

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

MEETING OF THE BOARD OF TRUSTEES
7:30 P.M., OCTOBER 4, 1993
LIBRARY 105
SADDLEBACK COLLEGE

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Lorch

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of September 20, 1993

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. BOARD POLICY REVISION: BP-3500, CLAIMS PROCEDURE REVIEW/STUDY

It is recommended that the board accept for review and study Board Policy 3500, Claims Procedure.

3. BOARD POLICY REVISION: BP-4008, FINGERPRINTING OF PERSONNEL REVIEW/STUDY

It is recommended that the board accept for review and study Board Policy 4008, Fingerprinting of Personnel.

INSTRUCTION AND STUDENT SERVICES

4. COURSE INSTRUCTIONAL FEES ACTION

It is recommended that the board approve the revised instructional materials fees for the 1993-1994 academic year for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

5. GUEST SPEAKERS/ARTISTS/PRESENTERS ACTION

It is recommended that the board approve the following speakers/artists/presenters:

- a. SADDLEBACK COLLEGE: LEO ZULUETO
for his lecture on the history of Tribal art and designs on November 8, 1993, for honorarium in the amount of \$400.
- b. SADDLEBACK COLLEGE: RUNOKO RASHIDI
for his lecture on "African Presence in the Early World" on November 10, 1993, for honorarium in the amount of \$400.

- c. SADDLEBACK COLLEGE: FRANK LONG AND DANA SEUFERT

for their orchestral performances in the Saddleback College musical, *The Lady from Maxim's*, for a fee not to exceed \$550 each.

- d. IRVINE VALLEY COLLEGE: INDIVIDUALS LISTED

for their presentations at the Staff Development for Business Educators Project workshops for the fees indicated.

6. CONSULTANT AGREEMENTS

ACTION

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

- a. SADDLEBACK COLLEGE: INDIVIDUALS LISTED

to serve as clinical evaluators, proctors, center assistants and resident actors for the Regional Health Occupations Resource Center for an amount not to exceed \$5,000 per year.

- b. IRVINE VALLEY COLLEGE: DAVID L. PASTORE

to develop a fee-based program to serve the CIM related manufacturing for the electronics industry program at a rate of \$25 per hour and a total fee not to exceed \$2,500.

7. SADDLEBACK COLLEGE: FIELD TRIP

ACTION

It is recommended that the board approve a field trip for six Journalism 120 students and Professor J. Michael Reed, Lariat Advisor, on October 28-31, 1993, to attend the Associated Collegiate Press national convention in Dallas where the Lariat will receive an award, at a cost not to exceed \$4,000.

8. IRVINE VALLEY COLLEGE: EVENTS ACTION

It is recommended that the board approve the following events:

a. IVC FOUNDATION COMMUNITY AWARDS DINNER

to be held in the spring of 1994 to honor outstanding individuals in the communities served by IVC.

b. OCLN LITERACY AWARENESS CONFERENCE

to be held on October 29, 1993, for an amount not to exceed \$200.

9. SADDLEBACK COLLEGE: DEPARTMENT CHAIR- PERSONS INFORMATION

The allocations of reassigned time to departments is provided for the board's information.

10. IRVINE VALLEY COLLEGE: COURSE WITHDRAWAL ACTION

It is recommended that the board approve the establishment of the student course withdrawal deadline at IVC to be the end of the eighth week of instruction for full-term courses and at an equivalent prorated point for short-term courses.

11. STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

a. SADDLEBACK COLLEGE

b. IRVINE VALLEY COLLEGE

FACILITIES

12. CHANGE ORDERS

ACTION

It is recommended that the board approve the following change orders:

a. SADDLEBACK COLLEGE: CHANGE ORDER 1,
CHEMICAL STORAGE FACILITY

to increase the contract amount by \$1,298 to \$417,606 with 7 days extension to the project completion date.

b. IRVINE VALLEY COLLEGE: CHANGE ORDER 5,
HART GYMNASIUM

to increase the contract amount by \$11,634.62 to \$3,376,369.08 with no extension to the project completion date.

BUSINESS/FISCAL

13. IRVINE VALLEY COLLEGE: AWARD OF BID

ACTION

It is recommended that the board award Bid 185 for computer software to Thomas Paton & Associates for \$20,203.12 with funds allocated through the 1993-1994 General Budget; for hardware to International Data Systems for \$95,863.02; and for laser printer to PC Systems Design for \$3,744.31, with the financing for the hardware through a five-year lease/purchase with Public Leasing.

14. REJECTION OF BIDS

ACTION

It is recommended that the board reject the following bids:

a. DISTRICT: BID 174

for installation of a water filter system with rejection due to prohibitive costs.

b. IRVINE VALLEY COLLEGE: BID 186

for outright purchase of relocatable trailers with rejection due to prohibitive cost.

15. BUDGET AMENDMENTS

ACTION

It is recommended that the board adopt the following resolutions to amend the 1993-1994 General Fund Restricted Budget:

- a. SADDLEBACK COLLEGE: BFAP ADMINISTRATIVE ALLOWANCE

Resolution 93-51 to amend the budget by \$16,182.

- b. IRVINE VALLEY COLLEGE/SADDLEBACK COLLEGE: EXTENDED OPPORTUNITIES PROGRAMS AND SERVICES

Resolution 93-52 to amend the budget by \$41,400.

- c. SADDLEBACK COLLEGE: NURSING INSTRUCTORS IN-SERVICE TRAINING

Resolution 93-53 to amend the budget by \$5,010.

16. CLAIMS AGAINST THE DISTRICT

ACTION

It is recommended that the board deny claims by the following individuals and notify claimants of the action:

- a. LUCILLE PAGE
b. LAWRENCE PETER REININGER

17. TRANSFER OF BUDGET APPROPRIATIONS

ACTION

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

18. PURCHASE ORDERS

ACTION

It is recommended that the board approve purchase orders 42442 through 42740 totaling \$179,795.29.

19. PAYMENT OF BILLS

ACTION

It is recommended that the board approve checks 41324 through 41854 totaling \$1,035,138.13; credit card purchases totaling \$3,038.93; Saddleback College Community Education checks 4177 through 4204 totaling \$5,609.10; and Irvine Valley College Community Education checks 4532 through 4559 totaling \$74,301.74.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

20. REPORTS

INFORMATION

- a. Public Comments Concerning Items Not on Agenda
- b. Board Members' Reports
- c. Saddleback College President's Report
- d. Irvine Valley College President's Report
- e. Academic Senate's Reports
 1. Saddleback College Academic Senate
 2. Irvine Valley College Academic Senate
- f. California School Employees Association Report
- g. Faculty Association Report
- h. Classified Senate/Councils' Reports
 1. Saddleback College Classified Senate
 2. Irvine Valley College Classified Council
 3. District Classified Council
- i. Student Government Reports
 1. Associated Student Government of Saddleback College

2. Associated Students of Irvine Valley College

j. Chancellor's Report

PERSONNEL

21. EMPLOYMENT AND STATUS CHANGE

ACTION

a. ACADEMIC PERSONNEL

It is recommended that the submitted academic personnel actions be approved.

b. CLASSIFIED PERSONNEL

It is recommended that the submitted classified personnel actions be approved.

GIFTS TO THE DISTRICT

22. GIFTS

ACTION

It is recommended that the board accept the following gifts: one exercise rowing machine to be used in the Fitness Center, donated by Ken Woodward to Saddleback College; interior design samples to be used by students in Interior Design classes, donated by Terri Barnum to Saddleback College; one Dayna File/Dayna File Guide, and one Elpac Power supply for peripheral equipment to be used by Tech & Applied Science Division/Electronics lab students, donated by Penny Lewis to Saddleback College; 800 soccer programs to be distributed at IVC soccer games, donated by Barry West, Newport Stationers, to Irvine Valley College; replacement parts for existing Packard Bell computer, monitor and keyboard systems, donated by Terry Thorpe to Irvine Valley College.

CORRESPONDENCE

23. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

dm