

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES

1. CALL TO ORDER

A meeting of the Solano Community College District Governing Board was called to order at 7:00 p.m., on Wednesday, October 17, 2007, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, CA 94534-3197, by Pam Keith, Governing Board President.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

At the request of Board President Keith, Trustee A. Marie Young led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Pam Keith, President
Phil McCaffrey, Vice President
James M. Claffey
Denis Honeychurch, J.D.
Stephen Murphy, J.D.
A. Marie Young
Lillian Nelson, Student Trustee
Gerald F. Fisher, Secretary

Members Absent:

A. C. "Tony" Ubalde, Jr., Rel.D.

Others Present:

Mazie Brewington, Vice President, Administrative and Business Services
Jay Field, Vice President, Technology and Learning Resources
Kathy Rosengren, Interim Vice President, Academic Affairs
Lisa Waits, Ed.D., Interim Vice President of Student Services
Pat Cordry, Executive Coordinator, Superintendent/President and Governing Board

4. APPROVAL OF AGENDA

Board President Keith announced the following addition to the Consent Agenda: on page 1 of the attachments, under the Consent Agenda, item 7. (b), "EMPLOYMENT 2007-08, Regular Assignment," add the name of "Judy Spencer," as Executive Coordinator, effective November 1, 2007.

Moved by Trustee Young and seconded by Vice President McCaffrey for approval of the agenda. The motion passed unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

There were no comments from members of the public.

6. REPORTS

(a) Associated Students of Solano College (ASSC)

ASSC President Harjot Sandhu reported that:

--ASSC members will attend the California Community College Student Affairs Association's annual conference over the weekend. Lillian Nelson was recently elected Region II Chairperson of the Student Senate of the California Community Colleges and will chair her first meeting at the upcoming conference.

--During the last Board report, ASSC reported on the high cost of textbooks and current textbook legislation. ASSC President Sandhu informed the Board that Senate Bill 832 was vetoed by the Governor on October 13 and that the Governor explained his veto by saying, "this bill focuses strictly on textbook publishers' policies and fails to recognize that the affordability of textbooks is a shared responsibility among publishers, college bookstores, and faculty members. Therefore, instead of this bill I am signing Assembly Bill 1548." AB 1548 makes it illegal to sell a complimentary textbook that the publisher gave to the instructor to be sold in the bookstore. ASSC President Sandhu stated that ASSC is supporting a student resolution coming out of the Student Senate of the California Community Colleges that would make college textbooks tax-free. The resolution is yet to be sponsored; however, it will be discussed at the annual conference. When the resolution is sponsored, ASSC will return to the Governing Board for its support. ASSC President Sandhu welcomed the Board's assistance in finding a legislative sponsor.

Board President Keith stated that the Board members will look into finding a legislative sponsor for the resolution. Trustee Claffey asked ASSC President Sandhu to inform the Board, after he returns from the conference, as to what kind of reception the idea of such a resolution supporting tax-free textbooks received at the statewide conference. Vice President McCaffrey requested a copy of the proposed resolution.

(b) Academic Senate

Academic Senate President Gail Kropp reported that:

--the October 15 meeting of the Senate was a joint meeting with the academic deans to discuss full-time faculty hiring priorities for 2008/09 academic year. Interim Vice President Rosengren presented her recommendations which included six prioritized replacement and four prioritized new positions. IVP Rosengren further explained that the Superintendent/President and Executive Council agreed to fund the six replacement positions. New positions will be funded only if fall 2007 enrollment figures justify doing so. The deans and senators voted unanimously to accept Interim Vice President Rosengren's recommendation.

Student Learning Outcomes Assessment Coordinator Tracy Schneider reported on the work of the SLOs trainers and the institution's progress with refining course SLOs and developing assessment tools as part of this year's pilot assessment project. Basic Skills Coordinator Josh Stein reported on the work of the Basic Skills Committee and faculty peer mentoring, information competency, summer bridge, supplemental instruction and tutoring.

In the second hour of the Senate meeting after the deans departed, Senator Robin Arie-Donch, College Articulation Officer, reviewed and discussed articulation levels, deadlines and processes.

The Senate meeting concluded with a discussion on the probable timeline for implementation of the new math graduation requirement. In the next week, math and counseling faculty will meet to draft a proposal regarding implementation to be voted on by the Senate in November.

In answer to Trustee Claffey's question about Senate support for the student resolution, Academic Senate President Kropp indicated that she would be happy to discuss ASSC proposed resolution on tax-free textbooks with the Academic Senate. Furthermore, she stated that a year and a half ago, a subcommittee of the Senate worked with Bookstore Manager Jeff Yterdal on ways faculty can help reduce the cost of textbooks for students.

(c) Shared Governance Council

Dr. Lisa Waits, Interim Vice President of Student Services, reported that at its last meeting on October 10, the Shared Governance Council (SGC) discussed the following items:

--The proposed new policy regarding animals on campus was referred to a subcommittee for more discussion looking at the details of the Academic Senate's recommendation and the proposed policy prior to the policy returning to the SGC on November 14.

--The proposed Community Services policies were reviewed and the SGC approved three policies.

--The Civic Center Use policy was discussed at length and referred to a subcommittee for further discussion.

--Two new policies were presented for information and will return to the SGC for consideration in two weeks: Tech Prep Articulation and the College Catalog Policy.

(d) Superintendent

Superintendent/President Gerry Fisher reported that:

--The Solano Speech Team won their first tournament of the 2007-2008 season at the Santa Rosa Invitational Speech Tournament this past weekend at Santa Rosa Junior College. With nine members returning from last season's team, and a host of new team members, Solano finished in 1st place among the 24 colleges competing at the tournament.

Michael Holmes of Solano was awarded the top individual speaker trophy out of the nearly 400 students competing at the tournament. Michael took 1st place in Open Persuasion and Open Oral Interpretation, and he and his debate partner, Zack Poff, took 1st place in Open Debate. Michael and Zack were the only community college debaters that advanced to the semifinals in debate and defeated Bethany College in the semis and Santa Clara University in the finals on a 3-0 decision. A listing of all of the Solano Community College students winning awards at the Santa Rosa Tournament was attached to the written report.

--The Solano College Women's Soccer Team is currently rated #2 in Northern California and #8 in California after their strong pre-season and first few games of conference play. Coach Jeff Cardinal and the Women's Soccer Team are to be congratulated on their continuing excellence.

--Head Coach Matt Borchert and Assistant Coach Kim Nunley prepare the Solano College Women's Basketball newsletter entitled, the Falcon Flyer, and are anxiously looking forward to a winning season. A copy of the October 2007 Falcon Flyer was attached to the written report.

--Solano College was featured in three separate advertisements of the October/November 2007 edition of *Solano Magazine*: (1) Benefit Concert featuring Nick Palance at the Solano College Theater; (2) Buy-A-Brick campaign; and (3) appreciation page to the 2006 SCC Holiday Online Auction Sponsors and Item Donors. Superintendent/President Fisher reported that 100 bricks have been sold and the second set of engraved bricks will soon be installed in the sidewalk near the first set of bricks in place at the Vallejo Center Grand Opening.

--Governor Schwarzenegger signed legislation that provides more than \$33.1 million in state funding to help students succeed at community colleges, transfer to four-year universities and acquire the necessary skills to compete in high-demand careers in technical education. A copy of the press release from the Chancellor's Office was attached to the written report.

--the Fire Technology Program has a new Basic Emergency Skills Lab at the Vacaville Center. Brady (Prentice Hall) Publishing provided access to their website for online chapter quizzes and support material for our Wildland Fire Academy Cadets that made immediate and comprehensive feedback to the cadets and the instructor possible. Lisa Hiner, Lab Tech at the Vacaville Center, and Shawn Byrd, Fire Technology Adjunct Instructor for First Responder

EMS, worked very cooperatively to make it work. As a result of this new learning tool, Brady (Prentice Hall) would like to feature the Solano Wildland Fire Academy in a short article published in their newsletter. When this occurs, copies will be brought back to the Board.

--“Head First” opened October 9, 2007 and continues through November 2, 2007 in the Dorothy Herger Gallery in the 1300 Building.

--Mary Mazzocco, advisor to the student newspaper, the Tempest, has informed us that the Spring 2007 staff received General Excellence awards for both print and online editions of the Tempest. These awards were given at the Northern California regional conference of the Journalism Association of Community Colleges, held Saturday, October 13, at San Jose State University with about 250 delegates from 20-plus community colleges attending. To win a general excellence award, a publication is judged on a number of criteria, including breadth and depth of content, presentation, timeliness and strength of writing and photography. This is our second online award and first print award since Ms. Mazzocco came to the program in spring 2000.

Also winning awards were:

- Tom Graham’s spring 2007 Feature Writing class, 2nd place, news feature, for their package on Cindy Sheehan;
- Andrew Johansen and Jose Martinez, 3rd place, inside page design;
- LaTasha Monique Warmesley, honorable mention, opinion writing;
- Adam Smith, honorable mention, sports feature photo

--Superintendent/President Fisher called the Board’s attention to the work of Nancy Hopkins including providing numerous articles from newspapers in Solano County during the past two weeks. In addition, Nancy is helping us with the transition to a permanent Public Information Officer and has provided us with three binders of information: (1) Solano Community College Marketing and Public Relations Plan for 2007-08; (2) Overview of Marketing and Public Relations for the Opening of SCC’s New Vallejo Center; and (3) Marketing Activities, August through October, 2007. He expressed appreciation to Nancy for coming to help SCC on short notice and for the quality work she has done to showcase Solano Community College.

--Superintendent/President Fisher reported that he attended the following events: (1) Small Business Development Center (SBDC) Open House on October 24, 2007; (2) Scholarship Foundation Awards Banquet on October 5, 2007; (3) MESA Fundraiser on October 12, 2007; and (4) Vacaville Select Committee Meeting on October 15, 2007.

- **Bond Update**

Scott Colt, Kitchell CEM, Program Manager, reported that bids on Building 1400 were received about two weeks ago and the award of the bid is on the October 17 Board agenda. Bids on Building 1700 (Sports Complex) are scheduled for receipt on October 25. Currently,

advertisement for renovation of Building 1800A is taking place. Bids for renovation of the baseball and softball fields are planned for early November.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of October 3, 2007

Human Resources

- (b) Employment – 2007-08; Gratuitous Service; Resignation

Administrative and Business Services

- (c) Warrant List
- (d) Construction Change Order No. 12 Approval for W. A. Thomas Co., Inc. – Bid No. 06-005
- (e) Construction Change Order No. 15 Approval for Ralph Larsen & Son, Inc. – Bid No. 06-002
- (f) Construction Change Order No. 18 Approval for J. W. & Sons, Inc. – Bid No. 06-004

Academic Affairs

- (g) Interagency Agreement between Solano Community College and the Foundation for California Community Colleges Site License
- (h) Agreement between Solano Community College District and Macro Plastics, Incorporated for Time Management Training

Trustee Murphy requested the removal of item 7. (b) from the Consent Agenda.

Moved by Trustee Young and seconded by Vice President McCaffrey for approval of the Consent Agenda with the removal of item 7. (b). The motion passed unanimously.

8. ITEMS REMOVED FROM CONSENT AGENDA

Employment – 2007-08; Gratuitous Service; Resignation

Trustee Murphy compared two items under Independent Contractors, on page 3 of the attachments for Myra Binstock to do media cataloging work from 10/18/07 to 6/30/08 at \$25.00/hour not to exceed \$2,250 and Ken Lofgren to do consulting services on Legacy Student System problems 9/28/07 to 10/5/07 for \$4,000. Trustee Murphy questioned the length of time

of the contract for the media cataloging work for a short number of hours over the course of nine months compared with other contracts for time periods less than 60 days.

Vice President Jay Field explained that the contract for media cataloging work is to help the District with a backlog of cataloging of video tapes and DVDs at an estimated 90 hours of work. Ms. Binstock is currently the Technical Services Manager at the Solano County Library. Due to the operational hours of the Library and the Library not being accessible during Saturdays and Sundays, it is not known at this time exactly how those hours will fit into that schedule. The purpose of the extended length was to allow some leeway until that could be determined.

Trustee Claffey stated that it appears that the District is outsourcing professional work and asked whether the work is something that should be done by a professional Librarian, a CTA member and it is contained in the CTA contract. Vice President Field assured Trustee Claffey that the matter has been discussed with CTA and signed off by CTA. Vice President Field indicated that approximately 1,000 video tapes have not yet been cataloged and many of the 150 recently purchased DVDs have not yet been cataloged. He stated that he recently discussed the backlog with the Technical Services Librarian, Elizabeth Tsai, and offered to bring in help. All full-time and adjunct faculty were asked if they wanted to do the work. Only one adjunct asked to be part of the project and was assigned 30 hours of the work. Ms. Binstock would need to provide the training for the adjunct faculty member. Vice President Field explained that the project is a very specific, short-term project to get the videos catalogued and better available to serve our students and faculty. He further explained that no other librarian type of work is involved such as collection development, reference desk work, weeding, working with Division faculty, curriculum work and or working on Student Learning Outcomes (SLOs). He assured the Board that contract work, especially in cataloging, is very common in academic libraries.

Brief discussion was held on options for how to get the work done and maintained. Vice President Field indicated that on an ongoing basis the work is done by Elizabeth Tsai.

Ms. Elizabeth Tsai questioned the number of titles that are yet to be cataloged. She expressed her opinion that as a taxpayer and member of the community, she wanted to save the College money. Ms. Tsai commented that many of the items are old and, therefore, outdated items should be inventoried and deleted before taxpayers' money is spent. She stated that some items have already been cataloged.

Moved by Trustee Honeychurch and seconded by Trustee Young for approval of the Consent Calendar Agenda, formerly item 7. (b). The motion failed with three ayes and three noes.

Moved by Vice President McCaffrey and seconded by Steve Murphy for approval of all of the items under 7. (b) with the exception of the Media Cataloging Work position. The motion passed with the majority vote. Trustee Honeychurch and Board President Keith voted "no."

9. RETIREMENTS OF STAFF WITH 10 OR MORE YEARS OF SERVICE

(a) Resignations to Retire—Kate Delos, Helen Intintoli, Carol Lilleberg and Robert Scott

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Kate Delos	Art Instructor 16 years at SCC	May 23, 2008

Leslie Rota, Dean of Fine & Applied Arts/Behavioral Sciences, spoke on behalf of Kate Delos who on her last day of employment will have served the District for 16 years. Kate Delos has been an instructor of painting, drawing and printmaking, including a bookmaking course (discussed in her sabbatical leave report last year). Professor Delos is solely responsible for the completion of the major in printmaking at Solano Community College. Dean Rota stated that Kate is a student-centered teacher and many students refer to her as an exceptional teacher and an amazing teacher and mentor. Dean Rota informed the Board that Professor Delos is very kind and generous to her colleagues and has taught her classes on Saturday so other instructors could use classrooms through the week. Dean Rota stated that Professor Delos' energy seems to infuse Building 1300 and commented on the news articles that she posts for others to read.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Helen Intintoli	Music Instructor 23 years at SCC	May 23, 2008

Leslie Rota, Dean of Fine & Applied Arts/Behavioral Sciences, spoke on behalf of Helen Intintoli who on her last day of employment will have served the District for 23 years. Professor Intintoli began her career at Solano College in 1974 as an adjunct instructor. She possesses a multidisciplinary teaching credential which enables her to teach many subjects and she actually started by teaching an Introduction to Theater class. In the ten years before she became a full-time faculty member she taught a variety of music and drama classes. Once she became a full-time music instructor in 1985, she took the reins of the vocal music program. In addition to the vocal program, Professor Intintoli has taught basic music lecture classes, such as music fundamentals, as well as piano and hand bells. The vocal choirs and hand bell choirs perform annually at various venues around Solano County under the direction of Professor Intintoli, bring about the admiration of music lovers and enhance the image of Solano Community College. She has also been a staunch colleague and mentor to her fellow faculty members.

Dean Rota fondly spoke of the re-created English Madrigal dinners by Professor Intintoli and her students complete with trumpeters, choir, and renaissance dress. The events were always sold out months in advance. Dean Rota stated her admiration of Professor Intintoli's commitment to performing multi cultural music. Helen always teaches her choirs music from South American, Africa or Europe. She often includes Spirituals from the American South.

Dean Rota extended “great thanks” to Professor Intintoli’s husband, Tony Intintoli, mayor of Vallejo who was instrumental in the accomplishment of the new Vallejo Center and also retiring this year.

Trustee Claffey stated that once Helen Intintoli leaves Solano, Christmas season will never be the same. Trustee Honeychurch stated that Helen Intintoli is a real treasure and on behalf of the Governing Board, he expressed appreciation for the great job she has done throughout the years and especially for all of the superior events. Vice President McCaffrey also expressed his appreciation to Professor Intintoli and expressed hope that the hand bells class would continue.

Professor Intintoli expressed gratefulness for the chance to work at Solano Community College and said that music making has been her life. She stated that it is a hard thing to let go of Solano, but the music will never stop. Professor Intintoli stated that she hopes to have a strong relationship with the College in another way.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Carol Lilleberg	Counselor 10 years at SCC	June 30, 2008

Erin Vines, Dean of Counseling/Guidance, spoke on behalf of Carol Lilleberg. He stated that students frequently insist on seeing Carol as their counselor. Dean Vines indicated that it was a pleasure to work with Carol and that she goes “above and beyond” as she has been involved in many activities. Professor Lilleberg began her career at Solano as an adjunct instructor and counselor. During her tenure at Solano she has served in the following capacities: Re-Entry Counselor, Youth and Family Services Jail Outreach Counselor, EOPS Counselor, Nursing Counselor, Counseling Division Liaison, Student Services rep. on Curriculum Committee as well as the Mini-grant Committee, faculty representative to the Food Service Committee, Accreditation Report Editing Committee; President’s Committee for Vision 2020, Open House and Preview Day Committees and numerous hiring committees for counselors, Deans and the Vice President. Professor Lilleberg also participated on three committees to bring Student Services online. Professor Lilleberg has been named on the Wall of Tolerance, faculty honoree by ASSC, Unsung Hero and recognized in 2007 Scholarship Foundation Awards Program by a student for “encouragement and support of academic achievement.” Professor Lilleberg was also recognized by the Community College League in “Celebrating the Way California Learns” 2002.

Professor Lilleberg stated that she will really miss her students because being a “counselor” is who she really is and expressed appreciation for having worked at Solano Community College.

Vice President McCaffrey thanked Carol Lilleberg on behalf of the alumni and Governing Board for all of her work with the students and always being supportive of students. Student Trustee Nelson commented that if Professor Lilleberg is planning to do e-counseling, the Counseling Office should have very short lines then!

Board President Keith stated that all of the retirees seem to say that they will really miss their students and stated that the love of students is what makes Carol a great counselor. Board President Keith expressed appreciation to all faculty and staff who feel this way about their students.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Robert Scott	Math Instructor 20 years at SCC	May 23, 2008

Dr. David Redfield, Dean of Math/Science, spoke on behalf of Robert Scott who will have retired with 20 years of service on May 23, 2008. Dr. Redfield shared with the Board how Professor Scott began teaching for Solano through an emergency hire 19 years ago, after Dr. Dorothy Hawkes was hired for a math position and when Ben Hecht died suddenly before classes began. In quoting Professor Scott, Dr. Redfield read: “It has been a pleasure to work with Dorothy Hawkes for 19 years and she has proven to be a better teacher and she beat me fair and square for the job!” Professor Scott has taught almost all of the math courses with the exception of a linear class. Professor Scott was treasurer of CTA for three years, Curriculum Committee Chair, and participated on hiring committees. Professor Scott regularly buys T-shirts for math tutors. Dr. Redfield indicated that Professor Scott has always been an active and supportive member of the Math Department.

Regarding Board President Keith’s earlier comment that the love for students is what makes great teachers, Professor Scott commented that perhaps it is because the teachers are really students themselves and could never really grow up because they love school and learning. He stated that teachers probably will always teach, just in a different venue, after retirement.

Professor Scott described Solano Community College as a wonderful place with wonderful students, faculty and administration. He stated that it has been an honor to have taught at Solano Community College.

Trustee Young spoke fondly of her working relationship with Bob Scott, describing him as her nephew and expressed appreciation to him for being a friend and excellent instructor for her daughter.

Governing Board President Keith expressed sadness in the history “walking out the door” with another group of retirees. Professors Kate Delos, Helen Intintoli, Carol Lilleberg and Robert Scott were honored with another hearty round of applause by the Governing Board and audience.

Moved by Trustee Young and seconded by Vice President McCaffrey for approval of item 9. (a) including the resignations to retire for Kate Delos, Helen Intintoli and Robert Scott effective May 23, 2008 and Carol Lilleberg effective June 30, 2008. The motion passed unanimously.

10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Administrative and Business Services

- (a) Resolution Authorizing Amendment of the Joint Powers Agency (JPA) Agreement Regarding the Tax-Exempt Status of Income from the Operations of the Retiree Health Benefits Funding Program Trust, Resolution No. 07/08-09

Mazie Brewington, Vice President of Administrative & Business Services, presented Resolution No. 07/08-09 authorizing amendment of the Joint Powers Agency (JPA) agreement relating to the issuance of a private letter ruling from the IRS regarding the tax-exempt status of income from the operations of the trust.

Vice President Brewington explained that the JPA is seeking a private letter ruling from the IRS that states that income accrued and generated through the operation of its trust is tax-exempt and is not included in gross income pursuant to IRS Section 115 because the income is derived from the exercise of an essential government function. All 25 districts that belong to the JPA are bringing the resolution before their boards. The JPA meets on Tuesday, October 23, at the annual Chief Business Officers' conference to hold the JPA meeting and complete their work on the private letter ruling.

Moved by Trustee Young and seconded by Vice President McCaffrey for approval of Resolution No. 07/08-09 authorizing amendment of the Joint Powers Agency (JPA) agreement regarding the tax-exempt status of income from the operations of the retiree health benefits funding program trust. The motion passed unanimously with the roll call vote as follows:

STUDENT TRUSTEE ADVISORY VOTE: Lillian Nelson concurred.

AYES—Trustee Claffey, Trustee Honeychurch, Vice President McCaffrey, Trustee Murphy, Trustee Young, Board President Keith

NOES—None

ABSENT—Trustee Ubalde

- (b) Bid #08-001 Authorization to Award Contract to J. W. & Sons, Inc. for the Building 1400 Renovation and New Faculty/Staff Dining Room

Frank Kitchen, Director of Facilities, presented Bid #08-001 recommending that the bid for the Building 1400 renovation and new Faculty/Staff Dining Room project be awarded to J. W. & Sons, Inc., the low responsive bidder for the project, in the amount of \$3,265,000 including bid alternate items #1 through #7 as outlined on page 26 of the attachments to the Board agenda (Attachment A to Board minutes). The alternates were requested by the District to be used in case the bids were higher than the engineering estimate of \$3,800,000 for this project. Because the base bid and all seven alternates were lower than the engineering estimate, the District determined that all seven alternates could be included in the project budget.

This project involves the renovation and construction of the Student Union Building 1400, currently consisting of 30,976 square feet of space. A new faculty and staff dining room will be built that will add an additional 2,897 square feet of space to the building. The project bid also includes remodeling and upgrading of all existing spaces/rooms and the application of new interior finishes such as carpet, tile, and paint. Mr. Kitchen stated that one of the reasons the bid is an excellent bid is that approximately 17 contractors showed up for the bid.

Vice President McCaffrey recalled that when he was Student Senate President in 1998, the Student Center fee was instituted and he has “waited nine years for this to happen.”

Moved by Vice President McCaffrey and seconded by Trustee Honeychurch for acceptance of Bid #08-001 as recommended. The motion passed unanimously.

(c) Proposed Agreement with Total Compensation Systems, Inc. to Conduct an Actuarial Study

Mazie Brewington, Vice President of Administrative and Business Services, presented this item requesting approval to contract with Total Compensation Systems, Inc. to conduct a retiree health benefits actuarial study. This study is one of the Board’s 2007-08 annual goals and the first year of compliance for Solano College with the Governmental Accounting Standards Board (GASB) 45 requirements this fiscal year 2008-09. The fee for the proposed contract is \$5,200 for services and \$1,600 for onsite meeting and travel expenses for a total of \$6,800.

In answer to Trustee Honeychurch’s question, Vice President Brewington stated that this study could not be done in house due to the need to have the work, including an actuarial, done by someone who is experienced in this specialized area.

Moved by Trustee Young and seconded by Vice President McCaffrey for approval of the proposed agreement with Total Compensation Systems, Inc. to conduct an actuarial study. The motion passed unanimously.

Academic Affairs

(d) Memorandum of Understanding between Solano Community College and Dixon Unified School District

Kathy Rosengren, Interim Vice President of Academic Affairs, presented this item indicating that one class from the Business Division is scheduled to begin this week and seven classes are planned for offering in the Spring 2008 Semester at the new Dixon High School campus.

Moved by Trustee Young and seconded by Vice President McCaffrey for approval of the Memorandum of Understanding between Solano Community College and Dixon Unified School District. The motion passed unanimously.

11. ANNOUNCEMENTS

Superintendent/President Fisher shared with the Board and audience an experience he had recently visiting the new Vallejo Center when he noticed all of the parking spaces taken except for one row. To satisfy his curiosity, he went into the Center and learned that it was Youth Theater night where approximately 85 students, 3rd to 6th graders and 7th to 12th graders were rehearsing, having auditions, dancing, singing and practicing lines. Superintendent/President Fisher described the new Vallejo Center as a “beehive of activity.” He reported that the Vallejo Center has 1,021 unduplicated headcount and 1,500 enrollments. This represents approximately one-third of the 3,500 capacity. All of the late-start classes for the fall have been successfully filled with the exception of one class. Based on the 1,021 enrollment now, Trustee Young asked whether enrollment would be 3,000 in the spring. Superintendent/President Fisher indicated that enrollment would not reach 3,000 based on the number of offerings at this time.

12. ITEMS FROM THE BOARD

Trustee Young announced that she attended the Small Business Development Center Open House on October 4, the scholarship fundraising fashion show sponsored by the Vallejo Women’s Chapter of the Delta Sigma Beta Sorority on October 6 at the Concord Hilton.

Board President Keith announced that there would be no Closed Session.

13. CLOSED SESSION

- (a) Conference with Labor Negotiator
Agency Negotiator: Richard Christensen, Ed.D.
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release
(No additional information required.)

14. RECONVENE REGULAR MEETING

This item was not necessary as there was no Closed Session.

15. REPORT OF ACTION TAKEN IN CLOSED SESSION

This item was not necessary as there was no Closed Session.

16. ADJOURNMENT

There being no further business, Board President Keith adjourned the meeting at 8:22 p.m.

GFF:pc

Attachment: 1

BDMINUTES.101707.FINAL

APPROVED

PAM KEITH
PRESIDENT

GERALD F. FISHER
SECRETARY

BASE CONTRACT AGREEMENT FOR J.W. SONS, INC.
Governing Board Meeting October 17, 2007

<u>ALTERNATES</u>	<u>BASE BID CONTRACT</u> <u>AMOUNT</u>	<u>ALTERNATE FEE</u> <u>INCREASES</u>	<u>FINAL BASE CONTRACT</u> <u>TOTAL</u>
	\$2,997,000.00	\$268,000.00	\$3,265,000.00

Proposed Alternate Schedule: Alternate #	Description	Cost
<u>Alternate #1</u> Operable Wall	Install 2 new full height operable partitions in the main dining area. This will allow for separating the one large dining room into 3 smaller areas for various functions.	\$ 69,000.00
<u>Alternate #2</u> Steel Canopy	Install steel canopies at two locations to provide weather protection. One location is at the south/east corner of the Bookstore over the transaction window near the Book Buyback area and the second location at the existing loading dock.	41,000.00
<u>Alternate #3</u> Metal Lockers	Install 36 new metal lockers in the Club Office Work Room and Meeting Room. This will provide lockable storage for security of personal items.	5,000.00
<u>Alternate #4</u> Acoustical Panel Clouds, 2'x4' T-Bar System	Design change includes the construction of an acoustical cloud ceiling from 2'x2' grid system to a 2'x4' ceiling and grid system for less cost and labor.	17,000.00
<u>Alternate #5</u> Vinyl Wall Covering over Tackwall	Apply new vinyl wall covering over the existing tackwall finish. This will lower installation cost by not removing the existing wall finish and applying the new finish directly to the existing, also less overall cost in material installation and labor.	18,000.00
<u>Alternate #6</u> Base/Upper Cabinets	Install new upper cabinets, base and 5 student work stations in the Student Study Room.	69,000.00
<u>Alternate #7</u> Storefront Wall System	Install new storefront wall system at the Faculty/Staff Dining Room west exterior wall and at the north dining room entry.	49,000.00

TOTAL \$ 268,000.00