

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES

January 16, 2008

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, January 16, 2008, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, CA 94534-3197, by Phil McCaffrey, Governing Board President.

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

At the request of Board President McCaffrey, Superintendent/President Fisher led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Phil McCaffrey, President
A. C. "Tony" Ubalde, Jr., Rel.D., Vice President
James M. Claffey
Denis Honeychurch, J.D.
A. Marie Young
Lillian Nelson, Student Trustee
Gerald F. Fisher, Secretary

Members Absent:

Pam Keith
Stephen Murphy, J.D.

Others Present:

Mazie Brewington, Vice President, Administrative & Business Services
Richard Christensen, Ed.D., Director, Human Resources
Jay Field, Vice President, Technology & Learning Resources
Robin Steinback, Ph.D., Vice President, Academic Affairs
Lisa Waits, Ed.D., Vice President, Student Services
Judy Spencer, Executive Coordinator, Superintendent/President and Governing Board

4. APPROVAL OF AGENDA

Moved by Trustee Young and seconded by Vice President Ubalde 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 (NO ACTION REQUIRED):

(a) Superintendent

Superintendent Fisher announced the following new appointments to Solano College and introduced:

Robin L. Steinback, Ph.D., Vice President of Academic Affairs
Lisa J. Waits, Ed.D., Vice President of Student Services
Ross Beck, Director, Public Relations, Marketing and Communications

Dr. Steinback comes to us with nine years of experience in an administrative capacity spearheading and giving direction to many programs at Mt. San Jacinto College, and brings a wealth of experience in the development of degrees and programs. Dr. Waits has been serving in an interim capacity as Vice President of Student Services for the past year, providing direction for the College's *Educational Master Plan* and overseeing student services. Prior to coming to Solano, Dr. Waits served at Mendocino College and Ohlone College. Ross Beck comes to the College from Mendocino College where he served in a similar capacity for the last ten years and meets a need for this College that we have identified in our master plan analysis. Superintendent Fisher stated we have many objectives to accomplish in 2008 and that he is looking forward to working with these individuals in their new capacities at Solano College.

Superintendent Fisher reported that he recently learned the CSU system has decided to curtail applications for enrollments early in the year based on the Governor's proposed cuts, which will affect nearly 10,000 students. We will be eager to see how this plays out for the community colleges in the state next fall.

Superintendent Fisher reported that:

--he was pleased to welcome everyone back to the spring semester and wished everyone well as they work towards meeting students' needs.

-- we went live with our new Banner finance system on January 3, 2008. Everyone has worked very hard to bring the conversion to this point. Orientation workshops have taken place and self-service training has occurred over the past two weeks. Additional training dates will be scheduled as needed in the future. We will be running parallel between Banner and our legacy system for three months of comparison data.

--from January 1 – February 15, 2008, nominations for membership on the California Community College Trustees (CCCT) Board will be accepted in the League Office. Nominations are to be made by a member district board of trustees, and each district may nominate only members of its board and must be postmarked no later than February 15, along with the statement of candidacy and biographical sketch form.

-- the power went out just prior to the 8:00 a.m. workday on Friday, January 4, and as of 9:30 a.m., there was no indication from PG&E when the power would be restored. All non-essential employees were advised to go home and essential employees remained throughout the workday. The power was restored at approximately 11:30 a.m.; however, we lost power again at 5:00 p.m. through 12:00 noon on Saturday, January 5, 2008. When employees moved into Building 400, it was cold enough for knit caps and gloves, but they all persevered for about two and one-half days until the building could be properly heated. The staff was commended for their dedication and patience until the heating issues could be resolved.

--California Community Colleges Interim Chancellor, Dr. Diane Woodruff, commented on the comments made by Governor Arnold Schwarzenegger's proposed state budget for 2008-09 as follows: *"The California Community Colleges received a reduction of \$525 million that includes a two-thirds reduction in growth funds. Due to this reduction, we estimate that we will not be able to serve 52,000 new students next year. As the state's largest provider of workforce training, the community colleges are critical to maintaining a healthy, growing economy. We recognize the fiscal dilemma that our Governor is forced to deal with, but we hope that we can continue to work closely with him to minimize the negative impact to our community colleges."* Superintendent/President Fisher will continue to keep the Board and campus apprised of changes in the budget as they are made known to us.

--a copy of the recruitment and selection process update, as of January 16, 2008, was before the Board members and stated that we have done a good job in replacing staff.

--the campus is closed for faculty/staff in-service on January 17, 2008. A coffee will be hosted by the President's office beginning at 8:30 a.m., in the Building 1200 lobby. The Board members and campus community are invited to the welcome and College update scheduled at 9:10 a.m.

--the Solano College Foundation will be hosting a VIP Sponsor and Donor Appreciation and Celebration Reception on January 17, 2008, with wine tasting and hors d'oeuvres, to be held at the Hilton Garden Inn, Fairfield. The reception is hosted by Foundation Director Kevin Johnson and is sponsored by the First Northern Bank. Reservations should be directed to the Interim Foundation Director, Charles Shatzer.

--we are very happy to announce the completion of the Student Services Center on the Fairfield campus. Solano College has reached another achievement toward the full realization of the completion of projects funded by Measure G bond funds. The new facility opened on January 7, 2008, and combines student services into a convenient one-stop information center for students. The Grand Opening is scheduled February 6, 2008, with an open house from 12:00 noon through 3:30 p.m., and a ribbon cutting ceremony at 12:30 p.m., in Building 400.

Trustee Young requested that she be sent the invitation in a PDF format in order for her to share the invitation with her friends and colleagues electronically.

- ***Bond Update***

Superintendent/President Fisher announced that Scott Colt, Project Manager for Kitchell CEM, will be leaving to work for another company in another capacity. President Fisher thanked Mr. Colt for his fine efforts on behalf of the College.

Mr. Colt referred to the quarterly Measure G Bond Update, which was shared with the Board members and was self-explanatory. Projects in design on the Fairfield campus total \$5.2 million. Projects in construction on the Fairfield campus and Vacaville campus total \$74.8 million, and projects completed for both Fairfield and Vallejo total \$60.5 million.

Mr. Colt thanked the Board for the opportunity to work with them. The College is in a place where the Bond program is continuing to move forward with a lot of success. Mr. Colt stated that Mr. Ron Richards has done a good job managing projects and will continue to manage the Vacaville project and support the main campus programs.

Ron Richards of Kitchell CEM stated he is honored to be involved with the Bond program and reported on the following Measure G projects:

- Building 400 is now occupied by District staff. The contractor is working on completion of the exterior. The landscaping is the final major trade activity to complete the project.
- Buildings 1400, 1700 and 1800A are progressing according to schedule.
- Athletics Field Renovation Project – the first advertisement for the athletics field project went out to the public this week, with the current bid date set for February 7, 2008.
- Vacaville Center – DSA Review Update:
 1. Project was initially sent to DSA on September 19, 2007.
 2. Fire Life Safety Review from DSA was returned to the architect around mid-November.
 3. Access Compliance Review from DSA was returned to the architect in the beginning of December. DSA comments with regard to Fire Life Safety and Access Compliance were predominantly clarifications and requests to document additional information on the plans. There were a couple of comments from DSA in the Fire Life Safety review regarding exiting from the second floor, which required some revisions to the drawings.
 4. Structural Review from DSA has not been returned to the architect as of this date. The architect has been told, based on a conversation with the

DSA December 28, 2007, that structural review should be returned this week; however, DSA will not guarantee a delivery date. Once structural comments are received by the architect, they anticipate a three-week turn around to complete the back-check meetings and to obtain sign-off from DSA for approved plans. No major issues are expected.

5. With these timelines, we should be on schedule for the Vacaville Center to advertise and go out for bid in March 2008.

Vice President Ubalde expressed best wishes to Mr. Colt and thanked him for his patience during his learning curve about the various Bond projects. President Fisher responded to Vice President Ubalde's inquiry about the College's priority during power outages by stating that we do not have the same priority as the police and fire agencies for power restoration.

It was noted that Mr. Lester Young has returned to the College on a part-time basis as part of the transition plan until Mr. Colt can be replaced.

President McCaffrey thanked Mr. Colt for his work on the Bond projects on behalf of the entire Board.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of December 19, 2007
- (b) Authorization of Payment for Board Members' Absence, Resolution No. 07/08-14

Human Resources

- (c) Employment – 2007-08; Gratuitous Service; Resignation; Academic Adjunct Faculty 2008 Spring Semester

Administrative and Business Services

- (d) Warrant Listings
- (e) Establishment of Non-Resident Tuition Fee 2008-09, Resolution No. 07/08-15
- (f) Construction Change Order No. 15 Approval for W.A. Thomas Co., Inc. – Bid No. 06-005
- (g) Construction Change Order No. 18 Approval for Ralph Larsen and Son, Inc. – Bid No. 06-002

Academic Affairs

- (h) Small Business Development Center (SBDC) Service Agreement with City of Dixon
- (i) Amendment to 2007/2008 Local Agreement for Child Development Contract CPRE-7409
- (j) Agreement Between Solano Community College District and Macro Plastics, Incorporated for Introduction to Programmable Logic Control (PLC) Training
- (k) Agreement Between Solano Community College District and Goodrich Corporation for Contract Education

Superintendent/President Fisher requested that the following change be made to the December 19, 2007, minutes:

Page 7, Item 9., paragraph 2, line three, the sentence should read: Trustee Claffey *and Vice President Ubalde* voted “no.”

Moved by Trustee Young and seconded by Vice President Ubalde for approval of the Consent Agenda as amended. The motion passed unanimously.

- 8. ITEMS REMOVED FROM CONSENT AGENDA
- 9. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Human Resources

- (a) Public Hearing and Receipt of District Openers to the District and the Solano Community College CCA/CTA/NEA Collective Bargaining Agreement for 2007-2008

Board President McCaffrey recessed the regular meeting at 7:31 p.m., and opened the public hearing. In hearing no comments from the public, Board President McCaffrey closed the public hearing and reconvened the regular meeting at 7:32 p.m.

Dr. Richard Christensen, Director of Human Resources, presented the District’s initial proposal to the District openers to the District and the Solano Community College CCA/CTA/NEA collective bargaining agreement for 2007-2008.

Moved by Trustee Young and seconded by Vice President Ubalde to receive the initial proposal to the District openers to the District and the Solano Community College CCA/CTA/NEA District collective bargaining agreement for negotiations. The motion passed unanimously.

Academic Affairs

- (b) Second Reading and Approval of Revisions to Community Services Policies, 1100, 1110, and 1120, Series 1100

Dr. Robin Steinback, Vice President of Academic Affairs, presented the second reading of revisions to Community Services Policies, 1100, 1110, and 1120, Series 1100, for approval.

Moved by Vice President Ubalde and seconded by Trustee Honeychurch to approve the revisions to Community Services Policies, 1100 (revised), 1110 (deleted), and 1120 (deleted), Series 1100, as presented. The motion passed unanimously.

10. INFORMATION ITEMS – NO ACTION REQUIRED

(a) First Reading of Revisions to Community Services Policies, Series 1100

Gerald F. Fisher, Superintendent/President, presented as information the revisions to Community Services Policies, 1110 Civic Center and Other Facilities Use (moved from 3380 and assigned new policy number 1110); 1130 Facility Use – Authorization (deleted and covered by new policy number 1110); 1140 Facilities – Restrictions (deleted and covered by new policy number 1110); 1150 Facility Use – Religious (deleted and covered by new policy number 1110); 1160 Facility Use – Admission Fees (deleted and covered by new policy number 1110); 1170 Facility Use – Disaster Shelters (deleted and covered by new policy number 1110); 1120 Alcoholic Beverages (revised and renumbered); 1130 Facilities’ Naming Opportunities in Recognition of Support to the College (revised and renumbered), Series 1100.

Vice President Brewington responded to Vice President Ubalde’s inquiry about the alcoholic beverages policy (1120) stating that this change is a new business and professional code and update from the Community College League. We used to be precluded from serving alcoholic beverages during an event not sponsored by the College and that this change allows us to serve alcohol for fundraising events.

This item will return to the Board for action at the February 6, 2008, meeting.

11. ANNOUNCEMENTS

There were no announcements.

12. ITEMS FROM THE BOARD

Trustee Young announced that on January 4, 2008, she was asked by Deanna Niebuhr, the Director of Health Programs for Bay Area Partnership for Children and Youth, to serve on the Steering Committee for the North Vallejo (Widenmann) Healthy Start Collaborative. She agreed to serve on the Steering Committee for the Collaborative. The Collaborative is sponsoring a community health forum for children and adults at Elsa Widenmann Elementary School on Saturday, January 26, 2008, from 11:00 a.m. – 2:00 p.m. Trustee Young will be responsible for creating and monitoring a “health jeopardy” game for fifth graders in attendance. The Collaborative will oversee a Health Center Building that is scheduled to open at Widenmann Elementary in August of 2008.

On January 15, 2008, Trustee Young attended the Vallejo City Council meeting, along with twenty (20) of her sorority sisters, to accept the proclamation from Mayor Osby Davis in recognition of the centennial celebration of Alpha Kappa Alpha Sorority, Incorporated, which is the oldest African-American sorority that was founded on January 15, 1908, one hundred years ago, at Howard University in Washington, D.C. Trustee Young stated this sorority is a cross section of women that are empowered in any field. Through the years, nationally and internationally, they have inducted over 200,000 women such as Rosa Parks, Coretta Scott King, Maya Angelou, Eleanor Roosevelt, and Astronaut Mae Jamison. Locally, her graduate chapter, Kappa Beta Omega Chapter, which was chartered in 1973 has given over \$250,000 in scholarships to students in Solano County. Many of the students who received the scholarships attended Solano College and later transferred to a four-year college.

Student Trustee Nelson reported that the Martin Luther King, Jr., Celebration will be held this Sunday, January 20, 2008, at the Fairfield Community Center, 1000 Webster Street, Fairfield, California, from 3:00 – 5:00 p.m.

13. CLOSED SESSION

Board President McCaffrey recessed the regular meeting at 7:45 p.m.

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

Board President McCaffrey called the Closed Session to order at 7:56 p.m., and adjourned the Closed Session at 9:01 p.m.

14. RECONVENE REGULAR MEETING

Board President McCaffrey reconvened the regular meeting at 9:02 p.m.

15. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President McCaffrey reported that the Board held conference with the Labor Negotiator and discussed public employee discipline/dismissal/release in Closed Session and no action was taken.

16. ADJOURNMENT

There being no further business, Board President McCaffrey adjourned the meeting at 9:03 p.m.

GFF:js

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PHIL McCaffrey, PRESIDENT

APPROVED

GERALD F. FISHER, SECRETARY