

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., JUNE 21, 1993
LIBRARY 105
SADDLEBACK COLLEGE

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Walther

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of June 7, 1993

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. BOARD POLICIES ON CAMPUS SAFETY: 4000.7, 4055, AND 4314 ACTION

It is recommended that the board accept for approval the following Board Policies: BP 4000.7, Campus Safety and Security Department; BP 4055, Access to College Facilities During Non-Business Hours; and the deletion of BP 4314, Access to College Facilities During Non-Business Hours.

3. BOARD POLICY 4082, HEALTH AND MEDICAL BENEFITS FOR ADMINISTRATIVE AND CLASSIFIED LEADERSHIP EMPLOYEES WHILE ON LEAVE ACTION

It is recommended that the board accept for approval Board Policy 4082, Health and Medical Benefits for Administrative and Classified Leadership Employees While on Leave.

INSTRUCTION AND STUDENT SERVICES

4. COURSE INSTRUCTIONAL FEES ACTION

It is recommended that the board approve the revised instructional fees for 1993-1994 as presented by:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

5. 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 presented.

6. SADDLEBACK COLLEGE: STAFF DEVELOPMENT COMPUTER WORKSHOP ACTION

It is recommended that the board approve the computer training workshop in Windows Applications to be conducted by New Horizons Computer Learning Center for ten faculty on June 25, 1993, and July 9, 1993, at a cost of \$1,500.

7. IRVINE VALLEY COLLEGE: CLASSIFIED RETREAT ACTION

It is recommended that the board approve the July 21 IVC Classified Retreat at a cost not to exceed \$2,800.

8. SADDLEBACK COLLEGE: CONSULTANT CONTRACT AGREEMENT ACTION

It is recommended that the board approve the consultant agreement with Rex Tyner for a total cost not to exceed \$15,474 for services rendered to Saddleback College in administering the duties as specified for the period from July 1, 1993, to June 30, 1994.

9. SADDLEBACK COLLEGE: OPTION TO RENEW CONTRACT FOR COSMETOLOGY AND MANICURIST INSTRUCTION ACTION

It is recommended that the board renew the Cosmetology and Manicurist vocational education instruction contracts for one additional year commencing July 1, 1993, and ending June 30, 1994.

10. SADDLEBACK COLLEGE: PSYCHIATRIC TECHNICIAN APPRENTICESHIP TRAINING PROGRAM ACTION

It is recommended that the board grant acceptance of the Psychiatric Technician Apprenticeship Training Program with Fairview Developmental Center in the amount of \$20,000.

11. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve the Educational Services Agreement with LCP International Institute in the amount of \$13,905 for Irvine Valley Colleges to offer Calculus and Psychology to selected students.

12. IRVINE VALLEY COLLEGE: FOUNDATION FUNDRAISER ACTION

It is recommended that the board approve the Hart Gymnasium engraved bricks/tiles fundraiser to benefit the IVC Lasers Booster Club.

FACILITIES

13. IRVINE VALLEY COLLEGE: CHANGE ORDER 9, CHILD DEVELOPMENT CENTER ACTION

It is recommended that the board approve Change Order 9 increasing the contract by \$220.68 to \$1,566,819.91 with no extension to the project completion date.

BUSINESS/FISCAL

14. SADDLEBACK COMMUNITY COLLEGE DISTRICT: AWARD OF BID FOR BOTTLED WATER ACTION

It is recommended that the board award Bid 166 for a five-year contract for bottled water to Arrowhead Water Company.

15. 1993-1994 TENTATIVE BUDGET ACTION

It is recommended that the board adopt the 1993-1994 Tentative Budget as presented and establish August 23, 1993, at Saddleback College campus as the date and place of the public hearing for the Final 1993-1994 Budget.

16. AGREEMENT WITH ORANGE COUNTY TEACHERS FEDERAL CREDIT UNION TO PROVIDE ATM MACHINES ACTION

It is recommended that the board approve the agreement with the Orange County Teachers Federal Credit Union to install an automated teller machine at each college.

17. WORKERS' COMPENSATION CLAIMS ADMINISTRATION CONTRACT EXTENSION ACTION

It is recommended that the board approve the extension of the agreement with Keenan & Associates to perform claims administration services for the period beginning July 1, 1993, at a rate of \$.105 per audited payroll.

18. SUBSTITUTION OF CONTRACTOR: ARBITRAGE AND REBATE CALCULATIONS ACTION

It is recommended that the board approve the substitution of Ernst & Young to provide the necessary computation of arbitrage and rebate calculation relating to the \$22,485,000 Capital Construction Refinancing Project Certificates of Participation at the same contract terms as agreed upon with Jones Hall Hill and White, for the remainder of the term through FY 1993-1994.

19. INCREMENTAL PROPERTY TAX REVENUES: AMENDMENT 1, CITY OF SANTA ANA SOUTH MAIL STREET REDEVELOPMENT PLAN ACTION

It is recommended that the board adopt Resolution 93-42 electing to receive the District's share of the first 2% of the annual increase in the assessed valuation of the incremental property tax revenues as provided for by Section 33676 of the California Health and Safety Code.

20. SADDLEBACK COMMUNITY COLLEGE DISTRICT: CONSULTANT CONTRACT FOR COMPUTERIZED DISTRICT FISCAL SYSTEMS ACTION

It is recommended that the board approve a consulting agreement with California System Design, Inc., to provide specialized technical assistance in the continuing implementation of the District's fiscal systems covering the period June 22, 1993, through December 31, 1993, at a cost not to exceed \$25,000.

21. BOARD OF TRUSTEES RETREAT ACTION

It is recommended that the board approve a retreat on trusteeship to be conducted by Dr. David Viar on July 15, 1993, at the UCI University Club, University of California, Irvine, at a cost not to exceed \$450.

22. TRANSFER OF APPROPRIATIONS AT CLOSE OF FISCAL YEAR ACTION

It is recommended that the board approve Resolution 93-43 authorizing the County Department of Education to make necessary year-end budget transfers to permit payment of obligations of the District incurred during the 1992-1993 fiscal year and to balance cumulative expenditures within budgets.

23. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

24. AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIPS 1993-1994 ACTION

It is recommended that the board approve the 1993-1994 memberships and estimated dues for the organizations represented.

25. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 40280 through 40419 totaling \$599,138.99.

26. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 38767 through 39156 totaling \$1,152,000.01; credit card purchases totaling \$645.13; Saddleback College Community Education checks 3797 through 3841 totaling \$10,693.22; and Irvine Valley College Community Education checks 4257 through 4308 totaling \$45,828.51.

27. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

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

28. 1993 DISTRICTWIDE CLASSIFIED LEADERSHIP RETREAT ACTION

It is recommended that the board approve the 1993 Districtwide Classified Leadership Retreat at Irvine Valley College on June 24, 1993, at a cost not to exceed \$1,000.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

29. 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

30. 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.

31. CHANCELLOR SEARCH COMMITTEE ACTION

It is recommended that the board adopt a Chancellor Search Committee with the composition to include 4 faculty (2 IVC Academic Senate appointees and 2 Saddleback College Academic Senate appointees), 3 classified staff members (1 each from IVC, Saddleback College, and District Services), 3 administrators (1 each from IVC, Saddleback College, and the District), 1 community representative (Foundation), 1 Faculty Association representative, 1 CSEA representative, the Vice Chancellor of Fiscal Services (nonvoting), the student trustee, 1 Classified Leadership representative, and that Linda Newell, Director of Affirmative Action Programs, be appointed Affirmative Action Representative to the committee.

GIFTS TO THE DISTRICT

32. GIFTS ACTION

It is recommended that the board accept the following gifts: 2,060 VHS video tapes to used for the A/V Department's tape supply for copying, recording teleconferences and other licensed programming, donated anonymously to Saddleback College; various computer parts (AT computer - CPU only) to be used for replacement of parts and/or equipment repair, donated by The Lakes to Irvine Valley College; various computer parts (four 256k Simms for Macintosh computers) to be used for replacement of parts and/or equipment repair, donated by Sharon Mutschler to Irvine Valley College;

various computer parts (XT Computer, monitor, keyboard) to be used for replacement of parts and/or equipment repair, donated by Crystal K. Hamblin to Irvine Valley College; various computer parts (color monitor, video controller) to be used for replacement of parts and/or equipment repair, donated by John Barton to Irvine Valley College; various computer parts (XT computer, monitor, keyboard) to be used for replacement of parts and/or equipment repair, donated by Jan Parsel to Irvine Valley College; computer equipment as displayed in attachment to be used to update existing computer lab equipment, donated by ALSYS, Inc. to Irvine Valley College; and photography equipment as displayed in attachment to be used in the Photography class, donated by IVC Foundation to Irvine Valley College.

CORRESPONDENCE

33. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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