

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

**ANNUAL ORGANIZATIONAL MEETING OF THE
BOARD OF TRUSTEES**

7:00 P.M. DECEMBER 9, 1996
LIBRARY 105, SADDLEBACK COLLEGE

AGENDA

CALL TO ORDER OF ANNUAL ORGANIZATIONAL MEETING

APPROVAL OF AGENDA

ACTION

1. ANNUAL ORGANIZATIONAL MEETING

It is recommended that the board take action on each of the items in Exhibits A through F in order to comply with the requirements of the Annual Organizational Meeting.

EXHIBIT A. Election of Officers

ACTION

EXHIBIT B. Appointment of Secretary and
Assistant Secretary

ACTION

EXHIBIT C. Establishment of Regular Meeting
Dates and Times

ACTION

EXHIBIT D. Establishment of Agenda Planning
Calendar

ACTION

EXHIBIT E. Approval of Agenda Format

ACTION

EXHIBIT F. Appointment of Trustee Representatives

ACTION

ADJOURNMENT TO SADDLEBACK COMMUNITY COLLEGE
DISTRICT FACILITIES CORPORATION MEETING

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

MEETING OF THE BOARD OF TRUSTEES
DECEMBER 9, 1996
LIBRARY BUILDING, SADDLEBACK COLLEGE
CALL TO ORDER FOLLOWED BY CLOSED SESSION: 5:30 P.M.
OPEN SESSION: 7:00 P.M.

AGENDA

CALL TO ORDER (LIBRARY 105)

ADJOURN TO CLOSED SESSION (LIBRARY 105A) FOR DISCUSSION OF
THE FOLLOWING:

Real Property Transaction
Pending Litigation
Employee Negotiations
Public Employee Personnel Actions

RECONVENE OPEN SESSION (LIBRARY 105)- 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Frogue

INVOCATION

Led by Trustee Milchiker

ADMINISTRATION OF OATH OF OFFICE TO NEWLY
ELECTED TRUSTEES

PRESENTATIONS AND INTRODUCTION OF GUESTS

Recognition of State Champion Gaucho Football Team

**ADJOURNMENT TO ANNUAL ORGANIZATIONAL MEETING
AND FACILITIES CORPORATION MEETING**

APPROVAL OF REGULAR MEETING AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of November 18, 1996

ACTIONS TAKEN IN CLOSED SESSION

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. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve IVC's application for funding from the National Science Foundation for the projects entitled " A Computer Based Instructional Paradigm for the Physiology/Anatomy Laboratory: Addressing Key Cognitive Problems," "Innovative Instructional Delivery in an Electronic, Interactive, On-Line Laboratory," and "Innovative Instructional Delivery in the Electronic Technology Classroom through Instant Integrated Video and Computer Technology," and for funding from the Fund for the Improvement of Postsecondary Education (FIPSE) for the project entitled "Training for the High Performance Workplace."

4. SADDLEBACK COLLEGE: GRANT APPLICATION ACTION

It is recommended that the board approve Saddleback College's application for funding from the National Science Foundation for the grant entitled "Equipment for the Improvement of the Molecular Biology Laboratory at Saddleback College."

5. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCES ACTION

It is recommended that the board accept the award of funds for grant projects entitled:

- a. NIST/CALIFORNIA MANUFACTURING
TECHNOLOGY CENTER PROPOSAL PROJECT

in the amount of \$20,000.

- b. TUSTIN BASE PLANNING GRANT (CDBG)

in the amount of \$39,000.

6. SADDLEBACK COLLEGE: GRANT ACCEPTANCE ACTION

It is recommended that the board accept the award of \$25,000 from the National Endowment for the Humanities for the grant project entitled "Voices and Dreams: A Faculty Development Grant in the Literature and Culture of Native Americans, Summer 1997."

7. SPRING 1997 FACULTY WORKLOADS INFORMATION

Information provided by college administrators on the Spring 1997 faculty workloads is provided for the board's review.

INSTRUCTION AND STUDENT SERVICES

8. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, SPRING 1997 ACTION

It is recommended that the board approve the IVC Community Education program, presenters, and compensation for the 1997 Spring session and the partnership program agreement as outlined.

9. IRVINE VALLEY COLLEGE: CONSULTING AGREEMENTS ACTION

It is recommended that the board approve consulting agreements with:

a. DR. ARTHUR SELVAN

for the interpretation of students' stress 12 lead ECG's and Exercise ECG's as part of Physical Education 194/Fitness Assessment for the amount of \$700.

b. MR. WILLIAM GREVATT

to provide expertise in developing various assessment tools designed to increase student success and persistence in keeping with the goals in the Student Success Plan and Strategic Plan for a fee of \$2,500.

10. IRVINE VALLEY COLLEGE: STAFF DEVELOPMENT/
IN-SERVICE ACTION

It is recommended that the board approve an expenditure not to exceed \$1100 to cover the costs associated with the IVC Staff Development activities during spring FLEX week.

11. IRVINE VALLEY COLLEGE: CHORALE TOUR TO EUROPE,
SUMMER 1997 ACTION

It is recommended that the board approve the participation of the Irvine Valley Chorale in the four performances of the Mozart *Requiem* with members of other American choirs in Europe, between June 27-July 18, 1997.

12. SADDLEBACK COLLEGE: NEW CERTIFICATE PROGRAM
OPTION ACTION

It is recommended that the board approve the Human Services Program Option, Mentor and Prevention Assistance Specialist.

13. SADDLEBACK COLLEGE: GREAT TEACHERS' SEMINAR ACTION

It is recommended that the board approve the expenditure of \$7,500 for the Saddleback College Great Teachers' Seminar to be held on January 8 through January 10, 1997.

14. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIA ACTION

It is recommended that the board approve honoraria in the amount of \$550 total for those persons listed to present a series of recitals/workshops during Spring semester 1997.

15. SADDLEBACK COLLEGE: EMERITUS INSTITUTE GUEST LECTURES ACTION

It is recommended that the board approve the Saddleback College Emeritus Institute guest speakers and honoraria as outlined.

16. SADDLEBACK COLLEGE: VOCATIONAL EDUCATION ADVISORY HANDBOOK ACTION

It is recommended that the board approve the 1996 Vocational Education Advisory Committee Handbook.

17. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

18. SADDLEBACK COLLEGE: WOMEN'S CONFERENCE HONORARIA ACTION

It is recommended that the board approve an expenditure not to exceed \$425 total for presentations at the conference by Sharon Nantell and Jody Hoy.

FACILITIES

19. SADDLEBACK COMMUNITY COLLEGE DISTRICT: ORDER OF PRIORITY AND SCHEDULE OF FUNDS FOR 1998-2002 FIVE-YEAR CONSTRUCTION PLAN REVIEW / STUDY

It is recommended that the board accept for review and study the proposed District Order of Priority and Schedule of Funds for the 1998-2002 Five-Year Construction Plan.

20. SADDLEBACK COLLEGE: ACCEPT PROJECT AS COMPLETE/FILE NOTICE OF COMPLETION FOR VARIABLE VOLUME DUAL DUCT CONVERSION, MATH/SCIENCE BUILDING ACTION

It is recommended that the board accept Bid 963 for Variable Volume Dual Duct Conversion by Weatherite Corporation as completed and authorize the filing of the Notice of Completion.

BUSINESS/FISCAL

21. UPDATE OF AUTHORIZED SIGNATURE LIST OF CHANCELLOR'S DESIGNEE TO APPROVE DOCUMENTS AND CONTRACTS ACTION

It is recommended that the board adopt Resolution 96-49 authorizing individuals occupying the positions listed to sign documents and contracts as indicated.

22. SADDLEBACK COLLEGE: AWARD OF BIDS ACTION

It is recommended that the board award the following:

- a. BID 968, REPLACEMENT OF DAMAGED SIDEWALKS

to Ben's Asphalt & Seal Coating for \$22,312.05.

- b. BID 969, OUTSIDE LIGHTING RETROFIT WITH ENERGY EFFICIENT LIGHTING

to California Retrofit for \$64,465.

23. TECHNOLOGY INITIATIVE: BID 211D FOR NETWORK WORKSTATIONS ACTION

It is recommended that the board approve purchase of network workstations under the terms and conditions of the CMAS contract and the award of Bid 211D to Forbes Computer Technology

24. SADDLEBACK COMMUNITY COLLEGE DISTRICT: CONSULTING SERVICES FOR FACILITIES PROJECTS ACTION

It is recommended that the board approve a consulting agreement with Timothy Mead to perform those services indicated.

25. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

26. CLAIM AGAINST THE DISTRICT ACTION

It is recommended that the board approve settlement of the claim against the district by Carol Dana as recommended by the Vice Chancellor of Fiscal Services, and authorize the Vice Chancellor to sign a compromise and release agreement with Ms. Dana to implement this recommendation.

27. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 76280 through 77059 totaling \$2,206,118.56; credit card purchases totaling \$5,564.56; Saddleback College Community Education checks 3191 through 3213 totaling \$21,999.06; and Irvine Valley College Community Education checks 4534 through 4569 totaling \$26,582.94.

28. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 66492 through 66819 totaling \$461,343.47.

29. DISTRICTWIDE CLASSIFIED LEADERSHIP PROFESSIONAL DEVELOPMENT RETREAT ACTION

It is recommended that the board approve the December 17, 1996 Classified Leadership Professional Development Retreat and guest speakers, and host costs for 1996-1997 as indicated.

30. HONORARIUM FOR PRESENTER ACTION

It is recommended that the board approve the payment of honorarium for Dr. James Saucedo and/or The Rainbow Troop from California State University, Long Beach, for a presentation at the Martin Luther King, Jr., Celebration '97 for an amount not to exceed \$800.

31. SCCD FACULTY INTERNSHIP PROGRAM ACTION

It is recommended that the board approve the Saddleback Community College District Faculty Internship Program and faculty intern participants as indicated.

32. AUTHORIZATION OF PAYMENT TO TRUSTEE ABSENT FROM BOARD MEETING ACTION

It is recommended that the board adopt Resolution 96-53 authorizing payment to Trustee Milchiker who was absent from the November 18, 1996, board meeting due to illness.

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

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

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

34. 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

35. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

It is recommended that the board approve the submitted academic personnel actions.

36. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

It is recommended that the board approve the submitted classified personnel actions.

GIFTS TO THE DISTRICT

37. GIFTS ACTION

It is recommended that the board accept the following gifts: hard disk drive for biology computer which will allow use of anatomical image database, donated by Devon Kemp to Saddleback College; landscape materials to be used to repair and expand existing TAS outdoor classroom facility, donated by Ortega Rock Quarry to Saddleback College; one-day mailing costs for the IVC Wind Symphony and for the IVC Music Department, donated by Stephen Rochford to Irvine Valley College; eleven copies of *Windplayer Magazine* for use by the Music and other Fine Arts students in the Fine Arts Laboratory; ten Dot Matrix printers to be used in networking class so students can learn to install printers on a network, donated by Jeff Llewellyn to Irvine Valley College; and Laser Scope Neodymium for demonstrations and student labs for Solid State Laser Operations, Maintenance and Safety, donated by United Western Medical Center to Irvine Valley College.

CORRESPONDENCE

38. CORRESPONDENCE

INFORMATION

ADDITIONAL ITEM

39. RESOLUTION IN OPPOSITION TO PROPOSED INTERNATIONAL AIRPORT OR CARGO FACILITY AT MCAS, EL TORO

ACTION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm