

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

MEETING OF THE BOARD OF TRUSTEES

AUGUST 22, 1994

SSC 240, IRVINE VALLEY 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:

Real Estate Negotiations - San Clemente
Land Lease/Purchase Negotiations - Potential District Relocation
Potential Litigation
Employee Negotiations
Public Employee Personnel Actions

RECONVENE OPEN SESSION - 7:30 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Lorch

INVOCATION

Led by Trustee Frogue

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of July 11, 1994

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: June Patterson
Demonstration of Computer-Aided Instruction Program

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. GRANT ACCEPTANCES ACTION

It is recommended that the board approve acceptance of grant awards for:

- a. SADDLEBACK COLLEGE: ECONOMIC DEVELOPMENT
IN-SERVICE TRAINING

in the combined amount of \$36,345 from the State
Chancellor's Office.

- b. IRVINE VALLEY COLLEGE: CHILD CARE SERVICES

in the amount of \$52,044 from the California
Department of Education/Child Development Division.

3. PROCESS FOR REARRANGEMENT OF TRUSTEE AREAS INFORMATION

Information on the process for restructuring trustee areas
will be provided for the board's review.

INSTRUCTION AND STUDENT SERVICES

4. IRVINE VALLEY COLLEGE: THEATRE DEPARTMENT
1994-1995 PRODUCTION EXPENDITURES ACTION

It is recommended that the board approve expenditures for
the 1994-1995 theatre department season as indicated.

5. IRVINE VALLEY COLLEGE: PHI THETA KAPPA SUMMER
PLANNING SESSION ACTION

It is recommended that the board ratify participation of three
members and one advisor of the IVC Honor Society at the
Phi Theta Kappa Summer Planning Session July 15 - 17 held
in Zephyr Cove, Nevada, at a total cost not to exceed \$250.

6. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, FALL 1994 ACTION

It is recommended that the board approve the IVC Community Education program, presenters, and compensation for the 1994 Fall Session as indicated.

7. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consultant agreements with Drs. Michael McNalley and Arthur Selvan in the amounts of \$500 each for their assistance in assessing the fitness level of students in the Physical Education 194 class from August 23, 1994, through June 30, 1995.

8. IRVINE VALLEY COLLEGE: EXTENSION OF CONSULTANT AGREEMENT ACTION

It is recommended that the board approve extending the date of completion of the consultant contract with Maura Mattson to January 30, 1994, to enable her to complete her segment of the curriculum development to meet the obligations of the Tech Prep Educational Project, Phase III, grant.

9. IRVINE VALLEY COLLEGE: CURRICULUM REVISIONS FOR 1994-1995 ACTION

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

10. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve an ESA with Motorola, Inc., in the amount of \$16,000 for IVC to provide an on-site program to provide instruction in mathematics for specific Motorola employees.

11. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve workshops and associated expenditures as listed related to the following grant projects:

- a. CAFE II PROJECT
- b. PROFESSIONAL DEVELOPMENT IN BUSINESS EDUCATION PROJECT

12. SADDLEBACK COLLEGE: COMMUNITY EDUCATION MOTORCYCLE TRAINING PROGRAM ACTION

It is recommended that the board approve the contract with the California Motorcycle Safety Program to conduct classes in motorcycle rider training on campus.

13. SADDLEBACK COLLEGE: SUMMER STOCK HONORARIA ACTION

It is recommended that the board approve the honoraria listed for payment to the Saddleback Company Theatre Artists and Craftspersons.

14. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board authorize a guest artist contract with Lola Montes and her Spanish Dancers for three performances at a cost not to exceed \$5,000.

15. SADDLEBACK COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consulting agreements with:

- a. JEAN SCHNEEDWIND, R.N.

for an amount not to exceed \$5,000 per year for her services as a clinical evaluator for the Regional Health Occupations Resource Center.

b. DAYLE MCINTOSH CENTER FOR THE DISABLED

for an amount not to exceed \$6,400 for interpreter services on an as-needed basis.

16. SADDLEBACK COLLEGE: CLASSIFIED SENATE EXECUTIVE COUNCIL RETREAT ACTION

It is recommended that the board approve the Saddleback College Classified Senate Executive Council retreat at Humphrey's Half Moon Inn at a cost not to exceed \$1,000.

17. SADDLEBACK COLLEGE: REGIONAL RESOURCE CENTER FOR THE DEAF ACTION

It is recommended that the board approve the acceptance of a FAX machine for the Special Services Department as a participant in the Regional Resource Center for the deaf.

18. SADDLEBACK COLLEGE: HUMANITIES HOUR GUEST SPEAKER HONORARIUM ACTION

It is recommended that the board approve the \$75 honorarium for the guest speaker at the September Humanities Hour.

19. CERTIFICATES OF ACHIEVEMENT ACTION

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

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

FACILITIES

20. IRVINE VALLEY COLLEGE: HART GYMNASIUM INSPECTION SERVICES CONTRACT EXTENSION ACTION

It is recommended that the board approve the extension of the contract with Rick Brown, inspector-of-record, for the amount of \$5,000.

21. IRVINE VALLEY COLLEGE: PARKING LOT 8

ACTION

It is recommended that the board approve the following:

a. AWARD OF CONSTRUCTION CONTRACT

Bid 195 to E.A. Mendoza in the amount of \$455,232.38.

b. CHANGE ORDER 1

to decrease the construction contract by \$22,314 to \$432,918.38.

c. CONSTRUCTION INSPECTION SERVICES CONTRACT

with Rick Brown at a cost of \$10,000.

d. SOILS TESTING AND INSPECTION AGREEMENT

with Geobase for an estimated fee of \$5,955 plus reimbursable expenses

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 1994-1995 final budget.

RECONVENE TO REGULAR MEETING

22. ADOPTION OF THE 1994-1995 FINAL BUDGET

ACTION

It is recommended that the board adopt the budget presented as the 1994-1995 Fiscal Year Budget for the Saddleback Community College District subsequent to the required public hearing.

23. AWARD OF BIDS ACTION

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

a. SCCD: CHEMISTRY AND SCIENCE SUPPLIES

Bid 181 to the vendors listed in the amount of \$35,732.77.

b. SCCD: PAPER SUPPLIES

Bid 182 to the vendors listed in the amount of \$65,660.38.

c. IRVINE VALLEY COLLEGE: EMERGENCY EXITS

Bid 196 to O.J. Construction in the amount of \$18,800.

d. SADDLEBACK COLLEGE: CHAIN LINK FENCE AT FOOTBALL STADIUM

Bid 928 to H.M.S. Fence Company in the amount of \$21,300.

24. SADDLEBACK COMMUNITY COLLEGE DISTRICT: REJECTION OF BID 177 ACTION

It is recommended that the board reject all bids submitted in relation to Bid 177 for the lease of modular relocatable buildings

25. QUARTERLY FINANCIAL STATUS REPORT REVIEW/STUDY

It is recommended that the board accept the quarterly budget status report for review and study and direct administration to include these reports in the minutes as required by Title 5.

26. SADDLEBACK COMMUNITY COLLEGE DISTRICT: CLAIMS MANAGEMENT SERVICES AGREEMENT WITH KEENAN & ASSOCIATES ACTION

It is recommended that the board approve the agreement with Keenan & Associates for claims management services for the period from July 1, 1994, to June 30, 1995.

27. CONTRACTED SERVICES WITH GARTNER GROUP ACTION

It is recommended that the board approve a renewal of the contract with the Gartner Group to continue to provide their specialized administrative services and advice for the period from August 1, 1994, through July 31, 1995, at a cost not to exceed \$19,500.

28. CLAIM AGAINST THE DISTRICT: JEFFREY BIRON ACTION

It is recommended that the board deny the claim and refer the claim to the District's insurance administrator for processing.

29. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 48435 through 49686 totaling \$3,858,423.93.

30. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 50524 through 51761 totaling \$4,217,750.87; credit card purchases totaling \$11,032.15; Saddleback College Community Education checks 1660 through 1764 totaling \$24,010.21; and Irvine Valley College Community Education checks 2608 through 2709 totaling \$193,879.44.

31. CONSULTANT AGREEMENTS ACTION

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

a. JACK SCHUMAKER MANAGEMENT CONSULTANTS, INC.

for services rendered to the district by Robert G. Bosanko from September 6, 1994, to December 31, 1994.

b. PROFESSIONAL PERSONNEL LEASING, INC.

for the services of Walter Collins for the period of August 23, 1994, through and including June 30, 1995.

32. TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS AND/OR LOCAL MILEAGE REIMBURSEMENT ACTION

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

CONSULTATION ON STATEWIDE ISSUES

33. CONSULTATION: STATE CHANCELLOR'S OFFICE CONSULTATION

The State Chancellor's Office has forwarded legislative proposal guidelines and forms for the 1995 Legislative Program and is accepting proposals through October 3.

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

GIFTS TO THE DISTRICT

36. GIFTS ACTION

It is recommended that the board accept the following gifts: one wig and one head stand to be used for theatre productions and by students in design and acting classes, donated by Susan Lemkin to Saddleback College; various hardback and paperback books as listed in Attachment 1 to be used as part of the Library collection or for the Library booksale and one framed print for display in the Library, donated by those listed in Attachment 1 to Saddleback College; various laboratory materials, prepared media, culti-loops, and diagnostic materials as shown in Attachment 2 to be used in the General Microbiology class labs, donated by Dr. A.J. Tabatzky to Saddleback College; upholstery and drapery fabric samples to be used by student and instructors in the Consumer and Family Resources classes, donated by Thomas Decorative Carpets & Fabrics to Saddleback College; one set of 14,000+ slides covering various physical science topics and approximately 550 Kodak slide carousel trays to be used in various college classrooms for instructional purposes, donated by Golden West College to Saddleback College; one

14" Morase VGAPlus color monitor, one VGA EM-16 sixteen bit high resolution video graphics adapter card, and one printer cable to be used to upgrade computer currently being used to demonstrate various geology lab software, donated by Mark Sierakowski to Saddleback College; one Avanti small refrigerator to be used to house refreshments and related supplies in the Women's Center, donated by Lisa Angers to Irvine Valley College; Laser Light Show to be used in the LET Program curriculum as well as in support of events, donated by M. Kenney to Irvine Valley College; and 100 each of DOS, Microsoft Word and Microsoft Excel software packages to be used to better train business educators in the use of current business products, donated by Sally Jenkins/Alicia Humiston, Microsoft, to Irvine Valley College.

CORRESPONDENCE

37. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm