER

for Hatfield & Dawson to prepare an application to the FCC for a KSBR radio station power increase by the deadline of May 3 at a cost of \$4,000, and for John McVeigh, communications attorney, to file the application at a cost of \$1,000.

6. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve the Educational Services Agreement with California Fineblanking Corporation for Irvine Valley College to provide training in computer automated design for the firm's employees for the amount of \$4,050 per group.

7. SADDLEBACK COLLEGE: ART DEPARTMENT WORKSHOP ACTION

It is recommended that the board approve the honorarium for Mr. Ron Young in the amount of \$400 to conduct a workshop for art students on May 11, 1993.

8. IRVINE VALLEY COLLEGE: PRESENTERS ACTION

It is recommended that the board approve the workshops and full expenditures for the presenters in the amounts listed for the Staff Development for Business Educators Project.

9. IRVINE VALLEY COLLEGE: MUSIC DEPARTMENT ACTION
RECITAL - GRADUATING MUSIC MAJORS

It is recommended that the board approve an expenditure not to exceed \$140 for the graduating music majors recital on May 13, 1993.

10. IRVINE VALLEY COLLEGE: CHORAL ENSEMBLES TOUR ACTION
TO CARNEGIE HALL, MAY 1994

It is recommended that the board approve the participation of the Irvine Valley College Chorale and Women's Chorus in the performance of the Brahms and Mozart Requiems on May 30, 1994, in Carnegie Hall.

11. SADDLEBACK COLLEGE: COURSE INSTRUCTIONAL ACTION
FEES FOR 1993-1994

It is recommended that the board approve the additional and revised instructional fees for 1993-1994 effective fall 1993 as presented for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

12. UCI TRANSFER ANALYSIS INFORMATION

The annual report from the University of California, Irvine, on enrolled students who have transferred from Irvine Valley College and Saddleback College is provided for the board's review.

13. CERTIFICATES OF ACHIEVEMENT ACTION

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

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

FACILITIES

14. SADDLEBACK COLLEGE: INSPECTION SERVICES ACTION
CONTRACT EXTENSION FOR TECHNOLOGY AND
APPLIED BUILDING

It is recommended that the board approve the extension of the contract with Rick Brown as inspector-of-record for the construction of the Technology and Applied Science Building for a total cost of \$4,000.

15. SADDLEBACK COLLEGE: CHILD DEVELOPMENT ACTION
CENTER NOTICE OF COMPLETION

It is recommended that the board approve final acceptance of the general construction of the Child Development Center by Culp Construction Company, and authorize filing of the Notice of Completion with the County of Orange and the release of the retention 35 days after the date of filing.

16. SADDLEBACK COLLEGE: SALE OF THREE SAILBOATS ACTION

It is recommended that the board approve the sale of three sailboats to the University of California, Santa Barbara, for \$1,500.

17. IRVINE VALLEY COLLEGE: CHILD DEVELOPMENT ACTION
CENTER

It is recommended that the board approve the following:

- a. CHANGE ORDER 7

to increase the contract by \$3,509.96 to \$1,565,023.08 with 15 days extension to the project completion date.

- b. EXTENSION OF INSPECTION SERVICES CONTRACT

with Frank Spear as inspector-of-record for the construction of the Child Development Center for a cost of \$13,800.

18. IRVINE VALLEY COLLEGE: ARCHITECTURAL SERVICES ACTION
FOR BUILDING B, SECONDARY EFFECTS

It is recommended that the board authorize the exercising of the option provided in Article 12 of the Standard Form of Agreement Between Owner and Architect, and hire Parkin Architect to provide architectural services during the construction phase of Building B for the amount of \$2,060.

19. SADDLEBACK COMMUNITY COLLEGE DISTRICT: PHASE ACTION
ONE OF PARKING LOT UPGRADE CHANGE ORDER AND
NOTICE OF COMPLETION

It is recommended that the board accept the project to upgrade the parking lot lighting at Irvine Valley College and Saddleback College as complete, approve change order 1, and authorize the filing of a Notice of Completion with the County of Orange.

20. SADDLEBACK COMMUNITY COLLEGE DISTRICT: ACTION
ATHLETIC FACILITY, CHANGE ORDER 9

It is recommended that the board approve change order 9 increasing the contract amount by \$207,564 and extending the contract completion date to June 21, and authorize the Vice Chancellor of Fiscal Services and Operations to execute the appropriate contract documents upon approval from the Office of State Architect.

BUSINESS/FISCAL

21. RESOLUTION 93-35, ISSUANCE OF 1993 TAX AND REVE- ACTION
NUE ANTICIPATION NOTES AND APPROVAL OF THE
OFFICIAL STATEMENT

It is recommended that the board adopt Resolution 93-35 approving the Official Statement, the Official Notice of Sale, and the Notice of Intention authorizing the issuance of \$14,000,000 in 1993 Tax and Revenue Anticipation Notes, pledging property tax revenues for repayment and making certain tax covenants required by law.

22. AWARD OF CONTRACT FOR EMPLOYEE ASSISTANCE PROGRAM AND PSYCHOLOGICAL BENEFITS ACTION
- It is recommended that the board approve LifeLink as the provider for the District's Employee Assistance Program at a cost of \$1.50 per month per eligible employee and psychological benefits at a cost not to exceed \$6.52 per month per eligible employee beginning July 1, 1993.
23. PHASE II DATA ELEMENTS WORKSHOP ACTION
- It is recommended that the board approve the consulting agreement with Jan Paulson from the State Chancellor's Office to conduct the Phase II Data Elements Workshop on June 3, 1993, at a cost not to exceed \$200.
24. CFIER INTEREST-BASED PROBLEM SOLVING TRAINING AND WORKSHOPS ACTION
- It is recommended that the board approve the expenditures for participants meals and materials not to exceed \$1,600 for CFIER training scheduled for June 16-18, 1993.
25. PRELIMINARY BUDGET REPORT INFORMATION
- The Fiscal Year 1993-1994 Preliminary Budget Report is submitted for the board's information and review.
26. BUDGET AMENDMENT: IRVINE VALLEY COLLEGE/ SADDLEBACK COLLEGE, DSP&S MID YEAR REALLOCATION, PSYCH DISABILITIES ADJUSTMENT ACTION
- It is recommended that the board adopt Resolution 93-36 to amend the 1992-1993 General Fund Restricted Budget in the amount of \$7,902.
27. CLAIM AGAINST THE DISTRICT: SHARI STERN ACTION
- It is recommended that the board reject the claim of Shari Stern dated April 20, 1993, and notify the claimant of this action.

28. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

29. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 39632 through 39901 totaling \$309,385.51.

30. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 37546 through 38016 totaling \$889,942.07; credit card purchases totaling \$2,086.11; Saddleback College Community Education checks 3679 through 3732 totaling \$28,144.02; and Irvine Valley College Community Education checks 4133 through 4185 totaling \$28,812.13.

31. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

32. 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

33. 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.

GIFTS TO THE DISTRICT

34. GIFTS ACTION

It is recommended that the board accept the following gifts: one pulse oximeter, one oxisensor assortment pack, one adult digit durasensor and various related educational teaching videos, posters and handouts to be placed in the Nursing Skills Lab for students in the Nursing, Psychiatric Technician, EMT, Paramedic and Medical Assisting programs to learn pulse oximetry skills, donated by Nellcor Incorporated to Saddleback College; one 12' trailer to be used to hold field gear for Life Sciences students, donated by IVC Foundation President Brien Manning to Irvine Valley College; Computer Center equipment as displayed in attachment to be used for Desk Top Publishing, Graphics, and Windows software packages in the the Center, donated by IVC Foundation

President Brien Manning, to Irvine Valley College; Electrical Muscle Stimulation Unit to be used in the Fitness Center, donated by IVC Foundation President Brien Manning to Irvine Valley College; computer equipment and software ad displayed in attachment to be used for the production of the student newspaper, donated by IVC Foundation President Brien Manning to Irvine Valley College; and equipment and services for the construction of a control booth, extension of side stages, and related improvements to A301 to be used for the Forum For Theatre classes and productions for the public, donated by IVC Foundation President Brien Manning to Irvine Valley College.

CORRESPONDENCE

35. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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