

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

MEETING OF THE BOARD OF TRUSTEES  
JULY 22, 1996  
STUDENT SERVICES CENTER, IRVINE VALLEY COLLEGE  
**CALL TO ORDER FOLLOWED BY CLOSED SESSION: 6:00 P.M.**  
**OPEN SESSION: 7:00 P.M.**

AGENDA

CALL TO ORDER (SSC ROOM 240)

ADJOURN TO CLOSED SESSION (SSC ROOM 260F) FOR DISCUSSION OF  
THE FOLLOWING:

Employee Negotiations  
Public Employee Personnel Actions  
Pending Litigation

**RECONVENE OPEN SESSION (SSC ROOM 240)- 7:00 P.M.**

PLEDGE OF ALLEGIANCE

Led by Trustee Lorch

INVOCATION

Led by Trustee Rhodes

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of June 17, 1996  
Special Meeting of June 20, 1996

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Swearing In of Student Trustee Joseph L. Medina II

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. SADDLEBACK COLLEGE: GRANT APPLICATION ACTION

It is recommended that the board approve application for funding from the Irvine Health Foundation for the grant project entitled "Caregiver Program Option."

4. SADDLEBACK COLLEGE: GRANT ACCEPTANCE ACTION

It is recommended that the board accept the two awards of Economic Development funds from the State Chancellor's Office in the amount of \$10,000 each for the grant projects entitled "Home Health and Hospice Care" and "Home Health Care Nursing."

5. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCES ACTION

It is recommended that the board accept the award of funds from the State Chancellor's Office for the grant projects entitled:

- a. BUSINESS EDUCATION STATEWIDE ADVISORY COMMITTEE

in the amount of \$12,500.

b. TECH PREP LOCAL CONSORTIA, PHASE V

in the amount of \$71,590.

6. NEW BOARD POLICY: BP4000.2, DIGITAL INFORMATION NETWORK ACCEPTABLE USE POLICY ACTION

It is recommended that the board approve the newly proposed Board Policy 4000.2, Digital Information Network Acceptable Use Policy.

7. NEW BOARD POLICY: BP3102, INVESTMENT POLICY REVIEW/STUDY

It is recommended that the board accept for review and study the newly proposed Board Policy 3102, Investment Policy.

8. SADDLEBACK COMMUNITY COLLEGE DISTRICT NAME EVALUATION PROCESS ACTION

It is recommended that the board initiate a review of the district name and accept the planning process as defined.

INSTRUCTION AND STUDENT SERVICES

9. IRVINE VALLEY COLLEGE: 1996-1997 OUT-OF-STATE STUDENT TRAVEL ACTION

It is recommended that the board approve the participation of IVC students and their advisors in the 1996-1997 out-of-state student travel program at a total cost not to exceed \$35,577.

10. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

It is recommended that the board approve/ratify the following ESA's with:

- a. LCP INTERNATIONAL INSTITUTE

for IVC to provide a history class for LCP's students for the amount of \$7,500 for fifty hours of instruction plus up to \$50 per student for books.

- b. TOSHIBA AMERICA ELECTRONIC COMPONENTS, INC.

for IVC to provide training to Toshiba's employees in Train-the-Trainer for the amount of \$4,000.

- 11. IRVINE VALLEY COLLEGE: ATHLETIC EVENTS, FUND-RAISERS ACTION

It is recommended that the board approve the IVC fundraising activities as listed.

- 12. IRVINE VALLEY COLLEGE: ATHLETIC EVENTS, INTER-COLLEGIATE ACTIVITIES ACTION

It is recommended that the board approve the IVC intercollegiate activities as listed.

- 13. SCCD: FORENSICS TEAM ACTIVITIES 1996-1997 ACTION

It is recommended that the board approve the participation of the District Forensics Team and their coaches in the speech tournament schedule at a total estimated cost of \$64,750.

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

It is recommended that the board approve an expenditure not to exceed \$2500 to cover costs associated with IVC Staff Development activities.

- 15. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACT AGREEMENT ACTION

It is recommended that the board approve an agreement with Executive 2000 to provide a substitute instructor to conduct the A+ certification workshop June 28-30 at IVC.

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

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



17. SADDLEBACK COLLEGE: STAFF DEVELOPMENT                      ACTION  
MANAGEMENT RETREAT

It is recommended that the board approve the change of date for the retreat from August 9 to August 23.

18. SADDLEBACK COLLEGE: 1995-96 DISTANCE EDUCATION      INFORMATION  
EVALUATIVE REPORT

An annual report summarizing the college's distance education activities for 1995-1996 is provided for the board's information.

19. SADDLEBACK COLLEGE: SADDLEBACK CIVIC LIGHT              ACTION  
OPERA HONORARIA

It is recommended that the board approve payment of honoraria to the SCLO artists and craftspersons as listed.

20. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS              ACTION

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

- a. SANDY OWEN

for a single performance on November 15 for a fee not to exceed \$5,000.

- b. COAST BALLET THEATRE OF ORANGE COUNTY

for six performances from December 9 through 15 for a fee not to exceed \$7,000.

- c. DALE KRISTIEN AND BILL HUTTON

for a concert on January 24 for a fee of \$5,000.

21. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF              ACTION  
ACHIEVEMENT

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

FACILITIES

22. IRVINE VALLEY COLLEGE: NOTICE OF COMPLETION FOR REROOFING PROJECT ACTION

It is recommended that the board accept the reroofing of the A100 and A500 buildings and removal of solar panels project as complete and authorize the filing of a Notice of Completion.

23. IRVINE VALLEY COLLEGE: LEARNING RESOURCES CENTER CHANGE ORDER ACTION

It is recommended that the board approve change order 4 increasing the contract amount by \$13,578 with no extension to the contract completion date.

24. IRVINE VALLEY COLLEGE: ADOPT NEGATIVE DECLARATION FOR VARIOUS PROJECTS ACTION

It is recommended that the board declare the construction of the above-listed projects at IVC to have no significant effect upon the environment and adopt Resolution 96-42 approving Negative Declarations and the filing of Notices of Determination.

25. SADDLEBACK COLLEGE: ADOPT NEGATIVE DECLARATION FOR VARIOUS PROJECTS ACTION

It is recommended that the board declare the construction of the above-listed projects at Saddleback College to have no significant effect upon the environment and adopt Resolution 96-43 approving Negative Declarations and the filing of Notices of Determination.

26. SADDLEBACK COLLEGE: ENGINEERING SERVICES FOR CENTRAL PLANT COOLING TOWER REPLACEMENT ACTION

It is recommended that the board approve entering into a contract with Moraes/Pham & Associates to provide professional engineering for the Central Plant Cooling Tower Replacement.

BUSINESS/FISCAL

27. QUARTERLY INVESTMENT FINANCIAL REPORT INFORMATION

A quarterly report on the district's investments is provided for the board's information.

28. QUARTERLY FINANCIAL STATUS REPORT INFORMATION

The California Community Colleges Quarterly Financial Status Report as of June 30, 1996, for the 1995-1996 fiscal year is provided for the board's information.

29. IRVINE VALLEY COLLEGE: AWARD OF BID AND APPROVAL OF CHANGE ORDER ACTION

It is recommended that the board approve awarding bid 209 for the replacement of the Chiller Evaporator Bundle to B&P Services and approve change order 1 increasing the contract by \$10,285.

30. SADDLEBACK COLLEGE: AWARD OF BIDS ACTION

It is recommended that the board approve awarding the following bids:

- a. BID 963, VARIABLE VOLUME DUAL DUCT CONVERSION FOR MATH/SCIENCE BUILDING

to Weatherite Corporation in the amount of \$72,500.

- b. BID 964, REROOFING OF FINE ARTS AND HEALTH SCIENCE BUILDINGS

to Coast Roof Company in the amount of \$223,458.

31. SADDLEBACK COLLEGE: ONE-YEAR CONTRACT FOR COSMETOLOGY AND MANICURIST INSTRUCTION ACTION

It is recommended that the board approve entering into a contract for the 1996-1997 academic year with Lake Forest Beauty College for Cosmetology and Manicurist instructional services.

32. 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.

33. SCCD: EXTENSION OF FACILITIES LEASE FOR PURCHASING DEPARTMENT ACTION

It is recommended that the board both ratify and approve the lease extensions for the facilities at Avery Plaza through October 14, 1997.

34. CATERING SERVICES FOR DISTRICTWIDE PROJECT MANAGEMENT MEETING ACTION

It is recommended that the board ratify the Sodexo catering services at a cost not to exceed \$106.94 in accordance with Board Policy 3520.

35. AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIPS 1996-1997 ACTION

It is recommended that the board approve the 1996-1997 memberships and estimated dues for the organizations indicated.

36. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

37. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 72012 through 72508 totaling \$1,129,351.43; credit card purchases totaling \$2,220.57; Saddleback College Community Education checks 2951 through 3010 totaling \$148,372.31; and IVC Community Education checks 4231 through 4315 totaling \$91,762.58.



38. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 63203 through 63573 totaling \$328,583.04.

39. FALL 1996 DISTRICTWIDE FLEX DAY ACTIVITY ACTION

It is recommended that the board approve honorarium and travel expenditures for Mr. Patrick Callan and Dr. Robert Barr not to exceed \$1,200 for their presentation on August 12.

40. CONSULTANT CONTRACT WITH ROBERT BOSANKO ACTION

It is recommended that the board approve the consulting agreement with Robert G. Bosanko for services rendered to the district from June 30, 1996, to June 30, 1997.

41. IN-SERVICE WEEK SEXUAL HARASSMENT TRAINING ACTION

It is recommended that the board approve the agreement with the California Teachers Association to engage attorneys Marianne Reinhold and Paul Crost for their services to provide three sexual harassment training sessions for faculty and staff during Flex/In-Service week on August 12, 13, and 15, 1996, and authorize administration to sign the proposed agreement.

42. SEXUAL HARASSMENT TRAINING ACTION

It is recommended that the board approve the extension of the agreement with Patricia Eyres in an amount not to exceed \$7,580.00 that has been identified as the unexpended balance of the previously approved agreement for up to four sexual harassment prevention training workshops.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

43. 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

44. 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

### 45. GIFTS

ACTION

It is recommended that the board accept the following gifts: one metal hand truck to move equipment and miscellaneous items for concert productions, rehearsals, organizational work and wherever need in the Music Department, donated by Stephen M. Rochford to IVC; one video of the Arts and Entertainment Channel's "Biography of Wolfgang Amadeus Mozart" to be used by students in music classes, for all performance ensemble courses, in the Fine Arts lab, and Introduction to Fine Arts course, donated by Stephen M. Rochford to IVC; music for the IVC Wind Symphony, donated by Stephen M. Rochford to IVC; Astrobright paper for the summer Wind Symphony flyers, donated by Stephen M. Rochford to IVC; cellular units and accessories for use by students to learn applied skills, circuit design for re-use of parts, etc., donated by Ken Cotow for Alan Safahi, Calcom/Express Mall, to IVC; various hardback and paperback books, phonograph records, a CD, and videos for the Library, donated by those listed in Attachment 1 to Saddleback College; various clothing and miscellaneous items as listed in Attachment 2 to be used in theatre productions and by students in design and acting classes, donated by Louis Nicholson to Saddleback College; one wedding gown and one uniform to be used in theatre productions and by students in design and acting classes, donated by Pat Hiatt to Saddleback College; one Macintosh computer with Mac-plus and hard drive to be used in the Music Lab and Musicianship Lab, donated by Gail Hill to Saddleback College; two very old CPUs, two monitors, and other equipment for students' use and/or as spare parts as needed, donated by Carl Garrett, CEO, Dana Point Trading Company, to Saddleback College; and \$1,300 cash contributions in support of the "Help Our Schools" Program to be used in various areas at the college, donated by MacPherson Enterprises to Saddleback College.

## CORRESPONDENCE

### 46. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED  
ADJOURNMENT