Board President Keith recognized Vice President Young who dedicated the meeting to the memory of TONY ROJO MARTIN, father of Trustee Michael Martin, who passed away September 6, 2014.

1. CALL TO ORDER

A Regular Meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, September 17, 2014, in the Administration Building, Suite 201, located at 360 Campus Lane, Fairfield, California 94534 (First Floor-West Lobby), by Board President Pam Keith.

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

At the request of Board President Keith, Ms. Denise Amado, Solano College Student and parent of a child in the Children’s Programs, led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Pam Keith, President
A. Marie Young, Vice President
Monica Brown
Sarah E. Chapman, Ph.D.
Michael A. Martin
Rosemary Thurston
Naser J. Baig, Student Trustee
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

Denis Honeychurch, J.D

Others Present:

Roger Clague, Chief Technology Officer
Wade Larson, D.M., Associate Vice President, Human Resources
4. APPROVAL OF AGENDA

Dr. Jowel Laguerre, Superintendent-President, made the following corrections to the Agenda:

Item 14.(a), Page 55, Agreement between SCCD and the Department of Corrections and Rehabilitation, California State Prison – Solano, moved from Non-Consent Action to Information.

Item 14.(i), Page 88, Accreditation Midterm Report, moved from Non-Consent Action to Information.

Item 16.(a), Page 98, First Reading – Solano Community College District Policies – Distribution of Tickets or Passes – New – Pulled.

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

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Keith recognized Mr. James Vaughn, a student at Solano Community College, who requested to comment on the College core values of the Educational Master Plan. Mr. Vaughn stated it has come to his attention that there are policies within the District have been overlooked, in that he has encountered scenarios where administration and Deans are not supporting the core values of the District that safeguard student wellbeing and equity. Since the Board approves these values. Mr. Vaughn commented that he wanted to make sure the Board is aware of the challenges he will address with the District. Dr. Laguerre commented that at the appropriate time he will inform the Board of Mr. Vaughn’s situation.

Board President Keith recessed the Regular Meeting at 6:37 p.m.

Board President Keith reconvened the Regular Meeting at 6:40 p.m. for additional comments from members of the public.

Board President Keith recognized Ms. Christie Speck, Director of the Children’s Programs.

Ms. Speck thanked the Board for their support of the Children’s Programs over the years. During the recession, funding was reduced and the District stepped in and kept the program open. Now, as we grapple with a $1.5 deficit, financial support for the Children’s Programs may not
continue, but due to restoration of funding in the amount of 5% increase in contracts, there is momentary relief. When the District does provide support, dollars are well spent. The program generates FTEs; lends support to the Student Equity Plan, serves as a premier CTE program training students annually, as well as serving the community well. Ms. Speck reminded the Board that our small program has been featured in many training manuals that are used by the state of California.

The Children’s Programs encroaching on District funds has made parents nervous. Ms. Speck extended an invitation for the Board to visit the Children’s Programs. Ms. Speck read a letter from Professor Amy Obegi that expressed the dire need for Children’s Programs to remain on campus and not have their funding reduced. The programs are a shining star on campus and within the community. Over fifty letters from parents were written to Dr. Laguerre to help him understand the importance of the program to the District and the community.

Board President Keith recognized Ms. Sabrina Drake, Assistant Director of Children’s Programs, who invited the Board to participate in their annual self-study. Many aspects of the self-study still need to be completed before submission to the state of California. The hours of operation for the Children’s Programs are Monday through Friday, 7:45 a.m. – 3:30 p.m. The Board was encouraged to come visit whenever possible.

Board President Keith recognized Ms. Denise Amado, parent of three children in the Children’s Programs and full-time student at Solano College since 2012. She commented that the hardest part of being a parent and returning to school is the transition for the family. While she is getting her education, her children are also getting an education. The ability to have childcare is what keeps her in school, knowing there is quality education for both her and her family. She stated she would not be doing as well as she is today without the program.

Board President Keith recognized Ms. Pamela Barker, a veteran, student, and parent with children in the ECE program. Ms. Barker stated how she failed classes at another institution because she was without childcare. The day care program allows her to continue with her education earning a 3.5 GPA since last fall. Without day care, she cannot remain in school. Ms. Barker asked the Board to take into consideration the needs of parents and their children when it comes to cutbacks in the Children’s Programs.

Board President Keith recessed the Regular Meeting at 6:50 p.m.

6. CLOSED SESSION

   (a) Conference with Labor Negotiator
       Agency Negotiator: Yulian Ligioso, Vice President, Finance and Administration
       Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39

   (b) Public Employee Discipline/Dismissal/Release

   (c) Public Employee Performance Evaluation – Superintendent-President
Board President Keith called the Closed Session to order at 6:55 p.m.

7. RECONVENE REGULAR MEETING

Board President Keith reconvened the Regular Meeting at 8:21 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

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

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

Board President Keith reported the Board discussed Public Employee Performance Evaluation – Superintendent/President in Closed Session, and no action was taken.

9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

There were no comments from members of the public.

10. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Student Trustee Baig reported that:

--the ASSC has not yet appointed a Governing Board Senator. Student Trustee Baig will continue to give reports until a Senator is appointed.
--the ASSC approved a budget on September 9, and the ASSC President will be presenting the budget to the Board of Trustees at an upcoming meeting.
--on September 13, the ASSC held their first retreat where they discussed the roles of student government officers, parliamentary procedures, and California's Sunshine laws. Dr. Shirley Lewis was in attendance.
--on September 16, Dr. Dambrosio, Accreditation Coordinator, gave a second presentation of the Accreditation Midterm Report to the student senate.

(b) Academic Senate

Academic Senate President Michael Wyly reported that:

--AB 86 was discussed. This bill is connected to the Student Success Taskforce that compels us to develop a working relationship with Adult Education in Solano County.
--the Student Success Task Force initiatives were discussed. AS President Wyly announced he would be directing the chairs of key subcommittees to work together toward goals established by
the Student Success Task Force, including the Basic Skills Initiative, Distance Education, and faculty development subcommittees. A meeting will be organized to develop a series of goals and strategize how to accomplish them.

--the Senate voted to accept new Curriculum policy and procedures for the approval of prerequisites and corequisites to meet Title 5 requirements.

--the Senate formed a task force consisting of Faculty Development Subcommittee Chair, Chuck Spillner, Senate Vice President LaNae Jaimez, and Senator Terri Pearson-Bloom and charged them with the development of a rubric, application, process, and assessment process for vetting applications for faculty development funds. As reported in his last report, this task force is to rely primarily on State Academic Senate definitions of faculty professional development in the composition of its rubric.

--the Academic Senate reviewed and voted to accept the most recent Accreditation Midterm Report, which in turn directed the President to be in favor of the report at the Shared Governance Council meeting held today.

--per the recommendations of its Peer Review Subcommittee, the Senate approved changes to its committee membership, which more correctly emphasized the role of faculty from across disciplines in peer review. Along these same lines, the advisory roles of Research and Planning, administration, and the ASSC are emphasized more appropriately.

--the Senate voted to accept the work of a task force charged with developing recommendations for changes to the part-time and emergency hiring policy. The Senate also charged the President with reconstituting the task force with amended membership as required to develop proposed language for a new policy.

--V.P. LaNae Jaimez and Dean Shirley Lewis presented to Senate a proposal to consolidate its various Student Equity and Success Committees to avoid unnecessary redundancy. The Academic Senate acted to give its approval/support to the consolidation of the Student Equity Committee, the Student Success and Support Program (3SP), the Academic Success Center Task Force, and the Cohort Default Prevention Task Force into a single committee.

--the Senate voted to approve new Senate policy on administration and policy Committees. The Academic Senate acted to give its approval/support to the consolidation of the Student Equity Committee, the Student Success and Support Program (3SP), the Academic Success Center Task Force, and the Cohort Default Prevention Task Force into a single committee.

--the Senate is actively engaged in its elections process to elect both adjunct representatives, one one-year term for replacement, and one two-year full-term.

(c) **Shared Governance Council**

Interim Vice President White reported that the Shared Governance Council met and discussed:

--Board Policy No. 2070; 1046; 2155; and new Policy No. TBD, Distribution of Tickets and Passes.

--the Accreditation Midterm Report on September 10.

--at a special meeting held September 17 the Midterm Report and Procedures No. 2070 Accreditation. The Council accepted the final draft Midterm Report as presented, with the understanding additional evidence and refinement needs to be provided. The Council will meet again prior to the delivery of the final Midterm Report to ACCJC.

(d) **Superintendent**

Superintendent Laguerre requested Chief Technology Officer Clague to report on a recent visit to Cisco Systems in San Jose, California.
CTO Clague stated that thirteen individuals visited the campus of Cisco Systems in San Jose to look at a system to provide live access to classes at multiple sites. What they saw at Cisco Systems had some resemblance to Independent Television Authority (ITV), but with the advent of the Internet, the features of the system are more robust and expansive and give greater flexibility in providing access to multiple sites.

Two school districts accompanied staff from SCC that do not currently have a physical presence, Benicia and Winters. After learning more about what Cisco has to offer us, recommendations will come to the Governing Board in a Special Report that will outline suggestions to implement a system that would provide access to SCC’s multiple sites via technology. Depending on the direction from the Governing Board, we will devise an appropriate plan of action. Dr. Laguerre recognizes, along with other administrators and faculty, that something must be done to make it easier for students from Vallejo and Vacaville to access more courses being offered college wide and to reduce the amount of driving necessary for access.

Shared learning is an exciting concept—a great opportunity to reach out into the community to make education more readily available to students. Technology is a wonderful tool in our arsenal of tools. Reaching out to those that can’t be present physically can be a pivotal moment to think about delivery of 21st century technology to our students.

11. CONSENT AGENDA – ACTION ITEMS

Superintendent-President

(a) Minutes for the Board Study Session held August 6, 2014; Board Study Session held September 3, 2014, and the Board Retreat held September 6, 2014. Minutes for the Regular Meeting held August 20, 2014, will be approved at a future meeting.

Human Resources

(b) Employment – 2014-2015; Gratuitous Service

Finance and Administration

(c) Personal Services Agreements

(d) Warrant Listings

(e) Contract Amendment with Dannis Woliver Kelly (DWK), Legal Services and Construction Attorneys for Measure G and Measure Q Bonds

(f) Contract Award to Trinity ECMS Inc., for Maintenance of District HVAC and Energy Management Controls System

(g) Approval of the Geotechnical Services Pool of Professional Service Firms
Academic Affairs

(h) Memorandum of Understanding between Northern California Career Pathways Alliance and Solano Community College District

(i) Addendum to Memorandum of Understanding between Bay Area Clean Water Agencies and Solano Community College District

(j) 2014-2015 Local Agreement for Child Development Training Consortium

(k) Revised Memorandum of Understanding between Solano Community College and Travis Air Force Base

Moved by Trustee Chapman and seconded by Vice President Young to approve the Consent Agenda as presented. The motion carried with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Naser J. Baig Concurred.
AYES: Trustee Chapman, Trustee Martin, Trustee Thurston, Trustee Young, and Board President Keith
NOES: Trustee Brown
ABSENT: Trustee Honeychurch

12. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

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

(a) Resignation to Retire – Christine Ducoing

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<th>Name</th>
<th>Assignment and Years of Service</th>
<th>Effective</th>
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<tr>
<td>Christine Ducoing</td>
<td>FT Chemistry</td>
<td>05/21/15</td>
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<tr>
<td></td>
<td>20 years of service at SCC</td>
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Moved by Trustee Thurston and seconded Vice President Young to approve the resignation to retire for Christine Ducoing, effective May 21, 2015. The motion carried unanimously.

14. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

(a) Agreement between Solano Community College District and the Department of Corrections and Rehabilitation, California State Prison – Solano

This item was moved to Information.
(b) **Second Reading – Solano Community College District Policies, Series 2000 – Board Policy No. 2070 – Revised**

The Governing Board establishes and regularly reviews broad institutional policies and appropriately delegates responsibility to implement these policies.

The revised policy has been reviewed by the Superintendent-President’s Cabinet and has been properly vetted through the Shared Governance Council and Board Policies and Procedures Adhoc Subcommittee.

Moved by Trustee Chapman and seconded by Trustee Brown to approve the revisions to Solano Community College District Policies, Series 2000 – Board Policy No. 2070—Accreditation. The motion carried unanimously.

(c) **Resolution Honoring Pam Keith, Resolution No. 14/15-05**

Board approval was requested for Resolution No. 14/15-05 to honor Pam Keith for her 20 years of service by naming the Conference Room in the Administration Building, Building 600, on the Fairfield Campus, which shall be called the “Pam Keith Conference Room.”

Moved by Trustee Thurston and seconded by Trustee Brown to approve the resolution honoring Pam Keith, Resolution No. 14/15-05. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Naser J. Baig Concurred.

AYES: Trustee Chapman, Trustee Martin, Trustee Thurston, Trustee Young, and Trustee Brown

NOES: None

ABSENT: Trustee Honeychurch

ABSTAIN: Board President Keith

(d) **Resolution to Support Vallejo City Unified School District’s Measure E, Resolution 14/15-08**

Board approval was requested for Resolution No. 14/15-08 in support of Vallejo City Unified School District’s Measure E. Measure E will enhance the educational opportunities for Vallejo and future Solano Community College District students.

Moved by Trustee Thurston and seconded by Vice President Young, to approve the resolution to support Vallejo City Unified School District’s Measure E, Resolution No. 14/15-08. The motion carried unanimously with the following roll call vote.
STUDENT TRUSTEE ADVISORY VOTE: Naser J. Baig Concurred.
AYES: Trustee Martin, Trustee Thurston, Trustee Young, Trustee Brown, Trustee Chapman, and Board President Keith
NOES: None
ABSENT: Trustee Honeychurch

Finance and Administration

(c) Public Hearing and Adoption of the 2014-2015 District Budgets

Board President Keith recessed the Regular Meeting and called the public hearing to order at 8:56 p.m. In hearing no comments from members of the public, Board President Keith closed the public hearing and reconvened the Regular Meeting at 8:57 p.m.

At the Governing Board Study Session held on September 3, 2014, Yulian I. Ligioso, Vice President, Finance and Administration, presented the Board with the proposed District’s 2014-2015 budgets.

The 2014-2015 District Budgets were presented for a public hearing and adoption in accordance with the California Code of Regulations (CCR), Title 5, Section 58301. The District recommended adoption of the proposed budget and spending plan that were developed and shared with the campus community over the last several months during its budget development cycle.

Copies of the District’s 2014-2015 Budgets were provided to the Board under separate cover. Copies are available from the Office of the Vice President, Finance and Administration, the Office of the Superintendent/President, and may be viewed on the Finance and Administration Web site at http://www.solano.edu/finance_admin/district_budget.php.

Board Vice President Young thanked Vice President Ligioso for responding to her questions and concerns about the District Budgets and the Budget Book for 2014-2015. His responses were comprehensive.

Moved by Vice President Young and seconded by Trustee Thurston to approve and adopt the 2014-2015 District Budgets as presented. The motion carried unanimously.

A full and complete copy of the questions and answers from Vice President Young is available for review on the Solano College Web site at www.solano.edu (Governing Board – Minutes – September 17, 2014 – Appendix A and B.)

(f) Initiation of Measure Q Bond Individual Projects

Board approval is requested for initiation of eight projects as part of the Board approved Measure Q Bond Spending Plan (BSP). The BSP includes the complete list of Measure Q Bond Program Projects and Board approved project budgets. Included are Project Initiation Forms for the following eight projects:
• Fairfield Campus – Performing Arts Building (Phase 1, B1200 Renovation)
• Fairfield Campus – Science Building (Phase 1)
• Vacaville Campus – VV Classroom Building Purchase and Renovation
• Vacaville Campus – Biotechnology and Science Building
• Vallejo Campus – Auto Technology Building
• Small Capital Projects
• IT Infrastructure Improvements
• Utility Infrastructure Upgrade (Energy)

The Project Initiation Forms are available for review online at: [http://www.solano.edu/measureq/planning.php](http://www.solano.edu/measureq/planning.php).

Moved by Trustee Chapman and seconded by Trustee Martin to approve the initiation of Measure Q Bond Individual Projects as presented. The motion carried unanimously.

(g) AT&T Contract for Data Communication Services

Board approval was requested to contract with AT&T for Data Communication Services. The District’s contract has expired and we are now on a month-to-month agreement. The proposed AT&T contract provides access to the newer circuit technology and is an improvement over our current services. This agreement covers the Fairfield campus, the centers in Vacaville and Vallejo, Travis Air Force Base, Nut Tree Airport, and the Vallejo Auto Tech Center.

Moved by Trustee Brown and seconded by Vice President Young to approve the AT&T Contract for Data Communication Services as presented. The motion carried unanimously.

(h) Regroup Contract for Emergency Notification Services

Pursuant to the Jeanne Clery Act, every college must have the ability to make emergency notifications and timely warnings to their entire campus. This includes faculty, staff, and students on the campus at the time of the broadcast, as well as away.

Additionally, the Solano Community College President’s Advisory Council on Emergency Preparedness (PACEP) was established to create an Emergency Mass Notification Plan to install, maintain, and utilize such a system on Solano Community College (SCC) campuses in accordance with the communication goals of PACEP.

Board approval was requested to contract with Regroup to setup and support SCC’s Emergency Notification System. Regroup offers a one-click multi-platform emergency notification system that can send out messages via email, text messages/SMS, voice broadcast, Web site, RSS, pagers, mobile devices, and social media. The annual fee for this contract is $12,800.00.

Moved by Vice President Young and seconded by Trustee Martin to approve the Regroup Contract as presented. The motion carried unanimously.
Academic Affairs

(i) Accreditation Midterm Report

This item was moved to 16.(d), INFORMATION ITEMS – NO ACTION REQUIRED.

15. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

Board President Keith recognized Trustee Chapman. Trustee Chapman requested that Items 15.(a) and (b) be approved with one motion if there was no objection from her fellow Board members. There was no objection.

(a) New Job Description Fire Technology Program Academy Director (Administrative Leadership Group)

The Fire Technology Program/Academy Director will be responsible for the administration of the Fire Technology Program and Fire Academy. This position is required by the State Fire Marshall’s office as part of having an accredited Fire Academy and program.

(b) Revised Job Description Chief of Staff (Confidential – Administrative Leadership Group)

The minimum qualifications for the Chief of Staff Job description were revised to expand and broaden the applicant pool to attract highly qualified individuals.

Moved by Trustee Chapman and seconded by Trustee Brown to approve Item 15.(a) and 15.(b) as presented. The motion carried unanimously.

16. INFORMATION ITEMS – NO ACTION REQUIRED

(a) First Reading – Solano Community College District Policies – Distribution of Tickets or Passes – New

This item was pulled from the Agenda.

(b) CCFS-311Q Financial Report, Fourth Quarter, FY 2013-2014

AB 2910, Chapter 1486, Statutes of 1986, requires California community college districts to report quarterly on their financial condition. The CCFS-311Q quarterly financial report for the fourth quarter of FY 2013-2014 was reviewed.

(c) Agreement between Solano Community College District and the Department of Corrections and Rehabilitation, California State Prison - Solano

California State Prison - Solano (CSP-Solano) and Solano Community College District (SCCD) agree to allow inmates housed at CSP-Solano to participate in college courses
offered through an accredited college general education program. This program is defined as an academic transfer curriculum provided through correspondence education by SCCD.

The scope of this Agreement will provide the inmates, housed at CSP-Solano, an opportunity to earn college credits while incarcerated within the California Department of Corrections and Rehabilitation (CDCR), at no negative fiscal impact to CDCR or CSP-Solano.

Dr. Laguerre stated that we remain hopeful that SB 1391 will be signed by the Governor. A Board Study Session will be held for discussion surrounding the pilot program costs and logistics.

(d) Accreditation Midterm Report

The College has been working on a Midterm Report in response to the ACCJC action letter dated February 7, 2014, requiring that the College demonstrate recent changes implemented have resolved deficiencies and standards have been sustained.

Dr. Jowel Laguerre, Superintendent-President, presented the final draft Accreditation Midterm Report to be submitted to the ACCJC by October 15, 2014.

The final Midterm Report will return to the Board for approval at the October 1, 2014, Board meeting.

17. ANNOUNCEMENTS

Student Trustee Baig announced that the ASSC will be having a BBQ outside of Building 1400 tomorrow.

Trustee Thurston announced if any of her fellow Board members are interested in working on Measure E, wish to make a contribution to the campaign or place a sign in their yard, to please contact her. The Vallejo Symphony will hold their first concert on Sunday, September 21, at 3 p.m., Oakland High School.

Trustee Brown announced she will be attending the baseball game on Saturday, and thanked Mr. Erik Visser, Athletics Director, for the AD Falcon Highlights newsletter, which she stated was very well done and interesting.

Trustee Chapman announced she is still selling tickets for the 8th Annual Classic for Kids (sponsored by Solano Coalition for Better Health) drawing to be held on Friday, September 26, 2014, at 7 p.m., Eagles Vines Golf Club, Napa. They are $5 each or five for $20.

Dr. Jowel Laguerre announced that players are still needed for the softball game to be held in conjunction with the SCC and Kaiser Family Wellness and Safety Picnic scheduled Saturday, September 20, from 10 a.m. – 2 p.m.
18. ITEMS FROM THE BOARD

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

September 2014

05 - AT&T Vallejo Store Opening Ceremony at 976 Admiral Callaghan Lane.
06 - SCCD Governing Board Retreat that was held at Courtyard by Marriott in Fairfield. The Retreat facilitator was Dr. Pamila Fisher of ACCT.
06 - As a retired mathematics professor from SCCD, Vice President Young was invited and attended a Mathematics/Science School Social that was held in the Horticulture Garden at the College.
08 - United College Action Network, Inc. (U-CAN) Fair that was held at Vallejo High School. Over 2000 students from areas schools attended. Vallejo was one of 10 cities that participated in the 2014 College Recruitment Fair Tour where historically black colleges and universities admit students on the spot depending on test scores and grades. For more information visit www.ucangotocollege.org.
10 - Vallejo City Unified School District (VCUSD) Measure E Campaign Committee Budget Adhoc Committee meeting.
11 - CISCO site visit in San Jose along with other College representatives. Participants toured the facility and visited sections that related to the following topics of education: Trends in Education, Distance Learning, Driving Change, and Technology Demonstrations--TIC Lab and Video Endpoints.
14 - Measure E Campaign Committee Budget Adhoc Committee meeting.
16 - City of Vallejo. As SCCD’s Board Representative, attended Participatory Budget Committee meeting that was held at JFK Library--Joseph Room.
17 - SCCD: Measure Q Adhoc Subcommittee meeting.

19. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:30 p.m.

JCL:js

BOARD MINUTES.09.17.14.FINAL

_________________________________ APPROVED _________________________________
PAM KEITH             JOWEL C. LAGUERRE, Ph.D.
BOARD PRESIDENT           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.