



College Governance Council

July 22, 2020

Minutes

Present

LaNae Jaimez, Ph.D., Erin Farmer, Michael Wyly, Jeff Lehfeltd, John Siefert, Kevin Anderson, J.D., Shirley Lewis, J.D., Sal Abbate, Alysa Borelli, Celia Esposito-Noy, Ed.D., Robert Diamond, David Williams, Ph.D., Claire Gover (recorder)

Absent

Irene Camins, Danielle Gonzales, Camille Gard, Shannon Cooper, Psy.D

Call to Order

Dr. Celia Esposito-Noy called the meeting to order at 3:00 p.m.

Approval of Agenda

Agenda was approved. The purpose of this meeting is to provide updates; no action items.

Approval of Minutes

The minutes of June 24, 2020 were approved by consensus.

Public Comments

Jeff Lehfeltd thanked Dr. David Williams, VP of Academic Affairs for acknowledging the retiring faculty during the July 15th board meeting.

Budget Update

Robert Diamond, Vice President of Finance and Administration provided a budget update. Solano has a good cash balance and reserve so we are not asking employees to take furlough days at this time. The district will be tight on cash especially close to summer (possibly as early as March) and may need to borrow money. We are operating as prudently as possible and minimizing expenses to protect our cash balance.

Although we have reserves (18% of one year's expenses) we cannot spend reserves without first using our cash account. Dr. Esposito-Noy added that we are looking at ways to replenish our cash balance such as reducing monthly utility bills, investing in solar energy, harnessing solar energy and diverting it back to campus, possible shutdown of buildings or reducing the use of centers. We are also looking at possibly selling properties. We are not filling vacant positions, but deploying staff to other areas where their skills can be used (mostly in the areas of outreach and services).

Academic Affairs Update

Dr. David Williams provided an update on Fall semester. We did a large conversion to online in the Fall and allowed for certain classes to maintain some ground activities. However, because to the worsening conditions in the state due to COVID-19, we are asking faculty to do even more converting to online. We need to reduce the number of people on campus that could potentially be exposed to the virus. We are concerned for our students, faculty, staff and their families.

We have permission for the critical Infrastructure sectors of the economy to continue instruction (healthcare, transportation, maintenance trades, fire, welding). Courses in these sectors will have some on-campus activities and will follow safety protocols, employ social distancing, split labs and limit the amount of time on campus. These areas are working with Facilities and will be communicating strongly and constantly with students.

Dr. Williams recognized the necessary work done on developing return-to-campus protocols, but stated the focus should now be on providing the best online experience for students through creative and rigorous courses, helping them to move forward in their career goals.

Faculty are working diligently to convert courses to online. No decision has been made for Spring. Faculty should begin discussing their Spring offerings with their dean, taking into consideration the number of preps involved. Spring scheduling begins in September. We are constantly assessing the situation; be prepared for an online Spring.

Faculty must take the DE training in order to teach online in the Spring. There will be no DE addendum relief in spring so every course will have to be formally approved for online. There is much work involved so Deans will reserve time during their school meetings in the fall to allow their departments to work on their DE addendum.

Athletics Update: CCCAA has delayed Fall Sports to early Spring. Spring sports have been pushed to late Spring. During the fall our athletic courses will still be held but they will start online. Kinesiology courses will also be online, if feasible. CCCAA will reconvene in October to re-evaluate.

Financial Aid Update

Alysa Borelli reported that we will be able to show students their Pell awards, which will help them decide if they can attend Solano. This information is not usually available to students

until September, but since we started loading Pell grant awards in December we are about 4 months ahead of our typical cycle (a visual aid was provided showing Pell awards packaged).

Alysa said the Financial Aid team is feeling good about the number of students calling to discuss their options (rather than complain) and seem ready to attend Solano. This is good news. We hope our ability to show students their Pell award will help with Fall enrollments.

Almost all Students Services will continue to be online.

Push for Fall Enrollment

Dr. Esposito-Noy said Fall enrollment is low so we have begun a Fall campaign. Dr. Williams is working with Tom Gachis on two promotions for Fall. One is a simple social media promotion about the courses where there are available seats (mostly in general ed areas. The other is a video promotion to let students know that our classes will be online and that they can still make progress in their career and educational goals through online learning. Brief videos will highlight how faculty are creating the online environment to help students be successful.

Kevin Anderson asked about high school outreach. Since high school instruction will also be online this could be a good opportunity to increase our dual-enrollments. HS students can earn more credits by taking SCC courses and possibly graduate early. Dr. Esposito-Noy agreed and will remind high schools that they can take up to two classes in the fall. Parking and health fees for Fall will not be charged. Solano Transportation Authority is still letting our students ride for free and we have a mechanism for issuing student IDs.

In terms of Fall enrollment being low, Dr. Williams added that we have expanded inmate education course offerings and those numbers will be loaded in the next couple of weeks.

Dr. Esposito-Noy informed the group that textbooks are shipping out of the Barnes and Noble headquarters which is taking about 3-4 weeks. With this in mind, faculty should be thoughtful and accommodating. There is a concern that students who order books on the first day of class will fall behind. Dr. Esposito-Noy will check with Thomas Trujillo on options for students to pick up books at the campus bookstore.

There will be small-group tutoring in English, Math, Bio and Chemistry. Dr. Shannon Cooper, VP Student Services, is working on coordinating tutoring services. Tutoring may be provided in various platforms such as netTutor and Zoom. Kevin Anderson suggested Discord, a platform widely used in the high schools.

Solano Home Page

Dr. Williams announced there will soon be a new home page for Solano College. Michael Wyly did a tremendous amount of work on this project. To provide feedback, or if you notice links that are broken or information that is missing, send an email to the address at the bottom of the page (web@solano.edu).

Convocation

Convocation will likely be livestreamed. Our key note will be Dr. Satsuki Ina on the topic of healing and managing during turbulent times. We will have prerecorded messages from our distinguished Faculty. The program will be provided shortly.

Next Meeting

The college community will continue to receive updates before the Fall semester begins, particularly those related to steps to take if coming to campus.

The group decided that the next CGC meeting will be via zoom on Aug 26th.

Adjournment

There being no further business, the meeting was adjourned at 3:34 p.m.