

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

MEETING OF THE BOARD OF TRUSTEES
MAY 13, 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 Frogue

INVOCATION

Led by Student Trustee Gertz

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of April 22, 1996

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: Tim Gertz
Facilities Master Plan Overview
Academic Senate Review of the 1995-1996 Academic Year

PRIORITY

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. SCCD MASTER PLAN ACTION

It is recommended that the board approve the Saddleback Community College District Educational and Facilities Master Plan for Irvine Valley College and Saddleback College.

4. CONSOLIDATED ELECTIONS FOR MEMBERS OF GOVERNING BOARDS ACTION

It is recommended that the board approve Resolution 96-35 to notify the Orange County Department of Education of the consolidated election specifications as outlined.

INSTRUCTION AND STUDENT SERVICES

5. IRVINE VALLEY COLLEGE: AMERICAN PSYCHOLOGICAL ASSOCIATION CONFERENCE ACTION

It is recommended that the board approve the Psi Beta Club request for approval of travel to Toronto, Canada, and funds for six officers and two advisors to attend the American Psychological Association Conference at a total ASIVC cost not to exceed \$2,000.

6. IRVINE VALLEY COLLEGE: WORKSHOP ACTION

It is recommended that the board approve the workshop and personnel providing the training for the amount listed for the Microsoft Training Project.

7. IRVINE VALLEY COLLEGE: STAFF DEVELOPMENT/
CLASSIFIED IN-SERVICE DAY ACTION

It is recommended that the board approve the expenditure not to exceed \$650 to cover costs associated with IVC classified staff development activities.

8. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES
AGREEMENTS AND INDEPENDENT CONTRACTOR
AGREEMENTS ACTION

It is recommended that the board approve the Educational Services Agreements and Independent Contractor Agreements with:

- a. TOSHIBA AMERICA ELECTRONIC COMPONENTS,
INC.

for IVC to provide employee training in Supervisory Skills Training for \$150 per hour of training.

- b. CERADYNE, INC.

for IVC to provide employees with Microsoft Computer Training for \$180 per hour of training.

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

It is recommended that the board approve the IVC Community Education program, presenters, and compensation as indicated.

10. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS
WITH MARY AUVIL ACTION

It is recommended that the board approve the hiring of Ms. Mary Auvil for the preparation of the final reports at \$1,000 per report for the following grant projects:

- a. METHODS FOR DELIVERY OF NONTRADITIONAL INSTRUCTION FOR COMPUTER INFORMATION SCIENCE PROGRAMS PROJECT
- b. MODEL CURRICULUM FOR TELECOMMUNICATIONS PROGRAMS PROJECT
- c. PROFESSIONAL DEVELOPMENT IN BUSINESS EDUCATION PROJECT

11. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

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

- a. AMY SIROTT
to plan and facilitate the Microsoft Training workshops.
- b. CHRISTINE HALE
to edit the newsletter for the Tech Prep Educational Programs Project, Phase IV, grant in the amount of \$750.

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

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

13. IRVINE VALLEY COLLEGE: ATHLETIC EVENT ACTION

It is recommended that the board approve the Men's Basketball Southern California Sports Academy "O.C." Hoops Camp as a fundraising activity.

14. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTOR AGREEMENT ACTION

It is recommended that the board approve the expenditures in accordance with the Independent Contractor Agreement with RCS Information Services for the planning and facilitation of the Microsoft Training workshops.

15. IRVINE VALLEY COLLEGE: ADMINISTRATIVE RETREAT ACTION

It is recommended that the board approve the May 30-31, 1996, retreat at a cost not to exceed \$350 for the participants listed.

16. SADDLEBACK COLLEGE: FACULTY HIRING 1996-1997 ACTION

It is recommended that the board approve the announcement of and recruitment for five replacement full-time faculty positions, contingent upon funding, at Saddleback College for the 1996-1997 academic year.

17. SADDLEBACK COLLEGE: HONORARIA ACTION

It is recommended that the board approve/ratify payment of honoraria to:

a. DR. JAMES CORBETT

in the amount of \$75 for his presentation as part of the Emeritus Institute guest lecture series.

b. ELIZABETH STYFFE

in the amount of \$200 for her presentation to Nursing Program N151 Nursing Process students.

c. EARL BARNES AND THE NEW STRING QUARTET

in the amount of \$25 and \$400, respectively, for their presentations to theatre and music classes.

d. INDIVIDUALS LISTED

for the total among of \$1,425 for their participation in the Master Chorale concert and the Theatre Festival.

e. MANON ROBERTSHAW TRENT

in the amount of \$175 for her performance in the Trio Serena concert.

f. INDIVIDUALS LISTED

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

18. SADDLEBACK COLLEGE: GUEST SPEAKER ACTION

It is recommended that the board ratify Katherine Dettwyler's presentation, "Dancing Skeletons, Life and Death in West Afrika," on May 13 which will be open to the public.

19. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board authorize a guest artist contract with Jim Gamble Puppet Productions for two performances of "Hansel and Gretel" on September 21, 1996, at a cost not to exceed \$2,000.

20. SADDLEBACK COLLEGE: RHORC CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with:

- a. PATRICIA GREEN

to serve as a Coordinator of CNA testing for an amount not to exceed \$5,000.

- b. INDIVIDUALS LISTED

to serve as clinical evaluators, proctors, center assistants, and resident actors for an amount not to exceed \$500 per year.

21. SADDLEBACK COLLEGE: FACILITY AGREEMENT

It is recommended that the board approve the facilities agreement with North Orange County ROP as a testing site for Emergency Medical Technician Certificate testing.

22. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

23. IRVINE VALLEY COLLEGE: LEARNING RESOURCE CENTER PROJECT CHANGE ORDER ACTION

It is recommended that the board approve Change Order 3 increasing the construction contract by \$12,544 and extending the contract completion date by 19 days.

24. SADDLEBACK COLLEGE: SOIL/GROUNDWATER REMEDIATION PROJECT CHANGE ORDERS ACTION

It is recommended that the board approve Change Orders 1 and 2 increasing the contract by \$1,608 and \$1,620, respectively.

25. IRVINE VALLEY COLLEGE: NOTICE OF CATEGORICAL EXEMPTIONS FOR ARCHITECTURAL BARRIER REMOVAL AND LEARNING RESOURCE CENTER SECONDARY EFFECTS ACTION

It is recommended that the board declare the Architectural Barrier Removal and Learning Resource Center Secondary Effects to have no significant effect upon the environment and authorize the Chancellor to file a Notice of Categorical Exemption.

26. IRVINE VALLEY COLLEGE: NOTICE OF INTENT TO ADOPT NEGATIVE DECLARATION ACTION

It is recommended that the board adopt Resolution 96-31 and direct the publication of the Notice of Intention to Adopt Negative Declaration for the listed projects at IVC.

27. SADDLEBACK COLLEGE: NOTICE OF CATEGORICAL EXEMPTIONS FOR ARCHITECTURAL BARRIER REMOVAL ACTION

It is recommended that the board declare the Architectural Barrier Removal at Saddleback College to have no significant effect upon the environment and authorize the Chancellor to file a Notice of Categorical Exemption.

28. SADDLEBACK COLLEGE: NOTICE OF INTENT TO ADOPT NEGATIVE DECLARATION ACTION

It is recommended that the board adopt Resolution 96-32 and direct the publication of the Notice of Intention to Adopt Negative Declaration for the listed projects at Saddleback.

BUSINESS/FISCAL

ADJOURN TO SCCD FACILITIES CORPORATION MEETING

29. ADOPT RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING PREPARATION AND EXECUTION OF CERTAIN LEASE FINANCING DOCUMENTS FOR COPS FUNDING ACTION

It is recommended that the board adopt Resolution 96-14 approving the form and authorizing execution of the documents as delineated in the Resolution.

RECONVENE REGULAR BOARD MEETING

30. ADOPT RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS AND PUBLISHING OF OFFICIAL STATEMENT FOR COPS FUNDING ACTION

It is recommended that the board adopt Resolution 96-15 approving the form and authorizing execution of the documents as delineated in the resolution.

31. IRVINE VALLEY COLLEGE: AWARD OF BID FOR THREE YEAR CONTRACT FOR FOOD SERVICES AND COIN VENDING MACHINES ACTION

It is recommended that the board award Bid 207 for a three-year contract to Total Food Management to provide food services and coin vending machines services at IVC.

32. SADDLEBACK COMMUNITY COLLEGE DISTRICT: EXTENSION OF PRINTING OF 1996-1997 CLASS SCHEDULES ACTION

It is recommended that the board approve the extension of the contract with Trend Offset Print for printing class schedules.

33. CONSULTING AGREEMENT TO APPLY FOR FUNDING TO DEVELOP MASTER PLAN FOR TUSTIN MCAS ACTION
- It is recommended that the board retain Anne Morgan, CFRE, to write the application for funding to develop a master plan for a learning village at the Tustin MCAS, and authorize the Chancellor or Vice Chancellor, Fiscal Services, to sign the relevant consulting agreement.
34. MONTHLY FINANCIAL STATUS REPORT INFORMATION
- Information on the district's current financial status is provided for the board's review.
35. IRVINE VALLEY COLLEGE/SADDLEBACK COLLEGE: EXTENDED OPPORTUNITY PROGRAM AND SERVICES (EOPS) BUDGET AMENDMENT ACTION
- It is recommended that the board adopt resolution 96-33 to amend the 1995-1996 General Fund Restricted Budget by \$44,666 total.
36. TRANSFER OF BUDGET APPROPRIATIONS ACTION
- It is recommended that the board approve/ratify transfers of appropriations as delineated.
37. CLAIMS AGAINST THE DISTRICT ACTION
- It is recommended that the board deny claims by the following individuals, direct notification of claimants and referral to the district's insurance administrator for processing:
- a. JUDITH GUDEMAN
 - b. RICHARD D. MATURA
38. PAYMENT OF BILLS ACTION
- It is recommended that the board approve checks 69747 through 70460 totaling \$6,257,945.96; credit card purchases totaling \$3,197.87; Saddleback College Community Education checks 2898 through 2923 totaling \$14,550.75; and Irvine Valley College Community Education checks 4062 through 4135 totaling \$265, 492.70.

39. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 61748 through 62159 totaling \$1,752,467.46.

40. INFORMATION RESOURCES DEPARTMENT TEAM TRAINING ACTION

It is recommended that the board approve the team training as outlined at a cost not to exceed \$2,500.

41. DISTRICTWIDE CLASSIFIED LEADERSHIP PROFESSIONAL DEVELOPMENT RETREAT ACTION

It is recommended that the board approve the June 12, 1996, retreat and guest speakers at a cost not to exceed \$1,500.

42. AUTHORIZATION OF PAYMENT TO TRUSTEE ABSENT FROM BOARD MEETINGS ACTION

It is recommended that the board adopt Resolution 96-30 authorizing payment to Trustee Hueter who was absent from the April 15 and April 22, 1996, board meetings.

43. 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

44. 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

45. 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

46. GIFTS

ACTION

It is recommended that the board accept the following gifts: a Sanyo microwave oven to be used by the Learning Resource Center staff, donated by Dave Everett to IVC; fabric samples to be used for student projects in the Interior Design Department, donated by Jennifer Delany to Saddleback College; a sealskin coat to be added to the costume collection in the Clothing and Textiles Department, donated by Sherri Wolf to Saddleback College; and various hardback and paperback books, periodicals and records, as listed in Attachment 1 to be added to the Library collection, donated by those listed in Attachment 1 to Saddleback College.

CORRESPONDENCE

47. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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