

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

MEETING OF THE BOARD OF TRUSTEES
MARCH 31, 1997
STUDENT SERVICES CENTER, IRVINE VALLEY COLLEGE
CALL TO ORDER FOLLOWED BY CLOSED SESSION: 6:00 P.M.
OPEN SESSION: 7:00 P.M.

AGENDA

CALL TO ORDER (ROOM 240, STUDENT SERVICES CENTER)

ADJOURN TO CLOSED SESSION (ROOM 260F, STUDENT SERVICES CENTER) FOR DISCUSSION OF THE FOLLOWING:

Employee Negotiations
Public Employee Personnel Actions
Real Property Transaction

RECONVENE OPEN SESSION (SSC ROOM 240) - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Lorch

INVOCATION

Led by Trustee Frogue

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of February 10, 1997

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution of Commendation: Dr. Daniel L. Larios
Recognition of Support for Martin Luther King, Jr., Celebration

PRIORITY

1. DISTRICT TECHNOLOGY INITIATIVE: NETWORK AVAILABILITY INFORMATION

The board will be presented with a status report on the installation of the new network.

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 three minutes each.**

CONSENT CALENDAR

3. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

4. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve IVC's applications for funding from the State Chancellor's Office for the grant projects entitled "Accelerated Career Training for New, Emerging Industries: System Engineering Training on Multi-Platform Networks"; "Accelerated Career Training for New, Emerging Industries: Intranet/Internet Curriculum for Professional Development"; " Building a Center of Educational Excellence for the Semiconductor Industry"; "Curriculum and Professional Development in Business Education"; "Curriculum and Professional Development in Business Education"; "Orange County Web"; "Speech-Language Pathology: Training Support Personnel"; and "Vocational Curriculum and Professional Development."

5. SADDLEBACK COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve Saddleback College's applications for funding for the grant projects entitled "CommunityLINKS Mentorship Project" from the Corporation for National Service; "Providing a Bridge" from the Philip Morris Companies, Inc.; "Statewide Medical Assistant Project" from Title IIA, State Leadership; "Worksite Experience - Hospice, Home Health Nursing, Infusion Therapy, and Discharge Planning" and "Worksite Experience - Outpatient Community Health Care Nursing" from the State Chancellor's Office.

6. STATE TELECOMMUNICATIONS GRANT ACTION

It is recommended that the board approve the acceptance of these grant funds and authorize expenditures within the general funds pursuant to California Code of Regulations Title V, Section 5308.

7. NEW BOARD POLICY: BP4000.2, DIGITAL INFORMATION NETWORK ACCEPTABLE USE POLICY ACTION

It is recommended that the board approve proposed Board Policy 4000.2 as shown.

8. CCCT BOARD OF DIRECTORS ELECTION - 1997 ACTION

It is recommended that each board member read at the board meeting his or her list of nominees for the ten vacancies on the CCCT Board of Directors for subsequent tallying and transmittal to the League office by the April 25 deadline.

9. SADDLEBACK COMMUNITY COLLEGE DISTRICT NAME CHANGE ACTION

It is recommended that the board approve a name change for the Saddleback Community College District, considering the names listed.

10. TERM LIMITS OF THE BOARD OF TRUSTEES INFORMATION

Information on SB2 concerning term limits for the governing boards of school districts is provided for the board's review.

11. CONSULTANT AGREEMENT FOR DISTRICT ORGANIZATIONAL ASSESSMENT REVIEW ACTION

It is recommended that the proposal from the Organizational Consulting Center at CSPP be accepted by the board; the consulting contract for services and *Proposal for an Organizational Assessment and Development of a Roadmap for Change* be approved; and that the Chancellor or Vice Chancellor of Fiscal Services be authorized to sign said contract.

INSTRUCTION AND STUDENT SERVICES

12. SADDLEBACK COLLEGE: HONORARIA ACTION

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

a. MUSICIANS LISTED

in the amounts listed for their services as orchestra members for the Spring musical *Into the Woods*.

b. EMERITUS INSTITUTE GUEST SPEAKERS LISTED

in the amounts listed for presentation of lectures as part of Anthropology 205, Guest Lecture Series.

c. DR. GREG SARRIS

in the amount of \$500 for his reading from "*Grand Avenue*" during the Humanities Hour on April 16.

d. DORRIT RAWLINS

in the amount of \$300 for her services as Juror for the Annual Student Art Exhibition opening May 8.

e. TRANG NGUYEN

in the amount of \$2,000 for the design and installation and lecture/demonstration to art students for the Spring Art Gallery Exhibition opening March 14.

f. DR. MARK GOODRICH

in the amount of \$500 for his presentation of a recital/master class on April 3.

g. WENDY WHITE AND RAY LOWERY

in the amount of \$50 each for the performance on April of student compositions created in the Music Composition class.

h. FRANCES GARCIA

in the amount of \$340 for her services as vocalist with the Symphony Orchestra May 16 through 18.

i. DR. JOSEPH NEVADOMSKY

in the amount of \$200 for his lecture and video presentation for the students in Art 23, History of African-Oceanic Art class, on April 2.

j. ERIC VON SYDOW

in the amount of \$350 for his demonstration and presentation on hypnosis on April 16.

13. SADDLEBACK COLLEGE: GUEST SPEAKERS

ACTION

It is recommended that the board approve the guest speakers as listed by the Associated Student Government and Lesbian Gay Bi-Sexual Student Association (LBGA).

14. SADDLEBACK COLLEGE: COMMUNITY EDUCATION
SUMMER 1997

ACTION

It is recommended that the board approve the Community Education presenters as indicated.

15. SADDLEBACK COLLEGE: CONTRACT EDUCATION
AGREEMENT

ACTION

It is recommended that the board approve the agreement with the Defense Criminal Investigative Services, Office of the Inspector General, U.S. Department of Defense, for the college to provide instruction as indicated.

16. SADDLEBACK COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve the Educational Services Agreement with Freedom Village Healthcare Center for the college to provide services as indicated.

17. SADDLEBACK COLLEGE: PHILIP MORRIS GRANT ACTION

It is recommended that the board approve acceptance of a contribution of \$40,000 as the first payment of a two-year \$80,000 pledge of support for the Early Start Program by the Philip Morris Company.

18. SADDLEBACK COLLEGE: TRAINING WORKSHOP ACTION

It is recommended that the board ratify payment for lodging, food, and other workshop expenditures for non-district personnel participating in the training workshop offered by the State Chancellor's Office and the district as part of the Regional Health Occupation Resource Center project.

19. SADDLEBACK COLLEGE: LEGAL ASSISTING PROGRAM ABA APPROVAL, SITE VISIT, AND MEETING ACTION

It is recommended that the board approve the expenditures of travel, meals, and related expenses for the ABA site review and for the Legal Studies Program Advisory Committee meeting for an amount not to exceed \$1,500.

20. SADDLEBACK COLLEGE: SPANISH SUMMER ABROAD SUMMER 1997 ACTION

It is recommended that the board approve the Saddleback College Spanish Language and Culture Summer Abroad Program.

21. SADDLEBACK COLLEGE: HISTORY TOUR, MEXICAN CIVILIZATION ACTION

It is recommended that the board approve the field studies course History 31, Mexican Civilization, and Anthropology 108, Archaeology of Mexico, as described, and authorize Administration to execute the Educational Tour/Field Study Travel Contractor Agreement with City Travel of Diamond Bar.

22. SADDLEBACK COLLEGE: 1997-1998 CATALOG ACTION

It is recommended that the board approve the changes in Saddleback College's 1997-1998 catalog as indicated and authorize publication of the document.

23. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

24. SADDLEBACK COLLEGE: COMPENSATION FOR COMMENCEMENT PRESENTERS ACTION

It is recommended that the board approve the competition for presenters and technicians for the 1997 Saddleback College Commencement.

25. IRVINE VALLEY COLLEGE: IVC ADMINISTRATIVE RETREAT ACTION

It is recommended that the board approve the May 8 and 9 IVC Administrative Retreat at a cost not to exceed \$105 per person for the participants listed.

26. IRVINE VALLEY COLLEGE: STAFF DEVELOPMENT/IN-SERVICE WEEK, REVISED ACTION

It is recommended that the board approve the revised Staff Development/In-Service FLEX week expenditure of \$50 to cover the cost of associated activities.

27. IRVINE VALLEY COLLEGE: TRANSITION DAY EVENT ACTION

It is recommended that the board approve the April 23 Transition Day event sponsored by DSP&S.

28. IRVINE VALLEY COLLEGE: ATHLETIC EVENTS ACTION

It is recommended that the board approve the IVC Women's Basketball Team's fundraising tournament and IVC Men's Tennis Team's hosting of the Southern California Tennis Association Junior Sectional Tennis Tournament.

29. IRVINE VALLEY COLLEGE: PSI BETA HONORS CLUB ACTION
1997 CONFERENCE ATTENDANCE

It is recommended that the board approve the Psi Beta Honors Club request for approval of a consolidation of approved funds from three conferences to two as described, at a cost not to exceed \$6,000.

30. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES ACTION
AGREEMENTS

It is recommended that the board approve Educational Services Agreements as described and Independent Contractor's Agreements, if applicable, with:

- a. TOSHIBA AMERICA ELECTRONIC COMPONENTS, INC.
- b. IRVINE UNIFIED SCHOOL DISTRICT
- c. MOTOROLA MOS 10
- d. MOTOROLA MOS 10
- e. MOTOROLA MOS 10

31. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES ACTION

It is recommended that the board approve the activities for the Statewide Business Education Advisory Committee as indicated, with expenses paid by the Regional Consortia.

32. IRVINE VALLEY COLLEGE: INSTRUCTIONAL ACTION
MATERIALS FEES

It is recommended that the board approve the individual course fees as indicated.

33. IRVINE VALLEY COLLEGE: ADDITIONAL MUSIC ACTION
DEPARTMENT CONCERTS FOR SPRING 1997

It is recommended that the board approve the expenditures for the IVC Music Department's additional spring 1997 concerts as indicated.

34. IRVINE VALLEY COLLEGE: SUMMER POPS 1997 ACTION

It is recommended that the board approve the IVC Summer Pops 1997 performance on July 13 and related expenses.

35. IRVINE VALLEY COLLEGE: ADDITIONAL ART EXHIBITION ACTION

It is recommended that the board approve the expenditure of funds not to exceed \$250 for the printing of an exhibition announcement for the "Indoor/Outdoor" exhibition as indicated.

36. IRVINE VALLEY COLLEGE: CURRICULUM REVISIONS FOR THE 1997-1998 ACADEMIC YEAR ACTION

It is recommended that the board approve the proposed changes in curriculum implementation as listed.

37. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION PROGRAMS, SUMMER 1997 ACTION

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

38. IRVINE VALLEY COLLEGE: ADDITIONAL FACULTY HIRINGS FOR 1997-1998 ACTION

It is recommended that the board approve the announcement of and recruitment for the positions of Life Sciences and Technology (Biology) and Mathematics, CIS, Engineering (Mathematics), contingent upon funding, at IVC for the 1997-1998 academic year.

FACILITIES

39. SADDLEBACK COLLEGE: ACCEPT AS COMPLETE/FILE NOTICE OF COMPLETION ACTION

It is recommended that the board accept the following projects as complete and authorize filing notices of completion:

- a. REROOF OF "T" BUILDING

b. REMOVAL AND REPLACEMENT IN VARIOUS BUILDINGS

c. REPLACEMENT OF DAMAGED SIDEWALKS

40. IRVINE VALLEY COLLEGE: LEARNING RESOURCES CENTER CHANGE ORDER 8 ACTION

It is recommended that the board approve Change Order 8 for the Learning Resources Center at IVC decreasing the contract by \$5,046.92.

41. IRVINE VALLEY COLLEGE: LEARNING RESOURCES CENTER INCREASE TO SERVICES CONTRACT ACTION

It is recommended that the board approve increasing the contract by \$22,500 with tBP to cover construction services beyond the original 15-month period and additional landscape architect services.

42. IRVINE VALLEY COLLEGE: INTENT TO LEASE SURPLUS REAL PROPERTY INFORMATION

Information on Irvine Unified School District's request to lease portable facilities and place them on approximately 40,800 square feet of IVC property to establish a Montessori program is provided for the board's review.

BUSINESS/FISCAL

43. MONTHLY FINANCIAL STATUS REPORT INFORMATION

The district business office's assessment of the district's current financial situation and trend analysis is provided for the board's information.

44. SADDLEBACK COLLEGE: MATERIALS TESTING AND INSPECTION SERVICES FOR BASEBALL FIELD RENOVATION ACTION

It is recommended that the board approve the contract with John R. Byerly, Inc., to provide specialized testing and inspection services required by the DSA.

45. AWARD OF CONTRACT FOR AUDITOR SERVICES 1997-1999 ACTION

It is recommended that the board contract with Vicenti, Lloyd and Stutzman to perform the district's financial audit for three fiscal years at for the fees per year as indicated.

46. 1989 CERTIFICATES OF PARTICIPATION ISSUE, APPOINTMENT OF FINANCIAL INVESTING SERVICES ACTION

It is recommended that the board appoint Marion Bass Securities Corporation as the district investing firm for debt services funds in the 1989 Certificates of Participation, authorize the Vice Chancellor of Fiscal Services to sign the agreement and act on behalf of the district in pursuing the best investment strategy of these funds within the constraints of the District Investment Policy.

47. WISE HOMESTAY AGREEMENT ACTION

It is recommended that the board approve the agreement between WISE and the SCCD as indicated.

48. SADDLEBACK COLLEGE: AWARD OF BIDS ACTION

It is recommended that the board award the following:

- a. BID 971, REPLACEMENT OF DECKING AT MODULAR BUILDINGS WITH CONCRETE DECKS

to AMS Contracts for \$82,700.

- b. BID 972, CHILLED WATER PIPING AND HVAC CONTROLS, STUDENT SERVICES CENTER

to Los Angeles Air Conditioning, Inc., for \$215,000.

49. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions:

- a. RESOLUTION 97-16, IVC/SC C.A.R.E. GRANT

to amend the 1996-1997 General Fund Restricted Budget by \$9,770.

b. RESOLUTION 97-17, SADDLEBACK COLLEGE PHILIP MORRIS GRANT

to amend the 1996-1997 General Fund Restricted Budget by \$40,000.

c. RESOLUTION 97-19, IVC APPLICATION FEES

to amend the 1996-1997 Unrestricted General Fund Budget by \$9,300.

d. RESOLUTION 97-18, 1996-1997 SCHEDULED MAINTENANCE AGREEMENT

to amend the 1996-1997 Capital Outlay Budget by \$275,000.

50. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

51. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 67728 through 68750 totaling \$1,605,555.55.

52. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 78407 through 79987 totaling \$5,064,617.46; credit card purchases totaling \$14,055.06; Saddleback College Community Education checks 3234 through 3285 totaling \$149,018.50; and IVC Community Education checks 4619 through 4686 totaling \$111,472.58.

53. DISTRICT SECOND ANNUAL DIVERSITY CONFERENCE HONORARIA ACTION

It is recommended that the board approve the honoraria and expenses as indicated for the speakers and presenters at the District Second Annual Diversity Conference "*Bridges to the 21st Century.*"

54. TRUSTEES' REQUESTS TO ATTEND CONFERENCES/
MEETINGS

ACTION

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

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

55. 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

56. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

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

57. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

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

GIFTS TO THE DISTRICT

58. GIFTS ACTION

It is recommended that the board accept the following gifts: various hardback books and periodicals for the Library, donated by those listed in Attachments 1a and b to Saddleback College; various pieces of clothing as indicated for Theatre Arts productions and in acting and costume design classes, donated by Carolann Messner to Saddleback College; miscellaneous video equipment as indicated in Attachment 3 for use in the proposed CAD and Multimedia computer classroom, donated by AccelGraphics, Inc., to Saddleback College; a Kitfox experimental aircraft and other equipment for demonstration purposes in aviation classes, donated by Phil Kraft to Saddleback College; 85 roses of selected varieties to be used to create a rose garden at the Horticulture Facility, donated by Jackson & Perkins to Saddleback College; one Kimball Console upright piano to be used at the Children's Theatre Festival at the Mission Viejo Mall, donated by Diane Schuur and Les Crockett to Saddleback College; H1 Jaak to be used in the ITC, donated by Don Busché to Saddleback College; numerous magazines for student's projects in Interior Design classes, donated by Dianne Brooks to Saddleback College; a microwave oven for use in Fine Arts Division, donated by Gregory Bishopp to Saddleback College; Astrobright paper used for the IVC Wind Symphony 3/2/97 concert announcement flyers, donated by Stephen Rochford

to IVC; two AST Manhattan Pro Servers to be used for the support of the Internet Program as indicated, donated by AST Research, Inc., to IVC; and an HP ScanJet scanner for high speed text and graphic scanning, donated by Dale and Jack Shawn to IVC.

CORRESPONDENCE

59. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm