



**College Governance Council
May 8, 2019
Minutes**

Present

Celia Esposito-Noy, Ed.D., David Williams, Ph.D., Gregory Brown, Michael Wyly, John Siefert, Shirley Lewis, J.D., Kevin Anderson, LaNae Jaimez, Ph.D. Caitlyn Griffin, Greg Ratzinger, Dwayne Hunt, Ed.D., Damany Fisher, Ph.D., Irene Camins, Erin Farmer, Jeff Lehfeldt

Absent

Sal Abbate, Danielle Gonzalez, Robert Diamond

Call to Order

The meeting was called to order at 3:02 p.m. by Dr. Celia Esposito-Noy, Superintendent-President.

Approval of Agenda

The following item was added to the agenda:

- *ASTC Update*

The amended agenda was approved by consensus.

Approval of Minutes

The minutes of April 24, 2019 were approved by consensus.

Public Comments

There were no public comments

Strategic Plan

David Williams, Ph.D., Vice President of Academic Affairs, reviewed the 2019-2022 Strategic Plan draft that will be presented to the Governing Board for approval at their May 15, 2019 meeting.

Faculty Emeritus Policy

David Williams, Ph.D., Vice President of Academic Affairs, reported that Governing Board Policy and Administrative Procedures 4003, Emeritus (for faculty) have been reviewed and approved by the Academic Senate. The Policy will be forwarded on to the Governing Board for final approval.

Academic Success & Tutoring Center Update

Dr. Dwayne Hunt, Dean of Academic Support Services, shared that a small task force was formed to review the needs of the Academic Success & Tutoring Center (ASCT). They will be reconfiguring staffing in order to provide summer services and longer operating hours beginning with the Fall 2019 semester.

Guided Pathways Update

Michael Wyly, Guided Pathways Coordinator, shared that the Pathways for Academic and Career Excellence, (P.A.C.E) will be included in the 2019 2020 catalog. Programs will be categorized in the following career goal areas:

- Business and Management
- Education, Behavioral Science, and the Social World
- Health and Human Services
- Industrial and Applied Technology
- Science, Technology, Engineering and Mathematics
- Visual, Performance, and Language Arts

Career paths include recommended courses for students to take their 1st, 2nd, 3rd, and 4th semester.

Professor Wyly also shared that work has started on the student portal for the SCC website, and discussions will be taking place on how to help students keep on track with their identified career path.

Tom Gashis from James Thomas Media will be scheduled to attend a College Governance Council meeting in the Fall to update Council members on the progress of the new SCC website.

Updates/Other

Greg Brown, Vice President of Student Services, shared that the Campus Open House was very successful. There were 31 programs and services represented; tours were given, and there were several areas that gave demonstrations.

Dr. David Williams, Ph.D. will schedule a review meeting to make notes for planning next year's event.

Student Equity Plan

Dr. Dwayne Hunt, Dean of Academic Support Services, reviewed the draft of the 2019-2022 Student Equity Plan. The plan will be going to the Governing Board for their review and approval in June. Comments regarding the plan should be sent to Dr. Hunt.

Announcements

There will be a release reading of the Suisun Valley Review on Friday, May 10 from 2-4 p.m. in the Library. The reading will feature Yang Huang; there will also be a presentation of the Quinton Duval Award in Creative Writing.

Fall 2019 College Governance Council Meetings (3-4 p.m.):

- Wednesday, August 28, 2019
- Wednesday, September 11
- Wednesday, September 25
- Wednesday, October 9, 2019
- Wednesday, October 23, 2019
- Wednesday, November 13, 2019
- Wednesday, December 11, 2019

Adjournment

There being no further business, the meeting was adjourned at 3:58 p.m.

SOLANO COMMUNITY COLLEGE DISTRICT

EMERITUS

4003

POLICY:

A retiring ~~tenured~~ faculty, ~~staff~~, or ~~member of the Board of Trustees~~, who has served the College with distinction over a period of ten years, may be awarded the title of *Professor Emeritus* upon retirement. *The bestowal of the title of Professor Emeritus is a distinctive honor, not a right.*

Emeritus individuals faculty will be granted the rights and privileges listed below in recognition of their honored role in the College community and their ongoing potential for contributions to the intellectual and cultural life of the College. The *Superintendent-President* may confer the title of *Professor Emeritus* upon any retiring ~~individual~~ *tenured faculty member* who has given 10 years of honorable and distinguished service to the College *and who is in good standing upon retirement with no outstanding disciplinary issues.* Nominations will be screened by the Vice President of Academic Affairs, reviewed by the Emeritus Designation/Distinguished Faculty Subcommittee and then presented to the Superintendent-President for approval.

The title *of Professor Emeritus* will follow the *recipient's* professional title. e.g., ~~(1) Dean Emeritus, (2) Professor Emeritus. (3) Trustee Emeritus.~~

~~Emeritus faculty will maintain an identification card entitling them to the following College privileges:~~

- ~~• full access to library facilities, including access to computer resources in the library;~~
- ~~• an Emeritus faculty parking permit upon registration with Campus Police Services;~~
- ~~• life time pass to SCC athletic events (not to include playoffs);~~
- ~~• buy one season pass, get one free season pass to theatre productions;~~
- ~~• attendance at graduation and convocation in full regalia;~~
- ~~• access to faculty dining and recreational activities; and~~
- ~~• listings in College catalogs and directories as Emeritus faculty, staff, or trustee.~~

The Superintendent-President is authorized to revoke Emeritus status at his/her discretion at any time. In the event that the Superintendent-President wishes to revoke the Emeritus status of a professor, the Superintendent-President will notify the Academic Senate in writing. The Academic Senate will then have 30 days to submit a statement appealing the decision, if it so chooses.

SOLANO COMMUNITY COLLEGE DISTRICT

EMERITUS

4003

ADMINISTRATIVE PROCEDURES

I. Eligibility

The title of Professor Emeritus may be conferred upon any retiring or retired tenured faculty who has given honorable and distinguished service to the College for at least ten years.

II. Nominations/Recommendations/Appointments

1. Nominations

- (a) *A retiring or previously retired Solano Community College faculty member may be nominated by a faculty member, ~~a division dean or faculty member self-nominate to become Emeritus,~~ or division dean or may self-nominate.*
- (b) *A nomination should include letters of support by a minimum of three other faculty and/or deans.*
- (c) *All nominations and supporting documents shall be forwarded to the Vice President of Academic Affairs for initial screening.*

The Vice President of Academic Affairs, in consultation with the Academic Senate President, will screen all applications for Emeritus status prior to forwarding eligible nominations to the Distinguished Faculty Senate Subcommittee.

2. Approvals/Appointment

The Distinguished Faculty Senate Subcommittee shall review all nominations and supporting documents and shall forward successful nominations to the Academic Senate for approval.

The Academic Senate shall forward its recommendations to the Superintendent-President; the Superintendent-President shall make the final determination on the granting of Emeritus status.

Notification of the decision on Emeritus status will come from the office of the Vice President of Academic Affairs.

3. Documentation required for Nomination/Self Nomination

The following items shall be submitted in support of a nomination of a faculty member for Professor of Emeritus:

- (a) *Nominee Name, Address, Phone #, Email; Date of Retirement, Department;*

- (b) Letters of support from current faculty members or deans;*
- (c) A short bio written on behalf of the nominee of no more than a half page in a style suitable for reading at a conferral ceremony.*
- (d) The deadline for nomination submission is final Friday in January.*

III. Emeritus Benefits

Emeritus faculty will maintain an identification card entitling them to the following College privileges:

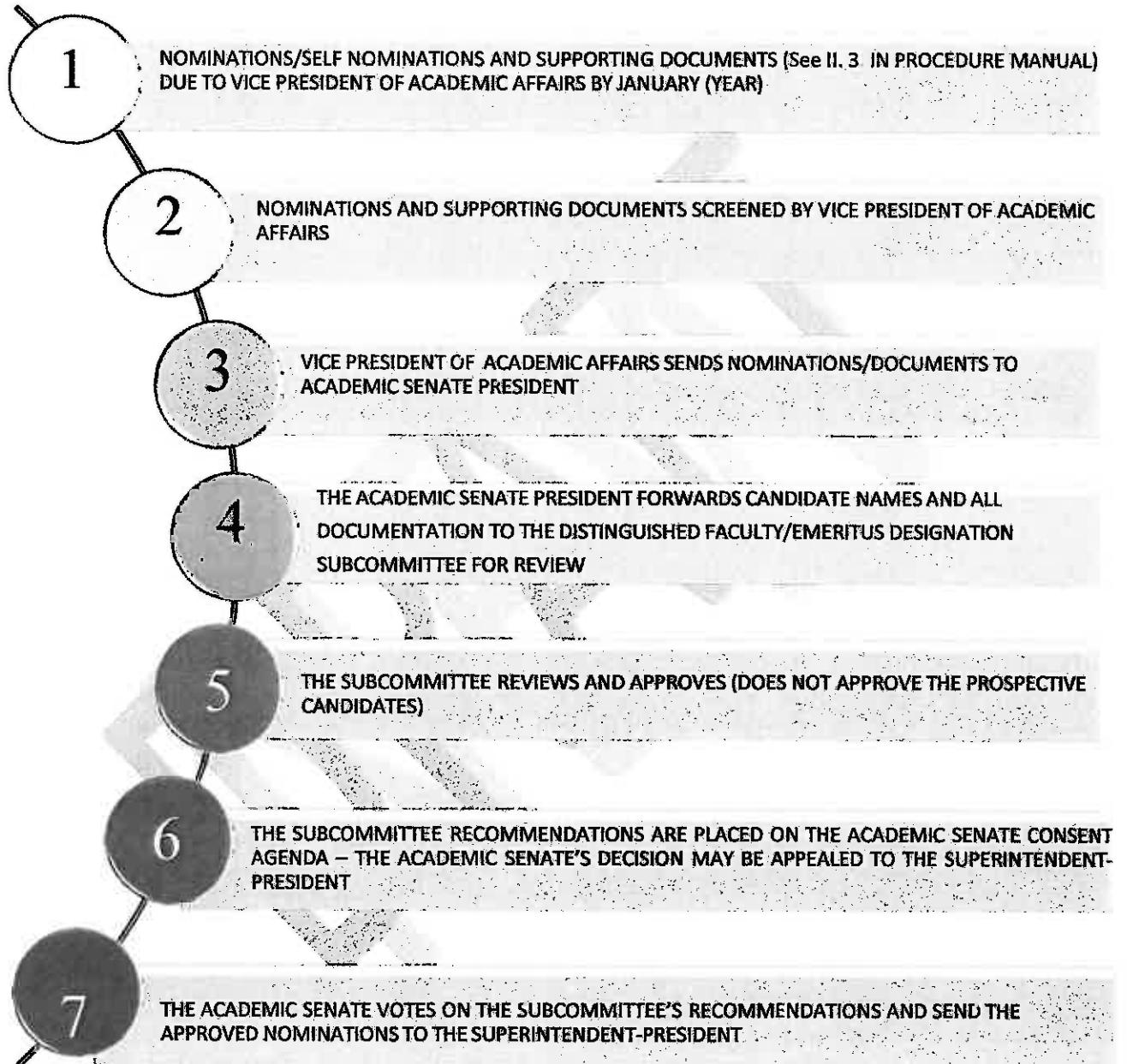
- full access to library facilities, including access to computer resources in the library;*
- a Emeritus faculty parking permit upon registration with Campus Police Services;*
- ~~life-time pass to SCC athletic events (not to include playoffs);~~*
- ~~buy one season pass, get one free season pass to theatre productions;~~*
- attendance at graduation and convocation in full regalia;*
- ~~access to faculty dining and recreational activities; and~~*
- listing in College catalog and directories as Emeritus faculty.*

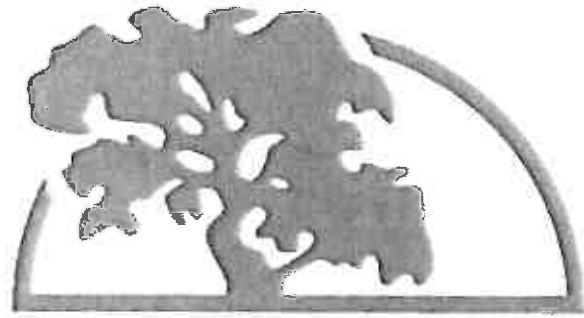
IV. Obligation of Emeritus to the College

The Professor Emeritus will identify him or herself as an Emeritus faculty member from SCC in any professional activity that pertains to service at the college or use of its resources. The Professor Emeritus will adhere to the highest academic, civic, and ethical standards.



EMERITUS APPROVAL PROCESS





SOLANO
COMMUNITY COLLEGE

SOLANO COMMUNITY COLLEGE

2019-2022 STRATEGIC PLAN

Approved by the SCCD Board of Trustees
May XX, 2019

The Strategic Planning Process

(This section is currently being written)

(I know, I just used passive voice)

Solano Community College's last Strategic Plan fdlakfjdlkfajlkfasdj;

In *The Vision for Success*, the California Community Colleges Chancellor's Office lays out a clear vision for the system, with goals centered on pairing high expectations with high support to help students complete their educational and career goals. State law requires colleges to adopt local goals aligned with the Vision for Success and consistent with the Guided Pathways framework and each college's Student Equity Plan.

Since Solano Community College did not have an active Strategic Plan during the launch of the Vision for Success, the college has taken this opportunity to build an entirely new Strategic Plan intrinsically aligned with the Vision. Thus, the first five goals of the Vision align with the first five goals of the Strategic Plan. Additional local goals developed by the Strategic Planning Committee round out the college's 2019-2022 Strategic Plan.

SUMMARY

- Goal 1:** Honor and empower students by helping them succeed in achieving their educational or career goals
(Aligns with Vision for Success Goal 1)
- Goal 2:** Honor and empower students to transfer in a timely fashion
(Aligns with Vision for Success Goal 2)
- Goal 3:** Honor and empower students to attain their education goals in a timely fashion while embracing the process of learning
(Aligns with Vision for Success Goal 3)
- Goal 4:** Honor and empower students to gain meaningful employment/careers in their chosen field of study
(Aligns with Vision for Success Goal 4)
- Goal 5:** Honor and empower student equity and success by eliminating equity gaps with a focus on disproportionately impacted populations
(Aligns with Vision for Success Goal 5)
- Goal 6:** Strengthen ties to the community and local school districts to ensure access to college for all students.
- Goal 7:** Honor and empower the college community by maintaining adequate and sustainable financial resources to create an environment that supports teaching and learning.
- Goal 8:** Maintain a campus culture that honors and empowers teaching and learning.

GOAL 1: Honor and empower students by helping them succeed in achieving their educational or career goals

Reference to Vision for Success Systemwide Goal 1: Completion – Increase by at least 20 percent the number of CCC students annually who acquire associate degrees, credentials, certificates, or specific job-oriented skill sets.

Overview: *Solano Community College values the importance of helping students achieve their educational and career goals. To achieve the following objectives, the College will focus on Guided Pathways, increasing access to counseling, and introducing more students to the College's robust Student Equity and support programs.*

OBJECTIVE 1.1:

Create clear and accessible Guided Pathways for all degrees and certificates to help students' education planning and attainment

- Increase the number of students who receive comprehensive education plans by the time they have earned 30 units from XX in 2017-18 to 100% in 2021-22.
- Increase the number of completed ADT degrees from 185 in 2016-17 to 204 in 2021-22, and increase of 10%. (*Vision for Success goal*)
- Increase the number of completed associate degrees from 578 in 2016-17 to 636 in 2021-22, an increase of 10%. (*Vision for Success goal*)
- Increase the number of completed CCCC-approved certificates from 132 in 2016-17 to 145 in 2021-22, an increase of 10%. (*Vision for Success goal*)

OBJECTIVE 1.2:

Ensure access to student support programs and services without regard to circumstances or identity.

- Enhance the availability of SCC cohort programs (such as M.E.N., Puente, TRIO, Umoja, SOAR) and categorical programs (such as CalWORKs, DSP, EOPS/CARE, Veterans).
- Increase outreach and exposure across the campus for students and faculty by hosting one support services fair each semester.
- Increase the number of students who participate in ASTC and MAC services from XX in 2016-17 to XX in 2021-22, an increase of XX percent.

OBJECTIVE 1.3:

Foster a student's sense of belonging and community within their discipline and within the College

- Increase discipline specific and identity-oriented clubs and cohorts to promote engagement and investment in the college.
- Increase student contact with faculty within the student's selected discipline or pathway by establishing at least one social activity each semester with increased participation annually.

Goal 2: Honor and empower students to transfer in a timely fashion

Reference to Vision for Success Systemwide Goal 2: Transfer – Increase by 35 percent the number of CCC students systemwide transferring annually to a UC or CSU.

Overview: Solano Community College values the role of the community college in facilitating efficient and timely transfer to four-year institutions. To achieve the following objectives, the College will focus on creating clear program maps aligned with transfer requirements, empowering discipline faculty and counselors to assist students in making transfer decisions, and by supporting increased programs and accessibility to the Transfer Center.

OBJECTIVE 2.1:

Empower students to explore, select and complete a transfer pathway.

- Increase the number of transfers to UC/CSU from 630 in 2016–17 to 788 in 2021–22, an increase of 25%. (*Vision for Success goal*)
- Increase the number of students who transfer to a non-UC/CSU 4-year program, including Historically Black Colleges and Universities (HBCUs), from XX in 2016–17 to XX in 2021–22, an increase of 25%. (*Vision for Success goal*)

OBJECTIVE 2.2:

Increase outreach and resources for transfer students

- Establish an advisor/mentor program for each discipline by the beginning of Fall 2021.
- Increase the number of students participating in transfer services and activities from 418 in 2018–19 to 502 in 2021–22, an increase of 20%.

OBJECTIVE 2.3:

Empower students to complete college level math and English in their first year by offering guided self-placement and support services.

- Increase the number of degree-seeking students completing both math and English in their first year from 204 (out of 1,479) in 2016–17 (14%) (the last year of reliable data) to 50% in 2021–22.

Goal 3: Honor and empower students to attain their education goals in a timely fashion while embracing the process of learning

Reference to Vision for Success Systemwide Goal 3: Unit Accumulation – *Decrease the average number of units accumulated by CCC students earning associate degrees, from approximately 87 total units to 79 total units – a decrease of 10 percent.*

Overview: *Solano Community College values the time and financial commitment required of students attending college. To achieve the following objectives, the College will focus on implementing Guided Pathways initiatives like the creation of course sequencing maps for all programs and allowing guided self-placement through exposure to the Pathways for Academic and Career Excellence (PACE); encouraging higher unit-taking by students; and building a robust First Year Experience program.*

OBJECTIVE 3.1:

Orient and direct students to programs of interest based on their career goals.

- Develop course sequencing maps for all programs by the beginning of Fall 2020.
- Use course sequencing maps to inform class schedule by Fall 2020.
- Increase the number of students successfully participating in the First Year Experience program from 108 in fall 2019 to 200 in 2021-22, an increase of 85%.

OBJECTIVE 3.2:

Increase the number of applicable units completed in the first year.

- Increase the number of students who complete nine or more units in a CTE program from 205 (out of 1,239) (16%) in 2016-17 to 25% in 2021-22.
- Increase the number of degree-seeking students who successfully complete a minimum of 24 units in their first year from 599 (out of 9,136) (7%) in 2016-17 to 25% in 2021-22.
- Decrease the average length of time required to transfer from 5.5 years in 2016-17 to 4.5 years in 2021-22, a decrease of 18%.
- Decrease the average length of time to complete a certificate from 57 months in 2016-17 to 36 months in 2021-22, a decrease of 58%.
- Decrease the average units earned per completed associate degree from 91 in 2016-17 to 79 in 2021-22, a decrease of 13%. (*Vision for Success goal*)

Goal 4: Honor and empower students to gain meaningful employment/careers in their chosen field of study

Reference to Vision for Success Systemwide Goal 4: Workforce – Increase the percent of exiting students who report being employed in their field of study, from the most recent statewide average of 69 percent to 76 percent, an increase of 10 percent.

Overview: Solano Community College values the importance of preparing students to enter the workforce. To achieve the following objectives, the College will focus on exposing more students to internships and occupational education courses, employing more students on campus to help them gain job experience and soft skills, and increasing access to employers from the community.

OBJECTIVE 4.1:

Increase the number of students participating in internships and/or work experience opportunities.

- Increase number of students in occupational education courses from 120 in 2016–17 to 132 in 2021–22, an increase of 10%.
- Increase the number of students in off-site internship/apprentice programs from 35 in 2016–17 to 47 in 2021–22, an increase of 10%.
- Increase the number of students employed and mentored on campus, from 62 in 2016–17 to 93 in 2021–22, an increase of 50%.

OBJECTIVE 4.2:

Connect SCC programs to local industries and businesses to increase employment opportunities.

- Improve collaboration between CTE programs and industry partners by increasing the number of industry experts represented on advisory committees by 10%.
- Increase median annual earnings 12 months after completion for students who did not transfer to a four-year institution from \$24,000 in 2015-16 to \$25,200 in 2021-22, an increase of 5%.
- Increase the percent of students who report being employed 6 months after completion in their field of study from 60% from 2014-15 (the last date of reliable data) to 76% 2021-22, an increase of 27%. (*Vision for Success goal*)

Goal 5: Honor and empower student equity and success by eliminating equity gaps with a focus on disproportionately impacted populations

Reference to Vision for Success Systemwide Goal 5: Equity- Reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups.

Overview: Solano Community College values the primacy of equity in all decisions related to student success. To achieve the following objectives, the College will focus on implementing initiatives identified in the Student Equity and Achievement (SEA) Plan. The college commits to continuous self-evaluation, including identification and elimination of equity gaps.

OBJECTIVE 5.1:

Reduce the equity gaps for traditionally underrepresented student groups for all degrees and certificates

- Increase the number of completed ADT degrees by the DI groups identified in the College's SEA Plan
- Increase the number of completed associate degrees by the DI groups identified in the College's SEA Plan.
- Increase the number of completed CCCCCO-approved certificates by the DI groups identified in the College's SEA Plan

OBJECTIVE 5.2:

Reduce the equity gaps for traditionally underrepresented student groups transferring to UC or CSU

- Increase the number of transfers to UC/CSU from the DI groups identified in the College's SEA Plan.
- Increase the number of students from the DI groups identified in the College's SEA Plan who transfer to a 4-year program.

OBJECTIVE 5.3:

Reduce the equity gaps for traditionally underrepresented student groups so they can attain their education goals in a timely fashion

- Decrease the average length of time to transfer for the DI groups identified in the College's SEA Plan.
- Decrease the average units earned per completed associate degree for the DI groups identified in the College's SEA Plan.

OBJECTIVE 5.4:

Reduce the equity gaps for traditionally underrepresented student groups acquiring employment in their field of study

- Increase the percent of students from the DI groups identified in the College's SEA Plan who report being employed 18 months after completion in their field of study.

Note: The metrics in this Goal are necessarily general; the Student Equity (SEA) Plan includes disaggregated data by Disproportionately Impacted (DI) groups specific to each metric.

Goal 6: Strengthen ties to the community and local school districts to ensure access to college for all students.

Reference to Vision for Success Systemwide Goal: *This is a local Solano Community College Goal*

Overview: *Solano Community College values the role of the College as the higher education destination for our community and values the importance of providing access to college for those who might not consider themselves college-bound. To achieve the following objectives, the College will focus on increasing articulation agreements and dual enrollment in local school districts and increasing community outreach.*

OBJECTIVE 6.1:

Strengthen connections to local area high schools through articulation agreements and dual enrollment, where appropriate, as well as regular high school outreach.

- Develop an online tool kit for the articulation processes at SCC for high school courses by the beginning of Fall 2021.
- Establish, by the end of Fall 2019, a standard CCAP agreement in collaboration with local feeder school districts.
- Offer at least one course under a CCAP agreement in each service area Unified School District by the end AY 2020-2021.
- Increase the number and regularity of SCC-sponsored outreach efforts at the local high schools.

OBJECTIVE 6.2

Strengthen ties to community groups that serve or represent DI populations (e.g. adult schools, churches, mosques, Pride organizations)

- Involve the Campus Minority Coalition to assist in identifying community groups that serve DI populations.
- Create a contact list for the identified community groups and include them in campus messaging about events.
- Provide campus materials such as catalogs, class schedules, and financial aid and enrollment information.
- Create an annual “Diversity Resource Fair” and invite identified community groups to display at the event.
- Host an annual minoritized hiring fair on the Solano College main campus and at the centers.

Goal 7: Honor and empower the college community by maintaining adequate and sustainable financial resources to create an environment that supports teaching and learning.

Reference to Vision for Success Systemwide Goal: This is a local Solano Community College Goal

Overview: Solano Community College values the ethical responsibility of conducting itself as an effective and efficient steward of federal and state funds and understands the importance of practicing sound fiscal policy. To achieve the following objectives, the College will focus on involving all campus constituencies in budgetary discussions, adhering to accreditation standards related to fiscal stability, and implementing sustainable practices in facilities and educational programs.

OBJECTIVE 7.1:

Maintain reserves that equal or exceed the state average for California community colleges

- Maintain a minimum Board reserve of at least 10% of annual expenditures, with total reserves at or above 21%.
- Meet all accreditation standards and goals for fiscal stability.
- Maintain total compensation (salary and benefits) costs at 75% to 80% of total expenditures.
- In addition to the annual budget, utilize multi-year budget projections for three additional budget years.
- Maintain an unmodified financial audit opinion.

OBJECTIVE 7.2:

Engage all constituencies of the college community in financial planning to ensure transparency

- Engage all campus shared governance committees in financial planning and decision making as part of an integrated planning process
- Collaborate with the College Fiscal Advisory Committee on a regular basis
- Fiscal staff will participate in enrollment management processes

OBJECTIVE 7.3:

Implement and expand sustainability practices across facilities and educational programs

- Consider proven sustainability solutions, when fiscally prudent, when making decisions about issues related to recycling/reusing, energy efficiency in building projects, and selection of outside vendors.
- Create a symposium of current efforts regarding climate change and/or environmental activism
- Encourage faculty to incorporate environmental components into the curriculum

- Expose students to non-traditional fields in science and technology through programs on campus such as FYE, Umoja, Puente, and TRIO.

OBJECTIVE 7.4:

Prioritize maintenance on existing buildings to ensure a safe and pleasing learning environment

- Direct existing funding toward routine maintenance needs to ensure that classrooms have necessities such as adequate lighting, working SMART technology, furniture in good condition, and wall and floor treatments that are clean and free of wear.

Goal 8: Maintain a campus culture that honors and empowers teaching and learning.

Reference to Vision for Success Systemwide Goal: This is a local Solano Community College Goal

Overview: Solano Community College values the importance of equity-informed teaching practice and is committed to hiring and retaining a diverse and qualified staff. To achieve the following objectives, the College will focus on expanded recruiting of diverse pools of candidates, regularly assessing the campus cultural climate, and engaging DI groups in discussions about teaching and learning.

OBJECTIVE 8.1:

Proactively recruit and train diverse candidates for faculty and staff positions

- Send teams (faculty, staff, and administration) to culturally diverse hiring fairs to actively sell the vision of Solano College and recruit candidates.
- Work with the minority coalition to solicit feedback on both the recruitment and hiring process.
- Evaluate campus programs, like the Teaching Apprentice Program, to assess their effectiveness in recruiting/developing a local pool of future faculty and staff.
- Regularly survey the campus community to understand the larger dynamics and campus traditions that may adversely affect faculty and staff of color.
- Increase the diversity of the College's staff to accurately reflect the surrounding community.

OBJECTIVE 8.2:

Develop new faculty/staff orientation and training programs

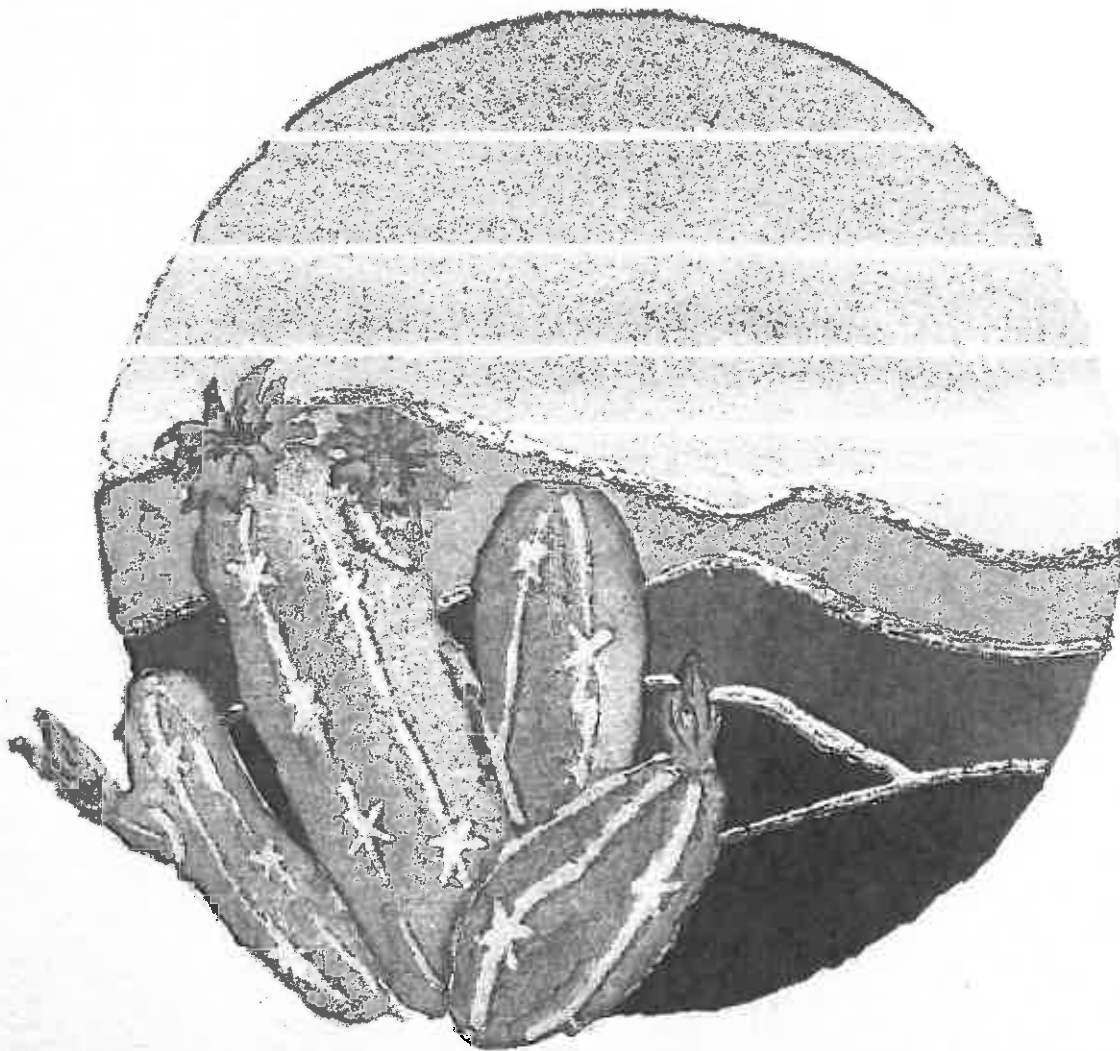
- Begin tenure review process cohort model support for new hires in Fall 2019.
- Develop faculty and staff mentoring programs by the end of AY 2019-2020.
- Expand professional development opportunities for faculty and staff.

OBJECTIVE 8.3:

Develop safe space training and support safe spaces on campus

- Engage the campus in discussions to understand larger dynamics and campus traditions that may adversely affect DI student populations.
- Expand equity focused support groups intentionally focused on DI populations (e.g. Umoja, Puente)
- Engage the campus community in creating a welcoming environment for all students, including our LGBTQI and Dreamer students.
- Collaborate with community organizations (e.g. Solano Pride) to train faculty and staff to be allies of DI groups.

Suisun Valley Review
Release Reading 2019



Friday, May 10
2-4 pm
Library (Building 100)

Featuring Yang Huang & the presentation of the Quinton
Duval Award in Creative Writing