

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

MEETING OF THE BOARD OF TRUSTEES  
AUGUST 19, 1996  
LIBRARY 105, SADDLEBACK COLLEGE  
**CALL TO ORDER FOLLOWED BY CLOSED SESSION: 6:00 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  
Real Property Transaction

**RECONVENE OPEN SESSION - 7:00 P.M.**

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

INVOCATION

Led by Trustee Walther

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of July 22, 1996  
Special Meeting of July 26, 1996

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Introduction: Dr. Leslie Cromwell, Saddleback College  
Foundation President

Certificate of Recognition: Early Start Program

Presentation: IVC Strategic Plan - President Dan Larios

Dean Pam Deegan

Professor Jan Horn

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: ACCEPTANCE OF GRANT AWARD ACTION

It is recommended that the board accept the award of \$18,281 from the State Chancellor's "Intersegmental Joint Faculty Projects" grant.

4. SADDLEBACK COLLEGE: FOUNDATION BYLAWS INFORMATION

Revisions to the Saddleback College Foundation bylaws are provided for the board's review.

INSTRUCTION AND STUDENT SERVICES

5. SADDLEBACK COLLEGE: STAFF DEVELOPMENT/IN-SERVICE WEEK ACTION

It is recommended that the board ratify an expenditure, not to exceed \$1,500 to cover the cost of the Saddleback College picnic on August 16.

6. SADDLEBACK COLLEGE: SCLO HONORARIA ACTION

It is recommended that the board approve the honoraria for payment to the Saddleback Civic Light Opera Artists and Craftspersons as listed.

7. SADDLEBACK COLLEGE: COMMUNITY EDUCATION PROGRAM - FALL 1996 ACTION

It is recommended that the board approve the Saddleback College Community Education program and presenters.

8. SADDLEBACK COLLEGE: RHORC AGREEMENTS ACTION

It is recommended that the board approve the following agreements associated with the Regional Health Occupations Resource Center (RHORC):

a. FACILITY AGREEMENTS

with North Orange County ROP, East Los Angeles Occupational Center, and Baldyview ROP with compensation in the amount of \$10 per student per testing date for Certified Nurse Assistant testing.

b. EDUCATIONAL SERVICES AGREEMENT

with Newbridge College for RHORC to provide continuing education and staff development opportunities for its faculty for a total payment not to exceed \$9,401.

c. CONSULTANT AGREEMENTS

with Molly Conley, Dee Niedringhaus, Janine O'Buchon, Teresa Okarma, Roberta Ramont, Jana Turnbull, and Vicki Warren to perform various services associated with the grant for the amounts listed.

d. CONTRACTED SERVICES AGREEMENT

with Critical Seconds to recruit and train personnel, provide testing sites, and administer the certification tests required by the grant for the amounts listed.

e. GUEST SPEAKER AGREEMENTS

with Mark Mooring and Wayne Zako to facilitate workshops on the dates listed, for the amounts listed.

f. CONSULTANT AGREEMENTS

with Kaye Hansen to serve as a clinical evaluator at the Baldyview ROP and to serve as the coordinator of various CNA testing sites for an amount not to exceed \$10,000 for each contract.

9. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT INFORMATION

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

10. SADDLEBACK COLLEGE: GUEST SPEAKER ACTION

It is recommended that the board approve the request for Lt. Colonel Oliver North, United States Marine Corp, Retired, to speak on September 20, 1996, in the McKinney Theatre.

11. SADDLEBACK COLLEGE: ASB CARD FEE INCREASE ACTION

It is recommended that the board approve the request to increase the ASB card fee from \$8 to \$10 per semester.

12. SADDLEBACK COLLEGE: AGREEMENT WITH BANK OF AMERICA NATIONAL TRUST AND SAVINGS ASSOC. ACTION

It is recommended that the board approve the agreement with the Bank of America to install a stand-alone automated teller machine in the Student Services Building at no cost for installation or maintenance.

13. SADDLEBACK COLLEGE: ASSIGNMENT OF GARDNER MERCHANT FOOD SERVICES CONTRACT ACTION

It is recommended that the board approve the request for assignment of the Gardner Merchant Food Services, Inc., to Sodexo.

14. CHILD DEVELOPMENT CENTER FEE SCHEDULES ACTION

It is recommended that the board approve the changes to the child care fee schedules as outlined for:

- a. SADDLEBACK COLLEGE CHILD DEVELOPMENT CENTER

b. IRVINE VALLEY COLLEGE CHILD DEVELOPMENT CENTER

15. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS - FALL 1996 ACTION

It is recommended that the board approve the IVC Community Education program, presenters, and compensation for the 1996 Fall Session as indicated.

16. IRVINE VALLEY COLLEGE: FALL ART EXHIBITIONS ACTION

It is recommended that the board approve the expenditures for the IVC Art Department's fall 1996 exhibitions.

17. IRVINE VALLEY COLLEGE: CONFERENCE ATTENDANCE ACTION

It is recommended that the board approve payment for travel, lodging, and registration expenditures for non-district personnel in accordance with the terms established in the Tech Prep Local Consortia Project, Phase V.

18. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

It is recommended that the board approve Educational Services Agreements with:

a. IRVINE UNIFIED SCHOOL DISTRICT

in the amount of \$15,420 for teaching math classes at Irvine High School.

b. MICROSOFT CORPORATION

in the amount of \$24,500 for training on Microsoft products to computer instructors from community colleges throughout California.

19. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the workshops and personnel providing training in the amount listed for the Microsoft Training Project, as well as travel and expenses for non-district personnel who conduct the training.

20. IRVINE VALLEY COLLEGE: ATHLETIC EVENT ACTION

It is recommended that the board approve the request by the IVC Men's Soccer Team to sell ads for the Fall 1996 Soccer program as a fundraising activity.

FACILITIES

21. SADDLEBACK COLLEGE: CHANGE ORDERS/NOTICES OF COMPLETION ACTION

It is recommended that the board approve change orders and Notices of Completion for the following projects:

- a. HVAC MODIFICATIONS AT MATH/SCIENCE BUILDING
- b. SOIL/GROUNDWATER REMEDIATION

BUSINESS/FISCAL

**ADJOURN TO PUBLIC HEARING**

The board will conduct a public hearing to provide an opportunity for the public to comment on the proposed 1996-1997 final budget.

**RECONVENE REGULAR BOARD MEETING**

22. FY 1996-1997 FINAL BUDGET ADOPTION ACTION

It is recommended that the board approve the proposed final budget for FY 1996-1997 subsequent to the required public hearing.

23. SADDLEBACK COLLEGE: RATIFICATION OF EMERGENCY REPAIR CONTRACT ACTION

It is recommended that the board ratify award of the contract for emergency repair of the wood floor in the SA Building to O.N.E. Construction in the amount of \$19,221.

24. IRVINE VALLEY COLLEGE: REJECTION OF BIDS ACTION

It is recommended that the board reject all bids submitted in relation to Bid 208 for the Metal Storage Building due to the fact that all were over budget.

25. SADDLEBACK COLLEGE: ONE YEAR CONTRACT FOR COSMETOLOGY INSTRUCTION ACTION

It is recommended that the board approve entering into a contract for the 1996-1997 academic year with the James Albert School of Cosmetology for cosmetology instructional services.

26. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 63574 through 64719 totaling \$4,248,272.55.

27. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 72509 through 73622 totaling \$4,972,540.17; credit card purchases totaling \$2,300.39; Saddleback College Community Education checks 3011 through 3078 totaling \$33,751.41; and IVC Community Education checks 4316 through 4379.

28. 1996-1997 DISTRICTWIDE MEETINGS ACTION

It is recommended that the board approve the expenditures for the scheduled districtwide meetings at an annual cost not to exceed \$2,500.

29. TECHNOLOGY INITIATIVE - ACADEMIC AND ADMINISTRATIVE APPLICATIONS SOFTWARE OPTION (A) - BUZZEO SOFTWARE, INC. ACTION

It is recommended that the board award Bid 208 to Buzzeo, Inc., at a cost of \$700,000.

30. APPROVAL OF TRUSTEES' REQUESTS TO ATTEND CONFERENCES/MEETINGS AND/OR LOCAL MILEAGE REIMBURSEMENT ACTION

It is recommended that the board approve the trustees' requests for travel and/or mileage.

31. QUARTERLY MILEAGE REIMBURSEMENT TO TRUSTEES FOR MILEAGE TO AND FROM REQUIRED BOARD MEETINGS ACTION

It is recommended that the board approve the trustees' claims for reimbursement for mileage to and from board meetings.

### CONSULTATION ON STATEWIDE ISSUES

### SPECIAL REPORTS

32. 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

33. 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

34. GIFTS ACTION

It is recommended that the board accept the following gifts: fabric samples to be used for students' sample boards in Interior Design classes, donated by Carole Eichen Interiors to Saddleback College; various hardback and paperback books, one cassette deck and one 40" Mitsubishi TV as indicated on Attachment 1 to be added to the Library collection, donated by those listed on Attachment 1 to Saddleback College; one Carasul black hat and two caftans to be used in Theatre productions, donated by Marjorie D. Miller to Saddleback College; and two IBM clone computers, other computer equipment, and related cables and books to be used by the PC User's Group to go on line with E-mail, donated by Ruth H. and Gerald G. Thomas to Saddleback College.

CORRESPONDENCE

35. CORRESPONDENCE

INFORMATION

ADDITIONAL ITEM

36. 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 Elegante Beauty Colleges for Cosmetology and Manicurist instructional services.

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm