AGENDA ITEM 7.(a)  
MEETING DATE August 7, 2013

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: RESIGNATION TO RETIRE  
REQUESTED ACTION: APPROVAL

SUMMARY:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
</tr>
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<tbody>
<tr>
<td>Ann H. Short</td>
<td>Community Services</td>
<td>08/30/13</td>
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<tr>
<td></td>
<td>14 years, 10 months of Service at SCC</td>
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Government Code:  Board Policy: 4240  Estimated Fiscal Impact: None

SUPERINTENDENT'S RECOMMENDATION:

☐ APPROVAL  ☐ DISAPPROVAL  ☐ NOT REQUIRED  ☐ TABLE

Charo Albarrán, Interim Director  
Human Resources

PRESENTERS NAME

360 Campus Lane, Suite 201  
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7122  
TELEPHONE NUMBER

Administration  
ORGANIZATION

July 25, 2013  
DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT

JOWEL C. LAGUERRE, Ph.D.  
Superintendent-President

July 25, 2013  
DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT
AGENDA ITEM 8. (a)
MEETING DATE August 7, 2013

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: 
Members of the Governing Board

SUBJECT: SECOND READING – ADMINISTRATIVE LEADERSHIP
GROUP PROPOSAL FOR REVISED BOARD POLICY
4800—STUDENT LEARNING OUTCOMES AND SERVICE
AREA OUTCOMES

REQUESTED ACTION: APPROVAL

SUMMARY:

The findings of the ACCJC Evaluation Team that visited Solano Community College on
November 13, 2012, included Recommendation 7 as follows:

In order to meet the standards and increase institutional effectiveness, the team recommends
that the College develop and implement appropriate policies and procedures that incorporate
effectiveness in producing student learning outcomes into the evaluation process of faculty
and others directly responsible for student progress toward achieving student learning
outcomes. (Standards, II.A.1.c, II.A.2.e, II.A.2.f, III.A.1.c).

The College has addressed this recommendation with the following revisions to
Administrative Leadership Group Board Policy 4800, Sections 4840.2(C) and 4840.3(C).
These revisions have been vetted through ALG, Shared Governance Council, and the
President’s Cabinet.

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<tr>
<td>ACCJC Standard II</td>
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SUPERINTENDENT’S RECOMMENDATION: ☑ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Charo L. Albarrán, Interim Director
Human Resources

PRESENTOR’S NAME
360 Campus Lane
Fairfield, CA 94534

ADDRESS
707-864-7122

TELEPHONE NUMBER

Administration

ORGANIZATION

July 25, 2013

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

July 25, 2013

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

July 25, 2013
SOLANO COMMUNITY COLLEGE

Administrative Leadership Group
Board Policy 4800

EXCERPTS FROM BOARD POLICY 4800

Board Policy 4840.2(C)

Evaluation Year:

First Stage: Typically by September 1, the employee shall consult with his/her immediate supervisor to develop written performance goals for the ensuing fiscal year, which shall include the following: (i) the class specification/job description; (ii) department and district goals; (iii) performance goals for the position in which the employee is serving; and (iv) the major job categories in which the employee will be evaluated.

First Stage: Typically by September 1, the employee shall consult with his/her immediate supervisor to develop written performance goals for the ensuing fiscal year, which will include the following: (i) the class specification/job description; (ii) department and district goals; (iii) performance goals for the position in which the employee is serving; and (iv) the major job categories in which the employees will be evaluated, including the development and implementation of Student Learning Outcomes and/or Service Area Outcomes.

Second Stage: The performance goals should normally be reviewed (updated, revised, etc.) by March 1.

Third Stage: The evaluation shall typically be completed by the immediate supervisor and discussed with the employee no later than June 1 of the evaluation year.

Board Policy 4840.3(C)

Evaluation Criteria:

The Evaluation criteria should include, but shall not be limited to, Communication Skills, Leadership Skills, Human Relations, Management and Administrative Skills, and Professional Knowledge.

The evaluation criteria should include, but not be limited to, Communication Skills, Leadership Skills, Human Relations, Management and Administrative Skills and Professional Knowledge. Additionally, the criteria should include contributions to drafting, measuring, and assessing
Evaluation Criteria:

student learning outcomes. The educational administrator will be evaluated by their participation in drafting, measuring, and assessing the student learning outcomes, as well as guiding and assisting faculty and staff in SLOs assessment activities.
AGENDA ITEM 8.(b)
MEETING DATE August 7, 2013

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: MEASURE Q – RECOMMENDED STRUCTURE

REQUESTED ACTION: APPROVAL

SUMMARY:

The Measure Q capital improvement bond was passed in November 2012. The bond value is $348M, and combined with expected state capital outlay funding and expected interest over the life of the program the value of Measure Q will exceed Measure G by more than three times in size. A new operating structure is required to manage Measure Q effectively. Per the previously approved agreement with Roy V. Stutzman for consulting services in the areas of facilities planning, development and modernization, the Board is presented with District Staff’s recommendation of a new organizational structure for Measure Q, based on Mr. Stutzman’s report. Various options are considered, including:

1. In-house staff manages all aspects of Bond.
2. In-house and consultant work together to manage the Bond.
3. Consultant manages day-to-day activity of Bond, with oversight by District’s Executive Bonds Manager;
4. Other options that suit the nuance and details of the program.

The Board will be asked to approve the Staff’s recommendation and to allow staff to seek qualified vendors to propose on the scope of work developed by the District. The expected RFQ and RFP process will commence immediately and will finish by the end of September.

Government Code: N/A  Board Policy: 3225  Estimated Fiscal Impact: Measure Q Funds

SUPERINTENDENT’S RECOMMENDATION:

Leigh Sata
Executive Bonds Manager

PRESENTER’S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

ADDRESS

707-863-7855

TELEPHONE NUMBER

Administration

ORGANIZATION

July 25, 2013

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

[Signature]
JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

July 25, 2013