

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 MARGUERITE PARKWAY
MISSION VIEJO, CALIFORNIA 92692

MEETING OF THE BOARD OF TRUSTEES
OCTOBER 20, 1997
LIBRARY BUILDING, SADDLEBACK COLLEGE
CALL TO ORDER (FOLLOWED BY PUBLIC COMMENTS/CLOSED SESSION): 5:00 P.M.
RECONVENE OPEN SESSION: 7:00 P.M.

AGENDA

CALL TO ORDER (LIBRARY 105)

PUBLIC COMMENTS

Members of the public may address the board on items listed below to be discussed in closed session. **Speakers are limited to three minutes each.**

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

Labor Negotiations with Represented and
Unrepresented Employees (GC 54957.6)
Public Employee Appointment, Employment, Academic
Administrator Contracts, Evaluation of
Performance, Discipline, Dismissal (GC 54957)
Pending Litigation (GC 54956.9)
Bauer v. Board of Trustees, Case No. 781203
Bauer v. Board of Trustees, Case No. 784311
Real Property Negotiations (54956.8)
City of Mission Viejo/Baseball

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

PLEDGE OF ALLEGIANCE

Led by Trustee Milchiker

INVOCATION

Led by Trustee Hueter

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of September 15, 1997

Special Meeting at 3:30 p.m., September 29, 1997

Special Meeting at 4:30 p.m., September 29, 1997

Special Meeting at 6:00 p.m., September 29, 1997

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Acknowledgement of the Contributors and Producers of the
Saddleback College ESL Department Publication, the *International Voice*
Reports on Summer Job Experiences in Europe by Students
in the Saddleback College German Program

PRIORITY

1. SADDLEBACK COLLEGE: ASSOCIATED STUDENT
GOVERNMENT BUDGET

ACTION

It is recommended that the board ratify the 1997-1998 Budget
for the Associated Student Government of Saddleback College.

PUBLIC COMMENTS

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

2. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

10/20/97

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GENERAL

3. IRVINE VALLEY COLLEGE: GRANT APPLICATIONS ACTION

It is recommended that the board approve the IVC grant proposals for funding from the State Chancellor's Office - TMAPP titled "On-Line Curriculum and Instruction Resource Center" and "Statewide Delivery of Distance Education."

4. SUBSCRIPTION AGREEMENT - STUDENT-RIGHT-TO-KNOW REPORTING ACTION

It is recommended that the board approve the subscription to the State Chancellor's Student-Right-To-Know federal compliance and data reporting service with a contract cost not to exceed \$3,000 per college for 1996-97 and \$3,000 per college for 1997-98.

INSTRUCTION AND STUDENT SERVICES

5. IRVINE VALLEY COLLEGE: FACULTY HIRING FOR 1998-99 ACTION

It is recommended that the board approve the announcement of and recruitment for full-time faculty positions, contingent upon funding, at Irvine Valley College for the 1997-98 spring semester and the 1998-99 academic year as listed.

6. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENTS ACTION

It is recommended that the board approve consulting agreements with:

- a. MARY AUVIL, JANE THOMPSON, CHERYL REDMON, PAT FENTON, JACK HENINSIUS, DR. PATRICIA WHITMAN, AND DR. JANEANE DIMPEL

to provide services as Business Education Consultants and Curriculum and Assessment Consultants for a fee of \$1,000 each.

b. MARY AUVIL

for the preparation of the final report of the Vocational Curriculum and Professional Development Project in the amount of \$1,000.

c. PATRICK FENTON AND MARY AUVIL

for Mr. Fenton to provide training in Windows 95 to community college faculty, and for Ms. Auvil to prepare the final report of the Curriculum and Professional Development in Business Education Project for a total combined fee of \$4,500.

d. RUTH FASSETT

to provide specialized individual employment procurement services for eligible students participating in the WorkAbility III Grant in an amount not to exceed \$13,700.

e. DR. ARTHUR SELVAN

to read/interpret students' stress 12 lead ECG's and Exercise ECG's for the PE 194 Fitness Assessment class for a fee of \$700 from September 15, 1997, through June 30, 1998.

f. LINDA POWERS

to carry out the workplan for the Semiconductor Project for a fee not to exceed \$4,000.

7. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve the ESA's/independent contractor agreement with:

a. LIEBERT CORPORATION

for IVC to provide "APICS" training through December 31, 1998, for a fee of \$215 per hour for training.

b. MOTOROLA MOS 10

for IVC to provide "Training Evaluation" through the remainder of 1997 for a fee of \$180 per hour for training.

8. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the workshops listed for the Curriculum and Professional Development in Business Education Program.

9. IRVINE VALLEY COLLEGE: MUSIC DEPARTMENT CONCERTS 1997-98 ACTION

It is recommended that the board approve the expenditures for IVC Music Department's concerts scheduled for the 1997-98 academic year as indicated.

10. IRVINE VALLEY COLLEGE: ATHLETIC EVENT ACTION

It is recommended that the board approve the IVC Women's Softball team's request to travel to Yuma, Arizona, February 14-15, 1998, to play in the Great Western Shootout Softball Tournament.

11. IRVINE VALLEY COLLEGE: ATHLETIC EVENT ACTION

It is recommended that the board approve the IVC Women's Softball team's request to host a Women's Softball Tournament on November 8 and 9, 1997, as a fundraiser.

12. CORRECTION TO SOCCCD FORENSICS TEAM 1997-98 SCHEDULE ACTION

It is recommended that the board approve the participation of the District Forensics Team and their coaches at the Fall and Spring League Championships with the revised dates in addition to the revised cost estimate as indicated for the Sacramento City Invitational Tournament on October 23 through October 27, 1997.

13. IRVINE VALLEY COLLEGE: STAFF DEVELOPMENT/
CLASSIFIED IN-SERVICE DAY ACTION

It is recommended that the board approve the expenditure, not to exceed \$650 to cover costs associated with the IVC Staff Development activities on November 6, 1997.

- 14 IRVINE VALLEY COLLEGE: EMERITUS INSTITUTE GUEST ACTION
SPEAKERS

It is recommended that the board approve the honoraria in the amount of \$150 for those persons listed to present a series of lectures/recitals during Fall 1997.

15. SADDLEBACK COLLEGE: FACULTY HIRING FOR 1998-99 ACTION

It is recommended that the board approve the announcement of and recruitment for ten full-time faculty positions, contingent upon funding, at Saddleback College for the 1998-99 academic year.

16. SADDLEBACK COLLEGE: SYMPOSIUM ON SEXUAL ACTION
HARASSMENT, GENDER DISCRIMINATION, AND
WORKPLACE VIOLENCE

It is recommended that the board approve the Saddleback College Symposium as indicated on November 6, 1997.

17. SADDLEBACK COLLEGE: STAFF DEVELOPMENT ACTION
MANAGEMENT RETREAT

It is recommended that the board approve the management retreat on October 24, 1997, at the Rancho Capistrano Retreat site, as outline.

18. SADDLEBACK COLLEGE: EARLY CHILDHOOD MENTOR ACTION
PROGRAM

It is recommended that the board approve the participation of Saddleback College in the Early Childhood Mentor Program with other community colleges in Orange County as indicated, with the Saddleback College coordinator receiving a stipend from the Chabot Las Positas CCD.

19. SADDLEBACK COLLEGE: FIELD TRIP ACTION

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

20. LECTURE SERIES SPEAKER ACTION

It is recommended that the board approve the lecture on international education by the Honorable Merrick Baker-Bates, Her Britannic Majesty's Consul General, British Consulate-General of Los Angeles, on October 22, 1997.

21. SADDLEBACK COLLEGE: GUEST ARTIST/SPEAKER HONORARIA ACTION

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

a. INDIVIDUALS LISTED

in the amount of \$300 for their lectures on rehearsal, production, and performance within the disciplines of Physical Education and Athletics, Department of Dance, during the fall semester, 1997.

b. ELIZABETH STYFFE

in the amount of \$200 for her to present an all day seminar for the Nursing Program N 151 Nursing Process students on October 24, 1997, on working with dying clients and their families.

c. MARIAN WALKINGSTICK

in the amount of \$300 for her lecture and demonstration on basketmaking on October 8, 1997.

d. DEBORAH MILLIGAN

in the amount of \$420 for her services as a professional accompanist in fall semester, 1997.

e. NICOLE MEIER

in the amount of \$150 for her presentation on cheerleading partner stunting safety instruction on October 12, 1997.

22. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACTS ACTION

It is recommended that the board approve the following guest artist contracts with:

a. TRADITIONAL ARTS SERVICES

for a single performance of Boys of the Lough on November 22, 1997, for a fee not to exceed \$7,500.

b. ANAHEIM BALLET OF ORANGE COUNTY

for five performances of *The Nutcracker Ballet*, December 9-14, 1997, for a fee not to exceed \$7,500.

c. GARY LINDSEY ARTIST SERVICES

for a single performance by Dance Through Time on Friday, January 23, 1998, for a fee not to exceed \$7,000.

23. SADDLEBACK COLLEGE: CONTRACT EDUCATION AGREEMENT ACTION

It is recommended that the board approve the agreement with the City of Fountain Valley whereby the agency agrees to pay the sum of \$495 for each two-hour course of instruction on Cross-Cultural Communications.

24. SADDLEBACK COLLEGE: 1997-98 LABORATORY FEES ACTION

It is recommended that the board approve Saddleback College's revised fees for Spring 1998 as presented.

25. SADDLEBACK COLLEGE: HILLEL CLUB GUEST SPEAKER ACTION

It is recommended that the board approve the request for guest speakers for the Hillel Club event on November 3, 1997.

26. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

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

FACILITIES

27. SADDLEBACK COLLEGE: ACCEPT ASPHALT PAVING AND CONCRETE PROJECT AS COMPLETE/FILE NOTICE OF COMPLETION ACTION

It is recommended that the board accept the project as complete and authorize filing a Notice of Completion with the County.

28. SOCCCD: SEISMIC BRACING AND ANCHORAGE OF PORTABLE TRAILERS, CHANGE ORDER 1 ACTION

It is recommended that the board approve Change Order 1 increasing the contract amount by \$920 with no change to the contract completion date.

29. IRVINE VALLEY COLLEGE: LEARNING RESOURCE CENTER PROJECT ACTION

It is recommended that the board approve the following:

- a. CHANGE ORDER 10

amending the contract amount by \$323,896 with 23 days of extension to contract completion date.

- b. ACCEPTANCE OF BONDS FOR RELEASE OF STOP NOTICES

as provided by the prime contractor, Culp Construction.

- c. FILING OF NOTICE OF COMPLETION

with the County of Orange following acceptance of the project as complete, and authorizing the release of the retention 35 days after the date of filing.

BUSINESS/FISCAL

30. MONTHLY FINANCIAL STATUS REPORT INFORMATION
- Information on the district business office's assessment of the district's current financial situation and trend analysis is provided for the board's review.
31. QUARTERLY FINANCIAL STATUS REPORT INFORMATION
- The California Community Colleges Quarterly Financial Status Report as of September 30, 1997, for the 1997-98 fiscal year is provided for the board's information.
32. IRVINE VALLEY COLLEGE: AWARD OF BID ACTION
- It is recommended that the board award Bid 217 for the replacement of the chiller in the Student Services Center to Air-Ex Air Conditioning, Inc., in the amount of \$75,737.
33. SADDLEBACK COLLEGE: AWARD OF BID ACTION
- It is recommended that the board award Bid 983 to provide a debit card operated copier/printer system to APS Affiliates for cost indicated.
34. IRVINE VALLEY COLLEGE: REJECTION OF BID ACTION
- It is recommended that the board reject all bids submitted in relation to Bid 216 for distance learning studio equipment.
35. TRANSFER OF BUDGET APPROPRIATIONS ACTION
- It is recommended that the board approve/ratify transfers of appropriations as indicated.
36. BUDGET AMENDMENTS ACTION
- It is recommended that the board adopt the following resolutions to amend the 1997-98 General Fund Restricted Budget:

- a. RESOLUTION 97-47, REVISED ADVANCE APPORTIONMENT

to amend the budget by the amounts indicated.

- b. RESOLUTION 97-49, SADDLEBACK COLLEGE - TITLE III STRENGTHENING INSTITUTIONS GRANT

to amend the budget by \$350,000.

- 37. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 72566 through 73213 totaling \$1,880,884.85.

- 38. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 85082 through 85959 totaling \$2,176,949.61; credit card purchases totaling \$15,673.14; Saddleback College Community Education checks 3523 through 3545 totaling \$26,857.14; and IVC Community Education checks 4910 through 4940 totaling \$57,289.45.

- 39. 1997-98 DISTRICT SERVICES STAFF DEVELOPMENT WORKSHOPS/ ACTIVITIES ACTION

It is recommended that the board approve the expenditures for the scheduled 1997-98 workshops and activities provided by District Services staff development funding.

- 40. CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the consulting agreement with Ruby Wood for services rendered to the district relating to public information from October 1, 1997, through November 30, 1997, as indicated.

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

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

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

It is recommended that the board adopt Resolution 97-48 authorizing payment to Trustee Frogue who was absent from the September 15, 1997, Board of Trustees' meeting.

43. REMOVAL OF PRESIDENT OF BOARD OF TRUSTEES ACTION

The Chancellor makes no recommendation on this matter; Trustees Milchiker and Lang have asked that the board take action to remove Steve Frogue as President of the board, effective immediately.

CONSULTATION ON STATEWIDE ISSUES

44. GUIDELINES FOR LEGISLATIVE RELATIONS ACTION

It is recommended that the board discuss the draft guidelines and convey the board majority view through the Chancellor by November 1, 1997.

SPECIAL REPORTS

45. 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

46. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

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

47. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

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

GIFTS TO THE DISTRICT

48. GIFTS ACTION

It is recommended that the board accept the following gifts: A Cannon CJ10 Color printer, projector, scanner, and color copier be used in the Digital Graphic Lab/PC workstation, donated by

Peter Conroy to IVC; Astrobright papers and card stock for the IVC Wind Symphony Concert on October 19 to be used for announcement flyer and invitation cards, donated by Stephen Rochford to IVC; one 8-ft. conference table and six arm chairs for student clubs, staff, and faculty use, donated by David Taratt, G&G Systems, to Saddleback College; \$1,950 through the "Help Our Schools" Program to be distributed where needed by appropriate college administrators, donated by MacPherson Enterprises to Saddleback College; a trampoline to be used by PE activity classes and Community Education classes, donated by Gloria Nadell to Saddleback College; and 196 copies of the Student Manual "Personal Productivity and Communication Tools" and accompanying software to benefit the division's instructional programs, donated by Kim Hayes, AMRESKO, to Saddleback College.

CORRESPONDENCE

49. CORRESPONDENCE

INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm

ADDITIONAL ITEM

50. CONSULTANT AGREEMENT

ACTION

It is recommended that the board approve the consultant agreement with Jack Schumaker Management Consultants, Inc., for services rendered to the district by Everett Brewer to assist with the implementation of the district wide Emeritus Institute, at a cost not to exceed \$15,000.