

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

MEETING OF THE BOARD OF TRUSTEES
JULY 11, 1994
LIBRARY 105, SADDLEBACK COLLEGE
CLOSED SESSION: 6:00 P.M.
OPEN SESSION: 7:30 P.M.

AGENDA

CALL TO ORDER

ADJOURN TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Potential District Relocation - Land Lease/Purchase Negotiations
Potential Land Acquisition - Tustin Marine Base
Employee Negotiations
Public Employee Personnel Actions

RECONVENE OPEN SESSION - 7:30 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Williams

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of June 20, 1994

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. SADDLEBACK COLLEGE: ACCEPTANCE OF GRANT AWARDS ACTION

It is recommended that the board accept funding from the State Chancellor's Office for the following grant projects:

- a. CURRICULUM REVISION IN BUSINESS EDUCATION

in the amount of \$49,435.

- b. GENERATIONS OF THE PAST, PRESENT AND FUTURE

in the amount of \$10,863.

- c. REGIONAL HEALTH OCCUPATION RESOURCE CENTER

in the amount of \$83,350.

INSTRUCTION AND STUDENT SERVICES

3. IRVINE VALLEY COLLEGE: STAFF DEVELOPMENT/ IN-SERVICE WEEK ACTION

It is recommended that the board approve the expenditure not to exceed \$2,150 to cover cost associated with the Staff Development/In-Service week.

4. IRVINE VALLEY COLLEGE: CHILD CARE FEE SCHEDULE ACTION

It is recommended that the board approve the 1994-1995 IVC Child Care Fee Schedule.

5. IRVINE VALLEY COLLEGE: MUSIC DEPARTMENT INTERVIEWS - GUEST ARTISTS ACTION

It is recommended that the board approve the expenditures for hiring guest artists to participate in the Music Department instructor interviews as indicated.

6. IRVINE VALLEY COLLEGE: SUMMER POPS CONCERTS ACTION

It is recommended that the board approve the IVC Summer Pops Concerts performances and expenditures as indicated.

7. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements for the 21 Irvine and Tustin Unified School Districts instructors to complete the curriculum development necessary to meet the obligation of the Tech Prep Education Project, Phase III grant.

8. SADDLEBACK COLLEGE: STAFF DEVELOPMENT MANAGEMENT RETREAT ACTION

It is recommended that the board approve the honoraria in the amount of \$2,350 plus expenses for W. C. Shepherd & Associates as outlined for their services in conducting a two-day leadership training session on August 11 and 12.

9. SADDLEBACK COLLEGE: COMMUNITY EDUCATION MOTORCYCLE TRAINING PROGRAM ACTION

It is recommended that the board approve the contract with the California Motorcycle Safety Program for the Saddleback College Community Education program as described.

10. SADDLEBACK COLLEGE: SUMMER STOCK HONORARIA ACTION

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

11. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

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

a. COAST BALLET THEATRE OF ORANGE COUNTY

for six performances in December at a cost not to exceed \$7,000.

b. PERIWINKLE PRODUCTIONS

for a single performance of An Evening of Comedy and Magic on November 19 at a cost not to exceed \$6,500.

c. SRO ARTISTS, INC.

for a single performance of the Chinese Magic Revue on October 14 at a cost not to exceed \$5,500.

d. TRADITIONAL ARTS SERVICES

for a single performance of Queen Ida and her Zydeco Band on June 10, 1995, at a cost not to exceed \$9,500.

e. SANDY OWEN, PIANIST

for a single performance on October 15 at a cost not to exceed \$3,000.

12. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

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

a. MARTIN OGLE, M.D.

to serve as Medical Director for the Paramedic Training Program for the 1994-1995 fiscal year for a fee not to exceed \$17,500 plus travel expenses.

b. JOANNE GRAY

to serve as Project Coordinator for the Regional Health Occupation Resource Center for an amount not to exceed \$35,000.

c. EVALUATION AND TRAINING INSTITUTE

to conduct activities associated with the VATEA Curriculum Development grant project for an amount not to exceed \$46,500.

13. SADDLEBACK COLLEGE: 1994-1995 ADDITIONAL AND REVISED FEES ACTION

It is recommended that the board approve the additional and revised instructional fees for 1994-1995 as shown.

14. SADDLEBACK COLLEGE: COMMUNITY EDUCATION PROGRAM - FALL 1994 ACTION

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

15. SADDLEBACK COLLEGE: ASSOCIATED STUDENT GOVERNMENT RETREAT SPEAKERS ACTION

It is recommended that the board approve the guest speakers as listed for their presentations at the ASG Leadership Conference on August 15, 16, and 17.

16. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

17. SADDLEBACK COLLEGE: ARCHITECTURAL AND ENGINEERING SERVICES FOR REMOVAL OF FUEL STORAGE TANKS ACTION

It is recommended that the board approve a contract with Peyo & Associates, Inc., to provide architectural and engineering services for removal of fuel storage tanks at a cost of \$5,000.

18. SADDLEBACK COLLEGE: NOTICE OF COMPLETION FOR ACTION
UPGRADE OF AIR CONDITIONING CHILLER PROJECT

It is recommended that the board accept the air conditioning chiller upgrade project as complete, authorize the filing of a Notice of Completion with the county and the release of retention 35 days after filing the Notice.

19. SADDLEBACK COLLEGE: INSPECTION SERVICES FOR ACTION
RESTORATION OF THE SLOPE AT THE AVERY ENTRANCE

It is recommended that the board approve hiring John Patric Brown Inspection to provide inspection services for the project to restore the slope at the Avery entrance at a cost of \$1,000.

20. SADDLEBACK COLLEGE: CONSULTANT TO PROVIDE ACTION
CONSTRUCTION DOCUMENTS/CONSTRUCTION
ENGINEERING FOR SERFICAL SLOPE FAILURE REHABIL-
ITATION ON NORTH SIDE OF AVERY ENTRANCE

It is recommended that the board approve a contract with BSI Consultants to prepare construction documents and provide construction engineering administration and survey for surfical slope failure rehabilitation on the north side of Avery Parkway at a cost of \$8,067.

21. IRVINE VALLEY COLLEGE: HART GYMNASIUM ACTION

It is recommended that the board approve the following:

- a. INSPECTION SERVICES CONTRACT EXTENSION

with Rick Brown for an amount of \$5,000.

- b. BENEFICIAL OCCUPANCY

to be effective July 25, 1994.

BUSINESS/FISCAL

22. SADDLEBACK COMMUNITY COLLEGE DISTRICT: ACTION
AWARD OF BIDS

It is recommended that the board approve the following bid awards:

- a. BID 178, OFFICE SUPPLIES

a three-year contract to Corporate Express for an estimated amount of \$70,651.05 per year.

- b. BID 179, JANITORIAL SUPPLIES

to the vendors listed for a total amount of \$81,014.64.

- c. BID 180, CHEMICAL AND SCIENCE SUPPLIES

to the vendors listed for a total amount listed in replacement pages to be provided at the meeting.

23. SADDLEBACK COLLEGE: AWARD OF BID ACTION

It is recommended that the board approve the award of Bid 927 for the purchase of athletic supplies to the vendors listed for a total amount of \$31,741.94.

24. SADDLEBACK COMMUNITY COLLEGE DISTRICT: ACTION
ARCHITECT FOR MASTER PLANNING, INCLUDING
EVALUATION OF THIRD CAMPUS SITE AND DISTRICT
SERVICES RELOCATION

It is recommended that the board retain the services of Blurock Partnership to perform the services described for a fee not to exceed \$50,000.

25. ROSS SYSTEMS MAINTENANCE AGREEMENT ACTION

It is recommended that the board approve the software maintenance contract with Ross Systems through July 1, 1995, in an amount not to exceed \$38,428.

26. AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIPS 1994-1995 ACTION

It is recommended that the board approve the 1994-1995 memberships and estimated dues for organizations as listed.

27. CLAIMS AGAINST THE DISTRICT ACTION

It is recommended that the board deny the claims filed by the following individuals, notify claimants of action, and refer the claims to the district's insurance administrator for processing:

- a. ASHLEY BETHEL
- b. DANA BETHEL
- c. JASON BETHEL
- d. MORGAN BETHEL
- e. SKIP BETHEL

28. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 48102 through 48434 totaling \$381,968.10.

29. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 49805 through 50523 totaling \$976,030.57; credit card purchases totaling \$1,736.15; Saddleback College Community Education checks 1581 through 1630 totaling \$18,103.84; and Irvine Valley College Community Education checks 2518 through 2607 totaling \$362,334.69.

30. SADDLEBACK COMMUNITY COLLEGE DISTRICT: CONSULTANT CONTRACTS ACTION

It is recommended that the board approve the following consultant contracts:

- a. SCHOOL SERVICES OF CALIFORNIA, INC.

for legislative monitoring and reporting services in the amount of \$3,300 for the 1994-1995 academic year.

b. PROFESSIONAL PERSONNEL LEASING, INC.

for the personnel services of Mr. Walt Collins for the period of July 12 through and including August 15, 1994, for a fee not to exceed \$4,000.

31. FALL 1994 DISTRICTWIDE FLEX DAY ACTIVITIES/
HONORARIA ACTION

It is recommended that the board approve the following:

a. LUNCHEON

on August 17 for an amount not to exceed \$1,400.

b. HONORARIA FOR PRESENTERS

for their presentations on August 17 for an amount not to exceed \$4,000.

c. HONORARIA FOR ALISO NIGUEL HIGH SCHOOL
TEACHERS AND TECHNICIANS

for their presentation and technical assistance on August 17 for an amount not to exceed \$1,000.

32. REIMBURSEMENT CLAIMS FOR TRUSTEES' USE OF
PERSONAL AUTOMOBILES ACTION

It is recommended that the board approve the trustees' requests for reimbursement for use of personal automobiles.

33. REIMBURSEMENT OF FINALIST EXPENSES AND
EXPENSES RELATED TO SITE VISIT(S) FOR IVC
PRESIDENTIAL SEARCH ACTION

It is recommended that the board approve reimbursement of the finalist's expenses for participation in second level interviews and expenses for site visit(s).

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

34. 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

35. EMPLOYMENT AND STATUS CHANGE ACTION

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

- a. ACADEMIC PERSONNEL
- b. CLASSIFIED PERSONNEL

36. FULL-TIME ACADEMIC HIRING POLICY REVISION ACTION

It is recommended that the board take from the table and approve the revised hiring policy for full-time academic faculty.

GIFTS TO THE DISTRICT

37. GIFTS ACTION

It is recommended that the board accept the following gifts: an ingot mold holder with the necessary parts to make gold and silver ingots in the jewelry class using and reusing scraps of gold and silver, donated by Ms. Germaine Ebertin to Saddleback College; a museum specimen, "Live Mounted Green Sea Turtle," to be used and displayed in structural morphology labs and to enhance the Marine Science classroom, donated by U.S. Fish & Wildlife Services to Saddleback College; various hardback and paperback books as listed in Attachment 1 to be used in the Library's collection or for Library booksales, donated by those listed in Attachment 1 to Saddleback College; one green beaded dress and seven hats to be used by students in design and acting classes for theatre productions, donated by Hazel Herson to Saddleback College; one Aristocrat Electric 6-passenger fiberglass tram to be used to transport patrons from Parking Lot 12 to the Fine Arts complex, donated by Freda Covington to Saddleback College; one Alpmate 24 PIN Dot Matrix printer to be used by staff and students in the School of Biological Sciences, donated by Dale Larson to Irvine Valley College; thirty picnic box lunches to be consumed at the IVC Foundation Board of Governors' annual meeting/retreat luncheon on June 15, donated by Irvine Retail Properties to Irvine Valley College;

one Sharp Monitor/Receiver 27" w/built-in Closed Caption Decoder to be used in the Office of Support Services, donated by Dave Lang to Irvine Valley College; computer equipment as displayed in Attachment 2 to be used in the Office of Supportive Services, donated by Dave Lang to Irvine Valley College.

CORRESPONDENCE

38. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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