

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

MEETING OF THE BOARD OF TRUSTEES

MAY 16, 1994
SSC 240, IRVINE VALLEY 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
Tustin Marine Base/JPA

Employee Negotiations
Public Employee Personnel Actions

RECONVENE OPEN SESSION - 7:30 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Walther

INVOCATION

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of April 25, 1994

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Swearing In of Student Trustee José Jesús Caballero
Resolution: Classified School Employees Week, May 15-21, 1994

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. IRVINE VALLEY COLLEGE: GRANT APPLICATION ACTION

It is recommended that the board approve the application for funds from the U.S. Department of the Interior, Geological Survey, for the grant entitled, "The Earthquake Potential on the Harper and Blackwater Faults, Eastern California Shear Zone."

3. BOARD POLICY 1510, NATIVE AMERICAN GRAVES AND REPATRIATION ACT REVIEW/STUDY

It is recommended that the board accept for review and study Board Policy 1510, Native American Graves and Repatriation Act.

4. INITIAL CONTRACT PROPOSAL FROM THE SCCD FACULTY ASSOCIATION ACCEPTANCE

It is recommended that the board accept the initial contract proposal from the Saddleback Community College District Faculty Association for the purpose of complying with Education Employment Relations Act.

INSTRUCTION AND STUDENT SERVICES

5. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES ACTION

It is recommended that the board approve the Educational Services Agreement with the Weider Nutrition Group, Inc., to conduct a study at the IVC Fitness Center on the effect of food supplements on individuals participating in a weight training program.

6. IRVINE VALLEY COLLEGE: CONSULTANTS ACTION

It is recommended that the board approve contracts in the amount of \$1,000 each with Ms. Mary Auvil for the preparation of the final reports to the state Chancellor's Office for the following grant projects:

- a. STAFF DEVELOPMENT FOR BUSINESS EDUCATORS PROJECT (FIRST YEAR)
- b. STAFF DEVELOPMENT FOR BUSINESS EDUCATORS PROJECT (SECOND YEAR)
- c. DISSEMINATION OF BUSINESS EDUCATION MODEL CURRICULUM, PHASE II

7. IRVINE VALLEY COLLEGE: WORKSHOPS/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.

8. CERTIFICATES OF ACHIEVEMENT ACTION

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

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

9. SADDLEBACK COLLEGE: RECOGNITION FOR GRANT RECIPIENTS INFORMATION

Information on the many grants received by the Division of Health Sciences and Human Services, and the faculty, consultants, and staff who dedicated time and effort to the grant projects is provided for the board's review.

10. SADDLEBACK COLLEGE: EMERITUS INSTITUTE PROGRAM INFORMATION

Information on the many successful Emeritus Institute programs is provided for the board's review

11. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

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

a. INDIVIDUALS LISTED

to serve as clinical evaluators, proctors, center assistants, and resident actors for the Regional Health Occupations Resource Center for an amount not to exceed \$5,000 each.

b. SOUTH ORANGE COUNTY COMMUNITY SERVICES COUNCIL

for identifying and funding community service activities for a fee not to exceed \$15,000.

12. SADDLEBACK COLLEGE: CHILD CARE FOR SUMMER STOCK ACTION

It is recommended that the board approve the Summer Stock child care program as outlined.

13. SADDLEBACK COLLEGE: HONORARIA ACTION

It is recommended that the board approve honoraria for the following:

a. ARTISTS AND CRAFTSPERSONS

in the amounts listed to produce Summer Stock 1994.

b. ELIZABETH STYFFE

in the amount of \$200 for her presentation to the Nursing Program N151 Nursing Process students on May 17.

14. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

It is recommended that the board approve guest artist contracts with the following:

a. INCA

for a single performance on Saturday, September 17, at a cost not to exceed \$1,800.

b. CHUCK BURNES

for a single performance on Saturday, May 21, at a cost not to exceed \$250.

15. SADDLEBACK COLLEGE: COMMUNITY EDUCATION PROGRAM, SUMMER 1994 ACTION

It is recommended that the board approve the Saddleback College Community Education presenters as outlined.

16. SADDLEBACK COLLEGE: EARLY START PROJECT CONSULTANT CONTRACT ACTION

It is recommended that the board approve payment for the workshop presentation by the National Conference on June 28-30, 1994.

17. SADDLEBACK COLLEGE: STAFF DEVELOPMENT MANAGEMENT RETREAT ACTION

It is recommended that the board approve the management retreat as outlined.

FACILITIES

18. FIVE-YEAR DEFERRED MAINTENANCE PLAN ACTION

It is recommended that the board approve submittal of the District's five-year maintenance plan to the State Chancellor's Office.

19. SADDLEBACK COLLEGE: ARCHITECT FOR MARQUEE AND CAMPUS ENTRY WORKING DRAWINGS ACTION

It is recommended that the board approve hiring RJM Design Group, Inc., Landscape Architects, to prepare working drawings and bid documents for a fixed fee of \$7,500 plus reimbursable expenses.

20. SADDLEBACK COLLEGE: STRUCTURAL ENGINEER FOR LIBRARY ROAD BRIDGE ACTION

It is recommended that the board approve the proposal of Martin, Chow & Nakabara, structural engineers, to provide evaluation, engineering design, plan check and construction administration on an hourly basis not to exceed \$8,000.

21. IRVINE VALLEY COLLEGE: HART GYMNASIUM ACTION

It is recommended that the board approve the following:

- a. CHANGE ORDER 11

increasing the contract by \$2,397.87 to \$3,425,481.27 with no extension to the contract completion date.

- b. SUBSTITUTION OF SUBCONTRACTOR

from Majestic Tile & Masonry to American Tile & Brick Veneer, Inc.

22. IRVINE VALLEY COLLEGE: INCREASE TO ARCHITECT'S FEE FOR LEARNING RESOURCES CENTER WORKING DRAWINGS ACTION

It is recommended that the board increase the fee as requested by Stockton/Jellison for the changes to the project's landscape design as requested by the college in the amount of \$2,496.

BUSINESS/FISCAL

23. BUDGET ALLOCATIONS FOR FY 1994-1995 ACTION

It is recommended that the board implement the recommendation contained in Exhibit B, and the allocation of funds using the approach displayed on pages 4 and 5 of Exhibit B for Fiscal Year 1994-1995, and the restriction of the use of funds as displayed in Exhibit C.

24. SADDLEBACK COMMUNITY COLLEGE DISTRICT:
AWARD OF AUCTION NO. 41, SURPLUS PROPERTY ACTION

It is recommended that the board approve the disposal of surplus property, Auction 41, and employ Champion Auctioneers to auction surplus property and "lost and found" merchandise.

25. SADDLEBACK COLLEGE: AWARD OF BID FOR FOOD
SERVICES AND COIN VENDING MACHINES ACTION

It is recommended that the board award Bid 920 for a five-year contract to Morrison's Hospitality Group to provide food services and coin vending machines services.

26. IRVINE VALLEY COLLEGE: RENEWAL OF BID 175 FOR
PRINTING OF COMMUNITY EDUCATION SCHEDULES ACTION

It is recommended that the board approve the renewal of Bid 175 for the printing of the fall, winter and spring 1994-1995 Community Education Schedules to Trend Offset Printing for a total amount of \$83,349.

27. SADDLEBACK COMMUNITY COLLEGE DISTRICT:
RENEWAL OF BID 167 FOR PRINTING AND BINDING OF
CLASS SCHEDULES ACTION

It is recommended that the board approve the renewal of Bid 167 for the printing and binding of class schedules to Trend Offset Printing for an amount not to exceed \$99,560 for IVC, and \$143,940 for Saddleback College.

28. SADDLEBACK COLLEGE: REJECTION OF BID 921 FOR PRINTING OF CLASS SCHEDULES ACTION

It is recommended that the board reject all bids submitted on Bid 921 for the printing and delivery of class schedules.

29. BUDGET AMENDMENTS ACTION

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

a. RESOLUTION 94-33, SADDLEBACK college PROJECT ASSIST/INTERNET

to amend the budget in the amount of \$5,700.

b. resolution 94-34, IRVINE VALLEY COLLEGE C.A.R.E. PROGRAM

to amend the budget in the amount of \$433.

c. RESOLUTION 94-35, DISTRICT STAFF DIVERSITY

to amend the budget in the amount of \$3,015.

30. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

31. CLAIM AGAINST THE DISTRICT: ALLSTATE INSURANCE FOR JANE ASBURY ACTION

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

32. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 26850 through 47179.

33. PAYMENT OF BILLS

ACTION

It is recommended that the board approve checks 47863 through 48531 totaling \$865,347.05; credit card purchases totaling \$2,389.99; Saddleback College Community Education checks 1460 through 1508 totaling \$32,818.74; and Irvine Valley College Community Education checks 2383 through 2418 totaling \$23,413.38.

34. SCCD PLANNING SEMINAR CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the one-day planning seminar by Ms. Linda Umbdenstock at Western Digital on June 8 with expenses not to exceed \$3,000.

35. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

It is recommended that the board approve the trustee's requests for travel and/or mileage as listed.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

36. 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

37. EMPLOYMENT AND STATUS CHANGE ACTION

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

- a. ACADEMIC PERSONNEL
- b. CLASSIFIED PERSONNEL

38. ORANGE COUNTY HUMAN RELATIONS COUNCIL REPORT: RECOMMENDATIONS FOR IMPROVING HUMAN RELATIONS REVIEW/STUDY

It is recommended that the board accept for review and study the Orange County Human Relations Council report.

GIFTS TO THE DISTRICT

39. GIFTS ACTION

It is recommended that the board accept the following gifts: various hardback and paperback books, audio and video cassette tapes and two checks totaling \$45 toward the purchase of books as listed on Attachment 1 to be added to the library

collection, donated by those listed on Attachment 1 to Saddleback College; one Panasonic laser printer to be used to print handouts and exams for Electronic Technology classes donated by Michael Swistak to Saddleback College; VGA Wonder video card, mouse and mouse pad to be used for instructional use with existing equipment, donated by Donald Busché to Saddleback College; and a Seismograph to be used for teaching Earth Science and Physical Geology, donated by ASIVC to Irvine Valley College.

CORRESPONDENCE

40. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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