

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

UNADOPTED MINUTES

June 3, 2015

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, June 3, 2015, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Young.

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

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

3. ROLL CALL

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

* Arrived after roll call

Others Present:

Roger Clague, Chief Technology Officer
Wade Larson, D.M., Associate Vice President, Human Resources
Shirley Lewis, J.D., Chief Student Services Officer
Yulian Ligioso, Vice President, Finance and Administration
Leslie Minor, Vice President, Academic Affairs
Leigh Sata, Executive Bonds Manager
Michael Wyly, Academic Senate President
Yashica Crawford, Ph.D., Chief of Staff
Jill Crompton, Executive Coordinator, Superintendent/President-Governing Board

4. APPROVAL OF AGENDA

Changes to the agenda:

Item 11.(a), page 1, EMPLOYMENT 2015-2016 is removed from the consent agenda.

Item 15.(a), page 37: add Board Policy number 1003.

Moved by Trustee Chapman and seconded by Trustee Brown to approve the agenda as amended.
Motion passed unanimously.

Trustee Thurston dedicated this board meeting in memory of the following four persons:

- Joan Frank, Solano Community College retiree
- Lee Wilson, Solano Community College retiree
- Cameron Grant Nichols, the son of Solano Community College employee Evette Nichols
- Anthony (Tony) Washington, Solano Community College Custodian

The Board expresses condolences to their families, friends and coworkers for their loss.

Tribute to Joan Frank

Joan Frank started in the Business and Computer Science Division as a tutor in the individualized keyboarding program. Students were very appreciative of her helpful and caring attitude.

Joan was hired as the Division secretary by Chairman John Locarnini in 1986 and retired in 2000 with 14 years of service to Solano Community College. John felt she was the best secretary he ever had because she was so dependable, loyal, and trustworthy. Both full and part-time faculty members in the division appreciated her superb English, shorthand, and typing skills as well as support know-how. She was consistently and extremely kind, attentive, and emphatic. She was a person of high integrity; she always did what was right. Joan was also very bright and well-read in literature and poetry. She always came up with the right quote at the appropriated moment. Faculty, students and staff could always count on her for a warm smile and greeting whenever she saw you.

Students could also count on her for sound advice about their course selections. Former student, as well as former employee, Marty Kulmus had this to say about Joan: “Joan was a caring person and was instrumental in me getting into the proper classes to retrain in computer science and that turned into a career at SCC. She changed my life.”

Solano Community College and the Business and Computer Science Division were very fortunate in having such a wonderful employee as Joan Frank.

Tribute to Lee Wilson

Lee Wilson was employed at SCC from 1971 to 1992. She was the administrative assistant in Counseling for over 10 years, after having previously worked in the business office here on campus. In Counseling, Lee worked for both Dean Armond Philips and Dean James Bracy.

Her position was one that involved more tasks than most people could ever handle, but she completed each of them with efficiency and grace. One such task each day was to oversee the individual teaching, counseling, and committee schedules of fourteen counselors as well as the work schedules of the many student workers serving in the department. To everyone in counseling, to every student, staff or faculty member who ever approached the counseling counter, Lee was unfailingly kind, patient, knowledgeable, and caring. Her smile and good humor lifted the spirits of all of us who worked with her while at the same time her skills and professionalism under pressure amazed us. In recognition of her efforts, Lee was honored both as Employee of the Month and Employee of the Year before her retirement. Solano College and the Counseling Department were truly blessed by her presence and her years of service.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Dr. Lyman Dennis, Chair of the Citizens Bond Oversight Committee (CBOC) spoke in regards to the committee involvement and the prospective role of the CBOC. SCC deals with the needs for vocational education and the desire of Mr. Dennis and the CBOC is to contribute constructive and innovative ideas in the use of Measure Q bond funds.

Dwight Callaway, Director of Facilities at Solano Community College provided a tribute to Anthony Washington, a custodian of the college for 19 years who passed away. A memorial is set up where Mr. Washington parked. Services are on Friday, June 5th. Previously, Mr. and Mrs. Callaway had set up a scholarship for CTE (Dwight and Loretta Callaway Scholarship) and they are converting it to the Anthony “Tony” Washington Memorial Scholarship should anyone wish to contribute.

6. CLOSED SESSION

Board President Young called the Closed Session to order at 6:41 p.m.

7. RECONVENE REGULAR MEETING

Board President Young reconvened the Regular Meeting at 6:59 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

(a) The Board held Conference with Labor Negotiator and CCA/CTA/NEA, CSEA, Operating Engineers—Local 39 in Closed Session, and no action was taken.

(b) The Board discussed Public Employee Discipline/Dismissal/Release in closed session and no action was taken.

(c) Conference with Legal Counsel—Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (d)(2) of the Government Code Section 54956.9: (one case) 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) Partnership Opportunity with Fairfield Business Bureau
Facilitated by Curt Johnston, Solano Community College Education Foundation

Mr. Johnston presented the opportunity for the College to help the community in providing space for a professional boxing event that has outgrown the facilities in the City of Fairfield. Mr. Johnston introduced Christian Wentworth, Director of Business Development for the Fairfield Conference & Visitors Bureau. The professional boxing event is promoted by Oscar de la Hoya with Golden Boy Productions, Paco Presents (local promoter from Woodland) and Don Chagrin (Hall of Fame). They would like to host the event on campus during a school break when classes are not in session. The promoters will donate 100 tickets (valued at \$100 each) back to the college. To ensure that the gym floor is protected, the city has researched a product to use that would be purchased by the city/promoters of the event. The protective product could also be used for other events. This event would use meeting space, gym, and pool facilities and has onsite Fox One sports coverage. The city intends to create a partnership with Solano Community College to offer the event once or twice per year.

Employee concerns, security, whether there would be alcohol sold at the event, and other concerns raised by various departments over the past year have been addressed. The event does not result in a large profit. The benefit to the College is the \$10,000 from ticket sales. Members of the College staff have previously attended the event. Shirley Lewis clarified the college policy regarding alcohol sales at events. Any costs related to alcohol sales, permits, and clean-up will be absorbed by the City of Fairfield. General admission to the event is \$40 and ringside seating is \$100.

The Board offered support to the College to move forward with this partnership.

- (b) Budget Update
Facilitated by Yulian Ligioso, Vice President of Finance and Administration

Vice President Ligioso reports that this is the first of three budget updates. VP Ligioso acknowledged both Patrick Killingsworth and Laura Convento for their assistance and work on this budget. Significant future increases in STRS and PERS are expected. The full Tentative Budget is available in the Office of the Superintendent-President and the Office of Finance and Administration. Trustee Martin requests that the Board be kept informed of reductions and modifications as the process moves on. VP Ligioso clarified that the local tax assessor projects a lower number (as seen on page 14), which the College is using in the tentative budget.

- (c) Solano International Education Program (SIEP) Update
Facilitated by Shemila Johnson, Director of Enrollment Services and Laurie Cheatham, Admissions and Records Analyst

Solano Community College was represented in the cities of Shanghai, Beijing, and Chengdu at fairs and workshops. SCC will continue to attend government supported education exhibits. To date, SCC has participated in two exhibits in 2014 (October and November) and plans to attend in fall 2015. SCC will present at the exhibition to parents and students. The College will continue to grow with partners in China (northcentral and western region), Japan, India and Saudi Arabia. Two of our partners (in Beijing and Shanghai) have translated our website into Chinese. Agents in Shanghai are recruiting approximately 20 students for the College's ESL programs. Partners from Japan visited SCC recently to tour the College.

The College has partnered with two local area schools for recruitment and plan to partner with two additional schools. SCC is also exposing middle school students to the college through summer programs that they attend. Since 2013 enrollment has grown from approximately twenty students per semester to forty four in fall 2014 and a projected enrollment of approximately fifty one students in fall 2015. Three international students graduated in spring 2015 and are transferring to UCD and SFSU. Last year the International Student Club was formed and is open to all students. Events are offered during the school year with approximately twenty participating students. Currently the College is in the process of recertification with the Student and Exchange Visitor Information System (SEVIS), a National Homeland Security system. When certification is received, SCC will submit for approval to offer an Intensive English Language program. This will assist students who do not meet TOEFL requirements to attend and improve their English language skills. Suggestions from the Board include that SCC inform international students that we have soccer and promote the SCC 4 year Biomanufacturing program.

(d) Measure Q Update
Leigh Sata, Executive Bonds Director

Mr. Sata provided an update on the Design-Build selection process for the Biotechnology and Autotechnology buildings. The Biotechnology Building is a few months ahead of the Autotechnology process. It is recommended that the crosswalk in Vacaville between the two buildings be included in the project plan since students/staff currently cross the street at that location. Mr. Sata explained critical success factors, layouts, and concepts. Mr. Sata reported on summer-fall planning including CEQA activity, accreditation items, Fairfield library and the Fairfield Athletics plan (kick off meeting June 22). Mr. Sata reported construction and close out activity including mechanical improvements, Solar Projects Close out and Portables near building 1100 for swing space. Mr. Sata states that we are planning to technically provide for waterproofing and similar issues based on areas that are not funded yet and where we may expect growth, such as veterans. Mr. Sata noted that the Fairfield campus is right sized for anatomy and the additional space in Vacaville for anatomy classes will double the space for offerings. Mr. Sata stated that the current Math building will remain and house mathematics with the math and science buildings approximately 20 feet apart. There will be more developed designs presented in the future.

(e) District Wide Network Infrastructure Upgrade
Roger Clague, Chief Technology Officer

Solano Community College received responses to the Request for Proposals from ten vendors and after an extensive review, narrowed the list to two vendors. There are plans to offer an initial

five year contract with an option to extend for another five years. The selection preference should be decided in the next two to four weeks and the system should be up and running by January 1, 2016 (based on a start date of July). The cost to replace the system/infrastructure is \$2.35 million, and will include reducing, including switches, routers, fiber optics, and copper, for the entire Fairfield campus and updates at the Vacaville and Vallejo Centers. This is a ten year system and may include a complete replacement of our current VOIP system. A full contract proposal will be coming at a future Board meeting this summer. Mr. Clague stated that this will support long distance learning. We have specific requirements for a specific number of log-ins with streamed media. Log-ins will increase over the ten year period. Mr. Clague said the new Autotech construction is included. Equipment at Georgia St. will be upgraded but the connectivity is not included as that is part of the AT&T contract.

(f) Superintendent-President

Grants & Resource Development Manager, Cynthia Garcia has submitted three grant proposals. Two National Science Foundation grants have been secured and SCC recently submitted a US Department of Education proposal. There have been two submitted for Trio Student Support Services (one for regular students and one for STEM) for a total of 1.1 million dollars. A grant for Developing Hispanic Serving Institutions has been submitted for a total of \$2.75 million. The College is also applying for a Title III Strengthening Institutions Grant for a total of 2.25 million dollars which would build on to what was previously discussed by Roger Clague. Other grants under consideration are Department of Education Veterans Center grant and an Asian Americans grant. Ms. Garcia indicated that our workforce development office submitted for six of the California Pathway Trust grants and SCC was awarded five in partnership with other schools or departments. President Young requests a spreadsheet/list of grants.

11. CONSENT AGENDA – ACTION ITEMS

There were no consent agenda items for consideration.

12. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the consent agenda.

13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

(a) Solano Community College District Governing Board Resolution Honoring M. Naser J. Baig, Page 2

Dr. Laguerre expressed appreciation for Student Trustee Baig during a year of many student government issues. He has been one of the best that we have had, he is professional and helpful. It was a pleasure working with Mr. Baig and he is sincerely thanked for his contributions to Solano Community College.

Moved by Trustee Thurston and seconded by Trustee Brown to approve the Solano Community College District Governing Board Resolution Honoring M. Naser J. Baig as presented. The motion passed with the following roll call vote:

ROLL CALL VOTE:

STUDENT TRUSTEE ADVISORY VOTE: Concur

AYES: President Young, Trustee Chapman, Trustee Thurston, Trustee Honeychurch, Vice President Martin, Trustee Brown

NOES: None

ABSENT: Trustee Keith

Student Trustee Baig gave thanks for the opportunity to participate in student government.

(b) Institutional Effectiveness Partnership Initiative Goals, Page 4

Moved by Trustee Brown and seconded by Trustee Thurston to approve the Institutional Effectiveness Partnership Initiative Goals as presented.

The motion passed unanimously.

Finance and Administration

(c) Contract Award to Utology Corporation for Professional Services for the Portable Classrooms Phase II – Small Capital Project, Page 22

(d) Contract Award to Wall 2 Wall Painting for Construction Services for the Biotechnology and Science Building Classroom Improvement, Page 23

(e) Contract Award to Tyrell Plumbing for Construction Services for the Biotechnology and Science Building Classroom Improvement Project, Page 24

(f) Contract Award to Sac Valley Electric, Inc., for Construction Services for the Biotechnology and Science Building Classroom Improvement Project, Page 25

(g) Contract Award to Sac Valley Electric Inc., for Fire Alarm Installation for the Portable Classrooms Phase II – Small Capital Project, Page 26

(h) Contract Award to JLC Contracting, Inc., for Building 1200 Performing Arts Renovation (Phase I) Swing Space Project, Page 27

Moved by Trustee Honeychurch and seconded by trustee Chapman to approve items 13.(c) through 13.(h) as presented.

The motion passed unanimously.

- (i) Designation and Disposal/Disposition of District Surplus Equipment and Property, Resolution No. 14/15-31, Page 28

Moved by Trustee Honeychurch and seconded by Trustee Thurston to approve Designation and Disposal/Disposition of District Surplus Equipment and Property, Resolution No. 14/15-31.

ROLL CALL VOTE:

STUDENT TRUSTEE ADVISORY VOTE: Concur

AYES: Trustee Thurston, President Young, Trustee Honeychurch, Vice President Martin,
Trustee Brown, Trustee Chapman,

NOES: None

ABSENT: Trustee Keith

The motion passed unanimously.

- (j) Contract Award to Gilbane for Construction Management Services for the Science Building Project (Phase I)

Trustee Brown raised a concern for having a construction manager when Kitchell is already on site. Mr. Leigh Sata explained that Kitchell provides program management (primarily financial and construction management services). Trustee Honeychurch spoke of the negative track record of Gilbane and requests clarification as to why they were selected. President Young also has concerns based on comments provided by Trustee Honeychurch. Mr. Sata explained that at the Madera project Gilbane's scope of work as General Contractor was different than what Solano Community College requires. Ms. Zildzic stated that an evaluation of the documentation of default as a general contractor has been completed. Gilbane has provided a written response, they did the work in April and remain on the project. Board President Young recognized Matt Tierney (for public comment), Vice President, Western Region for Gilbane provided information regarding the Gilbane Company. Mr. Tierney has not seen the documents referred to by the Board of Trustees. He stated that Gilbane, a 142 year old family company, is the General Contractor for the Madera Court Project. The Company is currently completing work on the Project including fire and life safety changes that the state Fire Marshall requested. Gilbane has performed construction management with many junior/community colleges. On the SCCD project they will have two people, their benefits to employees are some of the best in the construction industry.

Vice President Martin requested to have a copy of the report mailed to him. Leigh Sata stated that a delay in contract approval would not pose a problem.

Moved by Trustee Chapman and seconded by Trustee Thurston to approve the Contract Award to Gilbane for Construction Management Services for the Science Building Project (Phase I).

Trustee Chapman commented that this new information is of concern. Trustee Chapman withdrew her motion to approve the Contract Award to Gilbane for Construction Management Services for the Science Building Project (Phase I). Trustee Thurston withdrew her second.

Moved by Trustee Honeychurch and seconded by Trustee Brown to table item 13.(j), the Contract Award to Gilbane for Construction Management Services for the Science Building Project,

(Phase I) until June 17, 2015.

The motion passed unanimously.

Academic Affairs

(k) Rockefeller Philanthropy Advisors, Inc. – Academy of College Excellence, Page 31

Moved by Trustee Honeychurch and seconded by Trustee Brown to approve the Rockefeller Philanthropy Advisors, Inc. – Academy of College Excellence, as presented.

The motion passed unanimously.

14. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

Superintendent-President

Governing Board President, A. Marie Young provided the following comments:

For those who might not know, we are pleased to report that Dr. Laguerre is currently being considered for a Chancellor position. Dr. Laguerre was hired as Superintendent-resident of SCCD in July 2009 when I was Board President. At the time of his hire his highest leadership position at a community college was that of Vice President. He chose to advance himself in administration leadership by seeking employment as Superintendent-President of a college which he accomplished by being hired at SCCD. He feels very strongly about college employees growing into leadership roles – so he introduced the concept of having Leadership Academies at SCCD with the third one taking place this week, June 1st, 2nd, and 3rd. Today the feedback from each participant was very positive!

Dr. Laguerre has chosen to use his leadership skills at another higher level of academic employment, that is, as Chancellor of a community college district. He is currently the finalist at two community colleges who recruited him to apply for a chancellorship position.

At the Board's retreat on Sunday, May 31st, the Board focused on steps needed immediately for a succession plan that would lead to a smooth transition if Dr. Laguerre accepts a position at another college.

While we are grateful for his time here, we want to ensure that the College has a succession plan in place, as this decision may occur sooner than later. Therefore, we are presenting for Board approval, this evening, items 14(a) and 14(b).

As Board President, if Dr. Laguerre accepts the position as a higher level administrator at another college, I wish him a successful academic journey.

- (a) Superintendent-President Contingency and Succession Planning – Recruitment for an Interim Superintendent-President, Page 37

Moved by Trustee Chapman and seconded by Trustee Thurston to approve the Superintendent-President Contingency and Succession Planning – Recruitment for an Interim Superintendent-President.

The motion passed unanimously.

- (b) Superintendent-President Contingency and Succession Planning – Selection of Search Firm, ACCT and Dr. Pamela Fisher will be the consultant

Moved by Trustee Honeychurch and seconded by Trustee Brown to approve the Superintendent-President Contingency and Succession Planning – Selection of Search Firm and that the District recommends ACCT and specifically Dr. Pamela Fisher will be the consultant.

The motion passed unanimously.

Academic Affairs

- (c) Agreement between Solano Community College and GradCast - MyOpenJobs.com, Page 39

Trustee Thurston requests that the appropriate government and policy code be added to this item.

Moved by Trustee Honeychurch and seconded by Trustee Thurston to approve Agreement between Solano Community College and GradCast - MyOpenJobs.com

The motion passed unanimously.

15. INFORMATION ITEMS – NO ACTION REQUIRED

Superintendent-President

- (a) Solano Community College Revised Mission and Goals, Page 48

Dr. Leslie Minor reports that we regularly need to evaluate and revise our mission and goals. Changes include the order of our focus to show the primary focus as transfer level institution first. Integrity and equity in all standards and sub-standards that are addressed is important.

Dr. Laguerre suggests that we consider addressing the recent approval of Solano Community College to award the Bachelor's degree in the mission statement.

Finance and Administration

- (b) CCFS-311Q Financial Report, Third Quarter, FY 2014-2015, Page 50

Dr. Laguerre stated this is the update on the budget for the current year and if anyone has questions they can discuss them with Vice president Ligioso.

(c) Agreement with Tri-Valley Men's Senior Baseball League, Page 55

Coach Stover has worked out an agreement for field improvements (approximately \$45,000) in exchange for use of the field for games by the Tri-Valley Men's Senior Baseball League. Coach Stover indicated that proof of insurance coverage is provided and disclosures are signed. Dr. Laguerre reports that youth soccer players would not be impacted by this.

16. ANNOUNCEMENTS

Trustee Brown has retired from teaching.

17. ITEMS FROM THE BOARD

President Young attended/participated in the following:

5-21: SCCD's Commencement Ceremony

5-22: Touro University – Mare Island Hospital Flagpole Dedication Ceremony; Special remarks were given by Honorable Mike Thompson U.S. Congress

5-28: Solano EDC Breakfast Event at Hilton Garden Inn Fairfield

5-31: SCCD Board Retreat at Courtyard Marriott Fairfield

6-3: Solano Community College Leadership Academy Luncheon at Rancho Solano County Club Fairfield

18. ADJOURNMENT

Moved by Trustee Honeychurch and seconded by Trustee Martin to adjourn the meeting. There being no further business to come before the Board, the meeting was adjourned at 9:41 p.m.

JCL:jc
MINUTES 06.03.15 FINAL