

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

MEETING OF THE BOARD OF TRUSTEES  
STUDENT SERVICES CENTER, IRVINE VALLEY COLLEGE  
5500 IRVINE CENTER DRIVE, IRVINE, CA 92620  
**NOVEMBER 17, 1997**

**CALL TO ORDER**(FOLLOWED BY PUBLIC COMMENTS/CLOSED SESSION): **5:30 P.M.**  
**RECONVENE OPEN SESSION: 7:00 P.M.**

AGENDA

CALL TO ORDER (ROOM 240, STUDENT SERVICES CENTER)

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 (ROOM 260F, STUDENT SERVICES CENTER) FOR DISCUSSION/ ACTION ON 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)  
Student Expulsion (EC 76037, 76243; AR 5401)  
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 (ROOM 240, SSC) - 7:00 P.M.**

PLEDGE OF ALLEGIANCE

Led by Student Trustee Travis

INVOCATION

Led by Trustee Lang

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of October 20, 1997

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Saddleback College Accreditation Reaffirmation Progress Report -  
Wendy Lewis, Chair

PRIORITY

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

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. IRVINE VALLEY COLLEGE: GRANT APPLICATION

ACTION

It is recommended that the board approve IVC's application for funding from the State Chancellor's Office -TMAPP for the project titled "Faculty Access to Computers and Technology."

3. SADDLEBACK COLLEGE: GRANT ACCEPTANCE

ACTION

It is recommended that the board accept the award of \$30,625 from the State Chancellor's Office for a Health Occupations Statewide Advisory Committee Host Grant.

4. IRVINE VALLEY COLLEGE: TUSTIN MCAS LEARNING VILLAGE INFORMATION

Information on leasing the facilities through the City of Tustin on an interim basis prior to formal possession on July 1, 1999, is provided for the board's review.

5. SPRING 1998 FACULTY WORKLOADS INFORMATION

Information on Spring 1998 faculty workloads reported by college administrators is provided for the board's review.

INSTRUCTION AND STUDENT SERVICES

6. 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, for the 1998-99 academic year for:

- a. IRVINE VALLEY COLLEGE
- b. SADDLEBACK COLLEGE

7. 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, and authorize Administration to execute the Educational Tour/Field Study Travel Contractor Agreement with City Travel.

8. SADDLEBACK COLLEGE: SPANISH SUMMER ABROAD, SUMMER 1998 ACTION

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

9. SADDLEBACK COLLEGE: GUEST ARTIST/SPEAKER HONORARIA ACTION

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

a. MARIE BARNETT AND SHARON HAAS

in the amount of \$350 each for their presentations during fall semester, 1997, on rehearsal, production, and performance within the discipline of the department of Dance.

b. JOSEPHINE HARMON AND RUSSIL TAMSEN

in the amount of \$150 and \$50, respectively, for their presentations during fall semester, 1997, on rehearsal, production, and performance within the discipline of the department of Dance.

c. SHADES OF JADE

in the amount of \$250 for their performance on February 12, 1998, for Music Appreciation, Music History and Performance students.

d. DR. KARIN MIKAMI

in the amount of \$250 for conducting a vocal/piano master class and concert on February 26, 1998.

e. INDIVIDUALS LISTED

in the amounts listed for the 1997 production of *Androcles and the Lion* for the Saddleback Children's Festival.

10. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve a consultant agreement with Stephanie Hom to serve as Coordinator for C.N.A. testing for an amount of \$30 per candidate tested, not to exceed \$35,000 per year.

11. SADDLEBACK COLLEGE: COMMUNITY EDUCATION, ACTION  
SPRING 1998

It is recommended that the board approve the Community Education programs and presenters for Spring 1998 as indicated.

12. IRVINE VALLEY COLLEGE: PROGRESS REPORT/ACCRED- ACTION  
ITATION

It is recommended that the board approve IVC's Progress Report on Faculty Peer Evaluation.

13. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve hiring Tom Hersh at \$50 per hour up to \$20,000 to successfully complete the tasks required in the Building a Center of Educational Excellence for the Semiconductor Industry grant.

14. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES ACTION  
AGREEMENT

It is recommended that the board ratify the Educational Services Agreement with Galardi Group for IVC to provide instruction in Speed Spanish, and the associated Independent Contractor's Agreement.

15. IRVINE VALLEY COLLEGE: EARLY CHILDHOOD MENTOR ACTION  
PROGRAM

It is recommended that the board approve IVC's participation in the Early Childhood Mentor Program with other Orange County community colleges.

16. IRVINE VALLEY COLLEGE: FUNDRAISERS ACTION

It is recommended that the board approve the following fundraising activities:

a. PHOTOGRAPHY SALE

on December 10, 11, and 12, 1997, to raise funds for equipment purchases by the Photography Department.

b. DANCE TEAM PARTICIPATION IN KEENAN IVORY WAYANS SHOW

on November 18 to raise funds for the Physical Education Department.

17. IRVINE VALLEY COLLEGE: WORKSHOPS

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

18. IRVINE VALLEY COLLEGE: CONTRACT ACCEPTANCE ACTION

It is recommended that the board approve the award of funds in the amount of \$30,625 for the Business Education Statewide Advisory Committee project as well as travel expenses for advisory committee members to attend advisory committee meetings.

19. IRVINE VALLEY COLLEGE: COSTA RICA STUDY ABROAD PROGRAM ACTION

It is recommended that the board approve the four-week Spanish Study Abroad Program in San Jose, Costa Rica.

20. IRVINE VALLEY COLLEGE: HONORARIA ACTION

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

a. "SOMETHING BORROWED"

in the amount of \$625 for their services to decorate the Library for the dedication ceremony on November 17.

b. LAN LING DANCE GROUP

in the amount of \$250 for their performance at the Library dedication ceremony.

c. DR. DAVID MERTES

in the amount of \$200 for his presentation at the Library dedication ceremony.

d. TERRY NEWMAN

in the amount of \$400 for his music performance at the Library dedication ceremony.

21. IRVINE VALLEY COLLEGE: SERVICE AGREEMENT ACTION

It is recommended that the board approve the service agreement with Executive 2000 Inc. to provide A+ Certification Training to faculty for the amount of \$4,800 as part of the requirements of the Curriculum and Professional Development in Business Education Program.

FACILITIES

22. SADDLEBACK COLLEGE: REROOFING CENTRAL PLANT BUILDING PROJECT NOTICE OF COMPLETION ACTION

It is recommended that the board accept the reroofing of the Central Plant Building project as complete and authorize filing a Notice of Completion.

23. SOCCCD: BRACING AND ANCHORAGE OF PORTABLE TRAILERS PROJECT NOTICE OF COMPLETION ACTION

It is recommended that the board accept the bracing and anchorage of portable trailers project at both campuses as complete and authorize filing a Notice of Completion.

24. IRVINE VALLEY COLLEGE: ENGINEER FOR VARSITY SOCCER FIELD ACTION

It is recommended that the board approve hiring California Civil Inc. to provide engineering and surveying services for the varsity soccer field.

BUSINESS/FISCAL

25. ACCEPTANCE OF DISTRICT ANNUAL AUDIT REPORT REVIEW/STUDY

It is recommended that the board accept for review and study the general purpose financial statements with accompanying audit report for the 1996-97 fiscal year.

26. 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.

27. QUARTERLY INVESTMENT FINANCIAL REPORT INFORMATION

The Quarterly Investment Report for the quarter ending September 30, 1997, is provided for the board's review.

28. ESTIMATED FY 1998-99 NONRESIDENT TUITION RATE INFORMATION

Information on the estimated 1998-99 Nonresident Tuition Rate is provided for the board's review.

29. SYNTHETIC REFUNDING OF 1989 CERTIFICATES OF PARTICIPATION ISSUE ACTION

It is recommended that the board adopt Resolution 97-54 to allow selection of a financial institution that will provide the district with the outcomes indicated, and authorize the designated individuals to execute associated documents to effect the purposes of the COPs refunding and resolution.

30. CONTRACT RENEWAL FOR THE GOLF DRIVING RANGE OPERATION ACTION

It is recommended that the board renew the contract for the operation of the Golf Driving Range with Donovan Brothers for a three-year term, with an additional two-year extension to be exercised by the district on an annual basis after the first three years.

31. ASSIGNMENT OF LEASE RIGHTS AND CONDITIONS OF PARTEL MUNICIPAL EQUIPMENT SCHEDULES 13 AND 14 ACTION

It is recommended that the board approve the request by Partel Municipal Finance Corporation that all rights, title, interest, and payments due on these lease purchase agreements be assigned to Foothill Independent Bank.

32. IRVINE VALLEY COLLEGE: AWARD OF BID TO PAVE PARKING LOT 6-A ACTION

It is recommended that the board award Bid 218 for the paving of Parking Lot 6-A to Ben's Asphalt and Seal Coating, Inc., for \$16,608.80.

33. TRANSFER OF BUDGET APPROPRIATIONS ACTION

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

34. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions to amend the 1997-98 General Fund Restricted Budget:

- a. RESOLUTION 97-51, SADDLEBACK COLLEGE MATRICULATION PROGRAM

by \$61,938.

- b. RESOLUTION 97-52, SADDLEBACK COLLEGE EOP&S AND CARE PROGRAMS

by the amounts indicated.

- c. RESOLUTION 97-53, SADDLEBACK COLLEGE DISABLED STUDENTS PROGRAM AND SERVICES

by \$140,739.

- 35. PURCHASE ORDERS ACTION

It is recommended that the board approved purchase orders 73214 through 73873 totaling \$1,003,769.10.

- 36. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 85960 through 87202 totaling \$3,070,403.10; credit card purchases totaling \$12,597.19; Saddleback College Community Education checks 3549 through 3588 totaling \$143,601.63; and IVC Community Education checks 4944 through 4955 totaling \$3,464.90.

- 37. DISTRICTWIDE CLASSIFIED LEADERSHIP RETREAT ACTION

It is recommended that the board approve the Classified Leadership Retreat on December 11, 1997, at a cost not to exceed \$1,000.

- 38. ORANGE COUNTY LEGISLATIVE TASK FORCE ACTION

It is recommended that the board approve the South Orange County Community College District's participation in the Orange County Legislative Task Force meetings and activities during the 1997-98 year.

- 39. ALTERNATE TO SERVE ON THE NOMINATING COMMITTEE FOR THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION ACTION

It is recommended that the board ratify Trustee Lorch as the alternate representative to the Nominating Committee to the Orange County Committee on School District Organization.

40. BOARD OF TRUSTEES WORKSHOP ACTION

It is recommended that the board ratify hiring Dr. Richard Sorenson as a consultant to assist the board in continuing to evaluate and expand trustee-developed goals and objectives for the district, at a fee not to exceed \$700.

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

It is recommended that the board adopt Resolution 97-50 authorizing payment to Trustee Lang who was absent from the October 13, 1997, special board meeting.

42. 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.

43. APPROVAL OF 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.

#### CONSULTATION ON STATEWIDE ISSUES

44. GUIDELINES FOR LEGISLATIVE RELATIONS ACTION

It is recommended that the board discuss the draft guidelines and advise the Chancellor of the board majority view for transmittal to CCCT.

#### 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:

CORRESPONDENCE

49. CORRESPONDENCE INFORMATION

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

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