

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., JUNE 7, 1993
LIBRARY 105
SADDLEBACK COLLEGE

AGENDA

CLOSED SESSION - 5:30 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of May 10, 1993

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Swearing In of Student Trustee Monica Mukai

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. GRANT APPLICATIONS

ACTION

It is recommended that the board approve the grant proposals as listed for:

a. SADDLEBACK COLLEGE

"Voc Ed Special Project: Consumer and Home Making Ed. - Multi-Cultural Outreach," "Voc Ed Special Project: Emergency Medical Technician Model Curriculum Test Plan," and "Voc Ed Special Project: Managed Care Supervisor Model," State Chancellor's Office.

b. IRVINE VALLEY COLLEGE

"Business Education Program Plan," "CAFE II (Computer Automated Flexible Environments for Manufacturing and Technology)," State Chancellor's Office; "Child Care Services," California Department of Education, Child Care Division; and "Tech Prep Education Programs II," VATEA, State Chancellors' Office.

c. DISTRICT

"1992-93 MIS Phase II Statewide Implementation - Collecting and Reporting Requirements," and 1992-93 MIS Phase II Statewide Implementation - Installation of E-Mail Communication System," State Chancellor's Office.

3. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCE

ACTION

It is recommended that the board accept the loan/grant award from the State Chancellor's Office in the amount of \$58,022 for the development of a Social Science Learning Laboratory and laboratory manuals.

c IRVINE VALLEY COLLEGE: JAMES ROTONDO

to teach the Novell Service & Support class for a fee of \$5,000.

8. SADDLEBACK COLLEGE: GUEST SPEAKER ACTION

It is recommended that the board ratify the presentation by Judge James P. Gray to Sociology students on May 11, 1993, on the topic of "Legalization of Drugs" at no charge.

9. SADDLEBACK COLLEGE: SUMMER STOCK HONORARIA ACTION

It is recommended that the board approve the honoraria for payment to the Saddleback Company Theatre Artists and Craftspersons as presented.

10. IRVINE VALLEY COLLEGE: THEATRE DEPARTMENT EVENTS EXPENDITURES ACTION

It is recommended that the board approve expenditures for the 1993 Fall production of The Hostage and student one-act productions as shown.

11. SADDLEBACK COLLEGE: 1993-1994 ADDITIONAL AND REVISED FEES ACTION

It is recommended that the board approve the additional and revised fees as presented.

12. IRVINE VALLEY COLLEGE: CONSOLIDATION OF STUDENT INSTRUCTIONAL MATERIALS FEES ACTION

It is recommended that the board approve the establishment of a baseline instructional materials fee of \$1 per weekly student contact hour across the curriculum, with individual course fees approved at higher levels as itemized.

13. SADDLEBACK COLLEGE: CONSOLIDATION OF STUDENT ACTION
INSTRUCTIONAL MATERIALS FEES

It is recommended that the board approve the establishment of a baseline instructional materials fee of \$1 per weekly student contact hour across the curriculum at Saddleback College.

14. CHILD DEVELOPMENT CENTER FEES ACTION

It is recommended that the board approve the Child Development Center fees as listed for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

15. IRVINE VALLEY COLLEGE: CHILD CARE CENTER ACTION
LICENSE DESIGNEE

It is recommended that the board designate Mary McDonough, IVC Child Care Center Director, as the authorized person to attend licensing orientation sessions, represent the facility, and accept licensing reports.

16. IRVINE VALLEY COLLEGE: 1993-1994 ADDITIONAL ACTION
CURRICULUM

It is recommended that the board approve the proposed additional curriculum for implementation as listed.

17. CERTIFICATES OF ACHIEVEMENT ACTION

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

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

FACILITIES

18. SADDLEBACK COLLEGE: REPLACEMENT OF UNDERGROUND ELECTRICAL FEEDER CABLE ACTION

It is recommended that the board approve entering into a consultant agreement with Moraes/Pham & Associates to prepare plans and specifications for a fee not to exceed \$6,280.

19. SADDLEBACK COLLEGE: SUBSTITUTION OF THE ELECTRICAL SUBCONTRACTOR, CHEMICAL STORAGE FACILITY ACTION

It is recommended that the board approve the substitution of the electrical subcontractor, Montelli Electrical, by VSE Electrical Contractors for the construction of the Chemical Storage Facility.

20. IRVINE VALLEY COLLEGE: ACCEPT AS COMPLETE/FILE NOTICE OF COMPLETION, BUILDING A100 HEAT PUMP SYSTEM ACTION

It is recommended that the board accept the project to replace the heat pump system in Building A100 as complete and authorize filing a Notice of Completion with the County of Orange.

21. IRVINE VALLEY COLLEGE: CHANGE ORDERS ACTION

It is recommended that the board approve the following:

- a. CHANGE ORDER 8, CHILD DEVELOPMENT CENTER

to amend the contract by \$1,576.15 to \$1,566,599.23 and add fifteen days to project completion date.

- b. CHANGE ORDER 3, HART GYMNASIUM

to amend the contract by \$24,883.26 to \$3,359,152.19 with no change to project completion date.

BUSINESS/FISCAL

22. DISTRICT: AWARD OF BIDS

ACTION

It is recommended that the board approve award of the following bids:

a. BID 167, PRINTING OF 1993/1993 CLASS SCHEDULES

for production of the Fall 1993, Spring 1994, and Summer 1994 class schedules to Trend Offset Printing for Saddleback College for the base amount of \$138,499.63, and for Irvine Valley College for the base amount of \$96,343.13 with an option for an additional two years in one-year increments.

b. BID 168, UPGRADE OF HVAC CHILLER CONTROLS

for upgrading the air conditioning chiller controls in the Central Plant at Saddleback College to Carrier Corporation for \$20,022.

c. BID 169, LEASE/PURCHASE OF I.S.S. TRAILERS

for three trailers to WMI/Modulaire for a total of \$55,963.96 with financing to be made through a three-year lease/purchase with Public Leasing Corporation.

d. BID 170, PAVEMENT REHABILITATION

to Paving & Sealing, Inc., for the unit prices as listed but not to exceed \$200,000.

23. PRELIMINARY BUDGET DETAILED REPORT

INFORMATION

A detailed explanation of the components of the 1993/1994 budget is provided for the board's information.

24. CONTRACT FOR ARBITRAGE AND REBATE ACTION
CALCULATION

It is recommended that the board approve the agreement with Ernst and Young to perform the District's computation for rebate of excess investment earnings for the period commencing August 1, 1992, to August 1, 1996, inclusive, at a cost of \$3,000 plus out-of-pocket expenses for the initial calculation, and at a cost not to exceed \$2,500 plus out of pocket expenses for the additional calculations.

25. VENDOR PARTICIPATION/DISTRICT SERVICES ACTION
WOMEN'S SELF-DEFENSE CLASSES

It is recommended that the board approve participation of Protect Yourself Products, Quorum International, and Champion Marshall Arts Supply at the District Services Self-Defense Classes on June 9 and 14, 1993.

26. TRUSTEE REQUEST TO ATTEND CONFERENCES AND ACTION
MEETINGS

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

27. BUDGET AMENDMENT: EXTENDED OPPORTUNITIES ACTION
PROGRAMS AND SERVICES

It is recommended that the board adopt Resolution 93-39 to amend the 1992-1993 General Fund Restricted Budget in the amount of \$39,130.

28. APPROPRIATIONS LIMIT FOR 1993-1994 ACTION

It is recommended that the board establish an appropriations limit of \$80,652,817 for fiscal year 1993-1994 by adopting the attached Resolution 93-40 as presented.

29. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

30. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 39902 through 40279 totaling \$929,177.74.

31. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 38017 through 38766 totaling \$1,817,105.51; credit card purchases totaling \$2,466.50; Saddleback College Community Education checks 3736 through 3793 totaling \$82,399.88; and Irvine Valley Education checks 4189 through 4253 totaling \$208,732.75.

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.

34. ELECTION OF MEDICARE COVERAGE ACTION

It is recommended that the board adopt Resolution 93-40 for the purpose of conducting a Medicare election for those members of the State Teachers' Retirement System hired in the Saddleback Community College District prior to April 1, 1986, and appoint Linda Kroner, Vice Chancellor, Human Resources, as the Local Division Officer to conduct the election on behalf of the District.

GIFTS TO THE DISTRICT

35. GIFTS ACTION

It is recommended that the board accept the following gifts: one Bichromatic Analyzer to be used for demonstrations purposes for Medical Assisting Program lab classes, donated by Harry Press Memorial Foundation to Saddleback College; one ALR 386 Computer to be used in the Office of Vocational Education, donated by Don Busché to Saddleback College; Personal Computer, IBM Compatible 286 with monochrome monitor and keyboard and 40 MB HD and 640K Ram to be used by students and instructors in the Information Management Center, donated by Sean T. Bradley to Saddleback College; Central Processing Unit and Digitcomp

Computer to be used in the Liberal Arts Division, donated by Ron Albright to Saddleback College; plywood, PVC, and letters which were used to build the form to make a sign for the construction area which reads "Concrete Construction Class of '93," donated by Gene Goble, Letters and Logos Sign Company, to Saddleback College; 23 books as listed in attachment to be added to the Library collection, donated by Dr. Richard Sneed to Irvine Valley College; instrumentation (Powder Xray Distraction) for use in teaching Physical Geology and Minerology and in various Physics labs, donated by Vetter Research to Irvine Valley College; one Samsung Monitor, one Epson Printer, and miscellaneous computer parts to be used in the Music Department for instructional software, donated by Harri Wolf to Irvine Valley College; one Samsung Monitor, one Epson Printer, and miscellaneous computer parts to be used in the Music Department for instructional software, donated by Bill Caradonna to Irvine Valley College; \$50 cash to be used for the purchase of music for the summer band program, donated by Paula Sanchez to Irvine Valley College; sheet music entitled "Director March" by F.E. Bigelow to be used by students in the Symphonic Wind Ensemble, donated by Charles Conner to Irvine Valley College; and 35 books as listed in attachment to be added to the Library collection, donated by Mrs. George (Edo) Hoke to Irvine Valley College.

CORRESPONDENCE

36. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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