

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

MEETING OF THE BOARD OF TRUSTEES
AUGUST 28, 1995

LIBRARY 105, SADDLEBACK COLLEGE

CALL TO ORDER FOLLOWED BY PERSONNEL HEARING: 4:00 P.M.

CLOSED SESSION: 6:00 P.M.

OPEN SESSION: 7:00 P.M.

AGENDA

CALL TO ORDER/ADJOURN TO PERSONNEL HEARING

ADJOURN TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Potential Litigation

Real Property Negotiations - Tustin Air Base

Public Employee Personnel Actions

RECONVENE OPEN SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Walther

INVOCATION

Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of July 24, 1995

Special Meeting of August 8, 1995

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Mr. George Murray - Progress Report on Review of
Information Resources

PRIORITY

CONSENT CALENDAR

1. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. IRVINE VALLEY COLLEGE: GRANT APPLICATION ACTION

It is recommended that the board approve application for funding from the NIST/California Manufacturing Technology Center for the grant project entitled "Recruitment and Enrollment of Small Manufacturers in CAFE and Supplier Improvement."

3. SADDLEBACK COLLEGE: GRANT ACCEPTANCES ACTION

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

- a. WORKSITE EXPERIENCE FOR VOCATIONAL FACULTY

in the amount of \$16,271.

- b. GENERATIONS OF THE PAST, PRESENT AND FUTURE

in the amount of \$20,000.

4. SCCD MASTER PLAN ACTION

It is recommended that the board direct the development of a Saddleback Community College District Comprehensive Master Plan and accept the planning process as defined in the exhibits.

INSTRUCTION AND STUDENT SERVICES

5. IRVINE VALLEY COLLEGE: ATHLETIC EVENT ACTION

It is recommended that the board approve the Women's Wheelchair Basketball National Tournament as a fundraising activity.

6. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

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

- a. DR. ARTHUR SELVAN

in the amount of \$700 for his services in interpreting students' stress and exercise ECG tests as part of the Physical Education 194/Fitness Assessment class from August 21 through June 30.

- b. JANEANE DIMPEL AND PATRICIA WHITMAN

in the amount of \$600 plus out-of-pocket expenses for their services in planning and facilitating the activities of the Curriculum Development Leadership Institute as part of the Professional Development in Business Education grant project.

- c. DALE BEVERLY, ROY ELLIS, AND CHRISTINA LEMOS

in the amount of \$500 each plus out-of-pocket expenses for their participation in completing the curriculum development necessary in order to meet the obligation of the Tech prep Educational Programs Project Phase IV.

7. IRVINE VALLEY COLLEGE: THEATRE DEPARTMENT 1995-1996 PROJECTION EXPENDITURES ACTION

It is recommended that the board approve expenditures for the 1995-1996 theatre department season as indicated.

8. IRVINE VALLEY COLLEGE: CONTRACT FOR CERTIFICATION TESTING ACTION

It is recommended that the board approve the contract with Sylvan Learning Systems, Inc., for certification testing of computer students following their studies.

9. IRVINE VALLEY COLLEGE: INTERNATIONAL VISITORS INFORMATION

Information on the visit by eight students and a faculty members from Universidad del Noroeste, Hermosillo, Mexico, October 4 through October 14 is provided for the board's review.

10. IRVINE VALLEY COLLEGE: STAFF DEVELOPMENT/ MANAGEMENT WORKSHOP ACTION

It is recommended that the board approve the IVC Management Workshop scheduled for September 21, 1995, at a cost not to exceed \$1,000.

11. IRVINE VALLEY COLLEGE: ART DEPARTMENT EXHIBITIONS - FALL 1995 ACTION

It is recommended that the board approve the expenditures for IVC Art Department's Fall 1995 events as listed.

12. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

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

- a. LCP INTERNATIONAL INSTITUTE

for IVC to provide instruction in Math 3A Calculus class for the sum of \$12,450 plus book costs and incidental expenses.

- b. MOTOROLA

for IVC to provide instruction in Math 351 and Management 125 classes for sum of \$7,500 plus book costs and incidental expenses.

c. MOTOROLA

for IVC to provide employee assessment, new employee orientation, executive team profiles and other services for the sum of \$150 per hour of training plus training materials and incidental expenses.

13. IRVINE VALLEY COLLEGE: SERVICES ACTION

It is recommended that the board approve the payment of \$17,250 to CAVIX, Inc. for online services from August 29 to June 30, 1996, to support Microsoft funded training.

14. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the following workshops related to the following projects:

- a. MICROSOFT TRAINING PROJECT
- b. PROFESSIONAL DEVELOPMENT IN BUSINESS EDUCATION PROJECT

15. SADDLEBACK COLLEGE: FIELD TRIP ACTION

It is recommended that the board approve the Horticulture 189, Special Topics, course as described.

16. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

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

- a. SANDY OWEN, PIANIST

for a single performance on September 16 at a cost not to exceed \$5,000.
- b. COAST BALLET THEATRE OF ORANGE COUNTY

for six performances from December 7 through 10 at a cost not to exceed \$7,000.

17. SADDLEBACK COLLEGE: HONORARIA ACTION

It is recommended that the board approve/ratify payment of honoraria to:

a. SADDLEBACK CIVIC LIGHT OPERA ARTISTS AND CRAFTSPERSONS

in the amounts listed for their services to produce summer professional theatre.

b. MARYJANE BIRD

in the amount of \$200 for her lecture/demonstration on August 30 at the Cross Cultural Studies Program/Humanities Hour.

c. GORDON RUSTVOLD AND KURT HAMERNIK

in the amount of \$150 each for their services as supporting musicians to the Saddleback College Gospel Choir on July 24.

18. SADDLEBACK COLLEGE: CONSULTANT CONTRACTS ACTION

It is recommended that the board approve consultant agreements with:

a. REX TYNER

for his services from September 1 through June 30 in developing and implementing planning required for the Emeritus Day event at a cost not to exceed \$5,000.

b. DAYLE MCINTOSH CENTER FOR THE DISABLED

for their interpreters' services on an as needed basis for an amount not to exceed \$6,400.

19. SADDLEBACK COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve and ESA with J.M. Peters Company for the college to provide microcomputer application instruction for the firm's employees for a fee of \$900 per day.

20. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

BUSINESS/FISCAL

ADJOURN TO PUBLIC HEARING

The board will conduct a public hearing to provide an opportunity for the public to commend on the proposed 1995-1996 final budget.

RECONVENE TO REGULAR MEETING

21. ADOPTION OF THE 1995-1996 FINAL BUDGET ACTION

It is recommended that the board adopt the presented budget as the 1995-1996 Fiscal Year Budget for the Saddleback Community College District.

22. CONTRACT SERVICES FOR WORKERS' COMPENSATION ACTION

It is recommended that the board approve a contract with UniCARE to provide Workers' Compensation benefits effective September 1, 1995.

23. ROSS SYSTEMS MAINTENANCE AGREEMENT ACTION

It is recommended that the board approve the software maintenance contract with Ross Systems through June 30, 1996, in an amount not to exceed \$25,601.40.

24. CONSULTANT AGREEMENT WITH INTELENET ACTION

It is recommended that the board approve a consulting agreement with Intelenet Communications, Inc., to provide specific expertise for telecommunications projects.

25. INFORMATION RESOURCES STAFF DEVELOPMENT RETREAT ACTION

It is recommended that the board approve the retreat as described on September 15 at a cost not to exceed \$450.

26. IRVINE VALLEY COLLEGE: SUBMITTAL/AWARD OF BIDS ACTION

It is recommended that the board approve the following:

- a. SUBMITTAL OF BID 43

for the sale of surplus property to vendors and the general public.

- b. AWARD OF BID 202

for the HVAC unit replacement to San Marcos Mechanical in the amount of \$77,248.

27. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 56246 through 57012 totaling \$1,287,592.79.

28. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 61813 through 62629 totaling \$2,289,959.07; credit card purchases totaling \$3,999.21; Saddleback College Community Education checks 2424 through 2589 totaling \$44,819.31; and IVC Community Education checks 3545 through 3629 totaling \$82,874.34.

29. CONSULTANT CONTRACT ACTION

It is recommended that the board approve the consulting agreement with Robert G. Bosanko for services rendered to the district from July 1, 1995, to June 30, 1996.

30. TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS ACTION

It is recommended that the board approve the trustees' requests for travel.

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

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

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

32. PUBLIC COMMENTS/REPORTS INFORMATION

a. PUBLIC COMMENTS

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. Speakers are limited to five minutes each. (Items on the agenda may be addressed before or during the board's consideration of the item.)

b. REPORTS

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: a Cyclone B1-84 spreader, trimmer 25", 5 h.p. commercial mower with catcher, and a trimmer 20", 3 h.p. mower with catcher to be used for turfgrass maintenance, donated by Dr. and Mrs. Daniel Larios to Irvine Valley College; a 20 cu. ft. GE refrigerator, Amana Radarange microwave oven, and a microwave cart/cabinet to be used for college functions by staff and faculty, donated by Dr. & Mrs. Daniel Larios to Irvine Valley College; a Shop Vac, and a Bissel Special Carpet Machine to be used by maintenance staff, donated by Dr. and

Mrs. Daniel Larios to Irvine Valley College; a Da-Lite/Silver-Lite screen, and an ornamental horticulture/landscape design teaching slide library to be used in the library by students, faculty, and staff, donated by Dr. and Mrs. Daniel Larios to Irvine Valley College; two Holga Harper cabinets to be used for storage of special project documents and records, donated by L. Joyce Arnston to Irvine Valley College; two overhead calculators to be used in classrooms to enhance teaching methods, donated by Mr. Adolph Nunex, Texas Instruments, to Irvine Valley College; Fossil Dolphin skeleton in concretion to be prepared and curated into the Earth Science's collection for display and research, donated by Centex Homes to Saddleback College; various hardback and paperback books as indicated on Attachments 1 and 2 to be added to the library collection, donated by those listed in Attachments 1 and 2 to Saddleback College; one Victor computer and a monochrome monitor and keyboard to be used for troubleshooting and/or spare parts by computer repair students, donated by William Baldwin to Saddleback College; script library for future reference by Fine Arts staff and students, donated by Shirley Fry Thorn to Saddleback College; and various hats and clothing to be used by students in design and acting classes, donated by Mrs. Virginia Wall to Saddleback College.

CORRESPONDENCE

35. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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