

SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

UNADOPTED MINUTES

September 2, 2015

1. CALL TO ORDER

A Regular Meeting of the Solano Community College District Governing Board was called to order at 6:33 p.m., on Wednesday, September 2, 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, Jill Crompton led those present in the pledge of allegiance to the flag of the United States of America.

President Young thanked Jill Crompton's service to the Superintendent/President Office, as she will now work in another location

3. ROLL CALL

A. Marie Young, President
Michael A. Martin, Vice President
Monica Brown
Sarah E. Chapman, Ph.D. (absent)
Denis Honeychurch, J.D.
Pam Keith
Rosemary Thurston
Stan R. Arterberry, Secretary

Others Present:

Gregory Brown, Vice Present
Wade Larson, D.M., Associate Vice President, Human Resources
Yulian Ligioso, Vice President, Finance and Administration
Michael Wyly, Academic Senate President
Jill Crompton, Executive Coordinator, Superintendent/President-Governing Board
Sandra Therrien, Executive Coordinator, Superintendent/President-Governing Board

4. APPROVAL OF AGENDA

The following correction should be made to the July 15, 2015 minutes: The following items should be included on Item 17 Items from the Board:

Trustee A. Marie Young attended and/or participated in the following:

6-7: African American Students Graduation Recognition Ceremony at Friendship Missionary Baptist Church in Vallejo. The ceremony was sponsored by Alpha Kappa Alpha Sorority, Incorporated Kappa Beta Omega Chapter. Students choosing to participate from high schools in Vallejo, Fairfield, Vacaville and Benicia were recognized.

6-9: Planning committee meeting for Vallejo Juneteenth

6-12: Vallejo Education and Business Alliance meeting at the conference room at Vallejo City Unified School District office building on Mare Island

6-16: Andrew Young Global Institute Vallejo (AYGIV) Recognition breakfast at Zio Fraedo's in Vallejo

6-20: Vallejo 27th Annual Juneteenth Celebration at Vallejo City Park. Solano Community College District had an education booth at this event. I was the vice president of the planning committee for this year's Vallejo Juneteenth.

6-20: Solano County Democratic Central Committee 3rd Annual Awards Banquet at Courtyard Marriott Fairfield

6-30: Farewell Celebration for Dr. Jowel Laguerre that was held in the Denis Honeychurch Board Room, Fairfield Campus of SCCD

7-3: SCCD Board AdHoc Policy Committee meeting at Trustee Thurston's home. Trustee Thurston is the chair of this committee

7-6: Farewell Celebration for Dr. Jowel Laguerre at CC Yin Ranch in Vacaville. This celebration was sponsored by Solano College Educational Foundation. Trustee Chapman, who was appointed by the Board Chair, represented the Board in assisting with this event.

7-7: "Meet and Greet" with Interim Superintendent-President Mr. Stan Arterberry that was held in the Administration Building, Fairfield Campus

7-15: AYGIV meeting at SCCD Vallejo Center

7-15: SCCD Measure Q Steering Committee meeting in Denis Honeychurch Board Room

Moved by Trustee Keith and seconded by Trustee Martin to approve the Agenda as presented.
Motion adopted.

5. COMMENTS FROM MEMBERS OF THE PUBLIC (CLOSED SESSION)

There were no comments from members of the public.

6. CLOSED SESSION

Board President Young called the Closed Session to order at 6:35 p.m.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Negotiator: Wade Larson, D.M., Associate Vice President, Human Resources
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel—Anticipation Litigation
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code §54956.9:
four potential case(s)
- (d) Conference with Legal Counsel—Existing Litigation
(Subdivision (a) of Govt. Code §54956.9)
Case #: FCS045285 and Case #: FCS045360

7. RECONVENE REGULAR MEETING

Board President Young reconvened the Regular Meeting at 7:00 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

- (a) The Board held Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Designated Representative: Wade Larson, D.M., Associate Vice President, Human Resources
Unrepresented employee: Interim Superintendent-President and no action was taken.
- (b) The Board held Conference with Public Employee Discipline/Dismissal/Release and no action was taken.
- (c) The Board held 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.
- (d) Conference with Legal Counsel—Existing Litigation (Subdivision (a) of Govt. Code §54956.9) Case #: FCS045285 and Case #: FCS045360 and no action was taken.

9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

President Young recognized Marina Nitsche, SCC student, who commented on the adaptive aquatics and weight training class. Her instructor recently resigned and she expressed her concerns with the class not having aides and equipment. She stated that the class has helped a large number of students and is needed.

President Young recognized Rebecca Emberton, a student in the adaptive aquatics and weight training class, who stated that it is important for this class to be available for students with disabilities, and the positive mental health that it provides for students.

President Young recognized Kurt Wiseman, SCC student, who commented on equal access for the adaptive aquatics and weight training class, who asked for faculty to be provided the resources to teach the class the way that it should be.

President Arterberry thanked students for addressing the Board, and stated that he has met with the students represented in the audience. He stated that VP Minor and Dean Gabriel will be taking the steps necessary to continue the program.

10. REPORTS (NO ACTION REQUIRED):

(a) Academic Senate

Prof. Michael Wyly provided the following report:

The Academic Senate met on August 24th and August 31st to discuss the following:

- The Bachelor's degree in Biomanufacturing, including upper division coursework in cooperation with the steering committee.
- The State Academic Senate will be working with the State Chancellor's office on clarifying details of coursework for the bachelor's program and there will be concrete details by the fall plenary in November 2015.
- The Academic Senate took action regarding the Curriculum Committee and the Assessment Committee, and the desire that the courses that are offered are being assessed. The Academic Senate will direct the Curriculum Committee to put together a plan with the goal of 100% compliance by the end of this academic year.
- The Assessment Committee was approved to become a standing sub-committee of the Academic Senate under the bylaws.
- The Academic Senate elected a new member to the Executive Board, Secretary-Treasurer Erin Duane.
- The Academic Senate approved the evaluation form proposed by VP Minor to document ongoing self-evaluation and progress.
- The Academic Senate approved the composition of the Fiscal Advisory Committee. It has begun to solicit faculty to serve on the committee.
- A document regarding the Associate Degrees of Transfer (ADT) has been presented to the SP Office to share with the Board as a follow-up to a previous board discussion.

Trustee Brown asked for clarity of how course information will be presented, and he stated the courses are listed per degree, with many programs having only ADT courses listed. There are other disciplines that also list Associates degree information.

- (b) Shared Governance Council facilitated by Leslie Minor

There was no report since Shared Governance has not met since the last Board of Trustees meeting.

- (c) Superintendent-President facilitated by Stan Arterberry

SP Arterberry acknowledged that he and President Young will be visiting the adaptive PE facilities this week. He asked the Board for study session topics so that staff can prepare for in-depth discussions to plan a calendar for the future. Suggested topics could include facilities, student learning outcomes, and strategic planning. SP Arterberry would like to hold a meeting with faculty, staff and administrators called Conversations with the Superintendent, where the topic of discussion will be improving campus morale. He is currently visiting area K-12 superintendents and is providing each of them with data about the success of their students in math and English. This information will be provided to Trustees as well. He introduced the districts new interim Executive Bonds Manager Thomas Beckett. He recognized Jill Crompton's service to the Superintendent/Presidents office and stated that she will be relocating to Student Services and that Alexandra Therrien will now serve as the Executive Coordinator in the Superintendent/Presidents office.

11. CONSENT AGENDA – ACTION ITEMS

Superintendent-President

- (a) Minutes for the Regular Meetings held on May 20, July 15, August 5, and Minutes for the Special Meeting held August 13, 2015

Human Resources

- (c) Employment – 2015-2016; Gratuitous Service; Resignation of Employees, Page 5

Moved by Trustee Brown and seconded by Trustee Keith to approve the Consent Agenda as presented with the correction to the July 15th minutes.

The motion passed unanimously.

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) Resolution to Approve Appointment to Citizens' Bond Oversight Committee (CBOC), Resolution No. 15/16-05, Page 2

Moved by Trustee Thurston and seconded by Trustee Keith to approve The Solano Community College Resolution to approve appointment to Citizens' Bond Oversight Committee (CBOC), Resolution No. 15/16-05, Page 2 as presented. The motion passed with the following Roll Call Vote:

AYES: Trustee Brown, Trustee Chapman, Trustee Keith, Trustee Honeychurch, Trustee Martin, Trustee Thurston, Trustee Young

NOES:

ABSENT: Trustee Chapman

Finance and Administration

- (b) Contract Award to CA Architects for Architectural and Engineering Services for the Vacaville Classroom Building Project, Page 5

Moved by Trustee Keith and seconded by Trustee Thurston to approve the Contract Award to CA Architects for Architectural and Engineering Services for the Vacaville Classroom Building Project.

The motion passed unanimously.

- (c) Contract Award to Integrity Data & Fiber Inc., for Network Cabling Services for the Districtwide Information Technology Infrastructure Improvements Project, Page 7

Moved by Trustee Thurston and seconded by Trustee Keith to approve the Contract Award to Integrity Data & Fiber Inc., for Network Cabling Services for the Districtwide Information Technology Infrastructure Improvements Project.

The motion passed unanimously.

14. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

- (a) Contract Negotiations with Clark/Sullivan Construction for Design and Construction of the Automotive Technology Building Project

VP Ligioso reported that the college will be beginning negotiations with Clark/Sullivan Construction, as they are the recommended design build entity and the project will be managed by Swinterton Construction. VP Ligioso will be bringing the contract for approval at the next board meeting.

(b) Proposed 2015-2016 District Budgets, Page 11

VP Ligioso presented an overview of the FY 2015-16 adoption budget, where he reviewed the following:

- Budget Development Guidelines: The 2015 Governing Board and CEO goals were used to provide the framework for the budget development process.
- State Budget Summary (for Community Colleges): The state budget is the best that has been presented in years. We are receiving ongoing funds (for example: growth, cost of living, base allocation, student services) and a significant amount of one-time funds (for example: basic skills, mandate backlogs, BA pilot program, financial aid administration). State advisors are encouraging colleges to use one-time funds to support increases in retirement benefits.
- Solano College Budget: For ongoing funds that will be received, SCC will be eligible for 6.31% growth. We are currently limited to 7500 FTES, and the goal is to exceed 8500 FTES so that we may be able to have access to into any available growth funds. Our base allocation is increasing to \$2,132,000. Funding for full-time faculty will be \$452,000, which equates to 4 new faculty positions. For Prop 39, there may be an opportunity to use the \$217,000 received for other energy savings projects. Due to the onetime mandate backlog of \$4,214,000, we will see a positive year. VP Ligioso stresses that this is only one-time funds.
- Multi-Year Projection: Our reserve levels are reduced to 5.64% due to the estimated deficit of \$1,551,291. It is only due to the mandate and one-time funds that we will be positive in 2015-16. Aside from an increased focus on student enrollment through the Enrollment Management Plan, additional strategies will include: review of vacancies, using categorical funds to the extent possible

VP Minor and VP Brown provided an overview of Strategic Enrollment Management (SEM) Planning. This included an overview of the following:

- Planning process: this included a review of the Strategic Plan, which informed the Educational Master Plan
- Integrated planning is key, as it required cooperation among Academic Affairs, Student Services and Fiscal Administration. This allows for alignment of services and resources in a systematic, planned manner.
- For Academic Affairs, SEM planning includes: establishing targets for each school, establish process of continuous improvement, use data to improve or discontinue programs and maintain compliance with state goals and initiatives.

- Prof. Teri Pearson Bloom presented information on the Academic Success Center, which seeks to provide students with computer access, printing, study areas, tutoring and workshops. Some of their goals include to institutionalize funding to offer consistent programming, to expand capacity to serve more students, and to offer services at the Centers.
- For Student Services, VP Brown offered clarity on what the funds can be used for, which include access, course completion, ESL/Basic Skills completion, certificate/degree completion and transfer. There is a misconception that these are unrestricted funds that can be used for any costs. Services that can be used with these funds include: orientation, initial assessments, Student Education Plans, counseling, and follow-up services. For the Equity Program, this is intended to be research-based and geared toward addressing equity gaps on the campus, which may be based on income and veteran status, ethnicity, disability, age, gender and foster youth. VP Brown offered clarity on how the funds can and cannot be used for transportation costs, or to cover apparel for the programs.

President Young thanked VP Ligioso and the staff for their thorough presentation of the budget.

A copy of the presentation is available in the Superintendent/Presidents Office.

15. ANOUNCEMENTS

SP Arterberry thanked Monique Chappel for the announcement that she placed for the SCC Presidential search, which is included in the Chronicle of Higher Education.

16. ITEMS FROM THE BOARD

Trustee Keith acknowledged Karen Sims from Vallejo, who is serving on the Superintendent/President Search Committee.

President Young attended and/or participated in the following activities:

August 20: Solano Community College 70th Anniversary Benefit Gala that was held at SCCD Vacaville Center.

August 25: Vallejo Florence Douglas Community Center – Town Hall meeting celebrating the 80th birthday of Social Security. The guest speakers were U.S. Representative Mike Thompson; Max Richtman, President and CEO of the National Committee to Preserve Social Security; and Sandy Goodman, District Manager of Vallejo Social Security Office.

August 26: As a member of the Board AdHoc CBOC, participated in the interview process along with trustees Thurston and Martin for an applicant, Dr. Ward Stewart, who applied to be on the CBOC.

August 27: Vallejo Business Alliance Mixer that was held at First Bank in Vallejo. Interim Superintendent President Stan Arterberry also attended this mixer.

17. ADJOURNMENT

It was moved by Trustee Honeychurch and seconded by Trustee Brown to adjourn the meeting. There being no further business to come before the Board, the meeting was adjourned at 8:25 p.m.

BOARD MINUTES 09.02.15