

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES

May 19, 2010

The Citizens Bond Oversight Committee (CBOC) Subcommittee did not meet prior to the regular meeting.

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, May 19, 2010, in the multi-purpose room of the Vacaville Center, 2001 North Village Parkway, Vacaville, California 95688, by Board President Honeychurch.

***Board President Honeychurch dedicated the meeting to Quinton Duval, former English and Creative Writing Instructor, who passed away Monday, May 10, 2010, and former SCC nursing student graduate, Ms. Teresa Phuong Le, who passed away May 7, 2010. Those present engaged in a moment of silence in their memory.***

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

Board President Honeychurch led those present in the pledge of allegiance to the flag of the United State of America.

3. ADMINISTRATION OF OATH OF OFFICE TO STUDENT TRUSTEE FOR 2010/2011

Board President Honeychurch administered the oath of office to John M. Glidden, newly elected Student Trustee for 2010-2011. With the authority granted to Board President Honeychurch by the Constitution of the State of California, John M. Glidden was proclaimed as duly appointed and installed to assume the duties as a Student Trustee of the Solano Community College Governing Board.

Superintendent/President Laguerre congratulated Student Trustee Glidden and announced that Mr. Glidden is currently pursuing associate degrees in English and TV/Cinema at Solano Community College. In 2005, Mr. Glidden was graduated from Solano Community College with A.A. degrees in History, Liberal Arts, and Political Science. He was graduated from U.C. Davis in 2007 with a B.A. in History and a minor in Latin. Mr. Glidden is currently a graduate student at CSU East Bay in the History Masters of Arts program. In 2003-2005, John served on the ASSC student government as the Academic Curriculum Senator, and in spring 2008 as the Legislative Advocate.

There was a round of congratulatory applause from those present.

4. ROLL CALL

Members Present:

Denis Honeychurch, J.D., President  
A. Marie Young, Vice President  
Sarah E. Chapman  
James M. Claffey  
Pam Keith  
Phil McCaffrey  
Rosemary Thurston  
John M. Glidden, Student Trustee  
Tom Henry, Special Trustee  
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

None

Others Present:

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

5. APPROVAL OF AGENDA

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

6. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Honeychurch recognized Mr. David Brannen, who requested to present a resolution for Ms. Lillian M. Nelson. It was Mr. Brannen's honor to recognition outgoing Student Trustee Nelson for her work on behalf of student rights and her stand on issues pertaining to the College.

*A full and complete copy of the resolution is available on the Solano College Web site at [www.solano.edu](http://www.solano.edu) (Governing Board – Minutes – Regular Meeting – May 19, 2010 – Appendix A).*

Ms. Nelson responded by stating that four years ago she began her first term as Student Trustee, not knowing much about her new responsibility, but did sit and observe and eventually was influential in changing Board Policy 1007-Student Trustee, from voting last to first on items coming before the Board. Ms. Nelson stated that when she became President of the student government that there were a number of associates who did not have a voice or vote in student

affairs, and she was able to effect that change. We made certain their voices were heard before every vote was taken so it was truly an advisory vote. Ms. Nelson asked our distinguished Board to continue with this practice. The student's vote should be first in order for the Board to hear what he or she has to say before all other votes are taken, even if it isn't a roll call vote.

Board President Honeychurch recognized Ms. Cynthia Simon, CSEA President, who requested to speak on the Classified Employees Week Resolution (09/10–21) passed at the last Board meeting held April 21, 2010. Ms. Simon thanked the Board for this resolution acknowledging classified employees for the service they render to the College. Ms. Simon gifted each Board member with a button which read as follows: *Restoring the California Dream through Education, (CSEW) Classified School Employees Week 2010.*

Board President Honeychurch recessed the regular meeting at 6:45 p.m.

7. CLOSED SESSION

(a) Conference with Labor Negotiator

Agency Negotiator: Trudy Largent, J.D.

Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39

(b) Public Employee Discipline/Dismissal/Release

(No additional information required.)

Board President Honeychurch called the Closed Session to order at 6:50 p.m.

8. RECONVENE REGULAR MEETING

Board President Honeychurch reconvened the regular meeting at 7:28 p.m.

9. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Honeychurch reported that the Board held Conference with Labor Negotiator, CCA/CTA/NEA, CSEA, 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.

10. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

In the absence of Mr. Roosevelt Marshall, Governing Board Representative, Ms. Lillian Nelson reported that:

--the students had their last class meeting yesterday and held their year-end banquet last weekend. It was interesting and well attended.

--the results of the student elections are as follows: Student Trustee, Mr. John Glidden; ASSC President, Ms. Mary "Lexi" Parmer, and Ms. Jennifer Sandoval, Vice President.

--student study lounge opportunities have begun this year. Students often can't find safe places to study, near libraries especially; therefore, the students are sponsoring a student study lounge on campus from 7:30 p.m. until midnight during the week before finals and 5:30-8:30 p.m. on Sunday. The hope is that this be an on-going event every year.

--this will be the last ASSC Report until September.

(b) Academic Senate

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

--the Senate has only one more meeting before the end of the semester.

--the Senate elections have concluded and announced that Mr. Thomas Watkins will be the new Academic Senate President for 2010-2012. The Vice President, Secretary, and Treasurer positions remain unfilled.

The makeup of the 2009-2011 Senate is as follows:

- Abba Christiansen – Student Services/Learning Resources
- LaNae Jaimez – Fine and Applied Arts/Behavioral Sciences/Community Education Division
- Darryl Allen – At-Large Senator
- Karen Wanek – Health and Public Safety Division
- Kim Becker – Part-Time Representative
- Richard Kleeberg – Business and Technology Division
- Erin Duane – Ex-Officio Curriculum

The makeup of the 2010-12 Senate is as follows:

- Alena Hairston – Humanities Division
- Nick Cittadino – At-Large Senator
- Lou McDermott – Part-time Representative
- John Nagle – PE/Athletics Division (fall)
- Floyd Burnsed – PE/Athletics Division (spring)
- Dale Crandall-Bear Ex-Officio Distance Education
- Susanna Crawford – Math/Science Division

Dr. Lamb thanked the outgoing Senators for their hard work over the past academic year.

--the work of the SLOs Coordinator expanded to Learning Outcomes Assessment Coordinator and is changing again to Outcomes Assessment Coordinator (removing the Learning portion from her title). This request for change will move through the normal College channels from Cabinet to the Shared Governance Council. Ms. Schneider's efforts now connect more to students and planning processes.

--the winners of the distinguished faculty awards will be announced at graduation.

--Marc Lancet is scheduled for a European Woodfire Conference to be held in Bröllin, Germany, September 2-5, 2010, with Marc cooperating in a presentation on the woodfire aesthetics.

--the early retirement incentive is being discussed with the possibility of six FT faculty not returning next academic year.

--there should be a brand new constitution for the Senate to review in the fall.

--the Tenure Tea was successful, which was a time to celebrate with colleagues.

--Ms. Mary Ellen Murphy and Mr. Darryl Allen traveled to Stockton on a statewide level looking to explore common assessment tools for community colleges. Their input will help shape the way the California Community College system offers assessment testing, which should help save money.

--Ms. Erin Farmer will no longer be serving in the capacity as Curriculum Committee Chair, and that the Senate recognized her efforts with a resolution, with a debt of gratitude and public expression of the Senate's deepest thanks for her work on this committee, wishing her well in all her future endeavors.

*A full and complete copy of the resolution is available on the Solano College Web site at [www.solano.edu](http://www.solano.edu) (Governing Board – Minutes – Regular Meeting – May 19, 2010 – **Appendix A**).*

Board President Honeychurch thanked Dr. Jeff Lamb for his report and for his two years of service to the Academic Senate as President, and especially his hard work on accreditation.

(c) Shared Governance Council

Carey C. Roth, Vice President, Administrative and Business Services, reported that the Shared Governance Council met on Wednesday, May 12, and discussed PERT (Process Evaluation and Review Team) with renewed energy. FaBPAC provided the Council with good feedback and a sample of a detailed budget to use when creating proposals. PERT will focus on keeping the proposals in line with the Strategic Plan and will work with the Deans to define how goals are to be reached. Dr. Lamb reported on accreditation and the report writing efforts (October 2010 and Self-Study October 2011). Dr. Lamb is setting up the Wiki for all to use. The Self-Study reports from the working groups are expected prior to the end of the semester. Policies and Procedures were reviewed. Some are ready to move forward for Board approval.

(d) Superintendent

• ***Resolution Honoring Lillian M. Nelson***

Dr. Jowel Laguerre, Superintendent, presented to Ms. Lillian M. Nelson, on behalf of the Board, a resolution honoring her work at the College as Student Trustee from May 2009 – May 2010, with faithfulness and distinction.

*A full and complete copy of the resolution is available on the Solano College Web site at [www.solano.edu](http://www.solano.edu) (Governing Board – Minutes – Regular Meeting – May 19, 2010 – **Appendix A**).*

• ***Solano County Board of Supervisors Presentation – 2009/10 H1N1 Pandemic***

Maire Morinec, Dean of Health Occupations, Public Safety and Family Studies, presented a plaque from the Solano County Board of Supervisors, dated April 27, 2010, in recognition and

appreciation for partnering with Solano County during the 2009/10 H1N1 Pandemic, accompanied by Resolution No. 2010-103. The nursing students within the Division vaccinated over 7,000 community members. The county was extremely grateful to Solano Community College for partnering with the Solano County Department of Health and Social Services by providing support in the endeavor to educate and vaccinate and thereby protects thousands of Solano County residents.

*A full and complete copy of the resolution is available on the Solano College Web site at [www.solano.edu](http://www.solano.edu) (Governing Board – Minutes – Regular Meeting – May 19, 2010 – **Appendix A**.*

- ***Accreditation Status Update***

There was no Accreditation update.

- ***Banner Update***

There was no Banner update.

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

There was no Measure G Bond Program update.

- ***Vacaville Center Opening – Celebrate!***

Dr. Jowel Laguerre, Superintendent, reported that the Vacaville Center Opening held May 8 was a huge success. He personally thanked Mr. Ross Beck, Director of Public Relations, Marketing and Communications, for the fine work he did, together with Mr. David Froehlich, Director of Facilities. The event was well attended by students, Board members, administration, faculty, and staff. The Mayor of Vacaville said it best by saying, “that this is really a great occasion in the county, not just for Vacaville and Winters, but for the county at large.” Dr. Laguerre was very pleased with the remarks made by Congressman George Miller, with his emphasis being on the quality of higher education community colleges provide. Overall, it was a great event. The Center opens June 14 for students to attend summer school.

Dr. Laguerre requested from Vice President Carey Roth an update on the budget.

Vice President Roth reported, as expected, funding for U.C., CSU, and California Community Colleges in the May Revise essentially mirror the Governor’s Budget released in January. In late April, Governor Schwarzenegger made a public statement emphasizing the need to maintain the state’s investment in higher education and threatened to veto any budget sent to him by the Legislature that provided less funding for higher education than proposed in his January budget.

Key features, consistent with the January proposal, include:

- 2.2 percent enrollment growth (\$126 million). This proposed augmentation would fund approximately 26,000 full-time equivalent students and help the colleges respond to the tremendous enrollment demand they are currently experiencing.

- -0.38% COLA (-\$22.9 million). While the economic factors used to calculate the COLA have changed slightly since January, the Administration chose not to update this figure.

The May Revise notes that the state continues to face an extremely tight cash position. The Governor does indicate that the Department of Finance, State Controller, and State Treasurer will continue to monitor the situation and present additional solutions as needed. This indicates a risk of additional funding deferrals being enacted.

The need for continued advocacy persists. We owe the Governor our appreciation and support for doing everything possible to protect higher education. As the budget process moves forward and the Legislature begins meaningful deliberations, state leaders will continue to wrestle with the tough choices before them.

Dr. Jowel Laguerre requested that Ms. Christie Speck, Director of the Children's Programs, give an update on how the state budget is affecting her program.

Ms. Speck began by stating that the May Revise proposals will have massive human costs. The Governor proposes devastating cuts to child care programs and CalWORKs to meet a projected \$19.9 billion deficit. The proposal to cut child care services could result in the elimination of all subsidized child care for parents who are working or going to school. The subsidized program for infants, toddlers and full-day preschoolers could end July 1. Our lab school serves 60 infants and toddlers each day and 40 full-day preschool children. Ninety-four (94) of the parents are low-income students. If this cut comes to fruition, we would lose \$400,000 in state funding and the ability to serve the children of low-income students. The only early care and education program not proposed to be eliminated is State Preschool, a half-day program for three- and four-year olds. We would be able to continue serving 65 children 3.5 hours per day. Ms. Speck stated that she is taking the Governor's proposal seriously, but is aware that these are merely proposals that will be countered by the Legislature as they develop their own budget proposals.

During the Assembly Budget and Health and Social Service Committee hearing held today, members said, "You cannot build an economy with the total elimination of child care. We want to create jobs and we want people to work and pay taxes. You cannot do that without child care."

The parents and staff of the Children's Program are engaged in advocacy efforts to save their programs. They are telling their stories so the Legislators will understand the value of the child care and educational services and make informed decisions when voting for the final budget.

Dr. Laguerre expressed sincere gratitude for the nursing faculty, students, staff, and other members of the College community for the love and support they shared with Ms. Le's family from the beginning to the end.

Dr. Laguerre stated we are celebrating the achievement of our students in many ways leading to commencement, i.e., nursing pinning ceremony, student awards ceremony, *Suisun Valley Review* 2010 Release Party, celebrating the 27<sup>th</sup> issue of *Suisun Valley Review*, and then our actual graduation. The celebrations would not be complete without the classified employee BBQ. On behalf of the Board, the faculty and administration and the students, Dr. Laguerre thanked the wonderful classified staff of Solano Community College for their service and dedication.

Special Trustee Henry, Dr. Jerry Kea, and Dr. Laguerre joined the state Chancellor's Office staff to present the Vallejo Center status proposal to the Board of Governors (BOG). It was very well received and approved. Dr. Laguerre thanked all who worked on the proposal, i.e., Dr. Robin Steinback, Dr. Jerry Kea, Ms. Nancy Blanc, and Mrs. Judy Spencer, who were among many participants. Dr. Laguerre stated that a special debt of gratitude is owed Mr. Tom Henry, Special Trustee, and Dr. Robert Jensen, former Interim Superintendent/President, for negotiating the timing of the approval for the College. It is expected we will likely receive \$1 million for this fiscal year and \$1 million next year and every year thereafter.

Mr. Henry echoed the compliment given to major leadership. Dr. Laguerre made a very compelling speech before the BOG. It was a difficult decision to be made on behalf of the District, and he did a marvelous job for us. Certainly our consultant expenditures were monies well spent, and we will reap dividends from Dr. Jensen's contract for years to come. The BOG decision may not have happened as quickly as it did without his influence and interest in Solano Community College. Dr. Jack Scott, State Chancellor, referenced Dr. Jensen for his integrity and background, which obviously benefited the College.

Dr. Laguerre reported the good news that Dr. Robin Steinback has made good progress in her recovery and is well enough to return to work on June 1, 2010.

#### 11. CONSENT AGENDA – ACTION ITEMS

Dr. Jowel Laguerre, Superintendent, made the following specific corrections to the Consent Agenda:

Item 11.(b) Consent Calendar – Human Resources, page 1, line 9, To be announced, ***should read Frances (Betsy) Julian***, Dean, Math/Science Division.

Item 13.(i) Recommend Appointments to the Measure G Citizens' Bond Oversight Committee, Resolution 09/10-25, page 61, line 16, Carl Landry, ***should read as Carol Landry***.

Item 13.(k) Agreement Between the California Community Colleges System Office and Solano Community College District for the Workforce Innovation ~~Pathways~~ Grant Pursuant to Contract Education, page 65, line 9, ***should read as Partnership Grant***.

Item 15.(c) Update Policy 4800 to Reflect Current and Approved Position Titles of the Administrative Leadership Group (ALG), Management Classifications 2010-11, pursuant to pages 108, 109, 110 and specifically 117, which should read as follows:

Range 52 – Vice President – ~~Administrative and Business Services~~ ***Finance and Administration***

Range 49 – Dean – ~~Health, Public Safety & Family Studies~~ ***Health Occupations, Public Safety and Family Studies***

Range 49 – Dean – ~~PE/Athletics~~ ***Physical Education, Wellness and Athletics***

Range 47 – Dean, ~~Student Development~~ ***Student Development and Outreach***

Range 43 – Program Developer, ~~Contract Education & Community Services~~ ***Workforce and Economic Development/Contract Education***

Range 34 – ~~AmeriCorps Supervisor~~ – *eliminated*

Range 32 – Executive Assistant, ~~Academic Affairs~~ *Academic and Student Affairs*

**Range 32** – Executive Assistant, ~~Administrative and Business Services~~ *Finance and Administration*

Superintendent/President

- (a) Minutes for the Regular Meeting held April 21, 2010 and Board Study Session held May 5, 2010

Human Resources

- (b) Employment – 2009-10; Gratuitous Service; Approval of Job Description; Resignation; Employment 2010-11, and Requests for a Reduced Workload

Administrative and Business Services

- (c) Warrant Listings

Academic Affairs

- (d) Agreement Between Childstart Incorporated and Solano Community College District to provide Special Education Services for Contract Education
- (e) Agreement Between Western Container Corporation and Solano Community College District to Provide Educational Services for Contract Education
- (f) Agreement Between Bay Area Clean Water Agencies and Solano Community College District to Provide Special Education Services for Contract Education
- (g) Small Business Development Center (SBDC) Contract with City of Vacaville
- (h) 2009-2010 Local Agreement Amendment for Child Development Training Consortium 09-10-2502
- (i) Renewal of Cooperative Workforce Experience Education Plan
- (j) MESA Grant Renewal

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

Dr. Jowel Laguerre, Superintendent, gave a short bio on Dr. Frances (Betsy) Julian as follows. He indicated that she is currently Professor of Geology, Geography, and Physical Science at Yuba College in Marysville, California, where she chairs several committees, including the Green Futures Committee. Her most previous assignments include Lake Tahoe Community College as a faculty member and coordinator of several areas. She was President of the

Academic Senate and Curriculum Committee. Dr. Julian was undergraduate lab coordinator at the University of Texas, El Paso, prior to her assignment at Lake Tahoe Community College.

Dr. Julian holds a Ph.D. in Geology and a Bachelor's degree in Geology and History from Rice University. She holds a Masters' degree in Geology from the University of Michigan in Ann Arbor. She impressed the hiring committee and the division by her charisma, her excitement for teaching, and has tremendous support coming into the position. She has the potential to be an outstanding Dean for the college. Dr. Julian will start her assignment on or around July 15 and will transition with the current Interim Dean, Dr. Joseph Conrad.

12. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Human Resources

(a) Change in Assignment – Classified Employee Administrative Assistant III, Special Services

Dr. Trudy Largent, Interim Human Resources Director, presented the change in assignment for classified employee Administrative Assistant III, Special Services. In order to support the categorical reduction in the CalWORKs Program, the work year for the Administrative Assistant III, Special Services position was increased from 209 days per year to 12 months annually. This personnel change is part of the 2009-10 Student Services reorganization, which becomes effective July 1, 2010. The budget impact will be an increase of \$3,792 for the 2010-11 academic year.

Moved by Vice President Young and seconded by Trustee Keith to approve the change in assignment for classified employee, Administrative Assistant III, Special Services. The motion carried unanimously.

(b) Short-Term/Temporary/Substitute Employees

Dr. Trudy Largent, Interim Human Resources Director, presented the short-term/temporary/substitute employees who began their employment prior to Board approval. The department requested that the Board ratify their employment. However, to assure future compliance with the law and Board Policy, effective immediately, the Human Resources Department will not permit a short-term employee to begin employment prior to Board approval, except in cases of unforeseen circumstances. All area managers will be held accountable for providing Human Resources with the employment information in a timely manner for inclusion in the Board Agenda.

Moved by Vice President Young and seconded by Trustee McCaffrey to approve the short-term/temporary/substitute employees for the months presented. The motion carried unanimously.

Administrative and Business Services

(c) Change Order No. 1 to Quality Sound, Vacaville Campus – New Classroom Building

Mr. David Froehlich, Director of Facilities, presented Change Order No. 1 for Quality Sound, Vacaville Campus—new classroom building, for \$12,001.00. The purpose of the change order is relative to the fire alarm system and smoke detectors.

Moved by Trustee Keith and seconded by Vice President Young to approve Change Order No. 1 to Quality Sound, Vacaville Center, in the amount of \$12,001.00. The motion carried unanimously.

(d) Change Order No. 16 to Roebbelen Contracting, Inc., Vacaville Campus – New Classroom Building

Mr. David Froehlich, Director of Facilities, presented Change Order No. 16 for Roebbelen Contracting, Inc., Vacaville Campus—new classroom building, for \$99,274.00. The purpose of the change order was relative to multiple issues that related to errors and omission, unforeseen conditions, agency requirements, and owner requested changes. A copy of the changes is available upon request.

Mr. Froehlich distributed a project change order snapshot of comparisons for the last five projects: Buildings 1400, 1700, 100 (Library); Vallejo Center and \*Vacaville Center (\*project not completed).

Moved by Trustee Keith and seconded by Trustee McCaffrey to approve Change Order No. 16 to Roebbelen Contracting, Inc., Vacaville Campus—new classroom building, in the amount of \$99,274.00. The motion carried unanimously.

(e) Change Order No. 17 to Roebbelen Contracting, Inc., Vacaville Campus – New Classroom Building

Mr. David Froehlich, Director of Facilities, presented Change Order No. 17 to Roebbelen Contracting, Inc., Vacaville Campus—new classroom building, for \$104,793.00. The purpose of the change order was relative to multiple issues that related to errors and omission, unforeseen conditions, and owner requested changes. A copy of the changes is available upon request.

Moved by Trustee Keith and seconded by Trustee McCaffrey to approve Change Order No. 17 to Roebbelen Contracting, Inc., Vacaville Campus—new classroom building, in the amount of \$104,793.00. The motion carried unanimously.

(f) Designation and Disposal/Disposition of District Surplus Equipment and Property, Resolution No. 09/10-24

Mr. David Froehlich, Director of Facilities, presented Resolution No. 09/10-24, designation and disposal/disposition of District surplus equipment and property. For several years, the District

has accumulated vehicles and equipment items that are no longer economically feasible to repair and/or are out of compliance with various regulations. Staff identified vehicles, computer equipment, and miscellaneous equipment deemed appropriate for disposal or donation.

Moved by Trustee McCaffrey and seconded by Trustee Thurston to approve the designation and disposal/disposition of District surplus equipment and property, Resolution No. 09/10-24. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE – John M. Glidden concurred.

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

NOES: None

ABSENT: None

(g) Recommend Approval of the Food Service Provider Agreement with Fresh & Natural Food Service Group

Mr. Carey C. Roth, Vice President of Administrative and Business Services, presented the agreement with Fresh & Natural Food Service Group to provide cafeteria and catering service for a three-year term beginning July 1, 2010. The District's Food Service Committee, with support from the Administrative and Business Services Office, conducted a Request for Proposal (RFP) in January and Fresh & Natural was the only bidder in attendance. No other bids were received at the February 11 deadline. If the Vallejo Center catering truck is successful, consideration will be given to providing this service at the Vacaville Center.

Moved by Trustee Chapman and seconded by Vice President Young to approve the Food Service Provider Agreement with Fresh & Natural Food Service Group for a three-year term beginning July 1, 2010. The motion carried unanimously.

(h) Agreement with tBP Architecture, Inc.

Mr. Carey C. Roth, Vice President of Administrative and Business Services, presented the agreement with tBP Architecture, Inc., for services rendered relative to the Vallejo Center. The scope of services included a comprehensive review of the Letter of Intent and Needs Assessment Study, and assisting in preparing the District for the May 2010 California Community College Board of Governors meeting agenda item for recognizing and approving center status for the Vallejo Center. Total compensation for services was \$4,730.

Moved by Vice President Young and seconded by Trustee McCaffrey to approve the compensation for tBP Architecture, Inc., for services rendered as outlined in Project No. 20805.00 for \$4,730.00. The motion carried unanimously.

(i) Recommend Appointments to the Measure G Citizens' Bond Oversight Committee, Resolution 09/10-25

Trustee Thurston, Chair of the Citizens Bond Oversight Committee, together with Trustee Claffey and Vice President Young, conferred on the applications for the Citizens Bond Oversight Committee and made two new recommendations for appointment and one reappointment.

The first one, Robert Charboneau of Fairfield, was recommended to fill the public interest category of Bona Fide Taxpayer's Organization. He is a retired Internal Revenue Agent of 32 years and is currently self employed as a forensic accountant. His experience includes extensive examination of books and records. He holds a B.S. degree in Business Administration and is currently an active member of the Central Solano Citizen Taxpayers' Group.

The second recommendation was James Frederick "Rick" Ernst of Benicia. Mr. Ernst is currently a Construction Compliance Manager and provides oversight to public works construction to ensure contractors adhere to the construction contract signed with the city or state agency. Mr. Ernst has also served as Executive Director of California Plumbing and Mechanical Contractors Association. In addition to his construction/trade industry union experience, Mr. Ernst is active in his community serving on the Solano County Fair Board, Benicia Planning Commission, and is a Rotary Club member, to name a few. Mr. Ernst also holds a B.S. in Business Administration and Management degree.

Moved by Trustee Thurston, and seconded by Vice President Young to approve the appointments to the Measure G Citizens' Bond Oversight Committee, Resolution No. 09/10-25, as follows: **Robert Charboneau, James Frederick "Rick" Ernst** and to reappoint **Carol Landry**, representing a business organization from Vacaville, and a current member of the CBOC, for a second term. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE – John M. Glidden concurred.

AYES: Vice President Young, Trustee Keith, Trustee Chapman, Trustee Thurston,  
Trustee McCaffrey, Trustee Claffey, and Board President Honeychurch  
NOES: None  
ABSENT: None

(j) Increase Fixed Asset Inventory Threshold

Mr. Carey C. Roth, Vice President, Administrative and Business Services, presented information relative to the increased fixed asset inventory thresholds for equipment to \$5,000 and above per the guidelines in the Budget and Accounting Manual (BAM) and Governmental Accounting Standards Board (GASB) 34/35. The District has not updated its fixed asset threshold for many years, and with the Banner fixed asset module in position to track inventory and manage the District's fixed assets, it is necessary to update its limit to reflect current best practices in community college districts.

It is the intent of staff to eventually develop a policy and procedures on management of fixed assets; however, increasing the limit at this time will improve staff's ability in conducting its annual inventory and fulfill audit requirements.

The following object codes reflective the proposed changes:

Object Code:

|      |                       |  |
|------|-----------------------|--|
| 6410 | Equipment Additional  | \$ 200 - <del>\$999</del> <b>\$4999.99</b> |
| 6420 | Equipment Additional  | <del>\$1000</del> <b>\$5000</b> and above  |
| 6430 | Equipment Replacement | \$ 200 - <del>\$999</del> <b>\$4999.99</b> |
| 6440 | Equipment Replacement | <del>\$1000</del> <b>\$5000</b> and above  |

Moved by Trustee McCaffrey and seconded by Vice President Young to approve the request to increase the fixed asset inventory threshold as presented. The motion carried unanimously.

Academic Affairs

- (k) Agreement Between the California Community Colleges System Office and Solano Community College District for the Workforce Innovation Pathways Partnership Grant Pursuant to Contract Education

Ms. Deborah Mann, Program Developer, Workforce and Economic Development for Contract Education, presented the agreement between Bay Area Clean Water Agencies (BACWA) and SCCD to provide special education services for Contract Education. The District will develop, coordinate, deliver, and evaluate the training to be delivered at various BACWA sites at a rate of \$70,000. Dr. Laguerre has encouraged us to actively pursue alternative sources of revenue; consequently, Ms. Mann thanked Ms. Julia May who worked very hard with her on this particular agreement.

Moved by Vice President Young and seconded by Trustee Keith to approve the agreement between Bay Area Clean Water Agencies (BACWA) and SCCD to provide special education services for contract education at a rate of \$70,000. The motion carried unanimously.

- (l) Revised Community Services Fees

Mr. Bob Myers, Dean of Physical Education, Wellness and Athletics, presented the revised community services fees. Dean Myers reported that these changes have been vetted through the President's Cabinet, the Shared Governance Council, and FaBPAC, with recommendation to approve.

Moved by Trustee Chapman and seconded by Trustee Thurston to approve the revised community services fees as presented. The motion carried unanimously.

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

Ms. Erin Farmer, Chair of the Curriculum Committee, presented the curriculum-related items submitted to the Curriculum Committee during the month of April 2010. Approval of the Governing Board for the new course proposals, course modifications, program major modifications, program major deletions, and the Math/Science curriculum review is requested as required by Title 5.

Moved by Vice President Young and seconded by Trustee Keith to approve the curriculum actions as submitted by the Curriculum Committee, a subcommittee of the Academic Senate, for the month of April 2010. The motion carried unanimously.

Dr. Laguerre thanked Ms. Farmer for the great work she has done with the Curriculum Committee and for serving as long as she has on behalf of students and the College, and for the good work she has done on accreditation.

14. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

(a) Revised Class Specification for Financial Aid Analyst

Dr. Trudy Largent, Interim Director of Human Resources, presented the revised class specification for Financial Aid Analyst, a new classification specification resulting from the reorganization/re-engineering plan approved by the administration and/or Governing Board. The revised class specification has been revised to reflect the plan and will be on Range 13 of the CSEA salary schedule.

Moved by Trustee Keith and seconded by Trustee McCaffrey to approve the revised class specification for Financial Aid Analyst a presented. The motion carried unanimously.

(b) Memorandum of Understanding Between Sonoma State University and Solano Community College

Dr. Jerry Kea, Dean of the Vallejo Center, presented the Memorandum of Understanding (MOU) between Sonoma State University (SSU) and Solano Community College (SCC). The voters of Solano County were promised that SSU would be offered access to the baccalaureate degree at the Vallejo Center as part of the College's campaign for Measure G. There is an urgent need for more access to quality higher education for citizens in Solano County. This MOU intends to initiate a relationship between SSU and SCC. Meetings have been held with President Arminaña and his Cabinet and splendid dialogue is moving this opportunity for both institutions forward.

Moved by Trustee Thurston and seconded by Trustee Chapman to approve the Memorandum of Understanding between Sonoma State University and Solano Community College as presented, effective May 19, 2010. The motion carried unanimously.

The Board expressed gratitude to Dr. Laguerre and his staff for moving this MOU forward. This means, in January 2011, we will facilitate the offering of baccalaureate degrees and will also be the beginning of a higher education center, hopefully with the combined efforts that will eventually include the California Maritime Academy. We have dreams of being able to do something similar at the Vacaville Center as we continue discussions with Sacramento State University. Dr. Laguerre thanked the Board for their vision and support.

15. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Tech Prep Program Update

Dr. Jowel Laguerre, Superintendent/President, introduced Mr. Robert Low, Program Director for the Tech Prep Program, who gave a PowerPoint presentation to the Board on the program's accomplishments. Mr. Low reported that Tech Prep is a seamless education plan starting in grade 11 through an A.A. degree, which can lead to a B.A./B.S. degree. It is rigorous and integrates academics, taught with a contextual or hands-on approach. It includes partnerships between education, business, and industry, and leads to a credential, industry-recognized certificate, or degree in a career technical field.

The presentation included information on the partners associated with the program, and tech prep articulated courses, together with the names of the affiliated high schools in the county. Currently there are 60 articulated agreements throughout the county serving students.

*A full and complete copy of the PowerPoint presentation is available for review in the Office of the Superintendent/President and the Dean of Student Development and Outreach.*

Dr. Shirley Lewis, Dean of Student Development and Outreach, presented a certificate of appreciation to Mr. Low for his efforts in this program on behalf of students. Dean Rota mentioned that Mr. Low has brought literally hundreds of students to campus for tours, which has been an incredible outreach gift to the college, and he has done it single-handedly. There was applause from those present honoring the work of Mr. Robert Low, and wishing him well in his future retirement.

(b) Sunshining of Opening Proposals for 2010-13 Successor Agreement Between the District and Operating Engineers, Stationary Engineers, Local 39

Dr. Trudy Largent, Interim Director of Human Resources, presented the proposed issues for 2010-13 successor agreement between Solano Community College District and Operating Engineers/Stationary Engineers, Local 39. This item introduces the opening proposals of Local 39 to the District and the District's opening proposals to Local 39 for the purpose of public notice (sunshining). Pursuant to Governing Code Section 3547, public comment on such proposal shall be received at the next Governing Board Study Session scheduled June 2, 2010.

(c) Update Policy 4800 to Reflect Current and Approved Position Titles of the Administrative Leadership Group (ALG)

Dr. Trudy Largent, Interim Director of Human Resources, gave an update on Policy 4800 to reflect current and approved position titles of the Administrative Leadership Group (ALG). Included in this update is new range 53, from Vice President, Academic and Student Affairs to Executive Vice President, Academic and Student Affairs.

It was noted that the students have expressed concern over the update of range 53, adding \$10,000 to the salary schedule, in light of class cuts and the reduction of adjunct faculty teaching class sections.

This item will return to the Board with the recommendation for approval at the June 16, 2010, Board meeting.

(d) Fixtures, Furniture & Equipment (FF&E) Wrap-Up Summary for the Vacaville Center

Mr. David Froehlich, Director of Facilities, presented information on fixtures, furniture and equipment (FF&E) for the new Vacaville Center. Virtually all of the fixtures, furniture and equipment for the Vacaville Center has been researched, selected, ordered, received, and/or installed. All prospective purchases were extensively shopped for by Technology Services, the Math/Science staff and Facilities Department for best price and high quality. A few remaining equipment items are being researched. Prices vary slightly due to changes in shipping and/or delivery charges.

(e) Solano County Wellness Initiative, Developing Healthy, Sustainable Communities for the Youth of Tomorrow and Today

Dr. Jowel Laguerre, Superintendent/President, presented the Solano County Wellness Initiative, which is a collaborative, non-profit, community-based organization that seeks to impact the most marginalized urban and rural communities of Solano County through comprehensive education, health, employment, and civic engagement programs.

Dr. Laguerre introduced Ms. Brenda Harris from the California Department of Education. Ms. Harris is associated with the P-16 Policy and Information Branch for California's State Superintendent of Public Instruction and reports to Deputy Superintendent Cindy Cunningham. The Branch identifies best practices and develops strategies to better use data and share solutions within pre-kindergarten to postsecondary education. In addition, the Branch also oversees internal and external communications for the California Department of Education.

Following Ms. Harris, Dr. Laguerre introduced Mr. Ricky L. Nutt, who in September of 1973 began his career as a School Guidance Counselor in Solano County, Vallejo specifically. Presently, thirty-seven years later, he is a Guidance Counselor at Franklin Middle School. Two years ago, his son (Ricky, Jr.), challenged him to help the students in Vallejo schools; therefore, after three years of retirement, returned to the counseling profession. Mr. Nutt stated that as he began to study the data, he saw alarming facts. The 2007-08 school dropout data from the California Department of Education indicates the dropout rates in Solano County for Latino and African-American students are almost twice the state average. In fact, in 2006-07, the county dropout rates for students were twice the state average. The data regarding completing all courses required for U.C. and/or CSU entrance follows the same pattern with 11.8% of African-American males meeting the requirements compared to 23.3% statewide.

Mr. Nutt stated when he was the Head Counselor at Jesse Bethel High School, for three years in a row African-American and Latino students outperformed the state and the county regarding U.C. and CSU requirements being met (2000-2001, 2001-2002, and 2002-2003). In 2000-2001, 44.4% of African-American males and 47.1% of Latino males met the requirements. Those scores are more than twice the state and county percentages. Mr. Nutt concluded by stating it is his desire to see all our students performing at a high level and believes the Solano County Wellness Initiative will contribute to that goal.

Mr. Ricky Nutt, Jr., was introduced by Dr. Laguerre, who began by saying that he was sure we are well aware of the problems that our children and youth are facing in this county. As a native

of this region, a graduate of Vallejo High School, Solano Community College, and a former teacher in the Vallejo School District, Mr. Nutt, Jr., has been able to watch as the academic achievement gap has expanded dramatically within the past decade. He believes that the time for action is now. The gap in achievement is a disease that is spreading rapidly throughout this county and steps must be taken to attack this disease before it overwhelms and destroys our communities.

The Solano County Wellness Initiative will be a center for health, wellness, and educational outreach for the most marginalized and underserved, urban and rural communities of the Solano County region. Much in the way “Sport in Society” (out of Northeastern University) is an innovative strategy to improve the overall health of children, youth and communities, the Solano County Wellness Initiative will be a comprehensive strategy to help close the academic achievement gap, while simultaneously working to improve the health and well-being of marginalized communities throughout this region.

The U.C. Davis Center for Regional Change has stated, “A region’s long-term economic, social, cultural, and physical/mental health depends on the investments made in youth today. Under-investing in young people, especially those with limited opportunities to thrive, restricts the ability to grow a prosperous, equitable, and healthy region.” Their study of our region indicated four critical areas that affect youth well-being: education, health, employment, and civic engagement.

This wellness initiative is an innovative strategy to impact those four critical areas in a powerful and sustainable way, and we would like Solano Community College, in partnership with our local districts, as well as the U.C./CSU system, to be one of the regional centers through which this initiative can be developed and implemented. This is an opportunity for Solano College to have an even more powerful impact on our children, youth, and communities.

*Trustee McCaffrey left the meeting at approximately 9:00 p.m.*

## 16. ANNOUNCEMENTS

There were no announcements.

## 17. ITEMS FROM THE BOARD

Trustee Thurston reported that she attended the following College and community events:

### April 2010

**22** – Toured new Vacaville Center with Vice President Young, together with Vice President Roth and Director Froehlich.

**25** – Attended a reception for a team from the California Commission on Teacher Credentialing that was visiting Touro University School of Education for their first accreditation visit.

Community leaders gave input to the team about the value of Touro University to our community.

May 2010

**01** - Attended Congressman George Miller's annual birthday fundraising event in Pleasant Hill, and was introduced as a Governing Board Member from Solano Community College

**08** – Attended the VIP breakfast and Vacaville Center Opening Celebration.

**13** - Attended the Bi-Annual Student Digital Film Festival of Professor Maile Ornellas' Cinema 15 and 16 classes. The students presented thoughtful and innovative approaches to current societal topics.

**18** - Attended the grand opening and dedication of the new Health Center of the Vallejo Unified School District at Elsa Widenmann Elementary School.

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

April 2010

**22** – Solano EDC Breakfast Meeting held at the Hilton Garden Inn, Fairfield.

**22** – Toured new Solano Community College Vacaville Center. Vice President Young extended a special “thank you” to David Froehlich, Director of Facilities, for taking Trustee Thurston and herself on a thorough tour of the new facility.

**23** – ACSA Region VI Awards Dinner at the Concord Hilton.

**28** – North Vallejo health Collaborative Planning Committee Meeting for the grand opening of the Health Center at Elsa Widenmann Elementary School in Vallejo.

**30** – Accreditation Subcommittee Meeting – Standard IVB (Self-Study), Wiki Workshop, facilitated by Dr. Jeff Lamb.

**30** – Solano Community College MESA Annual Awards Dinner.

May 2010

**02** – Greater Vallejo Center of Jack and Jill of America, Inc., Black Family Day, which was held at Laurel Creek Park in Fairfield, California.

**03** – Next Generation Learning Community Master Planning Committee meeting. This committee is the follow up outcome from the Ford Business/Education Summit, which was recently held at Touro University, and is based on the 12 Best Practices from the Ford Motor Company Next Generation Learning Community National Model. The focus is on Career Academy Development K-12. Trustee Thurston is also a member of this committee and attended this planning meeting along with Vice President Young.

**08** – Solano Community College Vacaville Center Opening breakfast and celebration.

**11** – African-American Association (AAA) Candidates/Prop A Forum, which was held in Vallejo.

**11** – Juneteenth Planning Committee Meeting. Vice President Young is Chair of the Education Subcommittee for the event, which will be held June 19<sup>th</sup> in Vallejo.

**12** – Solano Community College Policy Subcommittee meeting, which was held at the home of Trustee Thurston. Trustee Keith, a member of the subcommittee, also attended.

**13** – Solano Community College’s Film/TV Department presentation of Student Digital Film Festival of Films from Professor Maile Ornellas’ spring 2010 Cinema 15 and Cinema 16 production classes. Trustee Thurston attend this presentation also.

**17** – Willie B. Adkins Scholars Project (consisting of area high school students) Spring Conference Dinner, which was hosted by kappa Beta Omega Chapter of Alpha Kappa Alpha Sorority, Inc., and held in the cafeteria at Vallejo Middle School. Vice President Young was a member of the Sorority’s planning committee for this event.

**18** – California Retired Teachers Association, Solano County Division 24 Luncheon, which was held at Rancho Solano Country Club.

**18** – Vallejo City Unified School District Elsa Widenmann Student Health Center Grand Opening. Vice President Young was a member of the planning committee for this event, representing the Solano County Chapter of the Links, Inc., on the North Vallejo health Collaborative committee. Vice President Young received an award at the grand opening in recognition of her valuable contribution to the North Vallejo Health Collaborative and the Children of North Vallejo.

Trustee Chapman reported that she attended an annual scholarship event where Dr. Laguerre was the keynote speaker. It was noted \$6,500 was distributed. Trustee Chapman also attended the May 8<sup>th</sup> VIP Breakfast at the new Vacaville Center. Trustee Chapman enjoyed the women’s Soccer Banquet held May 16 at Stars in Vacaville. She also attended the May 17 Women’s Basketball Team Awards Celebration at the Hilton Garden Inn in Fairfield, which was also another outstanding event for parents and students. Trustee Chapman commended the students and coaches for their high achievements, all of which reflects on the college.

Student Trustee Glidden expressed since gratitude to Dr. Jowel Laguerre and Mrs. Judy Spencer for the sympathy card sent to him for the passing of his dear mother. Mr. Glidden stated that his service to the college for the academic year as our Student Trustee would be in her honor. Mr. Glidden reported that his mother raised him as a single parent, and it was through her efforts and determination that he is the first in his family to go to college and to graduate.

**18. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:35 p.m.

JCL:js

BOARD MINUTES.05.19.10.FINAL

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DENIS HONEYCHURCH, J.D.  
BOARD PRESIDENT

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

