

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES  
May 6, 2009

A reception to welcome and congratulate newly appointed Trustee Sarah E. Chapman, Area #1, was held at 6:00 p.m., in the Board Room, prior to the Board meeting.

1. CALL TO ORDER

The special meeting of the Solano Community College District Governing Board was called to order at 7:00 p.m., on Wednesday, May 6, 2009, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, California 94534-3197, by Board President A. Marie Young.

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

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

3. ROLL CALL

A. Marie Young, President  
Denis Honeychurch, J.D., Vice President  
Sarah E. Chapman  
James M. Claffey  
Pam Keith  
Rosemary Thurston  
David R. Brannen, Student Trustee  
Tom Henry, Special Trustee  
Dr. Robert Jensen, Interim Secretary

Members Absent:

Phil McCaffrey

Others Present:

Ross Beck, Director of Public Relations, Marketing and Communications  
Richard Christensen, Ed.D., Director, Human Resources  
Jay Field, Vice President, Technology and Learning Resources  
Robin L. Steinback, Ph.D., Vice President, Academic Affairs  
Lisa J. Waits, Ed.D., Vice President, Student Services  
Judy Spencer, Executive Coordinator, Superintendent/President and Governing Board

4. APPROVAL OF AGENDA

Board President Young reported that at the request of Dr. Robert Jensen, Interim Superintendent/President, the following item was pulled from the Agenda:

Item 10.(f), Page 33, Amendment to Agreement with LPA Architecture for Building 400-Student Services Center.

The following specific correction was made to the Agenda, Item 10.(e), page 31, line 7 – Bid #009-02, which should read as ***Bid #09-002***.

Moved by Trustee Keith and seconded by Trustee Claffey to approve the Agenda as corrected. The motion carried unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

There were no comments from the public.

6. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Lillian Nelson, ASSC President, reported that:

--SCC's Catalog lists the requirements for acquiring a degree or certificate. ASSC expressed their concerns that the lack of focus on students is leading to students' inability to graduate due to the lack of course offerings in their major. One example is Political Science. There are plenty of Political Science 1 sections, but few advanced Political Science courses are being offered. Other examples are in Drafting and Office Technology, where capstone courses may be offered only once a year. When these courses are canceled, or not offered at all, students wait another year or go somewhere else. Sometimes needed courses are offered opposite each other making it impossible to take both, and they may not be offered the next semester. Ms. Nelson stated that it would be helpful if the Catalog listed the semesters when a course is offered, e.g., some courses are only offered in the spring, but students have no way of knowing this when planning their semester schedules.

--over the last few years, ASSC has been requesting an accounting of the Building 1400 renovation costs; in particular the Faculty Dining Room. At Monday's Citizens Bond Oversight Committee, the Committee requested that the information be provided to ASSC before the next CBOC meeting in August. Today, Dr. Jensen assured me that ASSC will get that information.

--a few years ago, ASSC asked that the College initiate a \$1.5 million Certificate of Participation (COP) to be paid back over fifteen years from Student Center Fees. The \$1.2 million net proceeds from the Certificate were to be used to help fund the Student Union/1400 Building renovation. ASSC was recently informed that the District had not acted on this request. Ms. Nelson stated that the ASSC is exploring options with Dr. Waits, including alternatives to the COP, such as ASSC turning over the current Student Center Fee Fund balance to supplement the Measure G Funds. This would amount to about \$900,000. An additional \$100,000 for each of

the three subsequent years would achieve the \$1.2 million without incurring \$300,000 in interest expenses and everything would be “paid off” over three years instead of fifteen.

--ASSC wishes Frances Mason well in her retirement. The students thank her for her dedication to the College and her enthusiastic support of students and graduation. She is always thinking in terms of how to market the College. She will be greatly missed.

--the students welcomed newly appointed Sarah Chapman to the Board and wished her well.

Trustee Thurston expressed her concern over capstone classes getting canceled and asked if this occurs on a regular basis. Trustee Thurston asked Dr. Jensen to check into the matter, qualifying that it is not desirable for our students to have to go to another college to get their degree.

(b) Academic Senate

Dr. Jeff Lamb, Academic Senate President, reported that:

--it appears the Board has been doing well under the leadership of Special Trustee Henry and Superintendent/President Jensen. Dr. Lamb stated many have come to him asking what will happen when they leave. Dr. Lamb’s response has been that we have great mechanisms in place for planning which will not encourage faculty and staff to go to the top first, but allow people to go through appropriate committees, using strategic planning processes, etc. The Academic Senate continues to be optimistic and is looking forward.

--the ACCJC Team visit was on April 27, 2009, and appeared to go well. The seeds of change have been planted and will allow us to move forward.

--he met with Dr. Jowel Laguerre on the 27<sup>th</sup>, and that his first impressions of him still remain true. Dr. Lamb stated that Dr. Laguerre is a man of integrity who is planning on staying at Solano for the long haul. Dr. Lamb is hopeful that Dr. Laguerre will be able to identify the healthier elements of change at Solano and will be able to support them. He is looking forward to working with Dr. Laguerre.

--the Academic Senate passed their Code of Conduct and read it to the Board members and those present in the audience.

--in an attempt to better inform the Senate of the nuances associated with scheduling and enrollment management, Dr. Steinback was asked to present her most recent enrollment trend analysis report. Since it is apparent that Solano College will have to grow its way out of our current budget problems, it is important for the Senate to be as informed as much as possible about enrollment management. We want to be able to provide knowledgeable and informed input on decisions that affect quality teaching and learning.

--the final draft of a Board Policy and Procedure for a Solano College Institutional Review Board was reviewed. Dr. Lamb recognized the efforts of Ms. Debbie Berrett, Occupational Education. The Senate will vote on this item at their next meeting.

--in continued efforts to "live the standards of accreditation"; in particular Recommendations 2 and 3 on planning and effectiveness, the Process Evaluation and Review Team (PERT) presented its most recent draft of the Integrated Planning Process for the Senate's conceptual approval. The PERT is looking to establish a timeline for approval and implementation of the Integrated Plan.

(c) Shared Governance Council

Dr. Richard Christensen, Director of Human Resources, advising that the Shared Governance Council met April 8, 2009, and today for a special meeting, reported that:

- the SGC discussed the 2009-10 Budget and the latest revision of the “Things and People” budget list, with an emphasis on growing the College.
- the Accreditation visit on Monday, April 27, 2009, was discussed. The team leader was announced to be Dr. John Nixon from Mt. San Antonio College.
- Board Policy 4005 Procedures (Faculty Hiring Procedures) update was distributed and it was noted there were no substantive changes. It will return to the next SGC meeting for action.
- a resolution reflective of cost saving measures was passed in FABPAC.
- legal expenses are being looked at and an analysis is being conducted surveying other comparable colleges with in-house counsel.

The special meeting held May 6, 2009, was to approve the proposed revision of Section 4800.2 of Governing Board Administrative Leadership Group Board Policy No. 4800, an informational item appearing before the Board at the special meeting to be held later in the evening.

(d) Superintendent

Dr. Jensen, Superintendent, introduced and welcomed Ms. Sarah Chapman as the newly appointed Trustee to the Governing Board and stated that he is looking forward to a wonderful working relationship with her during the remainder of his time at Solano College.

Trustee Chapman thanked Dr. Jensen for his words of welcome and thanked those present for being so gracious and making her feel at home. As a stakeholder in the community, Trustee Chapman stated she is willing to share her skills and time to make sure this asset (Solano College) stays in our community, and is looking forward to the journey of collaborating more in the community. Trustee Chapman introduced her family and friends who were in the audience in support of her first Board meeting.

Dr. Jensen asked the Board to consider the Shared Governance Council recommendation to review different options in providing legal services, which would be different from the status quo in order to save dollars.

- ***National Championship Speech Team***

Superintendent Jensen introduced Dean Leslie Rota, Fine and Applied Arts/Behavioral Sciences Division, who announced that Solano College’s Speech and Debate Team won the 2009 Phi Rho Pi Community College National Championship Speech and Debate Tournament in Portland, Oregon. This is their 5<sup>th</sup> Debate Championship win. Solano College was one of 66 community colleges that participated and six students competed in multiple events, which included impromptu, extemporaneous, persuasive, informative, poetry, programmed oral interpretation, and debate. The individual debate awards were as follows:

*Carlton Featherston and Jacob Poff – Silver*  
*Alexandra Pineda and Joshua Norlund – Silver*  
*Tabitha Townes and Tina Boutte – Bronze*

The students present introduced themselves to the Board and made a brief statement of how participating on the Speech and Debate Team has enriched their lives and opened doors for them, both personally and educationally.

Dean Rota acknowledged the Speech and Debate Team coaches, Greg Poff, Neil Glines, and Ana Petero.

Trustee Keith expressed her pleasure in seeing the accomplishments of the Speech and Debate Team over the years and congratulated the students and coaches on a job well done.

Board President Young inquired if the videotaped debates could be placed on the Web site for all to see. Vice President Field agreed to investigate this possibility.

A round of congratulatory applause was extended from those present in the audience.

Dr. Jensen stated, “As always, it comes down to students, their skills and achievements. This helps us remember why we are here.”

Dr. Jensen introduced Ms. Susan Rinne, Interim Director of Fiscal Services, who projected for the audience to see the Draft #9 update of the “Things and People” matrix summarizing savings, reductions, and revenue enhancements for 2008/09, 2009-10, and 2010-11. A copy of the summary budget matrix is available for review in the Office of the Superintendent/President and the Office of the Director of Fiscal Services.

Dr. Jensen stated that this document has been vetted through the Solano “sausage machine” (various shared governance committees), with multiple hours of work having gone into the work of the document. It is a living document, and as the budget and situations change, it will be continually updated. The commitment was made not to lay off anyone in 2008/09, but will be re-evaluated in 2009/10.

Dr. Jensen reminded those present that we will be opening a new campus in Vacaville and faculty and staff, security, and maintenance personnel will be necessary. We will need to continue to work to reallocate resources.

Special Trustee Henry stated the reason why the District went through the exercise of identifying “things and people” is because we are spending more than we are bringing in and there continue to be unknowns that affect the budget, such as the propositions on the May 19 election ballot. If the propositions don’t pass, the District will be revisiting the proposed cuts and reductions. Collectively, faculty and staff and management have done a marvelous job at this point in time to work at reducing costs, but we may be required to revisit the budget in greater depth in 2009-10. It gave pleasure for Board President Young to acknowledge outgoing Student Trustee David R. Brannen, and asked him to join her at the podium as she read a resolution from the Board honoring him as Student Trustee for the period of time between May 2008-May 2009.

Board President Young read the resolution as follows:

SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD  
RESOLUTION HONORING DAVID R. BRANNEN

*Whereas*, David R. Brannen served faithfully and with distinction for one year on the Solano Community College District Governing Board as Student Trustee, May 2008 – May 2009, always carefully listening to other points of view while bringing thoughtful and fair leadership to the Board;

*Whereas*, David R. Brannen has been a strong proponent of shared governance, working together with his fellow committee members and Administration;

*Whereas*, His support of Solano College students, programs, and activities has always been enthusiastic and dedicated to student success;

*Whereas*, David R. Brannen was a staunch student representative on the Building 1400 Solano Student Union renovation project;

*Whereas*, David R. Brannen served on various hiring committees, including the 2008/09 Superintendent/President Search Advisory Committee; and steadfast and faithfully on two accreditation reports;

*Whereas*, David R. Brannen advocated for community colleges at the national and state levels, representing the interests of the College, and thereby bringing recognition to Solano Community College as an outstanding educational institution;

*Whereas*, David R. Brannen has always been quick to publicly recognize others for their hard work and contributions to the success of Solano Community College; now therefore be it

*Resolved*, That the Solano Community College District Governing Board hereby expresses sincere appreciation to David R. Brannen for his student leadership and dedicated service to the District, and for being one “cool” dude; and, further be it

*Resolved*, That the Governing Board wishes him well in his future educational and career pursuits, and extends sincere thanks for his many contributions to the future of Solano Community College.

*Passed and Adopted*, This 6th day of May 2009, by the Governing Board of the Solano Community College District.

Student Trustee Brannen thanked the Board for the distinct honor and privilege of sitting on the Board, and for welcoming and including him to the level they have. He stated how much he has appreciated the respect shown to him, and thanked everyone who has interacted and advocated for students.

There was a round of applause from those present for this recognition extended to Student Trustee Brannen.

- ***Measure G Bond Program Update***

Mr. David Froehlich, Director of Facilities, reported on the following Bond Program updates:

*Building 1400 – Student Center – Phase 2*

Phase 2 is approximately 95% complete, occupied and in use. Phase 2 included the Bookstore, ASSC areas and main lobby. The contractor is now working in the Phase 1 area previously used

as the temporary Bookstore installing approved finishes. Completion of this area is scheduled for May 20.

*Building 100 Interim Remodel*

Asbestos abatement work is complete. The project received bids for construction April 15 and is on the agenda tonight for approval to award the project. The project is scheduled to be completed by the end of September 2009.

*Building 1700A Gymnasium*

Construction is complete with a minor punch list of items in progress.

*Building 1700B Gymnasium - Adaptive P.E.*

Construction is approximately 98% complete with a punch list in progress. The building is occupied and in use.

*New Vacaville Center*

Structural steel has been delivered to the site and the erection of the structural steel will begin this week. Work on the storm and sanitary sewer is ongoing.

*Athletic Fields – Soccer/Softball/Baseball*

- Soccer

The soccer field work is complete.

- Softball

The dugout work is in progress, with temporary dugouts in use. Final finish landscaping will be installed when the irrigation controller is installed at the dugout. The field is in use for games.

- Baseball

The baseball field is in use for games with only minor outstanding issues.

*Chiller Addition Project*

Construction is approximately 40% complete. Chillers are due on site with a scheduled completion for this project later this month. The project is on schedule.

7. CONSENT AGENDA – ACTION ITEMS

*Superintendent/President*

- (a) Minutes for the Special Meetings held March 30, 2009 and April 1, 2009; Regular Meeting held April 1, 2009, and Special Meetings held April 8, 2009, April 22, 2009, and April 27, 2009
- (b) Student Trustee Privileges and Regulations

*Human Resources*

- (c) Employment – 2008-09; Gratuitous Service; Resignation to Retire, and 2009-10 Winter and Spring Break Work Schedule

Administrative and Business Services

- (d) Warrant Listings

Academic Affairs

- (e) Agreement Between Meyer Corporation and Solano Community College District for Business Writing for Contract Education
- (f) Agreement Between Macro Plastics, Incorporated for Solano Community College District for Motors and Motor Controls Training for Contract Education

Moved by Trustee Keith and seconded by Vice President Honeychurch to approve the Consent Agenda as presented. The motion carried unanimously.

Board President Young recognized Dean Máire Morinec, Health Occupations, who requested to comment on Laverne Beverly's retirement, as noted on the Consent Agenda (retirement with less than ten years of service to the District).

Dean Morinec began by saying, "How can one describe Laverne Beverly? Laverne is a nurse's nurse. She is a shining example of one of the first classes of Solano Community College's Nursing Program. She exemplifies all that one can become as a graduate of the community college.

What can I say about her—I have had the distinct pleasure of working with Laverne for more than eight years. Florence Nightingale once said, 'Nursing is an art, and if it is to be made an art, it requires an exclusive devotion as hard a preparation as any painter's or sculptor's work; for what is the having to do with dead canvas or dead marble compared with having to do with the living body, the temple of God's spirit? It is one of the Fine Arts.' I had almost said the finest of Fine Arts. Laverne has quietly, gently and compassionately molded, and sculpted countless students through the first year of our nursing program.

Laverne taught the Fundamentals of Nursing during her tenure here at Solano, and it is her patience and understanding that has enabled her to work so well with our beginning students, students who are both excited and afraid, sometimes at the same time. She has taken our 'newbie nursing students', many of whom have no healthcare experience, and shepherded them through one of the most stressful semesters of their academic career.

Laverne also taught the students in the second semester of the nursing program. This is the semester when the students become fully immersed in the role of the nurse and where some like to believe they know more than they actually do. These students are still excited and fearful, and have just enough knowledge to be dangerous. I, too, have taught these second-semester students and remember them coming to me and wanting to do every task and then some, all while wanting to read the directions in front of the patient, wanting to show you every possible wound, ulcer and bodily fluid known to man, (sometimes all coming out of the same person). It takes a special person to teach 8-10 second-semester nursing students in the hospital. They all seem to want you at the same time to do different things. This individual must be able to do it with grace, kindness and tremendous patience. Laverne is just this person.

Her students frequently say, ‘Laverne is so nice, she is so patient. I learned so much from her.’ One student stated, ‘Laverne holds all of the characteristics of a wonderful nurse. She is knowledgeable, kind, compassionate and respectful.’ Another stated, ‘She is one of the really good teachers at Solano.’ With her early retirement this spring, a tremendous void has been created in our department.

It is fitting that Laverne’s retirement be presented to the Governing Board today of all days, because today is National Nurses Day, a day to celebrate nursing and nurses and all that we do.

Someone once said, ‘When you’re a nurse you know that every day you will touch a life or a life will touch yours.’ Laverne Beverly is someone who has touched many lives, and we are all the better for it. Solano is losing not just an instructor, or a faculty member, but someone who has taught with care and compassion; someone who has touched our lives. Laverne Beverly is a great teacher and she will be missed.”

Instructor Beverly commented that it was a goal early in her life to come to Solano to teach, and with the help of Máire and others who nurtured her growth as a person and instructor, it has been great joy and a pleasure to see people in the community go far. Ms. Beverly said she is happy to have reached this time in her life and will miss everyone.

Dr. Jensen thanked Ms. Beverly for what she has done for College. Trustee Thurston thanked Laverne for a banner job in the medical field. Trustee Keith thanked both Ms. Beverly and Dean Morinec for their work and that they are her heroes as they represent wonderful people who have *been there* for her in her life.

8. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Agenda.

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

(a) Resignation to Retire – Frances Mason

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
<b>Frances Mason</b>	<b>Bookstore Assistant II 27 years, 4 months of service at SCC</b>	<b>June 23, 2009</b>

Mr. Jeff Yterdal, Bookstore Manager, was pleased to report that:

“Frances has served Solano Community College for nearly 30 years, first as a student employee, and since February of 1982 as a full-time employee in the SCC Bookstore. Frances’s father was the College’s first police chief, so it was only natural that when she enrolled as a student that she sought employment at the College.

When a full-time position became available, it was a perfect fit. Frances has a keen eye and talent for merchandising and understanding what customers of the Bookstore want. And its customers include students, faculty, administrators, and visitors.

Frances has worked diligently with many of you in this room, and many more who have come through the halls of SCC, to supply the college community with gifts, clothing items, specialty items, things people were not previously aware of, and things she knew were needed before anyone else did.

I remember going with her to a trade show for the first time, and she would see a product that caught her eye—she'd say 'wouldn't that be a great thing for the online instructors to take to their presentations next month..., or can't you just see Stan in this shirt...?'

Frances's position has developed over the years into one unique in the college bookstore field. She is not just a buyer, she is a promoter. She promotes not just products, but Solano Community College through the products she obtains. Frances has worked with six college Superintendent/Presidents, dozens of administrators, and hundreds of others to help project a positive image of SCC.

Frances has been our liaison with many of the College's most specialized programs—Cosmetology, Fire Technology, Nursing, and the graduation committee, to name a few. Having been a student employee herself, she sees great value in training the hundreds of student employees in the Bookstore over the years, and has been responsible for teaching them the finer points of customer service and public relations needed in a retail store on a college campus.

This week, SCC Bookstore opened its doors to our remodeled location, enabled by Measure G. Frances took on the bulk of the work with fellow employees, designers, planners, and contractors to enable us to reach this goal. It is the third time she has worked on planning a remodel for the store during her time at SCC, but this is the first one that got past the drawing board. I know she is, and should be, proud of the end result.

In my ten years with the College, I have witnessed Frances's passion for making SCC a better institution for all who pass through, before and after her retirement. We will miss her, and wish her only the best as she tackles the next phase of her life.”

Board President Young recognized Instructor Terri Pearson-Bloom who requested to thank Frances on behalf of faculty for all she has done to promote the sports programs through fund raising and for their special clothing. Coaches and students have benefitted greatly, and she has been so appreciated.

Ms. Mason introduced her family members who were able to join her in this recognition and commented that she has enjoyed her job, but is happy to be retiring. She stated she has tried to be a good supporter of students. She reminded the Board that graduation is just around the corner and that this is the time for students to shine.

Frances received a round of applause and standing ovation from those present in recognition of her retirement.

Dr. Jensen thanked Frances for all she has done for the College and wished her well in her retirement.

Student Trustee Brannen commented that Frances has been an “angel” to the ASSC and thanked her for her many years of service to the College and students and is confident the Shaw-Mason legacy will continue.

Trustee Keith commented that she is not sure how she is going to get dressed for graduation without the help of Frances, and thanked her for all the work she has done over the years on behalf of the Board.

Board President Young stated she was always confident that she would get the “right answer” from Frances any time she needed something and commented that Frances would be missed by all.

Trustee Thurston commented that she wishes Frances could be cloned.

Moved by Vice President Honeychurch and seconded by Trustee Keith to accept the resignation to retire for Frances Shaw Mason, effective June 23, 2009. The motion carried unanimously.

10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

(a) Resolution in Support of Propositions 1A through 1F, Resolution No. 08/09-34

Dr. Robert Jensen, Interim Superintendent/President, reported that the California Legislature and Governor have grappled with an unprecedented downturn in the California economy, which results in a record \$42 billion budget shortfall. The Legislature and Governor crafted an 18-month budget predicated upon new revenues, expenditure reductions, new borrowing, and voter approval of a package of budget reform proposals. The budget solutions negotiated by the Legislature and Governor require the voters to approve a package of ballot measures to ensure long-term fiscal stability for California to increase stability in the state’s spending and provide more certainty for community colleges and other state programs. Proposition 1A and 1B range from a loss of \$2.6 million to an increase of \$8.4 million for Solano College.

Moved by Vice President Honeychurch and seconded by Trustee Thurston to approve Resolution No. 08/09-34 supporting Propositions 1A, 1B, 1C, 1D, 1E and 1F on the May 19, 2009 statewide ballot. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE – David R. Brannen concurred.

AYES – Trustee Claffey, Trustee Thurston, Trustee Keith, Trustee Chapman, Vice President Honeychurch and Board President Young

NOES – None

ABSENT – Phil McCaffrey

Human Resources

(b) Resolution Designating Classified School Employee Week at Solano Community College District, Resolution No. 08/09-35

Dr. Richard Christensen, Director of Human Resources, in recognition of the valuable contributions made by members of the classified service to the educational achievements of

Solano Community College District, presented Resolution No. 08/09-35, designating May 18-22, 2009, as Classified Employee Week. There will be a BBQ for the campus community on May 19 and all are invited.

Moved by Vice President Honeychurch and seconded by Trustee Chapman to approve Resolution No. 08/09-35 designating May 18-22, 2009, as Classified School Employee Week at Solano Community College District. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE – David R. Brannen concurred.

AYES – Vice President Honeychurch, Trustee Keith, Trustee Chapman, Trustee Thurston, Trustee Claffey, and Board President Young

NOES – None

ABSENT – Phil McCaffrey

Administrative and Business Services

(c) AB 2910 Quarterly Report, Third Quarter, FY 2008-09

Ms. Susan Rinne, Interim Director of Fiscal Services, presented the AB 2910 Quarterly Report, Third Quarter, FY 2008-09. AB 2910, Chapter 1486, Statutes of 1986, require California community college districts to report quarterly on their financial condition. The CCFS-311 financial report, along with a narrative, for the third quarter of FY 2008-09, was reviewed by the Board.

Ms. Rinne gave a PowerPoint presentation on the CCFS-311 Third Quarter Budget Report, which identified changes to revenue and expenditures, and distributed information on the 2008/09 Budget Deficit as reflected in the budget report. A copy of the PowerPoint presentation and budget deficit is available for review in the Office of the Superintendent/President and the Office of Fiscal Services.

Moved by Trustee Keith and seconded by Trustee Thurston to approve the AB 2910 Quarterly Report, Third Quarter, FY 2008-09, as presented. The motion carried unanimously.

(d) Claim for Property Damage, Keenan Claim #414808

Dr. Richard Christensen, Director of Human Resources, presented Keenan Claim #414808 from an individual who sustained personal property damage sustained off District premises on April 1, 2009, by a Solano College Theater Association employee. Dr. Christensen advised that it is recommended that the claim be rejected and the appropriate rejection letter be sent by the District's insurance administrators.

Moved by Vice President Honeychurch and seconded by Trustee Claffey to reject the claim for property damage as presented. The motion carried unanimously.

- (e) Authorization to Award Contract to American River Construction, Inc., for the Building 100 Interim Remodel Project, Bid #009-002

Mr. David Froehlich, Director of Facilities, presented Bid #09-002, authorization to award contract to American River Construction, Inc., for the Building 100 Interim Remodel Project. This project involves the partial interior renovation of Building 100 and minor exterior site improvements. Work includes new wall and floor finishes, room layout changes, and some mechanical and electrical upgrades in the amount of \$593,000.

Moved by Trustee Keith and seconded by Trustee Claffey to award contract to American River Construction, Inc., for the Building 100 Interim Remodel Project, Bid #09-002, in the amount of \$593,000. The motion carried unanimously.

- (f) Amendment to Agreement with LPA Architecture for Building 400-Student Services Center

This item was pulled from the Agenda.

- (g) Recommend Appointment to the Measure G Citizens' Bond Oversight Committee

Dr. Robert Jensen, Interim Superintendent/President, requested that Trustee Thurston present this item to the Board.

Trustee Rosemary Thurston, Chair of the Board CBOC Subcommittee, announced that the subcommittee, comprised of Trustees Claffey, Young and herself, reviewed applications for the appointment to the Measure G Citizens' Bond Oversight Committee. After consideration of the candidates' qualifications and geographic location, the Board subcommittee recommended Melvin Jordan, a resident of Benicia, for the appointment to the CBOC. Trustee Thurston gave a short biography of Mr. Jordan's qualifications.

Moved by Trustee Keith and seconded by Trustee Chapman to approve the recommendation of Mr. Melvin Jordan to the Measure G Citizens' Bond Oversight Committee. The motion carried unanimously.

Academic Affairs

- (h) Request for Approval of Curriculum Actions as Submitted by the Curriculum Committee, a Subcommittee of the Academic Senate

Vice President Steinback presented the curriculum actions as submitted by the Curriculum Committee, a subcommittee of the Academic Senate during the month of March 2009. Curriculum review consisted of course modifications, new courses, program major changes, curriculum modifications, and course deletions.

Student Trustee Brannen inquired as to why Chem 049H-Chemistry Honors was deleted. Board President Young recognized Dr. David Redfield, Dean of Math/Science, who responded that several years ago the College developed an Honors Program. The restrictions to get into the

Honors Program are rigorous and few students even inquire, and most do not meet some aspect of the requirements. The students always opt for other alternatives for their independent study/project experiences. In the past seven years, no chemistry student has registered for honors. Since the course is not meeting its intended audiences' needs, the department deleted its honors courses as part of ongoing curriculum review.

Moved by Trustee Keith and seconded by Vice President Honeychurch to approve the curriculum-related items previously approved by the Curriculum Committee during the month of March 2009. The motion carried unanimously.

(i) Materials Fee for Ceramics and Printmaking

Dean Leslie Rota, Fine and Applied Arts and Behavioral Sciences, presented the materials fee for ceramics and printmaking of \$20 per student. The funds generated from the fees will be used to purchase materials students will use in class to create objects they will own.

Moved by Trustee Thurston and seconded by Trustee Keith to approve the \$20 per student materials fee for ceramics and printing making in the Art Department. The motion carried unanimously.

Student Trustee Brannen stated while it is regrettable that students must pay for these materials, he commended Dr. Rota for the research and courage to say what needs to be done.

(j) Personal Services Contract with Rockridge Partners – Grant #08-141

Dean Robert Johnson, Career Technical Education, presented the personal services contract with Rockridge Partners – Grant #08-141, in the amount of \$91,251, which will provide program management, outreach and technical services for the District in conjunction with the Career Technical Education Community Collaborative Project Supplement Grant. This grant will expand the development of career exploration curriculum into middle schools and high schools of Solano County promoting advanced manufacturing careers, including the regional wind industry.

Moved by Trustee Keith and seconded by Trustee Claffey to approve the personal services contract with Rockridge Partners – Grant #08-141, in the amount of \$91,251 from February 1, 2009, through August 31, 2010. The motion carried unanimously.

Trustee Chapman asked how this information gets to the community and is made available to students. Dean Johnson responded by stating the outreach is through the middle schools and high schools throughout Solano County with coordination by the school districts themselves, holding training sessions for their faculty.

(k) Career Technical Education Community Collaborative Project Supplemental Grant #08-141

Dean Robert Johnson, Career Technical Education, presented the Career Technical Education Community Collaborative Project Supplemental Grant #08-141, for \$99,842 to expand the

development of career exploration curriculum into middle schools and high schools of Solano County promoting advanced manufacturing careers, including the regional wind industry.

Moved by Trustee Chapman and seconded by Trustee Thurston to approve the Career Technical Education Community Collaborative Project Supplemental Grant #08-141 in the amount of \$99,842 from February 1, 2009, through August 31, 2010. The motion carried unanimously.

11. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Sabbatical Leave Reports for Spring 2008

Dr. Robin Steinback, Vice President of Academic Affairs, introduced Instructor Dale Crandall-Bear, Department of History, who reported on his spring 2008 sabbatical leave project that combined historical research with extensive field work in the Middle East—**Exploring Ancient Lands**. The materials collected during the research and field work are now being incorporated into a series of new interactive student learning modules for use in his courses in World History and European History.

Instructor Crandall-Bear stated his academic research over the last several years has focused on what he calls “sites of history.” How has the physical environment shaped history? In particular, how have great cities acted as incubators and engines of historical change? Mr. Crandall-Bear has studied the physical shape of ancient Greek city-states, the market-oriented Cathedral squares of medieval towns, the broad avenues and temple complexes of ancient Mayan cities. In all of these instances, the physical space itself contains clues to the outlooks and values of the people who built these places.

Mr. Crandall-Bear spent four months of his sabbatical period traveling in the Middle East. He was able to photograph throughout the region to add visual material to the student modules. Secondly, he gained invaluable first-hand experience by traveling through and talking to people living in these parts of the world. The personal knowledge is invaluable when talking to students about the history of these lands. A concerted effort was made to reconnect the past with the present.

A CD was provided to the Board members documenting Mr. Crandall-Bear’s travels. A copy of the full and complete report is available for review in the Office of the Superintendent/President and the Office of the Vice President of Academic Affairs.

Trustee Keith stated how interesting and fascinating the reading of his report was and agreed with the technology aspect that benefits students.

Student Trustee Brannen commented he was a former student of Mr. Crandall-Bear and stated his report was a superb example of what sabbaticals are all about.

Trustee Chapman expressed how much she enjoyed the report that will benefit the District and stated she hopes his work will filter to other departments on campus. Instructor Crandall-Bear stated he expects to participate in a Flex Cal activity.

Board President thanked Mr. Crandall-Bear for his excellent report and expressed an interest in seeing articles in the paper on accomplishments such as this in order for the community to see what is being done in our classrooms.

Vice President Steinback introduced Dr. Annette Dambrosio who reported on her spring 2008 sabbatical leave project, **SCC's College Reading Literacy: The Stepchild**.

Dr. Dambrosio began by stating approximately 85% of Solano College's students who take the assessment test do not read at college level—a fact that is routinely documented by the College's institutional research. Dr. Dambrosio commented that her own research documents that an overwhelming number of these college students may even be reading below 8<sup>th</sup> grade level, further supporting her longstanding claim that the inability to read college-level texts may be the most compelling reason why many of our students do not persist in their college-level courses and do not earn college degrees.

Dr. Dambrosio stated the purpose of her sabbatical was to research which practices in the field of Reading education may best serve to improve the quality and effectiveness of Solano College's existing Reading Program. In part, she investigated what other colleges are doing to remediate students' reading needs. Specifically, she pursued the following tasks:

1. Examine the reading proficiency requirements in the California community colleges to include reading course options.
2. Work with Solano College's institutional research to align Solano's Reading Assessment standards with that of Solano's writing assessment standards.
3. To strengthen existing efforts to publicize Solano's Reading Program and to sharpen the local high school matriculation process as regards reading.
4. To investigate any legislative efforts to mandate literacy remediation.
5. To develop and publicize a common definition of "college level" reading for Solano College.

Dr. Dambrosio stated there is a need for institutional commitment to authentic Reading education at Solano College. The need for improving college reading literacy is perhaps the most urgent need in higher education.

Dr. Dambrosio reported that her sabbatical work has only strengthened her conviction that we must work hard to ignite and keep aglow "the natural life of reading lodged in every person..." Solano College has the responsibility to strengthen its academic core by supporting a strong Reading Program. Our Solano students would only stand to benefit enormously from the authentic academic experience that they are entitled to receive.

A copy of the full and complete report is available for review in the Office of the Superintendent/President and the Office of the Vice President of Academic Affairs.

Trustee Thurston asked if we did away with the Reading Lab, and Dr. Dambrosio responded by stating it has been downsized due to staffing issues.

Trustee Keith suggested that students who have low reading comprehension levels who aren't encouraged or mandated to take a Reading class in the beginning of their course work rather than at the end of their work be looked at and implemented.

Student Trustee Brannen stated he is a champion for reading himself and asked why we are letting students leave Solano without being able to read. We make requirements for Math—more attention needs to be given to Reading.

## 12. ANNOUNCEMENTS

There were no announcements.

## 13. ITEMS FROM THE BOARD

Trustee Thurston attended the Sunday meeting on the Brown Act at the Annual Trustees Conference in Rohnert Park, California, May 3, and learned from that presentation. Ms. Thurston will make available the handouts given during that session of the conference for those who could not attend.

Trustee Thurston expressed concern regarding the inability of some students to register for classes and asked about the different approaches SCCD offers its students relative to registration. Trustee Thurston asked Dr. Jensen to investigate the ways to register for classes and to report back to the Board. Dr. Jensen asked Dr. Waits to report back to the Board at the next meeting on this request.

Trustee Thurston expressed concern with DVC busses traveling into Benicia and Vallejo and picking up approximately 700 students and transporting them to DVC, per an article she read in the paper. Trustee Thurston asked Dr. Jensen to investigate the transportation issue and how we might address this concern.

Trustee Chapman stated she thoroughly enjoyed the Speech and Debate Team presentation and is impressed with the good people here at the College who are doing wonderful things.

Student Trustee Brannen stated it is important that we address the 700 students who are leaving the county to go to DVC and also expressed concern over students who are leaving to go to other institutions because the course offerings they need are not offered at Solano College. Student Trustee Brannen again thanked the Board collectively for the humbling resolution given in his honor and stated it has truly been a privilege to serve on the Board this past year.

Board President Young attended the following College and community events:

### April 2009

**18** – Attended 42<sup>nd</sup> Gala Dinner Fundraiser, which was sponsored by the Vallejo Continental Omegas Boys and Girls Club held in Napa, California.

**20** – Attended Alpha Kappa Alpha Day at the Capitol, which was held in Sacramento, California, and was attended by members of her sorority from six far western regional states. President Young was a member of the committee that planned this exciting informative event.

**23** – Attended the Solano Economic Development Committee (Solano EDC) Index Workshop Breakfast held at the Courtyard Marriott in Fairfield, California. Several speakers spoke on the topic “Solano County Transportation Update: The Good, The Bad, and the Daunting.” Trustee Thurston attended this event as well.

**26** – Attended the American Association of University Women Luncheon at the Benicia Grill. The guest speaker was Arezou Mansourian who spoke on Title 9.

**30** – Administered the Oath of Office to newly appointed Trustee Sarah E. Chapman, representing Area #1 – Dixon, Winters, and Vacaville. Dr. Jensen, Trustee Keith, and Mr. Beck attended the swearing-in ceremony.

May 2009

**01-03** - Attended the 2009 Community College League of California Trustees Conference held at the Doubletree Hotel in Rohnert Park, California. Dr. Laguerre also attended this conference. Trustee Thurston attended the sessions on Sunday, May 3.

**02** – In support of her daughter, Board President Young returned to Vallejo in the evening and attended “The Over-Flowing Cup Breast Health and Women’s Empowerment Program—Steppin’ to Survive ‘09.” It was the group’s 6<sup>th</sup> Annual Black and White Ball celebrating breast cancer survivors. The awards and recognition event was held at McCormick Hall at the Solano County Fairgrounds in Vallejo, California.

Board President Young recessed the regular meeting at 9:23 p.m. to call the special meeting to order. The regular meeting was reconvened at 9:27 p.m.

Board President Young recessed the regular meeting at 9:28 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) Public Employee Discipline/Dismissal/Release  
(No additional information required.)
- (c) Conference with Legal Counsel-Existing Litigation (Govt. Code 54956.9[b])  
Name of Case: Claim No. 414937

Board President Young called the Closed Session to order at 9:32 p.m., and adjourned the Closed Session at 10:19 p.m.

15. RECONVENE REGULAR MEETING

Board President Young reconvened the regular meeting at 10:21 p.m.

16. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Young reported that the Board held conference with Labor Negotiator on CCA/CTA/NEA, CSEA, Operating Engineers-Local 39 in Closed Session and no action was taken.

Board President Young reported that the Board discussed public employee discipline, dismissal and release in Closed Session, and no action was taken.

Board President Young reported that the Board held conference with Legal Counsel regarding existing litigation (Govt. Code 54956.9[b]) - Claim No. 414937 in Closed Session.

Moved by Trustee Chapman and seconded by Trustee Thurston to reject the claim. The motion carried unanimously. Student Trustee Brannen abstained.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:22 p.m.

RDJ:js

BOARD MINUTES.05.06.09.FINAL

\_\_\_\_\_  
A. MARIE YOUNG  
BOARD PRESIDENT

APPROVED \_\_\_\_\_

DR. ROBERT JENSEN  
INTERIM SECRETARY

**SCCD Board minutes are summarized per *SCCD Board Policy 1045 and 1046*. To listen to the full deliberation of the Board, please contact the Office of the Superintendent/President within thirty (30) days.**