

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

MEETING OF THE BOARD OF TRUSTEES  
JANUARY 27, 1997  
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:

Employee Negotiations  
Public Employee Personnel Actions  
Pending Litigation

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

PLEDGE OF ALLEGIANCE

Led by Trustee Hueter

INVOCATION

Led by Trustee Williams

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Item 9, China Summer Abroad Program, from minutes of  
Regular Meeting of November 18, 1996  
Annual Organizational Meeting of December 9, 1996  
Regular Meeting of December 9, 1996

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Donation of Manhattan Commerce PRO Server by AST to  
IVC Foundation

PRIORITY

PUBLIC COMMENTS

1. 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.**

CONSENT CALENDAR

2. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

3. STATE OF THE DISTRICT

INFORMATION

A verbal report on the current status of the district will be presented by the board president, Steve Frogue.

4. SADDLEBACK COLLEGE: ASSOCIATED STUDENT BUDGET, 1996-1997

ACTION

It is recommended that the board ratify the 1996-1997 Budget for the Associated Student Government of Saddleback College as presented.

5. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS

ACTION

It is recommended that the board approve application for funding from the National Science Foundation for the project entitled "An Innovative Instructional Approach to Computer Networking Education and Faculty Development," and from the Fund for the Improvement of Postsecondary Education for the project entitled "California Community Colleges Consortium for On-Line Laboratory."



6. SADDLEBACK COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve application for funding from the State Chancellor's Office for the grant project entitled "AMERICORPS," and from the California State Department of Community Services Development for the project entitled "The Community LINKS Mentorship Project."

7. SADDLEBACK COLLEGE: ACCEPTANCE OF GRANT AWARDS ACTION

It is recommended that the board accept the award of funding for the following projects:

- a. HOME CAREGIVER CERTIFICATE PROGRAM

in the amount of \$30,000 from the Irvine Health Foundation.

- b. COMMUNITY PARTNERSHIP OF ORANGE COUNTY

in the amount of \$3,000 from the Orange County Community Development Council, Inc.

8. 1997-1998 SABBATICAL LEAVES ACTION

It is recommended that the board approve the recommended faculty members for sabbatical leaves during the 1997-1998 academic year as indicated.

9. 1997-1998 SCCD ACADEMIC CALENDAR ACTION

It is recommended that the board approve the proposed 1997-1998 Saddleback Community College District Academic Calendar as indicated.

10. SCCD NAME EVALUATION PROCESS ACTION

It is recommended that the board accept the summary report of the District Name Evaluation Committee.

11. CCCT BOARD OF DIRECTORS NOMINATION - 1997 ACTION

It is recommended that the board determine if they wish to make any nominations for membership on the CCCT Board of Directors and, if so, approve the nomination(s) for transmittal to the CCCT office.

INSTRUCTION AND STUDENT SERVICES

12. ANGELS FUNDRAISING EVENT AT MISSION VIEJO MALL ON FEBRUARY 22, 1996 ACTION

It is recommended that the board authorize the Promotional License Agreement with the Mission Viejo Mall Merchant's Association and the Saddleback Community College District at no cost to the college.

13. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board authorize a guest artist contract with Periwinkle Projections to provide the J.B. Walker band and a country-western dance instructor for the Angel-sponsored Country Western Casino Night on February 22, 1997, for a fee not to exceed \$1,000.

14. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIA ACTION

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

- a. PAUL APODACA

in the amount of \$1,000 for his lecture on February 24, 1997, as part of the Humanities Hour program.

- b. JAMES LUNA

in the amount of \$500 for his lecture to students and community members on February 20, 1997.

- c. INDIVIDUALS LISTED

in the amounts listed for their services as orchestra members for the Spring musical, *Into the Woods*, March 14 through March 23, 1997.



15. SADDLEBACK COLLEGE: NEH GRANT HONORARIA ACTION

It is recommended that the board approve honoraria and expenses for the participants' activities in the NEH grant-funded faculty development seminar.

16. SADDLEBACK COLLEGE: SPANISH SUMMER ABROAD, ACTION  
SUMMER 1997

It is recommended that the board approve the Spanish Language and Culture Summer Abroad Program as described.

17. SADDLEBACK COLLEGE: EDUCATIONAL SERVICES ACTION  
AGREEMENT

It is recommended that the board approve the Memorandum of Agreement with the University of California, San Diego, Addiction Training Center - School of Medicine to enroll specific students during the Spring and Summer 1997 semesters for payment not to exceed \$691.

18. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACTION  
ACHIEVEMENT

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

19. SADDLEBACK COLLEGE: GUEST SPEAKERS ACTION

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

- a. AUGUSTUS AJAWARA AND ABDUL KARIM  
HASSAN

for their presentations during Black History Month, February, 1997.

- b. MICHELLE LOFARO CIPOLETTI

for her services as the key speaker at the Saddleback College 1997 Commencement ceremony on May 23, 1997.

20. SADDLEBACK COLLEGE: STUDENT OUT-OF-STATE TRAVEL ACTION

It is recommended that the board approve the request for participation by up to six students and one advisor in the Community College National Legislative Seminar in Washington, D.C., February 21 through February 25, 1997.

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

It is recommended that the board approve the additional IVC Community Education program, presenters, and compensation for the 1997 Spring Session as indicated.

22. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve the Agreement with Motorola Mos 10 for IVC to provide a Management 103 Business English class during Spring 1997 for the sum of \$7,500.

23. IRVINE VALLEY COLLEGE: HEALTH AND WELLNESS CENTER EVENTS ACTION

It is recommended that the board approve the Health and Wellness Center Health Education Program events and purchase of required items to support the events, not to exceed \$1,770.

24. IRVINE VALLEY COLLEGE: ART EXHIBITIONS FOR SPRING 1997 ACTION

It is recommended that the board approve the expenditures for IVC Art Department's spring 1997 exhibitions as indicated.

25. IRVINE VALLEY COLLEGE/SADDLEBACK COLLEGE: ENROLLMENT FEE WAIVER FOR CONCURRENTLY ENROLLED HIGH SCHOOL STUDENTS ACTION

It is recommended that the board approve the waiver of enrollment fee collection from concurrently enrolled high school students, pursuant to provisions of the Education Code, effective Summer 1997.



26. IRVINE VALLEY COLLEGE: INDEPENDENT CONTRACTOR'S AGREEMENTS ACTION

It is recommended that the board approve the Agreements with:

- a. SYLVAN PROMETRIC

to continue the computer-based testing services provided by Drake Training and Technologies who has merged with Sylvan Learning Systems, Inc., to form a new division, Sylvan Prometric.

- b. RICHARD SHERMAN

to provide support for the Astounding Inventions of the Future event.

27. IRVINE VALLEY COLLEGE: ATHLETIC EVENT ACTION

It is recommended that the board approve the IVC Men's and Women's Tennis teams travel to Hawaii on March 25-30, 1997, to play against local Hawaiian tennis teams.

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

It is recommended that the board approve the change of contractor for the IVC Chorale trip to San Remo, Italy, from Mid America Productions to ACFEA Tour Consultants.

#### FACILITIES

29. IRVINE VALLEY COLLEGE: ACCEPT PROJECT AS COMPLETE/ FILE NOTICE OF COMPLETION FOR REPLACEMENT OF CHILLER EVAPORATOR BUNDLE ACTION

It is recommended that the board accept the project to replace the Chiller Evaporator Bundle at IVC as complete and authorize the filing of a Notice of Completion with the County.

30. SCCD: ORDER OF PRIORITY AND SCHEDULE OF FUNDS FOR FIVE-YEAR CONSTRUCTION PLAN ACTION

It is recommended that the board approve the District's Order of Priority and Schedule of Funds for the 1998-2002 Five-Year Construction Plan.

31. SCCD: 1997-1998 DEFERRED MAINTENANCE PROGRAM ACTION

It is recommended that the board approve the 1997-1998 Deferred Maintenance Program and authorize the Vice Chancellor of Fiscal Services to certify the district's intention to participate in the shared funding program.

32. SCCD: 1997-1998 HAZARDOUS SUBSTANCE REMOVAL PROGRAM ACTION

It is recommended that the board approve the 1997-1998 Hazardous Substance Removal Program and authorize the Vice Chancellor of Fiscal Services to certify the district's intention to participate in the program.

33. SCCD: ARCHITECT FOR FEMA EARTHQUAKE HAZARD MITIGATION SURVEY ACTION

It is recommended that the board approve the contract with tBP/Architecture for \$36,000 plus reimbursable expenses.

34. SCCD: INSPECTOR FOR SADDLEBACK COLLEGE LIBRARY ROOFTOP ANTENNA INSTALLATION ACTION

It is recommended that the board approve J.P. Brown Inspections for inspector-of-record services at a total cost of \$3,500.

35. IRVINE VALLEY COLLEGE: LEARNING RESOURCE CENTER CHANGE ORDER ACTION

It is recommended that the board approve Change Order 7 for the Learning Resource Center at IVC.



BUSINESS/FISCAL

36. ACADEMIC YEAR 1997-1998 NONRESIDENT TUITION FEES ACTION

It is recommended that the board adopt a nonresident tuition fee for the 1997-1998 year of \$131 per semester unit based on the calculated district rate, and approve the additional capital outlay fee of \$11 per semester unit authorized by ECS 76141 and the \$46 application fee authorized by ECS 76142.

37. REVISED AUTHORIZATION FOR DISTRICT INSTITUTIONAL MEMBERSHIP 1996-1997 ACTION

It is recommended that the board approve the revised 1996-1997 memberships and estimated dues for organizations as indicated.

38. IRVINE VALLEY COLLEGE: RATIFICATION OF NETWORK WORKSTATIONS PURCHASE ACTION

It is recommended that the board ratify the purchase of Apple workstations for IVC, approved by the Chancellor in accordance with BP 2100, and authorize future purchases of Apple equipment as required by the Technology Initiative directly from Apple Computer under the terms and conditions of the Glendale Unified School District.

39. IRVINE VALLEY COLLEGE: RATIFICATION OF COPIER LEASE/PURCHASE ACTION

It is recommended that the board ratify the lease/purchase of a Kodak Imagesource copier from Eastman Kodak and entering into a three-year equipment maintenance contract with Danka Office Imaging, and approve transfer of all existing Kodak maintenance contracts to Danka Office Imaging.

40. QUARTERLY FINANCIAL STATUS REPORT INFORMATION

Information on the California Community Colleges Quarterly Financial Status Report as of December 31, 1996, for the 1996/1997 fiscal year is provided for the board's review.

41. MONTHLY FINANCIAL STATUS REPORT

INFORMATION

Information on the district's current financial situation and trend analysis is provided for the board's review.

42. BUDGET AMENDMENTS

ACTION

It is recommended that the board adopt the following resolutions to amend the budget:

a. RESOLUTION 97-2, SC/IVC CAPITAL OUTLAY FEMA, RETROFIT/REPLACEMENT OF PENDANT LIGHTING AND SUSPENDED CEILING SYSTEMS

to amend the 1995-1996 Capital Outlay Budget in the amount of \$662,240.

b. RESOLUTION 97-3, IVC HEALTH CENTER

to amend the 1996-1997 General Fund Restricted Budget by \$39,903.

c. RESOLUTION 97-4, IVC DEDICATED REVENUE

to amend the 1996-1997 General Fund Budget in the amount of \$13,300.

d. RESOLUTION 97-5, MICROSOFT WORKSHOPS

to amend the 1996-1997 General Fund Restricted Budget by \$45,000.

e. RESOLUTION 97-6, IVC PROFESSIONAL DEVELOPMENT WORKSHOPS

to amend the 1996-1997 General Fund Restricted Budget by \$30,000.

f. RESOLUTION 97-7, IVC-TUSTIN BASE LEARNING VILLAGE

to amend the 1996-1997 General Fund Restricted Budget by \$39,000.



g. RESOLUTION 97-8, IVC-NIST/CALIFORNIA  
MANUFACTURING TECHNOLOGY CENTER

to amend the 1996-1997 General Fund Restricted Budget  
by \$20,000.

h. RESOLUTION 97-9, IVC FINANCIAL AID FEDERAL  
ADMINISTRATIVE ALLOWANCE

to amend the 1996-1997 General Fund Restricted Budget  
by \$8,628.

i. RESOLUTION 97-10, SC NATIONAL ENDOWMENT  
FOR THE HUMANITIES GRANT

to amend the 1996-1997 General Fund Restricted Budget  
by \$25,000.

j. RESOLUTION 97-11, SC HUMAN SERVICES MENTOR  
ASSISTANCE PROGRAM

to amend the 1996-1997 General Fund Restricted Budget  
by \$3,000.

k. RESOLUTION 97-12, SC CAREGIVER PROGRAM  
OPTION

to amend the 1996-1997 General Fund Restricted Budget  
by \$30,000.

43. CLAIMS AGAINST THE DISTRICT

ACTION

It is recommended that the board deny the claims for the  
following individuals, notify the claimants, and refer the  
claims to the district's insurance administrator for processing:

a. ROBERT URELL

b. TOURAN HORIYAT

44. TRANSFER OF APPROPRIATIONS

ACTION

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

45. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 66820 through 67410 totaling \$3,462,390.60.

46. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 77060 through 77975 totaling \$3,516,325.94; credit card purchases totaling \$4,833.27; Saddleback College Community Education checks 3217 through 3222 totaling \$1,648.94; and IVC Community Education checks 4573 through 4602 totaling \$35,071.16.

47. 1997 CLASSIFIED STAFF DEVELOPMENT DAY ACTION

It is recommended that the board approve the 1997 Districtwide Classified Staff Development Day on Wednesday, March 26, 1997, with expenses expended from staff development funds not to exceed \$7,000.

48. SCCD FOCUS GROUP FACILITATORS ACTION

It is recommended that the board ratify honorariums for Dr. Johns and Mr. Pettengill for facilitation of focus groups in the amount of \$100 per meeting, for a total of \$200 and \$100, respectively.

49. SCCD DIVERSITY CONFERENCE 1996-1997 ACTION

It is recommended that the board approve expenditures for the Diversity Conference on April 18 and 19, 1997, in an amount not to exceed \$20,000.

*withdraw*

50. REDUCED ACADEMIC SENATE REASSIGNED TIME ACTION

It is recommended that the board take public action to ratify the reduced Academic Senate reassigned time to 3 LHE per college for Spring 1997.



51. AUTHORIZATION OF PAYMENT TO TRUSTEE ABSENT FROM SPECIAL BOARD MEETING ACTION

It is recommended that the board adopt Resolution 97-1 authorizing payment to Trustee Milchiker who was absent from the December 16, 1996, Board of Trustees' meeting.

52. TRUSTEES' REQUESTS TO ATTEND CONFERENCES/ MEETINGS AND/OR LOCAL MILEAGE REIMBURSEMENT ACTION

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

53. QUARTERLY REIMBURSEMENT TO TRUSTEES FOR MILEAGE TO AND FROM REQUIRED BOARD MEETINGS ACTION

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

#### CONSULTATION ON STATEWIDE ISSUES

#### SPECIAL REPORTS

54. REPORTS INFORMATION

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

55. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

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

56. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

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

GIFTS TO THE DISTRICT

57. GIFTS ACTION

It is recommended that the board accept the following gifts: thirty-five DC 2120 tape cartridges to be used where needed in the ITC, donated by JoAnn Weatherwax to Saddleback College; various types of computer equipment to be used in the IMC Lab, donated by Robert Ramirez to Saddleback College; various books, periodicals, and other items to be added to the Library, donated by those listed in Attachment 1 to Saddleback College; one vest and one jacket to be used in theatre arts productions and classes, donated by Mary Glancy to Saddleback College; one Macintosh printer and external



drive to be utilized by the Angeles, donated by Susan Lemkin to Saddleback College; various clothing and jewelry to be used in theatre arts productions and classes, donated by Carol Albertson to Saddleback College; art work by Orange County artist, Ken Auster, to be display in the President's Office, donated by Craig McCallum to Saddleback College; fifty copies of MicroSoft Excel to be used in the Business Science Division, donated by GST Inc. to Saddleback College; a Packard Bell PC computer system and associated equipment to run Digital Audio recording software, donated by Jeannie Smith to Saddleback College; assorted types of gloves for chemical handling, donated by Andrew Kubiak to Saddleback College; one Legend Packard Bell computer and associated equipment for faculty in the Reading Lab, donated by Joani Shepherd to Saddleback College; set of books on science and engineering to be used in the Laser-Electronics Technology Program, donated by Larry Deshazer to IVC; donation of cookies for sale at the Tonya Reed Gardner Memorial Music Scholarship Fund Benefit Recital held on 11/16/96 to raise funds for IVC Wind Symphony, donated by Sandy Rushing to IVC; coffee donation for sale at preceding benefit to raise funds to benefit the Instrumental Music Department, donated by Starbucks Coffee Company to IVC; AST computer and associated equipment for a C.U.B.E. display in the lobby of B200 building, donated by Tamara Halle to IVC; three IBM desktop PC 300 series computer for the development of skills necessary to combat illiteracy, donated by IVC Foundation to IVC; a Pentax K1000 camera with 500mm lens to used by photography students, donated by George McCrory to IVC; purchase of music for IVC Wind Symphony, donated by Stephen Rochford to IVC; Norton Anthology of Music to be used by music students in the Fine Arts Lab, donated by Stephen Rochford to IVC; and an AST Manhattan Commerce Pro Server to be used as the IVC www server, donated by AST Computer Research, Inc., to IVC.

#### CORRESPONDENCE

58. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm