

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

MEETING OF THE BOARD OF TRUSTEES
JUNE 16, 1996
LIBRARY 105, SADDLEBACK COLLEGE
CALL TO ORDER FOLLOWED BY CLOSED SESSION: 5:00 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 Hueter

INVOCATION

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of May 13, 1996

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Report on the Orange County Economic Advancement Project:
Donald Busché, Dean of Academic and Physical Support
Services and Vocational Education, Saddleback College
Nick Kremer, Dean of Economic Development, IVC
Diane Riopka, Director, District Public Information

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. IRVINE VALLEY COLLEGE: GRANT APPLICATION ACTION

It is recommended that the board approve IVC's application for funding from the State Chancellor's Office for the grant project entitled "Centers for Applied Competitive Technologies."

4. SADDLEBACK COLLEGE: ACCEPTANCE OF GRANT AWARD ACTION

It is recommended that the board accept the award of \$46,500 from the Helene Fuld Health Trust.

5. BOARD POLICY 4000.2, DIGITAL INFORMATION NETWORK: ACCEPTABLE USE POLICY REVIEW/STUDY

It is recommended that the board accept for review and study newly proposed Board Policy 4000.2, Digital Information Network: Acceptable Use Policy.

6. FALL 1996 FACULTY WORKLOADS INFORMATION

Information on the 1996 faculty workloads reported by colleges administrators is provided for the board's review.

7. REVISED ASSOCIATE/PART-TIME FACULTY EMPLOYMENT PROCEDURES ACTION

It is recommended that the board approve the revised Associate/Part-Time Faculty Hiring Procedures.

8. REVISED MAP OF REARRANGED TRUSTEE AREA BOUNDARIES AND RESOLUTION TO COUNTY COMMITTEE ON SCHOOLS ACTION

It is recommended that the board rescind Resolution 95-33, approve the corrected map of rearranged trustee areas, and adopt Resolution 96-39 requesting the Orange County Committee on School District Organization to study the revised map, call and conduct a hearing, and, if the document meets the Committee's approval, approve the map to be in effect for the November 5, 1996, biennial election for governing board members.

INSTRUCTION AND STUDENT SERVICES

9. IRVINE VALLEY COLLEGE: HEALTH AND WELLNESS CENTER EVENTS ACTION

It is recommended that the board approve the Health and Wellness Center Health Education Program events and authorize the purchase of required items to support these events and activities in an amount not to exceed \$1,925.

10. IRVINE VALLEY COLLEGE: ALL COLLEGE BARBECUE ACTION

It is recommended that the board ratify the expenditure not to exceed \$250 to cover cost associated with the IVC all-college barbecue on May 24.

11. IRVINE VALLEY COLLEGE: INSTRUCTIONAL MATERIALS ACTION FEES

It is recommended that the board approve the individual course fees as itemized.

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

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

13. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with:

- a. PATRICK FENTON

to provide facilitation and training services for the Microsoft Training workshops for a fee of \$500 per day.

- b. MARY AUVIL

to prepare the final report for the Statewide Business Education Advisory Committee Project for the amount of \$1,000.

- c. KARL HOMA

to provide facilitation and training services for the Professional Development in Business Education Project workshop.

14. IRVINE VALLEY COLLEGE: AGREEMENT ACTION

It is recommended that the board approve the agreement with Westcon Services to provide computer training to Business Education faculty statewide through the Professional Development in Business Education project at IVC and authorize the Vice Chancellor of Fiscal Services to sign the agreement.

15. SADDLEBACK COLLEGE: STAFF DEVELOPMENT ACTION
MANAGEMENT RETREAT

It is recommended that the board approve the management retreat on August 9 at Dana Point at an estimated cost of \$2,000.

16. SADDLEBACK COLLEGE: HONORARIA ACTION

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

a. SADDLEBACK CIVIC LIGHT OPERA ARTISTS AND CRAFTSPERSONS

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

b. JIM LORIGAN

to present a printing lecture/workshop to students for the amount of \$250.

17. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

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

a. LEONID HAMBRO

for a single piano performance on September 14, 1996, for a fee not to exceed \$5,000.

b. LEWITZKY DANCE COMPANY

for a single performance on April 5, 1997, at a cost of \$7,000.

18. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with:

a. KENNETH MILLER, M.D.

to direct the Paramedic Training Program for the 1996-1997 year for a fee of \$17,500 plus travel expenses.

b. JOANNE GRAY AND DONNA BECK

to serve as RHORC Project Coordinator for an amount not to exceed \$70,000, and to serve as a consultant for the amount not to exceed \$30,000, respectively.

c. THE NATIONAL CONFERENCE

to provide a workshop for Early Start Project participants for an amount not to exceed \$1,700.

d. RICHARD LUCAS

to assist in rewriting the Constitution and Bylaws of the Academic Senate at a cost of \$50 per hour, not to exceed \$650.

19. SADDLEBACK COLLEGE: OUT OF COUNTRY STUDENT TRAVEL ACTION

It is recommended that the board approve the travel by six students and one advisor to the site study and dig in La Venta, Mexico, in July for an amount not to exceed \$6,000.

20. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

21. IRVINE VALLEY COLLEGE: CHANGE ORDER FOR SOLAR PANEL REMOVAL/REROOFING PROJECT ACTION

It is recommended that the board approve Change Order 1 increasing the contract by \$750 to \$29,450.

22. SADDLEBACK COLLEGE: APPROVAL OF CHANGE ORDERS AND AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR CENTRIFUGAL CHILLERS PROJECT ACTION

It is recommended that the board approve change orders 1, 3, 6, 7 and 9, accept the project as complete and authorize the filing of a Notice of Completion.

23. SCCD: GOLF DRIVING RANGE NETTING EXTENSION PROJECT ACTION

It is recommended that the board approve the following:

- a. CHANGE ORDER 1

increasing the contract by \$11,195 and 16 days extension to the project completion date.

- b. ACCEPT AS COMPLETE/FILE NOTICE OF COMPLETION

with the County of Orange.

24. SCCD: ORDER OF PRIORITY AND SCHEDULE OF FUNDS FOR 1998-2002 FIVE YEAR CONSTRUCTION PLAN ACTION

It is recommended that the board accept for review and study the proposed District Order of Priority and Schedule of Funds for the 1998-2002 Five Year Construction Plan.

BUSINESS/FISCAL

25. APPROPRIATIONS LIMIT FOR 1996-1997 (GANN LIMIT) ACTION

It is recommended that the board adopt Resolution 96-38 establishing the required state constitutional appropriations limit for fiscal year 1996-1997 for SCCD.

26. 1996-1997 TENTATIVE BUDGET ACTION

It is recommended that the board adopt the 1996-1997 Tentative Budget and establish August 19, 1996, as the Saddleback College campus as the date and place of the public hearing for the Final FY 1996-1997 budget.

27. SCCD: RESOLUTION TO IMPLEMENT PERS "GOLDEN HANDSHAKE" FOR THE 1996-1997 YEAR ACTION

It is recommended that the board approve Resolution 96-40 in order to implement the PERS "Golden Shake" program.

28. AWARD OF BIDS ACTION

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

a. SCCD: BID 202, PRESORTED MAIL SERVICE

to Master-Sort, Inc., for .45 cents per piece and enter into a five-year contract from July 1, 1996, and ending on June 30, 2001.

b. SCCD: BID 205, JANITORIAL SUPPLIES

to the vendors listed for a total amount of \$72,459.26.

c. SADDLEBACK COLLEGE/IVC: BID 206, STRUCTURED CABLING SYSTEM

to Sim J. Harris Company in the amount of \$697,000.

29. SCCD: RENEWAL OF CONTRACT FOR REMOVAL OF HAZARDOUS WASTE ACTION

It is recommended that the board renew the contract with Advanced Environmental Technical Services for the removal of hazardous waste for the fiscal year 1996-1997.

30. VOLUNTARY SUPPLEMENTAL GROUP TERM LIFE INSURANCE ACTION

It is recommended that the board authorize payroll deductions for the Voluntary/Supplemental Group Term Life Insurance Plan provided through Transamerical Assurance Company.

31. TRANSFER OF APPROPRIATIONS AT CLOSE OF FISCAL YEAR 1995-1996 ACTION

It is recommended that the board approve Resolution 96-37 authorizing the County Department of Education to make necessary year-end budget transfers to permit payment of obligations of the district incurred during the 1995-1996 fiscal year and to balance cumulative expenditures within budgets.

32. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

33. BUDGET AMENDMENT: FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) GRANT ACTION

It is recommended that the board adopt Resolution 96-36 to amend the 1995-1996 Capital Outlay Budget.

34. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 70478 through 72011 totaling \$4,718,110.89; credit card purchases totaling \$9,637.60; Saddleback College Community Education checks 2927 through 2950 totaling \$83,085.94; and IVC Community Education checks 4139 through 4230 totaling \$91,762.58.

35. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 62160 through 63202 totaling \$999,507.03.

36. CONTRACTED SERVICES WITH GARTNER GROUP ACTION

It is recommended that the board approve additional services from the Gartner Group through July 31, 1996, at a cost not to exceed \$12,725.00.

37. CONSULTANT CONTRACT WITH SCHOOL SERVICES OF CALIFORNIA, INC. ACTION

It is recommended that the board approve the legislative monitoring and reporting service contract with School Services of California, Inc., in the amount of \$3,420 for the 1996-1997 academic year.

38. 1996 SUMMER RETREAT FOR DISTRICT SERVICES STAFF DEVELOPMENT COMMITTEE ACTION

It is recommended that the board approve the District Services Staff Development Advisory Committee's 1996 Summer Retreat on Thursday, August 1, 1996, with expenses not to exceed \$800.

39. APPROVAL OF TRUSTEES' REQUESTS TO ATTEND
CONFERENCES/MEETINGS AND/OR LOCAL MILEAGE

ACTION

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

SPECIAL REPORTS

40. 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

41. 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

42. GIFTS ACTION

It is recommended that the board accept the following gifts: various books to be added to the Library collection as listed on Attachment 1, donated by Ana Maria Cobos to IVC; one hard cover and three paperback books and a Berlitz French cassette course to be added to the Library collection, donated by Riva Combs to IVC; one 15-gallon bottle tree, eight 5-gallon Indian hawthornes, and three 5-gallon hibiscus trees for campus landscaping, donated by Debra and Daniel Larios to IVC; a new Sears 5-horse power rear-tine rototiller to be used for maintenance of grounds, donated by Debra and Daniel Larios to IVC; one Onkyo Compact Disc Player to be used for the playback of music during campus and community-wide events supported by IVC's Media Services, donated by Michael Ontiveros to IVC; various clothing, suits and shoes to be used in theatrical productions, donated by Carol Norrell to Saddleback College; a satellite dish/receiver/power supply, and a color video projection system to be used in the Astronomy classrooms, donated by Joe Torre to Saddleback College; and two Glucometer Elite portable machines that measure blood sugar to be used in the Skills Lab, donated by Cynthia Davis to Saddleback College.

CORRESPONDENCE

43. CORRESPONDENCE INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT