

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES

March 17, 2010

Prior to the regular meeting, the Governing Board Audit Subcommittee met in the Art/ECE Room (131) at the Vallejo Center, Vallejo, California, to discuss the Audit Request for Proposals (RFPs).

1. CALL TO ORDER

A meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, March 17, 2010, in the Vallejo Center Lecture Hall, 545 Columbus Parkway, Vallejo, California 94591, by Vice President Young.

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

At the request of Vice President Young, Ms. Charlene Snow led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Denis Honeychurch, J.D., President\*  
A. Marie Young, Vice President  
Sarah E. Chapman  
James M. Claffey  
Pam Keith\*  
Rosemary Thurston  
Lillian M. Nelson, Student Trustee  
Tom Henry, Special Trustee  
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

Phil McCaffrey

*\*Arrived after roll call.*

Others Present:

Ross Beck, Director of Public Relations, Marketing and Communications  
Trudy Largent, J.D., Interim Director, Human Resources  
Leslie Rota, Dean, Fine & Applied Arts & Behavioral Sciences-Vice President, Academic Affairs  
Carey Roth, Vice President, Administrative and Business Services  
Lisa J. Waits, Ed.D., Vice President, Student Services  
Judy Spencer, Executive Coordinator, Superintendent/President and Governing Board

4 APPROVAL OF AGENDA

Dr. Jowel Laguerre made the following specific corrections to the Agenda as follows:

Item 11.(b) Ballot for California Community College Trustees (CCCT) Board of Director Election-2010, Page 12, has been pulled and will be discussed at the April 21, 2010, Board meeting.

Item 11.(g) SunGard Higher Education Contracts, Page 35, has been pulled and will be discussed during a Special Meeting of the Board.

Item 12.(a) New Class Specifications for Position in the Administrative Leadership Group-Center Dean (Educational Administrator), Page 45, line 12, Range 46 should read Range 49; pages 47-48, in the header, ~~Center Director~~, *should read Center Dean*.

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

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Vice President Young recognized Ms. Charlene Snow, who requested to comment on Item 10. (b) Independent Contractors, Contract Education, Rockridge Partners, Inc.

Vice President Young recognized Ms. Maureen Mason-Muyco, who requested to comment on financial aid.

*A full and complete reporting of comments made by Ms. Charlene Snow and Ms. Maureen Mason-Muyco are available for review on the Solano College Web site at [www.solano.edu](http://www.solano.edu) (Governing Board – Minutes – March 17, 2010 – Appendix A).*

Vice President Young recessed the regular meeting at 6:45 p.m.

*Trustee Keith arrived at 6:46 p.m.*

6. CLOSED SESSION

Vice President Young called the Closed Session to order at 7:05 p.m.

*President Honeychurch arrived at 7:15 p.m.*

7. RECONVENE REGULAR MEETING

Board President Honeychurch reconvened the regular meeting at 7:36 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

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

Board President Honeychurch reported that the Board discussed Public Employee Discipline/Dismissal/Release in Closed Session, and no action was taken.

Board President Honeychurch reported that the Board discussed the Public Employee Performance of Jowel C. Laguerre, Ph.D., Superintendent/President in Closed Session, and no action was taken.

9. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Roosevelt Marshall, Governing Board Representative, reported that:

--the students will participate in the March in March 2010 on March 22, 2010, at 10:00 a.m., beginning at Raley Field, marching to the west side of the Capitol where students throughout California will protest cuts to education and remind the legislature about the 1960 Master Plan for Higher Education. The bus will leave from campus at 8:00 a.m., and is expected to return to campus by 1:00 p.m. Vice President Young expressed her interest in participating.

(b) Academic Senate

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

--changes made in the planning processes have been brought on board through the integrated planning process (PERT).

--at FaBPAC, there was review of the "Proposed Facilities Use Procedures and Fees", which will be forwarded to the Board for approval.

--the Shared Governance Council met March 10 and discussed PERT, Accreditation, the Institutional Review Board, Banner, the upcoming dinner with the Governing Board, Strategic Proposals, Policy 5000, the Board agenda, and area updates.

--the VP of ASA hiring committee has been meeting and making good progress.

--the March 3 Board Study Session focused on an accreditation update, an overview federal education budget changes, and the academic calendar. Additionally, they discussed Dr. Laguerre's proposal for the Board to dedicate future study sessions to discussions with faculty, staff and students.

--the Senate is concerned about Program Discontinuance.

--the Senate will be holding their elections soon.

--to ensure full faculty participation, the Senate has been recruiting for different committee work, in particular, FaBPAC, MySolano, and Vallejo Expansion Committee. Faculty are eagerly responding to the call for participation.

(c) Shared Governance Council

Dr. Trudy Largent, Interim Director of Human Resources, reported that:

--the Shared Governance Council met March 10, 2010, and discussed the establishment of an Accreditation Self Study Coordinator position, which would be half-time release for faculty or staff; PERT, Banner, FlexCal workshops, which included a Banner session for employees; strategic proposals, and a proposed early retirement incentive.

(d) Superintendent

- *Accreditation Status Update*

There was no accreditation status update.

- *Banner Update*

There was no Banner update.

- *Measure G Bond Program Update*

Mr. David Froehlich, Director of Facilities, reported that:

--the Board Measure G Implementation Plan/Schedule, which is a result of the work at a recent Board Study Session, was available for review. At that session, 15 items were identified, which can be managed within the next year or so. Vice President Young inquired if a tour of the new Vacaville Center would be planned before the opening and Mr. Froehlich responded in the affirmative. President Honeychurch reiterated his interest in being involved, along with the Board Subcommittee, on the remodel of Building 600.

Dr. Laguerre asked Mr. Ross Beck to give an update on the dedication and opening of the new Vacaville Center and the naming ceremony of the Barbara J. Jones Building, scheduled Saturday, May 8, 2010, with tours of the building beginning at 11:00 a.m. A draft of the opening schedule of events was shared with the Board. Mr. Beck advised he has met with the staff of the *Vacaville Reporter*, together with Mr. Roth and Mr. Froehlich, who are working with our vendors and suppliers who benefit from the College being in the community, and will continue to keep the Board informed of progress being made prior to the opening day.

Superintendent Laguerre introduced Mr. Chuck Spilner, an instructor at the Vallejo Center, who in turn introduced two of his students, Ifeoma Odiwe and James Mendiola, who are taking classes at the Vallejo Center and also shared some of their experiences at the Center with the Board.

*A full and complete reporting of comments made by Ifeoma Odiwe and James Mendiola are available for review on the Solano College Web site at [www.solano.edu](http://www.solano.edu) (Governing Board – Minutes – March 17, 2010 – Appendix B).*

Superintendent Laguerre encouraged anyone who can to attend the March 22 Advocacy March. It is important that we all advocate for the budget. There will be a need in the next ten years to graduate an additional one million students in the state to keep up with the amount of jobs that

will be available. Unless we have more general and categorical funding, our state and county will be in serious trouble.

10. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Regular Board Meeting held February 17, 2010; Board Study Session and Special Meeting held March 3, 2010

Human Resources

- (b) Employment – 2009-10; Renewal of Faculty Contracts; Gratuitous Service

Administrative and Business Services

- (c) Warrant Listings
- (d) Change Order No. 15 to Roebbelen Contracting, Inc., Construction of Vacaville Campus-  
New Classroom Building, Page 8

Dr. Jowel Laguerre reported the following specific corrections to the Consent Agenda as follows:

Item 10.(b), page 1, Short-term/Temporary/Substitute, Dates, line 18, 3/18/10-~~56/30/10~~, ***should read 3/18/10-6/30/10.***

Item 10.(b), pages 2-3, Independent Contractors, Contract Education, Rockridge Partners, Inc., beginning with line 22, Career Exploration Development, for \$92,000 and \$8,000, has been pulled from the Consent Agenda.

Item 10.(b), page 3, Independent Contractors, Fine & Applied Arts/Behavioral Science, Leslie Rota, Responsible Manager, line 21, Erika Smith, ***should fall under the responsible manager of Deborah Mann.*** The dates of contract ~~1/21/20~~-6/30/10 ***should read 1/21/10-6/30/10.***

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

11. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

- (a) 2010 Census in Schools Week, Resolution No. 09/10-19

Dr. Jowel Laguerre, Superintendent/President, presented the 2010 Census in Schools Week, Resolution No. 09/10-19. The purpose of this resolution is to help reinforce the importance of

participating in the census and dedicates the week of March 21-27, 2010, as 2010 Census in Schools Week in the Solano Community College District.

Moved by Trustee Keith and seconded by Vice President Young to approve 2010 Census in Schools Week, Resolution No. 09/10-19. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE – Lillian M. Nelson concurred.

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

NOES: None

ABSENT: Trustee McCaffrey

(b) Ballot for California Community College Trustees (CCCT) Board of Directors Election-2010

This item was pulled from the Agenda to be discussed at the April 21, 2010, Board meeting.

(c) College Mission, Vision, Core Values, Strategic Goals and Objectives

Mr. Robert J. Simas, Director, Research and Planning, presented the Solano Community College's Mission, Vision, Core Values, Strategic Goals and Objectives that have been reviewed and completely revised over the past three months by representatives from the campus community and by external colleagues and partners. After adoption, this strategic plan will be used to guide the direction and activities of the College over the next three years.

A prototype brochure was shared with Board and will be placed on the Solano College Web site.

Moved by Vice President Young and seconded by Trustee Keith to approve the College Mission, Vision, Core Values, Strategic Goals and Objectives as presented. The motion carried unanimously.

Administrative and Business Services

(d) Resolution in the Matter of the State Budget Crisis and the Impact on Funding for Community Colleges, Resolution No. 09/10-20

Superintendent/President Laguerre presented the resolution in the matter of the state budget crisis and the impact on funding for community colleges, Resolution No. 09/10-20. The District joins and supports other community college districts in advocating to the state legislators on the adverse financial impacts of state cuts and its effects on educational programs and services during a time of substantial enrollment growth and economic needs.

Moved by Trustee Thurston and seconded by Trustee Keith to approve Resolution No. 09/10-20, in the matter of the state budget crisis and the impact on funding for community colleges. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE – Lillian M. Nelson concurred.

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

NOES: None

ABSENT: Trustee McCaffrey

Academic Affairs

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

In the absence of Ms. Erin Farmer, Chair of the Curriculum Committee, a subcommittee of the Academic Senate, Vice President Rota presented the curriculum actions for the months of November and December 2009, and February 2010. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

Moved by Trustee Keith and seconded by Vice President Young to approve the curriculum actions by the Curriculum Committee for the months of November and December 2009 and February 2010. The motion carried unanimously.

- (f) Children's Programs Facilities Renovation and Repair Contract-CRPM-9139 and Resolution

Ms. Christie Speck, Director of the Children's Programs, presented a children's programs facilities renovation and repair contract CRPM-9139 and resolution in the amount of \$14,246 to complete the renovation of the preschool playground. The contract performance period is from July 9, 2009 – June 30, 2012. The playground renovations will be completed by June 30, 2012.

Moved by Vice President Young and seconded by Trustee Keith to approve the children's programs facilities renovation and repair contract, CRPM-9139 and resolution as presented. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE – Lillian M. Nelson concurred.

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

NOES: None

ABSENT: Trustee McCaffrey

Information Systems

- (g) SunGard Higher Education Contracts

This item was pulled from the agenda.

12. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

(a) New Class Specifications for Position in the Administrative Leadership Group-Center Dean (Educational Administrator)

Dr. Trudy Largent, Interim Director of Human Resources, presented the new class specifications for position in the Administrative Leadership Group (ALG) – Center Dean (educational administrator). The Center Dean position will be placed on Range 49 of the ALG salary schedule. The job description is presented for approval.

Moved by Trustee Keith and seconded by Trustee Thurston to approve the new class specifications for position in the Administrative Leadership Group—Center Dean, as presented. The motion passed. Trustee Claffey voted no.

(b) Change in Start Time for Board Meetings

Dr. Jowel Laguerre, Superintendent/President, presented a proposal in change of start time for Board meetings from 6:00 p.m. to 6:30 p.m. While the new approved start time of 6:00 p.m., made December 16, 2009, has been effective for the most part, some Board members have asked for a slight modification.

Moved by Trustee Thurston and seconded by Trustee Keith to approve the change in start time for Board meetings from 6:00 to 6:30 p.m. The motion carried unanimously.

(c) Formation of Board Subcommittee to Review District Board Policies

Dr. Jowel Laguerre, Superintendent/President, presented a request by select members of the Board to formulate a Board Subcommittee to review all District Board Policies.

Moved by Vice President Young and seconded by Trustee Thurston to approve the formation of a Board Subcommittee to review District Board Policies, consisting of Trustee Thurston, Chair; and Trustees Young and Keith. The motion carried unanimously.

The subcommittee will report back on some of its work at the next regular Board meeting.

13. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Early Retirement Employee Incentive Plan

Dr. Trudy Largent introduced Mr. Reggie Smith, a representative from Public Agency Retirement Services (PARS), who presented information to the Board regarding an early retirement employee incentive plan.

The primary purpose of a retirement incentive is to increase and accelerate the retirement rate over and above natural attrition in order to facilitate specific district objectives, such as personnel restructuring, fiscal savings, etc. Mr. Smith gave a detailed report on fiscal projections, and two scenarios at 70% and 60% of final pay for faculty and staff who may elect to take advantage of this early retirement opportunity. Mr. Smith stated that if the plan does not save the College money, PARS will not recommend offering the incentive.



A copy of the handout is available for review in the Office of the Superintendent/President and the Office of the Director of Human Resources.

(b) Preliminary 2010-11 General Fund Budget

Mr. Carey C. Roth, Vice President, Administrative and Business Services, gave a PowerPoint presentation to the Board on the preliminary 2010-11 general fund budget, which included the 2009-10 revenue status, 2009-10 expenditure status, projected savings on the “People and Things” list, and 2010-11 projected budget scenarios.

A copy of the full PP presentation is available for review in the Office of the Superintendent/President and in the Office of the Vice President of Administrative and Business Services.

There was discussion around how much monies are owed the District that have not been collected, which is a considerable amount of money, due mostly from out of state students. Vice President Roth and Director Srinivasan are working on this challenge and will be providing an analysis in the future.

14. ANNOUNCEMENTS

Dr. Laguerre reminded those present that there will be a Board Study Session, which will include a faculty/Board Dinner, Wednesday, March 31, 2010, beginning at 6:00 p.m., in the faculty/staff dining room.

There will be a Special Board Meeting, Wednesday, March 31, 2010, beginning at 8:00 p.m., in the Administration Building, Board Room (626). The main focus of this meeting will be to discuss the SunGard Higher Education contracts.

Dr. Laguerre asked for a consensus of which date would work best for a Board Retreat, i.e., June 21 or June 22, 2010. Board President Honeychurch will check his calendar and contact Dr. Laguerre which date will work best for him on Thursday, March 18, 2010.

15. ITEMS FROM THE BOARD

Trustee Thurston announced that a meeting will be held on Sunday, April 11 between 2:00-5:00 p.m., at Touro University, which is sponsored by the Vallejo Chamber of Commerce. The purpose of the meeting is to deal with issues of the school and bring business to the table for support of students in their educational endeavors. Trustee Thurston encouraged attendance from the Board to support our Vallejo students.

Board President Honeychurch welcomed Trustee Keith back after her medical procedures.

Vice President Young announced that she attended the following College and community events:

*February 2010*

**24** – Solano County Black Chamber of Commerce Black History Installation Luncheon, which was held at the Courtyard Marriott Hotel in Vallejo. The special guest speaker was Sharon McGriff-Payne, author and African-American Historian. Trustee Thurston attended this luncheon.

**24** – Visited the Art Museum in Napa to see the art work displayed by Marc Pandone, SCC Art instructor and other artists. At this time, Vice President Young personally thanked Mr. Pandone for making the Board and others aware of the exhibit in Napa when he came before the Board on February 17. Trustee Thurston also toured the Art Museum in Napa.

**25** – SCC Black History Program, which was sponsored by the SCC UMOJA Program. The topic was Haiti. The presenters were Dr. Jean-Pierre Bayard from CSU Sacramento, and Dr. Jean-Giles from Sacramento City College. The students were very attentive for over two hours and had excellent thought provoking questions to ask the presenters.

**27** – Attended the grand opening reception and toured the new Kaiser Permanente Hospital facility in Vallejo. Trustee Thurston also attended this event,

**28** – Black History Program at Friendship Baptist Church in Vallejo.

**28** – Black History Program at Touro University.

*March 2010*

**02** – Advocacy Day at the Capitol for college representatives. Dr. Laguerre and Trustee Thurston also participated in this worthwhile day of meetings.

**08** – Alpha Kappa Alpha Sorority, Incorporated Far Western Region, AKA Day at California State Capitol. The theme was “AKA Census 2010: Every Single Person Counts.” In addition to the guest speaker who was a census representative, several Assembly Members and Senators spoke before the group, followed by a question and answer period—several questions focused on funding for education. I was one of five elected officials in the sorority who were members of a panel discussion. I was also the registration chair for this event.

**12** – Solano County Women’s History Month Luncheon, which was held in Suisun City at the Joseph P. Nelson Community Center. Trustee Thurston attended this luncheon.

**16** – Together with Dr. Laguerre, visited U.S. Senator Dianne Feinstein’s Office in San Francisco. The meeting with Ms. Gina Banks, who is the Director of Field Services for Senator Feinstein, was very positive and timely.

**16** – SCC Speech Night Spring Spectacular, featuring the Solano Community College National Champion Speech and Debate Team.

Trustee Chapman advised that she joined Dr. Laguerre during a visit with the Superintendent of the Dixon Unified School District. There is designated space for Solano Community College at the high school. President Laguerre is looking into establishing a better relationship with the district relative to how we can better utilize this space.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:55 p.m.

SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD  
MINUTES – MARCH 17, 2010  
PAGE 11

JCL:js

BOARD MINUTES.03.17.10.FINAL

\_\_\_\_\_  
DENIS HONEYCHURCH, J.D.  
BOARD PRESIDENT

APPROVED

\_\_\_\_\_  
JOWEL C. LAGUERRE, Ph.D.  
SECRETARY