

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, April 4, 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, Vice President McCaffrey 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. C. "Tony" Ubalde, Jr., Rel.D.  
A. Marie Young  
Lillian Nelson, Student Trustee  
Gerald F. Fisher, Interim Secretary

Members Absent:

None

Others Present:

Mazie Brewington, Vice President, Administrative & Business Services  
Marjorie Carson, Ed.D., Interim Vice President, Academic Affairs  
Richard Christensen, Ed.D., Director, Human Resources  
Jay Field, Vice President, Technology & Learning Resources  
Lisa Waits, Vice President, Student Services  
Nora O'Neill, Executive Coordinator, Superintendent/President and Governing Board

4. APPROVAL OF AGENDA

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

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Mr. Marc Pandone, SCC Art Department, distributed several handouts about the SCC Art and Photography Programs – (1) Postcard entitled, “IN-SIGHTS,” announcing the Artists’ Reception scheduled for Thursday, April 5, 2007, 4:00 to 6:00 p.m., at the Dorothy Herger Gallery, SCC Art Building 1300, in connection with the art show entitled, “Photographs of India and Other Images,” which showcases students’ photos from Ron Zak’s students’ Study Abroad trip to India last year. The photographs will be on display between April 2 and May 4, 2007; (2) Postcard announcing the “Incredible India & Burma” art show at St. Supery Winery, 8440 St. Helena Highway, Rutherford, California, put on by the Solano College Photography Department with Ron Zak; (3) newspaper article from the March 19, 2007, *Marin Independent Journal*, concerning the restoration work of SCC Adjunct Professor Teri Brunner MacDonald, at Mission San Rafael. Marc also announced that Turo Segita, who was an adjunct at SCC, is leaving to take a full-time position at Mesa College in Colorado and that Lisa Reinertson, adjunct Art instructor at SCC, has been awarded the Solano County Arts Commission opportunity to create a sculpture for the roundabout located at Rockville Road and Abernathy Road. It is scheduled to be installed on June 8, 2007. Finally, Marc thanked Juan Valenzuela, of the SCC Bookstore staff, for opening the Bookstore on a Saturday in order that the Landscape Drawing and Painting class students could purchase their supplies.

Ms. Holly Alvarez, Vice President of the SCC Asian-Pacific Islander Club, invited all to the Asian-Pacific Islander Culture Day, scheduled for April 28, 2007, 3:00 to 5:30 p.m., at the Fetterly Playhouse Theater, 3467 Sonoma Boulevard, Vallejo. Anyone interested in attending should advise Shawn Bee or Dr. Shirley Lewis.

Ms. Mary Mazzocco recently took six students to the State Journalism Association of Community Colleges’ Convention in Sacramento and returned with very good news. First, the SCC online newspaper [www.solanotempest.net](http://www.solanotempest.net) won a General Excellence award. This prestigious award is the result of judges visiting all of the college Web sites in the State during three unannounced test periods. The Web sites are awarded points based on their ease of use; timeliness, balance and vitality of their content; and their use of photos, podcasts, slide shows and videos. A site that is judged to be excellent must be strong in all of these areas. Out of 58 California Community Colleges with student-produced news Web sites, only 12 were found to meet JACC standards of excellence. This is an important milestone for our Journalism program and our first General Excellence award since she has been its advisor. Second, Kathy Rosengren received the First Amendment Award for her support of the SCC Journalism program. As Mary Mazzocco presented the award to Kathy Rosengren, she spoke of the various accomplishments of the SCC Journalism program in the past seven years: SCC students have won 51 awards in state and regional competition, three have won JACC scholarships, and one won a California Newspaper Publishers’ Association internship. Among *Tempest* staff members who have

graduated in the last seven years, Capricia Williams has gone on to enter the Masters' Program at Howard University, Terrence Russell is selling ads for *Solano Magazine*, Daniel DuMoss is reviewing electronics for *Wired Magazine*, Myra Jimenez is the Features Editor for the *Amador Ledger Dispatch*, Allan Schuster recently left the *Vallejo Times-Herald* and is editing copy for the *Career Journal*, which is one of the largest newspapers in southern New Jersey; Carla Joy Benco is an assistant tournament director, which is a public relations job, for the Northern California Professional Golfers Association; and Melissa Murphy is covering Dixon for the *Vacaville Reporter*. Mary stated that she shares some of the success of the SCC Journalism students with Dean Kathy Rosengren. Mary advised that, once a student newspaper stops publishing, as Solano College's newspaper did in the late 1990's, it is extremely rare and very difficult to restart the program. However, Kathy Rosengren accomplished this. During the budget crisis a few years ago, when a half-dozen community colleges looked at eliminating Journalism and two schools actually killed their programs despite community protests, she was a firm supporter of free speech rights and a good shepherd for the program. She has also been endlessly patient with and accessible to a whole string of student reporters who have gone to her for support and explanations on how things work. With Kathy retiring this spring, which is also the end of the 50<sup>th</sup> year of Journalism at Solano College, Mary felt it was appropriate that Kathy received the First Amendment Award from the Journalism Association of Community Colleges. Mary gave her sincere, humble, heart-felt thanks to Kathy and stated they could not have done it without her. Mary then showed a mimeographed, 6-page copy of the *Viva Vallejo* April 1957 edition of the Solano College newspaper and stated that a visit to the *Tempest* Web site at [www.solanotempest.com](http://www.solanotempest.com) will show how far they have come. President Keith stated that this was another reason to regret Kathy Rosengren leaving this campus on her upcoming retirement.

Ms. Jeannette McCarthy began her remarks by stating that she was coming before the board reluctantly with a problem that she has not been able to solve on her own and said that the beauty of that "blue card moment" was that everyone who could possibly help her solve this problem was in the Board Room that night. Ms. McCarthy described a problem she has had with scheduling in her department and presented the background to her situation. Ms. McCarthy has been a part-time instructor since 1987 and was hired full-time in the year 2000. She was hired to teach Office Technology and Computer Information Science in the Business and Computer Science Division. Ms. McCarthy stated that her task was to take that successful program and keep it going, keep it current and bring it up to date with technology. She advised that she set goals and objectives for that program and was commended for the speed and diligence with which she improved the program. The FTES' climbed and stayed high. Many of the graduates of the program work here at the College. It has been a successful program; however, she stated that about three semesters ago, she realized that no matter what model she built, no matter what goals she set, no matter what objective she had, if they were not supported by scheduling, it really did not matter. The scheduling changed about three semesters ago, and our FTES' have gone down about 30% in the Office Technology area. Jeannette stated that she was speaking to the Board on behalf of the Office Technology students who are facing a scheduling change next semester. The scheduling change is from a 2-times-per-week, 80-minute schedule to a 3-times-per-week, 50-minute schedule. Ms. McCarthy stated that 80 minutes 2 times per week equals 160 minutes and that 50 minutes 3 times per week equals 150 minutes. That is a 10-minute difference if every student shows up on time and stays the whole time. She had a pile of surveys

which she took from students on which schedule they would prefer and why, and she read the following statement from the one of the surveys: “I would like the same schedule – 80-minute blocks 2 days per week because I travel on the bus from Vallejo. It would be a waste of my time for me to spread my hours out into another day. I don’t go to school on Friday. Most of my other classes are 2 days per week. It will affect my classes and my work schedule so much that I will not be able to take this class because of the conflict.” She said that she has no say over scheduling except to say that she is just a typing teacher, she was here for her students and she is just the messenger. All she can do is come before all of those that do have the power over the welfare of students and the scheduling at this school to say please don’t do this. President Keith thanked Ms. McCarthy for her courage to speak and stated that she appreciated her efforts.

Trustee Claffey inquired as to whether or not she had discussed this with the Dean, and Ms. McCarthy said she had already done that. Trustee Claffey suggested that she request the Dean speak with the Vice President of Instruction about it, and she said she had done that as well. IS/P Fisher stated that Ms. McCarthy had provided information to him on this subject last week and stated that he is aware that there have been discussions between Ms. McCarthy and Dean Urrutia and between Dean Urrutia and the Vice President of Academic Affairs, Dr. Carson. He stated that, if it was the Board’s pleasure, he would look into the remaining issues and report back to the Board. Trustee McCaffrey stated he would appreciate IS/P Fisher doing that and providing the Board with a proposed plan of action.

## 6. REPORTS

### (a) Associated Students of Solano College (ASSC)

Shawn Bee, ASSC President, reported that:

--the ASSC Student Election is underway. Voting began Monday, April 2, 2007, and will end Thursday, April 5, 2007. The Election Committee will have the results of the Election by Friday morning, April 6, 2007.

--the ASSC is constantly working diligently with other constituent groups on campus in all aspects of Outreach for Solano College.

--the ASSC thanked Vice President of Student Services Waits for the money that she allocated towards the production of the Outreach DVD, which will showcase both Student Services and the campus. Shawn escorted the videographer, Ernest Holly from Timeline Media Productions, around campus on Monday, April 2, from 8:00 a.m. to 5:00 p.m., as he filmed the footage he needed for the DVD.

--ASSC members are continuing to volunteer as Ambassadors for campus tours and trips to local high schools and junior highs to inform students about Solano College.

--ASSC is anxiously anticipating the May 19 Outreach/Orientation Day that will be held at the Fairfield campus. ASSC members will be there to help cook, usher, lead tours and offer their services to the many activities that will be going on that day.

--ASSC has taken the lead, once again, for Region II of the Student Senate for California Community Colleges. Student Trustee Lillian Nelson and ASSC President Shawn Bee have volunteered to chair the Constitution Committee for Region II in an effort to finally put a

Constitution and Bylaws in effect for Region II. The Student Senate will be meeting over Spring Break at Folsom College from 9:00 a.m. until they finish the projects.

--the ASSC thanked Dr. Carson for taking time out of her schedule Tuesday, April 3, 2007, to go to ASSC and hold a forum on Accreditation and why it is important to us. This helped to clarify many questions that Students had regarding accreditation and the processes involved. The students greatly appreciated the help of Dr. Carson and others that were involved with the forum.

Trustee McCaffrey inquired as to whether or not additional information was available at this time concerning the May 19 Outreach/Orientation Day. IS/P Fisher stated that he would be providing that information to the Board when the announcement of the event was distributed. The contact person for this occasion is Maureen Mason-Muyco.

Trustee Young stated that she especially looks forward to the ASSC presentation at the Board Meetings as they are always uplifting.

(b) Academic Senate

Gail Kropp, Academic Senate President, reported that:

--the last Academic Senate meeting was held on Monday, April 2, 2007. They heard a report/update from the Basic Skills Committee presented by Dr. Joshua Stein, our new Basic Skills Coordinator, who made an effective case that attention to basic skills is not just the right thing to do pedagogically and morally but makes sound fiscal sense. He also emphasized that SCC wants to be taking the class discipline approach to basic skills on this campus and look at it as not just a math or English problem, responsibility or opportunity. We are going to take a very integrated approach. Gail showed the Board the new "Bible" of the Basic Skills Committee, which is entitled, "Basic Skills as a Foundation for Student Success in the California Community Colleges" produced by The Research Group and is a compilation of the best practices in Basic Skills education.

--Dr. Carson discussed the upcoming Accreditation visit scheduled for April 18, 2007, and briefed the Senate on this year's Annual Report. This year's report requires very detailed information on SLOs implementation and progress with assessment.

--the Senate discussed the Educational Master Plan, *Vision 2020*, and discussed the process for final review prior to publication of the final copy.

--the Senate reviewed their preparation for their attendance at Plenary beginning on April 20.

--the Senate reviewed the proposed Program Discontinuance Policy, which she and Dr. Carson hope to present to the Shared Governance Council before the end of this semester.

--discussed the Study Abroad program and the possibility of establishing a permanent subcommittee of the Senate for Study Abroad, which will have representatives elected by each Division.

--the meeting concluded with two action items: (1) Resolution calling for an increase in the number of support hours for the Senate Administrative Assistant, and (2) Resolution calling for an increase in the reassigned time for the Senate President.

--Gail concluded her report by speaking to Item 10(c) on the Governing Board Agenda, Superintendent/President Search Advisory Committee Representatives, specifically the

guidelines regarding selection of representatives. The committees based on the Shared Governance model should mean that the constituent groups make their appointments within the parameters of our institution's policies and practices, without stipulations by the convening entity. While the first two suggestions regarding diversity of representation are common practice with appointments, the third, even if unintentionally, appears to try to preclude the participation of those in leadership positions on this campus and is, therefore, not conducive to a smooth and harmonious hiring process.

Trustee McCaffrey asked Gail what "The Rules of the Game" is. Gail said she did not address this because it was deferred to the next Senate meeting but explained that it is a somewhat controversial study developed by two professors at CSU Sacramento that many view as being quite critical of the community college system. At their Academic Senate meeting, Senator Tom Watson stated that the Senate should study "The Rules of the Game" publication and formulate a position on it. The Senate has a reading packet on this subject, and copies of that packet will be made available to the Trustees through Interim Superintendent/President Fisher.

(c) Shared Governance Council

Vice President Field reported that the Shared Governance Council met on March 28, 2007, and continued their review of the Board Policy 1000 Series, which is the Governing Board series of policies. After the Shared Governance Council completes their review of these policies, they will be presented to the Governing Board for information and approval. The next scheduled meeting of the Shared Governance Council is April 25, 2007.

(d) Superintendent

Interim Superintendent/President Gerry Fisher reported that:

--Everyone is invited to a special Arts Gala in honor of Kathy Rosengren, Dean of the Humanities Division, and her well-deserved retirement on Thursday, April 26, 3-5:30 p.m., in the Solano College Theatre.

--Former *Tempest* staffer Dawn Bonner won a JACC scholarship, given in the name of State Senator Leland Yee. (Yee was honored this year for sponsoring two new laws that help preserve freedom of the student press.)

--*Tempest* staffer Toni Dickinson won fourth place in news writing for her story, published last semester, about the dilemma caused by the removal of the campus' last pay phone.

--*Tempest* Sports Editor Jose Martinez won an honorable mention in the on-the-spot sports writing competition, which involved covering one of the state high school championship games on a Friday and writing it up the same night.

--We have been notified by the Accrediting Commission that April 18 is the date our campus will be visited by two Accreditation Team members Dr. Richard Giese (retired) and Mrs. Becky Elam, Chief Business Officer at Mt. San Jacinto Community College. In preparation for the visit, three review sessions were held for faculty, staff and students to drop in and discuss issues or questions regarding our Accreditation Progress Report and the upcoming accreditation visit: March 28, 29 and April 3.

--Trustee Ubalde will present “Challenges Facing the Pacific Rim” on Wednesday, April 25, 2007, at 11 a.m., in the Board Room.

--He was pleased to attend the presentation of a black belt to former SCC student Trina Irons on Wednesday, March 28. She was awarded the black belt by Dr. Tanaka in his SCC Judo class. Ms. Irons has just completed the CHP Academy and was voted as the “most inspirational cadet” of her graduating class. Ms. Irons began attending SCC as a special admission student (concurrently enrolled while in high school) in the fall of 1997. She transferred to UC Davis and then to the CHP Academy. She began her assignment as a CHP Officer this past Monday serving in the Castro Valley District.

--On Thursday, March 29, he attended the Drafting Fest Awards luncheon that was hosted by SCC for local high school students. Karen Cook (SCC drafting professor) organized a very successful competition for the students in five categories: 1. Basic Drafting, 2. Computer Aided Drafting (CAD), 3. Advanced Mechanical, 4. Architectural CAD and 5. Advanced Architectural Drafting. Approximately 70 students from Benicia, Vanden, Vacaville and Will C. Wood High Schools attended the competition.

--On Tuesday, March 27, he met with Superintendent Dee Alarcón to continue discussions about formulating an Education/Workforce Development committee to follow-up on the recommendation from the Solano County Economic Summit.

--On Thursday, April 5, the winners of the Web Page Design contest will be announced in room 505 at 6 p.m. Competing high school teams from Benicia, Dixon, Rodriguez and Will C. Wood high schools have entered the contest. The contest is sponsored by the SCC Tech Prep Program and the Solano Economic Development Corporation.

--At the half-way point in the Bay Valley Conference League competition, SCC Baseball is in first place with a league record of 13-2. Their overall record is 21-9. The team has 13 games remaining on the league schedule. Congratulations to Coach Stover and the 2007 Baseball Team.

--IS/P Fisher presented the CITE (Center for Internet Technology in Education) trophy to Sarah Nordin, which she won at the CITE conference in Denver, Colorado.

--At the Board Members’ places is a copy of the April 4, 2007, update of recruitment positions. Mr. Fisher advised that the second interview for the top candidate being considered for the Vice President of Academic Affairs was held on Friday, March 30, 2007; however, prior to completion of the reference check on the candidate, the candidate withdrew her application, stating the high cost of living in this area and the uncertainty in the Superintendent/President position as reasons for her decision.

Trustee McCaffrey inquired as to when dates will be scheduled for the Director of Fiscal Services and the Manager of Technology positions. Vice President Brewington advised that the dates will be completed in the next couple of weeks for the Director of Fiscal Services and stated that they are currently in the process of rewriting the job description. Vice President Field informed the Board that Jim Ennis is the Chair of that committee and is in the process of developing the dates.

Trustee Ubalde inquired as to whether or not there was a press release for Trina Irons, former SCC judo student and new CHP officer. President Fisher advised that the press release was

being finalized. Jim Zelinski advised that Dr. Tanaka has approved the release and that it will be going out to the various publications with photos.

Also, Dr. Ubalde stated that, in connection with IS/P Fisher's meeting with Dee Alarcón concerning the Education/Workforce Development in connection with the Solano County Economic Summit, there is a regional Career Tech Center in Santa Clara where there is cooperation between the County, Board of Education and Community College, and it might be a good resource for this project. IS/P Fisher said he will explore this possibility.

IS/P Fisher introduced Dr. Shirley Lewis, who presented SCC students Sterling deMille and Angela Echeverri, who have earned the prestigious honor of being selected to top spots on the Phi Theta Kappa 2007 All-California Community College First Academic Team. Dr. Ubalde thanked the students "for putting Solano College on the map." Trustee Young stated she hoped this information would be carried in the local newspapers. IS/P Fisher stated that, as in the past, this information will be submitted to the newspapers. He also acknowledged the students on their accomplishments and thanked them for what they have done for Solano College.

IS/P Fisher introduced Mr. Kevin Sullivan of LPA, who presented an overview of the Campus Landscape Enrichment Plan, which was funded by ASSC. Trustee McCaffrey thanked everyone who served on the committee. Trustee Murphy stated that this was important work, which has a huge impact on the attitude of the students. President Keith stated that it looked like a great plan. Trustee Young commented that the landscaping outlined in the Plan will give the campus warmth. Marc Pandone thanked the ASSC for funding this project.

Lester Young, Program Manager, Kitchell CEM, presented the Bond Update to the Governing Board, advising that they have completed 13 major scheduled maintenance projects, 6 projects are currently under construction and 5 projects are ready to go to the Department of the State Architect (DSA). He advised that the Vallejo Center is about 75% complete and is looking great. The Vacaville project is expected to go to DSA in the final quarter of this year, and they are still working on the final estimate for that project.

## 7. CONSENT AGENDA – ACTION ITEMS

### Superintendent/President

- (a) Minutes for the Meetings of March 3, 2007 and 21, 2007

### Human Resources

- (b) Employment 2006-07; Request for an Unpaid Reduced Workload; Gratuitous Service; Employment 2007-08 – Request for Unpaid Reduced Workload

### Administrative and Business Services

- (c) Warrant Listings



- (d) Construction Change Order Approval for Ralph Larsen and Son, Inc. – Bid No. 06-002
- (e) Construction Change Order Approval for J.W. & Sons, Inc. – Bid No. 06-004

Trustee Ubalde requested that Item 7. (d) be removed from the Consent Agenda for discussion.

Moved by Trustee McCaffrey and seconded by Trustee Ubalde for approval of the Consent Agenda with the removal of Item 7. (d). The motion passed unanimously.

Item 7. (d) Construction Change Order Approval for Ralph Larsen and Son, Inc., -- Bid No. 06-002, was moved to be considered by the Board as Item 8. (a).

## 8. ITEMS REMOVED FROM CONSENT AGENDA

- (a) Construction Change Order Approval for Ralph Larsen and Son, Inc. – Bid No. 06-002

Trustee Ubalde asked the staff to find a way to control errors and omissions and hold the architect firm accountable, suggesting they look at ways to make up for these mistakes, perhaps at the Vacaville Center.

Moved by Trustee Young and seconded by Trustee Murphy to approve the Consent Agenda. The motion passed unanimously.

## 9. RETIREMENT OF STAFF WITH 10 OR MORE YEARS OF SERVICE

- (a) Resignation to Retire—Rochelle Fleming

Vice President Field spoke to the Board about the upcoming retirement of Rochelle Fleming. He stated, when Jim Ennis, Director of Technology Services and Support and Rochelle Fleming's manager, arrived on the SCC campus in September, 1985, Rochelle was already hard at work as a temporary Programmer/Analyst. She had come to Solano several months earlier from private industry in Southern California after moving back home to Vacaville. A year later she was hired on a permanent basis and became the first person hired under his tenure in what was then known as Data Processing.

Back then, there were only a handful of PC's on campus with most of the staff using dumb-terminals and typewriters. There were no networks, no email, no browser access to the Internet, no telephone registration and no Web registration, which gives you a hint about the continuous learning that has been required to support technologies that are continually evolving.

Besides on-going user support, Rochelle's job involved requirements analysis and programming on our HP3000 computer in support of many offices around the campus. At various times throughout her career at Solano, she has been the primary contact person for Fiscal Services, Financial Aid, Curriculum and Admissions and Records; however, she has provided services to almost every office.

Some of her more distinctive projects included implementing the telephone registration system known as “RSVP,” assisting in the Y2K conversion efforts and numerous major upgrades to the three major systems at Solano (Student, Finance and Financial Aid). On several occasions, she undertook learning new technologies, such as Web development, to meet the changing needs of the institution. She has been frequently called upon to offer assistance in various areas around campus, including generation of retroactive payrolls for which we are very grateful!

Recent retirements temporarily left us with a single person on our Information Systems staff. Rochelle stepped up and became the acting Lead Information Analyst, performing many of the tasks previously done by two other positions as well as participating on several major projects, such as the implementation of Banner.

Her most recent and perhaps biggest accomplishment was her almost single-handed programming for our move from the use of social security numbers to the use of locally assigned numbers, now known as the SCC ID. Rochelle was the only one left in Technology Services and Support with the detailed knowledge of our legacy system necessary to do the work. But she was clearly up to the challenge. We would not have been able to meet the requirement of a January 1, 2007, implementation without her work.

VP Field stated we need to realize she did this while being the only person with enough detailed knowledge to perform the daily tasks requested by the functional offices around the campus, while she worked to train a new programmer/analyst and was as involved as possible in the Banner implementation.

While Rochelle has announced her retirement, she continues to act in the role of Lead Information Analyst and continues to help move our implementation of our new system forward.

Over the years we have learned how important Rochelle’s family is in her life, especially now that she is retiring. She recently moved to Arbuckle, where she is neighbors with her son, his wife and five children. These grandchildren, along with her beloved cabin in the Tahoe area and her new home, are keeping her very busy outside of Solano these days. Over the years we have benefited from her skills at gardening as well, particularly with roses.

When Rochelle leaves Solano, she will take with her the last vestiges of the detailed institutional knowledge that has existed in Information Systems over the past 20-plus years. To say her skills and knowledge will be missed is an understatement. She has left her mark on us, and neither Solano College nor Technology Services and Support, in particular, will be the same without her.

We will all miss her very much, but the people for whom she has provided such excellent service over the years will really notice the gap when she retires.

We all wish her a very fond farewell and happiness in her retirement.

It was moved by Trustee Honeychurch and seconded by Trustee Ubalde to accept the retirement of Rochelle Fleming. The motion passed unanimously.

10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

(a) Ballot for California Community College Trustees (CCCT) Board of Directors Election - 2007

President Keith requested Trustee McCaffrey to advise the results of the subcommittee of the Governing Board, which consisted of Trustee Claffey, Trustee McCaffrey and Student Trustee Nelson, that reviewed the candidates on the ballot for California Community College Trustee Board of Directors – 2007. Trustee McCaffrey stated that the subcommittee recommended the following individuals for election to the statewide California Community College Trustees Board of Directors: Luis Villegas, Santa Barbara CCD; Marie Elena Serna, San Joaquin Delta CCD; Donald L. Singer, San Bernardino CCD; Jeanette Mann, Pasadena Area CCD; Tony Ubalde, Solano CCD; Rosanne Bader, Mt. San Antonio CCD; Mary Figueroa, Riverside CCD; Bob Hughlett, Cerritos CCD; Walter G. Howald, Coast CCD; Charles H. Hayden, Desert CCD; Andre Quintero, Rio Hondo CCD.

Moved by Trustee Ubalde and seconded by Trustee Young for approval to advance the recommendations of the subcommittee. The motion passed unanimously.

(b) Solano Community College District Revised Superintendent/President Job Description

Dr. Richard Christensen, Director of Human Resources, discussed the revised Superintendent/President job description and requested the Governing Board's approval of the job description.

Moved by Trustee McCaffrey and seconded by Trustee Young for approval of the revised Superintendent/President job description. The motion passed unanimously.

(c) Superintendent/President Search Advisory Committee Representatives

Dr. Richard Christensen, Director of Human Resources, discussed the composition of the Superintendent/President Search Advisory Committee for the Governing Board's approval. The Governing Board has determined that the Superintendent/President Search Advisory Committee will include the following: 4 Faculty; 3 Administrators (Administrative Leadership Group); 1 Vice President; 2 Classified; 2 Students, and 1 Community Member.

Student Trustee Nelson stated she had some concern with Item #3 of Dr. Christensen's Agenda Item, which states that the committee will include individuals who have not had an opportunity to serve on a Dean Hiring Committee or a Vice President Hiring Committee during the past academic year (2006-07). Student Trustee Nelson expressed concern that, because the Superintendent/President position is so important, she would like to see people on the committee who are experienced with being on hiring committees and fears that people who have already served on a hiring committee this year should not be excluded from participating on this

committee. Trustee McCaffrey stated that he agreed with Student Trustee Nelson and said that the committee should not be limited in this manner. Trustee Honeychurch stated that Item 3 does not preclude individuals who have already served on a hiring committee from serving on the Superintendent/President hiring committee.

Moved by Trustee Young and seconded by Trustee Honeychurch for approval of the Superintendent/President Search Advisory Committee Representatives. The motion passed unanimously.

(d) Solano Community College District Superintendent/President Search – Selection Procedure and Timeline

Dr. Richard Christensen, Director of Human Resources, advised that Trustee Young had put together a timeline that has more dates in it than what was presented with the Agenda item. Dr. Christensen cautioned the Board that the dates need to remain somewhat flexible as the process moves along.

Moved by Trustee Young and seconded by Trustee Honeychurch for approval of the Superintendent/President search selection procedure and timeline to be determined by the three members of the Board represented on the Search Committee. The motion passed unanimously.

Human Resources

(e) Public Hearing on California School Employees Association, Chapter #221 Openers for the Renewal of their Collective Bargaining Agreement for 2007-08 through 2009-2010 with Solano Community College

President Keith recessed the meeting at 8:50 p.m. for the purpose of calling the Public Hearing to order. There being no public comments, President Keith closed the Public Hearing and reconvened the regular meeting at 8:51 p.m.

It was moved by Trustee Ubalde and seconded by Trustee McCaffrey to receive the California School Employee Association Chapter 211, proposal for the 2007/2008 through 2009/2010 contract opener. The motion passed unanimously.

Administrative & Business Services

(f) Authorization to Bid for Site Improvement Work for the Building 1700B Adaptive P.E. and Classrooms, Bid No. 07-002

Lester Young, Program Manager, Kitchell, introduced this item requesting Board approval to advertise and receive bids for site improvement work and the installation of infrastructure required for the newly proposed 7,700 square foot, Building 1700B Adaptive P.E. and Classroom Building.

Moved by Trustee McCaffrey and seconded by Trustee Ubalde for approval to advertise and receive bids as outlined above. The motion passed unanimously.

(g) Professional Design Services Agreement with CMX Engineers for Athletic Field Renovations

Lester Young, Program Manager, Kitchell CEM, presented this item requesting Board approval for a Professional Services Agreement between CMX Engineers and the District.

Moved by Trustee Ubalde and seconded by Trustee McCaffrey for approval of the Professional Services Agreement between CMS Engineers and the District. The motion passed unanimously.

11. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Update on Facilities Task Force

Mazie Brewington, Vice President of Administrative & Business Services, updated the Board on the progress of the Facilities Task Force as outlined in the Agenda item.

President Keith advised that she is planning to name a subcommittee of the Board to review the work of the Facilities Task Force and asked the Board, in light of the length of the meeting, would they agree to defer any questions on this subject until after they have reviewed the report. Trustee McCaffrey asked Vice President Brewington why there were no student representatives on the committee. Vice President Brewington stated that the committee had been appointed by the previous Superintendent/President by name. Trustee Claffey stated that revenue raising funds is not the major emphasis for the facilities use by public groups. The purpose is for the College to establish goodwill in the community. He expressed concern that some of the rates might not be set low enough for non-profit organizations to be able to afford to use these facilities. He also expressed concern about the makeup of the subcommittee, especially with regard to the fee schedules. President Keith named an ad hoc committee consisting of Student Trustee Nelson, Trustee Claffey, Trustee McCaffrey and herself.

(b) American Red Cross Bay Area Council Update

Mazie Brewington, Vice President of Administrative & Business Services, updated the Board on the American Red Cross Bay Area Council as outlined in the Agenda item.

(c) Discussion on Proposed 2007-08 Goals for Solano Community College District Governing Board

A brief discussion ensued about Board goals. President Keith stated that it was difficult to discuss the goals without having a document to work from. Trustee Honeychurch stated that he felt the topic of Board Goals should be reserved for a special meeting before a regularly scheduled Board Meeting and recommended the special meeting be held on May 2 prior to the regularly scheduled Board Meeting for that day.

It was agreed that a special Board Meeting will be held at 6:00 p.m. on May 2, 2007, to discuss the Board Goals. President Keith stated that any materials and/or information on goals that Board members want to have considered at the May 2 meeting must be in to Pat Cordry by Wednesday, April 25, so they may be included in the Board packet.

## 12. ANNOUNCEMENTS

There were no announcements.

## 13. ITEMS FROM THE BOARD

Trustee Young participated in the Presidential Search Committee with Jim Thompson, of Zampi & Associates and Director of Human Resources Dr. Rich Christensen on March 28. She attended the HIV/AIDS event at Vallejo City Hall on March 29. On March 26, Trustee Young attended the Solano Coalition for Better Health at Sutter Solano Medical Center for a presentation, entitled "Presenting the Plan to Address Disparities among Solano County's African American Community." On March 31, Trustee Young was one of seven panelists at the first African American Women's Forum hosted by Congressman George Miller's staff at the JFK Library in Vallejo, which focused on education, with emphasis on exploring trusting experience and collecting suggestions about what needs to be done to improve education for African American children.

President Keith participated in the clean up of the Vallejo City Park.

Trustee Ubalde attended the Cosmetology Committee meeting. He also attended the Presidential Search Committee meeting and the HIV/AIDS event at Vallejo City Hall which Trustee Young mentioned earlier. And on April 4, he participated in the Healthcare Committee meeting.

Trustee McCaffrey thanked Frances Mason of the SCC Bookstore for all she does.

Trustee Murphy attended the Solano Irrigation Committee meeting on Monday, April 2, where he learned that the light brown apple moth, which eats grapes, has infested this continent and, particularly this part of the country. He also attended the Solano EDC Luncheon which featured Congresswoman Ellen Tauscher as speaker.

Trustee Honeychurch participated in a Half Iron Man Triathlon, where he won his age division and qualified for the Iron Man.

Board President Keith recessed the regular meeting at 9:25 p.m.

## 14. CLOSED SESSION

- (a) Conference with Labor Negotiator  
Agency Negotiator: Richard Christensen, Ed.D.  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39

- (b) Conference with Legal Counsel—Anticipated Litigation  
Significant expose to litigation pursuant to subdivision (b) of Section 54956.9:  
1 potential case
- (c) Public Employee Discipline/Dismissal/Release

Board President Keith called the Closed Session to order at 9:35 p.m. and adjourned the Closed Session at 9:44 p.m.

15. RECONVENE REGULAR MEETING

Board President Keith reconvened the regular meeting at 9:45 p.m.

16. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Keith reported that no action was taken in Closed Session.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:52 p.m.

GFF/no

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APPROVED

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PAM KEITH  
PRESIDENT

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GERALD F. FISHER  
INTERIM SECRETARY