

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
RONALD REAGAN BOARD OF TRUSTEES ROOM-RM 145
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE BOARD OF TRUSTEES' MEETING
May 23, 2011**

PRESENT

Members of the Board of Trustees:

Nancy M. Padberg, President
T.J. Prendergast, Vice President
Marcia Milchiker, Clerk
William O. Jay, Member
David B. Lang, Member
Frank M. Meldau, Member
Jordan J. Larson, Student Member

Administrative Officers:

Gary Poertner, Chancellor
Robert Bramucci, Vice Chancellor, Technology and Learning Services
David Bugay, Vice Chancellor, Human Resources
Tod Burnett, President Saddleback College
Glenn Roquemore, President Irvine Valley College
Randy Peebles, Associate Vice Chancellor, Economic Development

ABSENT

Thomas A. Fuentes, Member

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call To Order

1.2 Public Comments

*Members of the public may address the Board on items listed 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 Section 54957)
 - 1. Public Employee Employment (2)
 - a. Public Employee Dismissal/Release

- B. Conference with Labor Negotiators (GC Section 54957.6)
 - 1. SOCCCD Faculty Association
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

 - 2. California School Employees Association (CSEA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

 - 3. Police Officers Association (POA)
 - a. Agency Designated Negotiator: David Bugay, Ph. D.

- C. Conference with Legal Counsel (GC Section 54956.9)
 - 1. Existing Litigation (GC Section 54956.9[b]) (1 case)
Westphal v. Wagner'
 - 2. Anticipated Litigation/Significant Exposure to Litigation (GC Section 54956.9[b][1] and [b][3][A]) (1 case)

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

Student Trustee Jordan J. Larson was sworn in to a one year term of office ending April 2012.

2.1 Actions Taken in Closed Session

2.2 Invocation
Led by Trustee Frank Meldau

2.3 Pledge of Allegiance
Led by Trustee Nancy Padberg

2.4 Resolutions / Presentations / Introductions
Resolution: Saddleback College Forensics Team

2.5 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.***

3.0 REPORTS

3.1 Oral Reports: Speakers are limited to two minutes each.

- A. Board Reports
- B. Chancellor's Report
- C. Board Request(s) for Report(s)

4.0 DISCUSSION ITEM

4.1 SOCCCD: Role of Board of Trustees in Accreditation Irvine Valley College president, Dr. Glenn Roquemore, will present information about the Boards' role in accreditation.

Dr. Glenn Roquemore gave a presentation entitled, "What Trustees Need to Know About Accreditation," to provide an overview of accreditation and review the board's role in the process.

4.2 SOCCCD: Education and Facilities Master Plan College Presidents, Dr. Roquemore and Dr. Burnett and District Director of Facilities and Planning and Purchasing Brandye D'Lena, will provide summary information on the process and the report format and content.

GKK Architect, David Hunt, College Presidents, Dr. Roquemore and Dr. Burnett and District Director of Facilities and Planning and Purchasing Brandye D'Lena gave updated summary of the Educational and Facilities Master Plans for each college projecting needs from five to 20 years.

4.3 SOCCCD: Maintenance and Operations Report Director of Facilities at Irvine Valley College, John Edwards, will provide information about the day to day activities of the colleges performed by maintenance and operations staff. Acting Vice Chancellor of Business Services, Dr. David Bugay, will provide information about the capital improvement committee.

Irvine Valley College Facilities Director John Edwards provided an overview of the day to day maintenance and operations activities as well as planning and scheduling for ongoing maintenance needs in response to a board report request from Trustee Meldau.

5.0 CONSENT CALENDAR ITEMS

All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action.

On a motion made by Trustee Jay and seconded by Trustee Meldau the consent calendar was approved on a 6-0 vote with Trustee Fuentes absent.

- 5.1 SOCCCD: Board of Trustees Meeting Minutes
Approve minutes of a regular meeting held on April 25, 2011.
- 5.2 Saddleback College: Study Abroad Program to Oxford, England
Approve the Saddleback College study abroad program: Semester in Oxford, England, Spring 2012 and direct administration to execute the Educational Tour/Field Study Travel Contractor Agreement with The American Institute for Foreign Study for coordinating all travel agreements.
- 5.3 Saddleback College: Geology 170 Field Study Course
National Parks & Monuments – Out of State Travel Program
Approve the Out-of-State travel to the Grand Canyon National Park, Sunset Crater/Meteor Crater/Petrified Forest, Arizona and Zion National Park, Utah from June 3, 2011 - June 13, 2011, for the field study program in Geology. All costs for travel, food, lodging and incidentals will be paid by students at a materials fee of \$135.00 per student.
- 5.4 Saddleback College: Cosmetology and Cosmetician Instruction Agreements
Approve a two year agreement, with options to renew for three additional one year terms with James Albert School of Cosmetology for the Cosmetology and Cosmetician instruction at Saddleback College.
- 5.5 Saddleback College: Speakers
Approve general fund honoraria for speakers at Saddleback College.
- 5.6 Saddleback College: Storage Area Network
Approve contract with NetAPP, Inc. The estimated cost to purchase and maintain the Storage Area Network (SAN) system for 36 months is \$126,840.75 including tax.
- 5.7 Irvine Valley College: Forensics Team Activities 2011-12
Approve the Forensics Team speech tournament schedule of activities for 2011-12. There is no impact to the general fund.
- 5.8 Irvine Valley College: Sub-Contractor Agreement, Vital Link Orange County
Approve the sub-contract with Vital Link Orange County in the amount of \$98,075.00 for payment to project participants who contributed to the work and completion of the CA Career Café project.

- 5.9 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting
Adopt resolution 11-15 (Exhibit A) authorizing payment to Trustee Fuentes who was absent from the April 25, 2011 Regular Meeting of the Board of Trustees.
- 5.10 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting
Adopt resolution 11-16 (Exhibit A) authorizing payment to Trustee Jay who was absent from the April 25, 2011 Regular Meeting of the Board of Trustees.
- 5.11 SOCCCD: Renewal Agreement for District-wide Network Infrastructure
Approve the renewal of the maintenance agreement with Nexus IS, Inc. for \$162,300.92.
- 5.12 SOCCCD: Consultant Agreement for Software Development Services
Approve agreement with AdvanceTek for an amount not to exceed \$100,800.
- 5.13 SOCCCD: Consultant Agreement for Business Analysis and Project Management
Approve agreement with Catalyst Consulting for an amount not to exceed \$136,080.
- 5.14 SOCCCD: Consultant Agreement for Software Development Services
Approve agreements with Crescent Solutions for an amount not to exceed \$147,680.
- 5.15 SOCCCD: Consultant Agreement for Database Design Services
Approve agreement with Nimble Consulting for an amount not to exceed \$126,000.
- 5.16 SOCCCD: Coach America Amendment No. 1
Approve contract amendment with Coach America for transportation services.
- 5.17 SOCCCD: Amendment to Consultant Agreement – ATEP
Approve contract amendment with HCTD, LLC, a wholly owned subsidiary of Hudson Capital, LLC to provide various ATEP development services and construction related management for the ATEP site.
- 5.18 SOCCCD: Destruction of Class 3 Disposable Records
Approve destruction of documents.

- 5.19 SOCCCD: Purchase Order/Confirming Requisitions
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-04336 through P11-04723 amounting to \$12,359,462.62 and P12-00032 through P12-00060 amounting to \$63,182.59. Approve confirming requisitions dated April 6, 2011 through May 3, 2011 totaling \$365,932.38.
- 5.20 SOCCCD: Payment of Bills
Approve check no. 102023 through 102981, processed through the Orange County Department of Education, totaling \$6,852,362.54; and check no. 010091 through 010104, processed through Saddleback College Community Education, totaling \$10,741.11; and check no. 008857 through 008862, processed through Irvine Valley College Community Education, totaling \$86,327.36.
- 5.21 SOCCCD: Transfer of Budget Appropriations
Ratify transfer of budget appropriations as presented.
- 5.22 SOCCCD: Budget Amendment: Adopt Resolution No. 11-13 to Amend 2010/2011 Restricted General Fund
Adopt resolution to amend the adopted budget.
- 5.23 SOCCCD: April/May 2011 Contracts
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 Saddleback College: Grant Acceptance from Hoag Memorial Hospital
Accept award in the amount of \$199,238 from Hoag Memorial Hospital Presbyterian.

On a motion made by Trustee Lang and seconded by Trustee Milchiker this item was approved on a 6-0 vote.

- 6.2 Saddleback College: Grant Acceptance, Career Technical Education
Community Collaborative Supplemental Grant renewal
Accept award in the amount of \$130,000 from the California Community College Chancellor's Office for the CTE Grant RFA 10-141.

On a motion made by Trustee Lang and seconded by Trustee Prendergast this item was approved on a 6-0 vote.

- 6.3 Saddleback College: Grant Acceptance, Career Technical Education
Community Collaborative Grant Renewal
Accept award in the amount of \$400,000 from the California Community College Chancellor's Office for the CTE Grant RFA 10-140.

On a motion made by Trustee Lang and seconded by Trustee Prendergast this item was approved on a 6-0 vote.

- 6.4 Irvine Valley College: Proposed School Name
Approve name change of Health Sciences, Physical Education and Athletics to Kinesiology, Health and Athletics.

On a motion made by Trustee Lang and seconded by Trustee Jay this item was approved on a 6-0 vote.

- 6.5 SOCCCD: Document Management Solution
Approve contract agreement with Perceptive Software to provide a document management solution totaling \$591,370.00 from basic aid. Annual ongoing costs are anticipated to be at \$70,000/year and will be considered a general fund expense.

This item was pulled by administration.

- 6.6 SOCCCD: Board Policy Revision: Board Policy Revision: BP-4000.4-Equal Employment Opportunity, BP-4000.6-Complaints – Harassment and Discrimination, BP-4002-Job Specifications and Authorized Positions, BP-5612-Adding Courses, BP-5613-Transcripts, BP-5614-Withholding of Student Records
Discussion/Approval.

On a motion made by Trustee Jay and seconded by Trustee Milchiker this item was approved on a 6-0 vote.

- 6.7 SOCCCD: Adopt Resolution No. 11-14: Classified Employee Layoff
Adoption of Resolution 11-14 to reduce three categorically funded classified positions through layoff.

On a motion made by Trustee Lang and approved by Trustee Meldau this item was adopted on a 6-0 roll call vote.

- 6.8 SOCCCD: Academic Personnel Actions – Regular Items
Approve New Personnel Appointments, Authorization to Eliminate an Academic Administrative Position and/or Position Numbers, Authorization to Establish an Academic Administrative Position, Authorization to Change Organization Reporting Structure and Realignment, Change of Status, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Reduced Workload Program with STRS Retirement, Sabbaticals Rescinded, Sabbaticals – Change in Assignment, Resignation/Retirement/ Conclusion of Employment.

On a motion made by Trustee Lang and seconded by Trustee Milchiker this item was approved on a 6-0 vote.

- 6.9 SOCCCD: Classified Personnel Actions – Regular Items
Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Authorization to Change Classification Title Only,

Authorization to Extend a Temporary Classified Position, Change of Status Title Only, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

On a motion made by Trustee Prendergast and seconded by Trustee Milchiker this item was approved on a 6-0 vote.

- 6.10 SOCCCD: District Initial Proposal to California School Employees Association Chapter 586
Acceptance of District proposal to CSEA Chapter 586 for review and study; and set a public hearing on the proposal for the June 2011 Board meeting.

On a motion made by Trustee Jay and seconded by Trustee Milchiker this item was accepted on a 6-0 vote.

7.0 REPORTS

- 7.1 SOCCCD, Saddleback College, Irvine Valley College, and Advanced Technology and Education Park: Mission Statements
Annual review of the district and colleges' mission statements.
- 7.2 Saddleback College: Speakers
A listing of speakers for events and/or classes at Saddleback College.
- 7.3 SOCCCD: Basic Aid Report
Report on projected receipts and approved projects.
- 7.4 SOCCCD: Facilities Plan Status Report
Status of current construction projects.
- 7.5 SOCCCD: Monthly Financial Status Report
The report displays the adopted budget, revised budget and transactions through March 31, 2011.
- 7.6 SOCCCD: Quarterly Investment Report
This report is as of March 31, 2011

8.0 WRITTEN REPORTS

Reports by the following individuals and groups should be written and submitted through the docket process prior to distribution of the Board agenda packet.

- A. Saddleback College Academic Senate
- B. Irvine Valley College Academic Senate
- C. Faculty Association
- D. Associate Vice Chancellor, Economic Development

- E. President, Irvine Valley College
- F. President, Saddleback College
- G. Vice Chancellor, Technology & Learning Services
- H. Vice Chancellor, Human Resources
- I. Vice Chancellor, Business Services
- J. Irvine Valley College Classified Senate
- K. California School Employees Association
- L. Saddleback College Classified Senate
- M. Police Officers' Association
- N. Associated Student Government of SC
- O. Associated Student Government of IVC

9.0 ADDITIONAL ITEMS

ADJOURNMENT (or continuation of closed session if required): 9:00 P.M.

The meeting adjourned at 8:53 p.m.

Gary L. Poertner, Secretary