

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

MEETING OF THE BOARD OF TRUSTEES  
7:30 P.M., NOVEMBER 15, 1993  
LIBRARY 105  
SADDLEBACK COLLEGE

AGENDA

CLOSED SESSION - 5:30 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Rhodes

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of October 18, 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. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCE ACTION
- It is recommended that the board accept the award of funds from the State Department of Vocational Rehabilitation in the amount of \$103,571 for the WorkAbility III grant project.
3. CLASSIFIED LEADERSHIP MISSION STATEMENT, GOALS AND OBJECTIVES INFORMATION
- The Mission Statement, Goals and Objectives for Classified Leadership is provided for the board's information.
4. IRVINE VALLEY COLLEGE: NATIONAL ISSUES FORUM OF ORANGE COUNTY (NIFOC) AND IVC FOUNDATION AGREEMENT INFORMATION
- An affiliation agreement between NIFOC and the IVC Foundation to provide an operational framework within which the Foundation could obtain certain community educational services for the college and NIFOC could receive certain agency services from the Foundation is provided for the board's information.
5. SADDLEBACK COLLEGE FOUNDATION: LEASE AGREEMENT FOR MARKETPLACE AT SADDLEBACK COLLEGE INFORMATION
- The Saddleback College Foundation's proposed contract with Outdoor Marketplaces, Inc., to open a marketplace in parking lot 10 at Saddleback College is provided for the board's information.

INSTRUCTION AND STUDENT SERVICES

6. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, WINTER 1994 ACTION
- It is recommended that the board approve the IVC Community Education program, presenters and compensation for the 1994 Winter Session as indicated.

7. STUDY ABROAD PROGRAMS ACTION

It is recommended that the board approve the Study Abroad Programs as indicated for:

a. IRVINE VALLEY COLLEGE

a Spanish language and culture study abroad program in San Jose, Costa Rica, from June 26 through July 24, 1994.

b. SADDLEBACK COLLEGE

a Spanish language and culture study abroad program in Santander, Spain, from June 24 to July 24, 1994.

8. STUDENT EQUITY PLANS REVIEW/STUDY

It is recommended that the board accept for review and study the Student Equity Plans as presented for:

a. IRVINE VALLEY COLLEGE

b. SADDLEBACK COLLEGE

9. CERTIFICATES OF ACHIEVEMENT ACTION

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

a. IRVINE VALLEY COLLEGE

b. SADDLEBACK COLLEGE

10. SADDLEBACK COLLEGE: GUEST SPEAKERS ACTION

It is recommended that the board approve the following guest speakers and honoraria:

a. EMERITUS INSTITUTE GUEST LECTURE SERIES  
SPEAKERS

individuals and amounts as listed.

b. PROFESSOR JAMES CHIAMPI

for his lecture at the "Humanities Hour" on November 17, 1993, for the amount of \$75.

c. DR. RANDOLPH KEIM

for his lecture on November 19, 1993, for the amount of \$80.

d. MS. NANCY WRIGHT

for her presentation at the Parent Education Seminar on December 3 and 10 sponsored by the Child Development State Preschool Program for the amount of \$100.

11. SADDLEBACK COLLEGE: STUDENT SPONSORED ACTION  
SPEAKERS

It is recommended that the board ratify the guest speakers listed by the Republican Club and ASG.

12. SADDLEBACK COLLEGE: GUEST ARTIST HONORARIUM/ ACTION  
CONTRACT

It is recommended that the board approve the following:

a. STANFORD STRING QUARTET

for a concert performance on January 19, 1994, for honorarium in the amount of \$400.

b. ACTORS' CABARET ENSEMBLE

for twelve performances of *Christmas with Sal and Amanda Gecko* between December 2 and 19, 1993, for a fee not to exceed \$8,400.

13. SADDLEBACK COLLEGE: REGIONAL HEALTH OCCUPATIONS RESOURCE CENTER CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve the consulting agreements as listed with:

a. INDIVIDUALS LISTED

to serve as clinical evaluators, proctors, center assistants and resident actors in an amount not to exceed \$5,000 each.

b. DR. DALE COOK

to serve as a conference developer and facilitator for an amount not to exceed \$5,000 plus travel and conference expenses.

14. SADDLEBACK COLLEGE: CONTRACTED SERVICES AGREEMENT ACTION

It is recommended that the board approve the change as indicated in the contracted services agreement with Advantage Health Educators to recruit, train personnel, establish and provide testing sites and to administer the certification test as required by the Regional Health Occupations Resource Center.

15. SADDLEBACK COLLEGE: CONSULTING AGREEMENT ACTION

It is recommended that the board approve the consulting agreement with Mr. Dan Hicks as a technical writer for the Gerontology Program for the amount of \$200.

16. SADDLEBACK COLLEGE: FIELD TRIP ACTION

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

17. SADDLEBACK COLLEGE: ADMINISTRATIVE RETREAT DATE CHANGE ACTION

It is recommended that the board approve the change in date for the Saddleback College Administrative Retreat to December 8, 1993.

FACILITIES

18. SADDLEBACK COLLEGE: FEMA GRANT FOR AVERY SLOPE RESTORATION ACTION

It is recommended that the board authorize Saddleback College to accept \$49,790 from FEMA and to proceed to implement the proposal to correct the slope failure.

19. IRVINE VALLEY COLLEGE: HART GYMNASIUM PROJECT ACTION

It is recommended that the board approve the following:

- a. CHANGE ORDER 6

to increase the contract by \$2,088.04 to \$3,378,456.12 with two days extension to the project completion date.

- b. SUBSTITUTION OF SUBCONTRACTOR

from West Valley Iron to Cal-State Steel per the general contractor's request.

- c. INCREASE TO MATERIALS TESTING AND INSPECTION CONTRACT

increase of \$5,000 to the contract with Wyman Testing Laboratories for additional construction testing and inspection services.

20. SADDLEBACK COLLEGE: CHEMICAL STORAGE FACILITY PROJECT ACTION

It is recommended that the board approve the following:

- a. CHANGE ORDER 3

to increase the contract by \$1,614 to \$420,882.02 with twelve days extension to the project completion date.

b. INCREASE TO MATERIALS TESTING AND INSPECTION CONTRACT

increase of \$4,600 to the contract with Montana Testing & Geotechnical, Inc., for additional construction testing and inspection services.

c. BENEFICIAL OCCUPANCY

to allow the owner to occupy the building before completion and final acceptance contingent upon approval by the Fire Marshall.

21. SADDLEBACK COLLEGE: MARGUERITE PARKWAY ENTRANCE SAFETY IMPROVEMENTS ACTION

It is recommended that the board approve the following:

a. IMPROVEMENTS OF TRAFFIC SIGNAL AND SAFETY LIGHTING AGREEMENT

with the City of Mission Viejo for a total amount of \$112,496.25

b. RESOLUTION 93-62, INTENT TO DEDICATE EASEMENT TO THE CITY OF MISSION VIEJO

for the purpose of maintaining and operating a traffic signal at the Marguerite Parkway Entrance.

BUSINESS/FISCAL

22. ACCEPTANCE OF DISTRICT AUDIT REPORT: 1992/1993 REVIEW/STUDY

It is recommended that the board accept for review and study the general purpose financial statements with accompanying audit report for the 1992/1993 fiscal year as prepared by Vicenti, Lloyd & Stutzman, Certified Public Accountants.

23. DECLARATION OF INTENTION TO REIMBURSE EXPENDITURES FROM PROCEEDS OF OBLIGATIONS TO BE ISSUED BY THE DISTRICT ACTION

It is recommended that the board adopt Resolution 93-64 declaring the intent of the District to reimburse current capital outlay project expenditures from the proceeds of Certificates of Participation if issued in the future to maximize Capital Outlay Fund revenues.

24. AWARD OF BIDS ACTION

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

- a. IRVINE VALLEY COLLEGE: AUDIO VISUAL EQUIPMENT

Bid 197 to the vendors listed and in the amounts listed.

- b. SADDLEBACK COLLEGE: COMPUTER EQUIPMENT

Bid 913 to International Data Systems for the amount of \$65,279 including sales tax.

25. BUDGET AMENDMENTS ACTION

It is recommended that the board approve the following:

- a. RESOLUTION 93-58, CAPITAL OUTLAY - CHEMICAL STORAGE BUILDING EQUIPMENT

in the amount of \$18,000.

- b. RESOLUTION 93-60, MATRICULATION

in the amount of \$128,553.

- c. RESOLUTION 93-61, DISABLED STUDENTS PROGRAMS AND SERVICES

in the amount of \$129,703.



26. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

27. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 43041 through 43593 totaling \$867,026.04.

28. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 42286 through 43178 totaling \$1,787,987.95; credit card purchases totaling \$7,911.50; Saddleback College Community Education checks 4278 through 4310 totaling \$6,895.15 and checks 1004 through 1075 totaling \$33,615.74; and Irvine Valley College Community Education checks 4643 through 4680 totaling \$20,387.10 and checks 2003 through 2042 totaling \$15,051.23.

29. CFIER INTEREST-BASED PROBLEM SOLVING TRAINING ACTION

It is recommended that the board approve the November 16, 1993, CFIER training at IVC, with Mr. Steve Barber's workshop fee, travel and hotel expenses, participant meals and materials not to exceed \$2,000.

30. BOARD OF TRUSTEES WORKSHOP ACTION

It is recommended that the board approve holding a workshop on trusteeship to be conducted by Dr. David Viar on December 13, 1993, at the UCI University Club, University of California, Irvine, at a cost not to exceed \$750.

CONSULTATION ON STATEWIDE ISSUES

31. CONSULTATION: CCLC - CHANCELLOR'S PROPOSAL TO SUSPEND CERTAIN STATE MANDATES AND REGULATIONS ACTION

It is recommended that the board's response to CCLC indicate that the district does not support Chancellor Mertes' proposals for suspending certain state mandates and regulations, and that the district will require additional time in order to formulate recommendations for how the proposals could be modified to gain consensus for change.

## SPECIAL REPORTS

### 32. 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
- i. Chancellor's Report

PERSONNEL

33. 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.

34. ADMINISTRATIVE LEAVE FOR FIRE VICTIMS ACTION

It is recommended that the board adopt a motion authorizing administrative leave with pay for district employees who were victims in the recent fire in the district area. This leave would be used only for those individuals who must take time off in connection with the loss or significant damage to their personal residence.

GIFTS TO THE DISTRICT

35. GIFTS ACTION

It is recommended that the board accept the following gifts: \$500 to be used in printing the Drug and Alcohol brochures, donated by LifeLink Plus EAP to Saddleback Community College District; \$2,543.85 to be used for scholarships at Saddleback College as stipulated by the Harry Wandling Memorial Fund, donated by the Estate of Harry Wandling Saddleback Community College District; Realistic Patrolman Pro 16-channel programmable Scanner to be used in a patrol car for monitoring other law enforcement agencies in the area, donated by Edward Grijalua, Jr., to Saddleback College; electronic parts and test equipment to be used to update and replace equipment in Electronics laboratories and to supplement existing stock of electronic parts for laboratory experiments, donated by Unisys to Saddleback College; computer hard disk drives as listed in Attachment 1 to be used in the Electronic Technology advanced electronics classes, donated by Equisystems to Saddleback College;

Practice Expert software to be used for Computer Assisted Instruction in the Medical Assistant Program, donated by California Medical Systems to Saddleback College; various hardback and paperback books, videos and covers, magazines and a potted palm to be used in the Library's collection and decor, donated by those listed in Attachment 3 to Saddleback College; assorted golf clubs to be used in clinics for disabled students, donated by Roger Dunn Golf to Saddleback College; printing of Women's Soccer Program ad, donated by Kevin Williams to Irvine Valley College; refrigerator for storage of food used on field studies, donated by Glenn R. Roquemore to Irvine Valley College; monitor and graphics card for students use in the Computer Center, donated by Richard Pleger to Irvine Valley College; two racks to display *The Voice* newspaper, donated by Laura and Charlie Prater to Irvine Valley College; and computer system as shown in Attachment 2 to be used in the Business Lab for testing, donated by Dave Lang, IVC Foundation President, to Irvine Valley College.

#### CORRESPONDENCE

36. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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