

The vision of the  
South Orange County Community College District  
is to be an educational leader in a changing world.

# AGENDA

## Meeting of the Board of Trustees



**Monday, September 24, 2012**

Call to order: 5:00 p.m.

[Followed by Public Comments/Closed Session]

Reconvene Open Session: 6:30 p.m.

Ronald Reagan Board of Trustees, Room 145  
Health Sciences/District Offices Building  
Saddleback College  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

Any writings relating to open session agenda items and distributed to all or a majority of all Board members within 72 hours prior to a regular meeting, or within 24 hours prior to a special meeting, shall be made available for inspection by the public at: Office of the Chancellor and Trustee Services, Room 334, Health Sciences/District Offices Building, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, California.

When possible, such writings may also be posted on the District's website: <http://www.socccd.edu>

### Board of Trustees

Nancy M. Padberg – President, T.J. Prendergast, III - Vice President, Marcia Milchiker – Clerk  
William O. Jay, David B. Lang, Frank M. Meldau, James R. Wright, Heather Park – Student Trustee  
Gary L. Poertner - Chancellor



## Meeting of the Board of Trustees

September 24, 2012

### **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 Evaluation/Discipline/Dismissal/Release/Employment (GC Section 54957)(7)
  - 1. Public Employee Discipline (2)
  - 2. Public Employee Employment (4)
    - a. Faculty Member
    - b. Director Economic and Workforce Development
    - c. Risk Manager
    - d. Custodian
  - 3. Public Employee Evaluation: Chancellor (1)
  
- 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.
  - 4. Unrepresented Employees: Administrators and Managers
    - a. Agency Designated Negotiator: Gary Poertner
  - 5. Unrepresented Employee: Chancellor
    - a. Agency Designated Negotiators: Nancy Padberg, Esq. - Board President, and Warren Kinsler, Esq. – General Counsel
  
- C. Conference with Legal Counsel (GC Section 54956.9)
  - 1. Anticipated Litigation/Significant Exposure to Litigation (GC Section 54956.9[b][1] and [3][C] – *Claim of Tracy Daly*

### **RECONVENE OPEN SESSION: 6:30 P.M.**

## **2.0 PROCEDURAL MATTERS**

### **2.1 Actions Taken in Closed Session**

### **2.2 Invocation**

Led by Trustee David Lang

### **2.3 Pledge of Allegiance**

Led by Trustee Marcia Milchiker

### **2.4 Resolutions/Commendations**

A. Resolutions – none

B. Commendations - none

### **2.6 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 up to two minutes each.***

## **3.0 REPORTS**

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

A. Board Reports

B. Chancellor's Report

C. Board Request(s) for Reports

- Request for Report on the Board of Governor's New Registration Priority Policies

## **4.0 DISCUSSION ITEMS**

### **4.1 SOCCCD: District-wide Strategic Plan 2011-2014 - Annual Progress Report 2011-2012**

District Director of Research, Planning and Data Management will present to the Board a summary of the District-wide Strategic Plan Annual Progress Report.

### **4.2 Saddleback College and Irvine Valley College: College Completion Agenda**

Representatives from both colleges will provide a follow-up on the Chancellor's Opening Session presentation on articulation efforts among UCI, area community colleges and area junior high and high schools by presenting comments from participants.

### **4.3 Saddleback College and Irvine Valley College: Accreditation Follow-Up Reports**

Saddleback College and Irvine Valley College submit Follow-Up Reports that accurately reflect the progress to date in meeting recommendations as required by the Accrediting Commission for Community and Junior Colleges.

- 4.4 **SOCCCD: Report on Actuarial Study of Retiree Health Benefit Liabilities**  
A presentation regarding this report and its implications for the district will be provided.

## 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.*

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**  
Approve minutes of a Regular Meeting held on August 27, 2012.
- 5.2 **Saddleback College: Student Out of State Travel – Atlanta, GA**  
Approve the out-of-state travel request for up to six students and a Saddleback College staff member to attend the October 24-28, 2012, National Student Electronic Media Convention in Atlanta, GA at a cost not to exceed \$7,667.
- 5.3 **Saddleback College: Forensics Team Out of State Travel - Arizona**  
Approve the participation of the Saddleback College Forensics Team and their coaches in the Hell Froze Over, held January 10-14, 2013, in Peoria, Ill. and Arizona Swing Tournament, held February 14-18, 2013, in Glendale, Arizona at a cost not to exceed \$19,160.
- 5.4 **Saddleback College: Study Abroad Program to Salamanca, Spain**  
Approve the Saddleback College study abroad program: Spanish Language Studies in Salamanca, Spain in the spring of 2013, and direct the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the Travel and Education for coordinating all travel agreements
- 5.5 **Saddleback College: Library and Learning Resource Center Building Name Change**  
Approve the naming of the library building to Library and Learning Resource Center.
- 5.6 **Saddleback College and Irvine Valley College: Speakers**  
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.7 **Irvine Valley College: Associated Students of Irvine Valley College (ASIVC) 2012-13 Out-of-State Travel**  
Approve out-of-state travel request for Irvine Valley College students and

their advisor(s) for a total cost not to exceed \$73,638.

- 5.8 **SOCCCD: Annual Renewal of Microsoft Campus Agreements for District-wide Microsoft Software Use**  
Approve renewal of software licensing agreement with ComputerLand at a cost not to exceed \$134,354.50
- 5.9 **SOCCCD: Budget Amendment: Adopt Resolution No. 12-31 to Amend FY 2012-2013 Adopted Budget**  
Adopt resolution to amend the FY 2012-2013 adopted budget.
- 5.10 **SOCCCD: District Furniture and Equipment Purchases (Revision)**  
Approve update to use the listed CMAS contracts and Glendale Unified School District contract for equipment and furniture purchases.
- 5.11 **SOCCCD: Purchase Order/Confirming Requisitions**  
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P13-01137 through P13-01526 amounting to \$4,657,746.25. Approve confirming requisitions dated August 8, 2012 through September 4, 2012 totaling \$34,994.87.
- 5.12 **SOCCCD: Payment of Bills**  
Approve check no. 161590 through 162126 processed through the Orange County Department of Education, totaling \$4,023,635.30; and check no. 010476 through 010510, processed through Saddleback College Community Education, totaling \$72,383.98; and check no. 009027 through 009035, processed through Irvine Valley College Community Education, totaling \$20,834.42.
- 5.13 **SOCCCD: August/September 2012 Contracts**  
Ratify contracts as listed.
- 5.14 **SOCCCD: Transfer of Budget Appropriations**  
Approve the transfer of budget appropriations.
- 5.15 **SOCCCD: Gifts to the District and Foundations**  
Accept donations to the District and/or the Foundations as listed.

## **6.0 GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: Options and Recommendation for Funding the Unfunded Retiree Health Benefit Liability**  
Approve Option 1 for funding of the Retiree Health Benefit Liability.
- 6.2 **SOCCCD: Board Policy Revision: BP-4000.5: Harassment and Discrimination Prevention and Complaints, BP-4001: Personal Use of Public Resources, BP-4010: Commitment to Diversity, BP-4021: Classified Managers, BP-4072: Domestic Partners, BP-4209: Classified**

## **Management Personnel Reduction in Force Notification**

Discussion/Approval

- 6.3 **SOCCCD: Request to Rescind Spring 2013 Sabbatical**  
Approve request from Faculty member to rescind Spring 2013 sabbatical leave.
- 6.4 **SOCCCD: SOCCCD Faculty Association Academic Employee Memorandums of Understanding**  
Approve three (3) MOUs related to Department Chair Stipend Implementation, changes in STRS law, and changes in dental plan benefits.
- 6.5 **SOCCCD: Academic Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Administrative Employment – Salary Step Correction.
- 6.6 **SOCCCD: Classified Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Reorganization and/or Reclassification of Classified Positions, Change of Status, Out of Class Assignments, Leave of Absence, Volunteers.
- 6.7 **SOCCCD: SOCCCD Police Officers Association Master Agreement**  
Approve the Police Officers Association Master Agreement between the District and POA for the term July 1, 2012 to June 30, 2015.
- 6.8 **SOCCCD: Dental Benefits for Unrepresented SOCCCD Employees**  
Authorize the District to extend the same dental benefit coverage to unrepresented employees as was authorized for all employees of the collective bargaining units.
- 6.9 **Irvine Valley College: Life Sciences Building: Take Over Agreement**  
Approve draft copy of proposed Agreement with Liberty Mutual to take over the Life Sciences Building using SJ Amoroso as the completion contractor.

## **7.0 REPORTS**

- 7.1 **SOCCCD: 2013 Teachers of the Year Recognition Ceremony**  
Information on OC Teachers of the Year Program. The nominee being honored from SOCCCD is Marie de la Palme from Irvine Valley College.
- 7.2 **SOCCCD: Proposition 30**  
Information on ballot measure.
- 7.3 **Saddleback College and Irvine Valley College: 2011-2012 Reassigned Time and Stipends**  
Information on 2011-2012 expenditures for reassigned time and/or stipends at Saddleback College and Irvine Valley College.

- 7.4 **Saddleback College and Irvine Valley College: Speakers**  
A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 7.5 **SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.
- 7.6 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.7 **SOCCCD: Monthly Financial Status Report**  
This report displays the adopted budget, revised budget and transactions through August 31, 2012.
- 7.8 **SOCCCD: Retiree (OPEB) Trust Fund**  
The annual report is for the period ending June 30, 2012 and the trust report is for the period ending August 31, 2012.
- 7.9 **SOCCCD: AB 540 Pension Reform**  
Information on the California Public Employees' Pension Reform Act of 2013.
- 7.10 **SOCCCD: Mandated Costs**  
The fiscal team recommends the district be paid for mandated costs through the block grant for FY 2012-2013.

## 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. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development
- E. President, Irvine Valley College
- F. President, Saddleback College
- G. Vice Chancellor, Technology and 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. Associated Student Government, Saddleback College
- N. Associated Student Government, Irvine Valley College
- O. Police Officers Association

**9.0 ADDITIONAL ITEMS**

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



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD District-wide Strategic Plan 2011-2014 - Annual Progress Report  
**ACTION:** Discussion

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### **BACKGROUND**

In a letter dated January 31, 2011, the Accrediting Commission for Community and Junior Colleges (ACCJC) recommended that the chancellor develop and implement both a strategic short-term and long-term plan that is inclusive of the planning at the colleges and that this planning structure drive the allocation of district resources for the colleges, Advanced Technology Education Park (ATEP), and the district (I.B.4).

In September of 2011 the Board of Trustees approved the first SOCCCD District-wide Strategic Plan 2011-2014.

### **STATUS**

This past academic year was the first year of implementation for the SOCCCD District-wide Strategic Plan 2011-2014. Goal 4, Objective 4.3 states, SOCCCD will prepare and distribute an annual report that outlines the progress on District-wide Goals. The annual report summarizes the status of 6 Goals, 14 Objectives and 76 Action Steps. Additionally, the full detailed report on the status of each action step is provided in the report.

The District-wide Strategic Plan 2011-2014 - Annual Progress Report 2011-2012 (Exhibit A) is provided to the Board for discussion.