

MEETING OF THE BOARD OF TRUSTEES

MONDAY, JUNE 30, 2003

ROOM 105, LIBRARY BUILDING, SADDLEBACK COLLEGE
28000 MARGUERITE PARKWAY, MISSION VIEJO, CALIFORNIA 92692

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

AGENDA

CALL TO ORDER: 5:00 P.M.

PUBLIC COMMENTS

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

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC 54957):
 - 1. Public Employee Evaluation
 - a. Director, Public Affairs
 - 2. Public Employee Discipline/Dismissal/Release (6)
- B. Conference with Labor Negotiators (GC 54957.6):
 - 1. Negotiators - Dr. Raghu Mathur; California School Employees Association (CSEA), Chapter 586
 - 2. Negotiators - Dr. Raghu Mathur; SOCCCD Faculty Association
- C. Conference with Real Property Negotiators (GC 54956.8):
 - 1. Portion of Tustin MCAS -
Negotiators - Dr. Raghu Mathur; City of Tustin
Under Negotiation - Price and Payment Terms
- D. Conference with Legal Counsel (GC 54956.9)
 - 1. Pending Litigation (GC 54956.9[a]) -
 - a. Mora v. Mathur
 - b. Poindexter v. SOCCCD

- c. Franzoni v. SOCCCD
 - d. IVC Academic Senate, etc., et al., v. SOCCCD Board of Trustees
2. Initiation of Litigation (GC 54956.9[c]) - One New Case

RECONVENE OPEN SESSION: 7:00 P.M.

ACTIONS TAKEN IN CLOSED SESSION

INVOCATION

Led by Trustee Lang

PLEDGE OF ALLEGIANCE

Led by Trustee Williams

RESOLUTIONS/PRESENTATIONS/INTRODUCTIONS

Presentation of Video to be Used in Fundraising Efforts
for the Saddleback College Health Science Building
Presentation of CCUPCA Award to Officer Edward Grijalva

PUBLIC COMMENTS

Members of the public may address the board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the board may also be addressed at this time. **Speakers are limited to two minutes each.**

BOARD REPORTS/BOARD REQUESTS FOR 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. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda."

Speakers are limited to two minutes each.

1. BOARD REPORTS/REQUESTS FOR REPORTS
 - a. BOARD REPORTS
 - b. BOARD REQUESTS FOR STAFF REPORTS

APPROVAL OF CONSENT CALENDAR ITEMS (Items 2 through 36)

All matters on the consent calendar are to be approved in one motion unless a board member requests separate action on a specific item.

2. MINUTES
Minutes of the regular meetings of June 24, 2002, July 29, 2002, and August 26, 2002.
3. SADDLEBACK COLLEGE: AGREEMENT WITH ALLEN OLDSMOBILE CADILLAC, INC.
Agreement for temporary rental of Parking Lot 1 by Allen Oldsmobile Cadillac, Inc., at \$3,000 per month through August 15, 2003.
4. SADDLEBACK COLLEGE: WIRELESS NETWORK PILOT PROGRAM, FALL 2003
Partnership with Troy Wireless and Cox Communication to test performance and student experience of two wireless network "hot spots" on campus at no cost to the college.
5. SADDLEBACK COLLEGE: RHORC CONSULTANT AGREEMENT
Agreement with Joanne Gray for management of the testing center and other services for \$143,800 plus expenses from July 1, 2003, through June 30, 2004.
6. SADDLEBACK COLLEGE: RHORC CONSULTANT AGREEMENT ADDENDUM
Agreement with Mary O'Connor to serve as Director and provide other services for \$132,960 through December 2003.
7. SADDLEBACK COLLEGE: ACCEPTANCE OF AWARD AND AGREEMENT
Agreement with the Orange County Workforce Investment Board for \$83,358 for the college to develop and implement preceptor training within the Orange County region.
8. SADDLEBACK COLLEGE: ESTABLISHMENT OF BANK ACCOUNTS
Adoption of Resolution 02-15 authorizing the Foundation to establish a new investment account and two bank accounts for Foundation funds.

9. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT
Contract with Quick Caption to act as a referral source for real time captioning services on an as-needed basis for \$23,000.
10. SADDLEBACK COLLEGE: CONSULTANT AGREEMENT
Contract with the Dayle McIntosh Center for the Disabled to act as a referral source for interpreter services on an as-needed basis for \$16,000.
11. IRVINE VALLEY COLLEGE: CALIFORNIA CONCERT ARTISTS
Continuation of CCA's operation for a third year through the IVC Department of Music as Professional Artists In-Residence.
12. IRVINE VALLEY COLLEGE: CHANGE OF VENUE FOR OUT-OF-STATE TRAVEL
Change of venue for the Geology Co-Curricular group to participate in a Volcano Research Study in Hawaii from June 19-26, 2003, for \$6,070.
13. IRVINE VALLEY COLLEGE: ACCEPTANCE OF AWARD
Acceptance of an award of \$5,000 from SPIE, the International Society for Optical Engineering, to develop a K-12 Optics Outreach program.
14. SOCCCD: AUTHORIZATION TO JOIN THE PROTECTED INSURANCE PROGRAM (P.I.P.S.)
Adoption of Resolution 03-27 authorizing the District's membership in the P.I.P.S. Joint Powers Authority to provide workers' compensation coverage.
15. SOCCCD: TRANSFER OF APPROPRIATIONS AT CLOSE OF FISCAL YEAR
Adoption of Resolution 03-32 authorizing OCDE to make the necessary year-end budget transfers.

16. SOCCCD: USE OF RESERVES TO MEET SHORT-TERM CASH FLOW REQUIREMENTS
Use of budget reserves to meet short-term cash needs during July through December 2003 and processing of financial interfund transfers from Capital Outlay Reserves to the General Fund as necessary.
17. SOCCCD: BASIC AID PROJECT PRIORITY LIST
Sixteen active projects to be paid for from the Basic Aid receipts.
18. SOCCCD: RATIFICATION OF M.O.U. FOR EMPLOYEE BENEFIT CHANGES FOR CSEA, FACULTY ASSOC., POA
Agreement by the CSEA and POA to salary increase of 1%, maximum monthly contribution by district for medical insurance, and benefits changes; agreement by Faculty Association to benefit changes.
19. SOCCCD: EMPLOYEE BENEFITS AND COMPENSATION CHANGES FOR ALL ACADEMIC ADMINISTRATORS, CLASSIFIED LEADERSHIP, AND BOARD MEMBERS
Salary increase of 1%, maximum monthly contribution by district for medical insurance, and benefits changes.
20. SOCCCD: EMPLOYEE BENEFITS CHANGES
Approval of changes in employee benefit programs and authorization to execute contracts as necessary to implement the benefits on July 1, 2003, or as soon as possible thereafter.
21. SOCCCD: STUDENT ACCIDENT AND ATHLETIC INSURANCE PROGRAM FOR 2003-04 SCHOOL YEAR
Change of carrier from Somerton Insurance Company to Student Insurance Company.
22. SOCCCD: APPROPRIATIONS LIMIT FOR 2003-04 (GANN LIMIT)
Adoption of Resolution 03-35 establishing the required State constitutional appropriations limit.

23. SOCCCD: AWARD OF BID
Award of Bid 252D for Janitorial Supplies for the 2003-04 fiscal year to the vendor in the amounts listed.
24. SOCCCD: AWARD OF BID
Award of Bid 253D to provide Debit Card Operated Copier/Printer Systems at both campuses to APS Affiliates, Inc.
25. SOCCCD: RESOLUTION REGARDING SHORT-TERM EMPLOYEES
Adoption of Resolution 03-28 to delegate authority to employ short-term employees for the time period between board meetings to the Chancellor or his designee.
26. IRVINE VALLEY COLLEGE: AWARD OF BID
Award of Bid 256 for a five-year agreement for exclusive rights for sale of soft drinks to Pepsi Bottling Group.
27. IRVINE VALLEY COLLEGE: ARCHITECTURAL SERVICES FOR CAFETERIA REMODEL
Agreement with Martinez/Kuch Architects for a fee of \$20,000.
28. IRVINE VALLEY COLLEGE: LEASING OF PROPERTY
Adoption of Resolution 03-36 accepting the bid submitted by Sunrise Growers for a five-year lease of certain portion of the campus.
29. SADDLEBACK COLLEGE: CHANGE ORDER
Change Order 4 increasing the contract by \$8,243.21 for the Building "A" Demolition and Replacement project with no change to completion date.
30. CLAIM AGAINST THE DISTRICT: PAM ZANELLI
Rejection of the claim by Ms. Zanelli dated May 21, 2003, and referral to the district's insurance administrator for processing.
31. TRANSFER OF BUDGET APPROPRIATIONS
Budget transfers as delineated.

32. BUDGET AMENDMENT: RESTRICTED GENERAL FUND
Adoption of Resolution 03-34 to amend the 2002-03 Adopted Budget.
33. PURCHASE ORDERS/CONFIRMING REQUISITIONS
Purchase orders 03385 through 03529 totaling \$550,704.53 and 00011 through 00114 totaling \$3,067,751.91; and confirming requisitions dated 5/13/03 through 6/16/03 totaling \$587,054.90.
34. PAYMENT OF BILLS
Checks 020260 through 021154 totaling \$3,905,944.22; and Saddleback College Community Education checks 6891 through 6930 totaling \$23,959.70; and IVC Community Education checks 7015 through 7028 totaling \$13,275.35.
35. GIFTS TO THE DISTRICT AND FOUNDATIONS
Acceptance of various donated items.
36. TRUSTEES' REQUESTS FOR TRAVEL AND/OR LOCAL MILEAGE REIMBURSEMENT
Requests to attend upcoming conferences/events, and/or local mileage reimbursement.

INFORMATION ITEMS

ITEMS FOR INFORMATION ONLY

37. BASIC AID REPORT
Information on projected basic aid receipts and the possible impact of the "Pool Case."
38. MONTHLY FINANCIAL STATUS REPORT
Adopted budget, revised budget, and transactions through the end of the prior month.
39. CONTRACTS UNDER \$5,000
Summary of contracts May/June 2003.
40. IRVINE VALLEY COLLEGE/SADDLEBACK COLLEGE:
INTERNATIONAL STUDENT INSURANCE
Proposed renewal agreements for both colleges.

CHANCELLOR'S ITEMS (Items 41 and 42)

ITEMS RECOMMENDED FOR APPROVAL

41. 2003-04 DISTRICT GOALS
Adoption of district goals for the 2003-04 academic year.
42. FALL 2003 OPENING SESSION SPEAKERS
Approval of Dr. Robert Maxson and Ms. Helice Bridges for a total cost of \$300.

DEPUTY CHANCELLOR'S ITEMS (Items 43 through 46)

ITEMS RECOMMENDED FOR APPROVAL

43. ACADEMIC PERSONNEL ACTIONS
Administrative Employment, Additional Compensation; Academic Temporary Part-Time/Substitute Staff; Accumulated Vacation Leave Carry Over; OSH Banking Leave Provision.
44. CLASSIFIED PERSONNEL ACTIONS
New Personnel Appointments; Volunteers; Change of Status; Accumulated Vacation Leave Carry Over; Out-of-Class Assignment; Leave of Absence; Authorization to Establish and Announce Classified Position; Resignation/Retirement/Conclusion of Employment.
45. SOCCCD: FISCAL YEAR 2003-04 TENTATIVE BUDGET
Tentative Budget as presented.
46. IRVINE VALLEY COLLEGE: INTENTION TO ENTER INTO ENERGY SERVICE AND FINANCING AGREEMENTS
Adoption of Resolution 03-33 declaring intention and setting the associated Public Hearing for July 28, 2003.

VICE CHANCELLORS' ITEMS (Items 47 through 51)

EDUCATIONAL SERVICES

ITEMS RECOMMENDED FOR DISCUSSION/APPROVAL

47. BOARD POLICY REVISIONS: 100 SERIES, BYLAWS
Amendments to BP102, 106, 107, and 108.
48. BOARD POLICY REVISIONS: 1000 SERIES, COMMUNITY RELATIONS, AND 2000 SERIES, ADMINISTRATION
Amendments to BP1220, 1311, 1400, 1415, 1500, 2001, and 2102.
49. BOARD POLICY REVISIONS: 3000 SERIES, BUSINESS
Amendments to BP3001, 3002, 3100, 3101, 3102, 3200.2, 3201, 3205, 3206, 3210, 3220, 3300, 3400, 3401, 3450, 3500, 3510 3520, 3600, 3800, and 3801.
50. BOARD POLICY REVISION: BP4091, ADMINISTRATOR RETREAT RIGHTS
Amendments to BP4091.

ITEMS RECOMMENDED FOR APPROVAL

51. 2004-05 SOCCCD ACADEMIC CALENDAR
Approval of Calendar.

REPORTS

Per unanimous board approval, the reports by the following individuals should be written and submitted to the board prior to board meetings. The reports may be given verbally, however, if enough time remains prior to the board approved meeting adjournment time of 10:00 p.m.

Speakers are limited to two minutes each.

52. CHANCELLOR/PRESIDENTS'/GOVERNANCE GROUPS' REPORTS
 - a. Chancellor
 - b. Presidents
 - c. Student Government Reports
Associated Student Government of
Saddleback College
Associated Students of Irvine Valley College
 - d. Academic Senates' Reports
Saddleback College Academic Senate

Irvine Valley College Academic Senate

- e. Faculty Association Report
- f. California School Employees Association Report
- g. Classified Senates' Reports
 - Saddleback College Classified Senate
 - Irvine Valley College Classified Senate
 - District Classified Senate
- h. Police Officers' Association Report

CORRESPONDENCE

53. CORRESPONDENCE

Items of correspondence submitted by the district and colleges for the board's information.

ADJOURNMENT (OR RECESS TO CONTINUE CLOSED SESSION IF REQUIRED): 10:00 P.M.

dm