

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES  
February 4, 2015

1. CALL TO ORDER

A Board Study Session of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, February 4, 2015, in the Denis Honeychurch Board Room 626 at 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, Casey Bess, ASSC President, 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  
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

Members Absent:

None

Others Present:

Roger Clague, Chief Technology Officer  
Wade Larson, D.M., Associate Vice President, Human Resources  
Shirley Lewis, J.D., Chief Student Services Officer  
Leigh Sata, Executive Bonds Manager  
Stephanie Kubecka, ASSC  
Leslie Minor, Ph.D., Vice President, Academic Affairs  
Michael Wyly, Academic Senate President  
Yashica Crawford, Ph.D., Chief of Staff

4. APPROVAL OF AGENDA

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

Items 6-9 be moved to the end of the agenda after Item 15. ITEMS FROM THE BOARD. This includes the following:

Item 6. CLOSED SESSION

Item 7. RECONVENE REGULAR MEETING

Item 8. REPORT OF ACTION TAKEN IN CLOSED SESSION

Item 9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

Item 11.(a) Minutes for the Board Study Session held November 5, 2014, Minutes for the Regular Meeting held January 21, 2015, and the Minutes for the Board Retreat held January 24, 2015. - Pulled from the agenda and will be considered for approval at a future meeting

Item 13.(c) *Page 5*, Accreditation Leadership Adhoc Subcommittee should read “Chair Young, Trustee Chapman and Trustee Martin.”

There is an addition to be included to the Closed Session Agenda:

Item 6.(e): Conference with Legal Counsel – Existing Litigation (Govt. Code §54956.9[a]) Ratto v. Solano Community College District: U.S. Equal Employment Opportunity Commission, San Francisco District Office, Charge No. 846-2014-35826

#### EXCEPTION TO AGENDA POSTING REQUIREMENTS

Pursuant to Government Code section 54954.2(b), the Board may take action on an item of business not listed on the Board agenda if the item is publically identified prior to discussion and the Board determines that immediate action is required as follows:

Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

Since the signed settlement agreement was received after the agenda was completed and the settlement offer could be revoked at any time before the agreement is approved, it would be reasonable for the Board to conclude that immediate action is required at the Board meeting tonight. A two-thirds vote (5 votes) of the board members, or a unanimous vote if less than two-thirds of the board members are present, is required to permit discussion of pending litigation not included in the board agenda.

Moved by Trustee Brown and seconded by Trustee Martin that item 6.(e) be included on the agenda. The motion carried unanimously with the following votes:

STUDENT TRUSTEE ADVISORY VOTE: Naser Baig, concurred

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

NOES:

ABSENT:

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Young recognized faculty member Robert DiPrado, who commented how wonderful the building looked. Professor DiPrado commented on the need for faculty raises. Vallejo and Fairfield Unified School Districts have provided raises for their teachers and asked the Board for a cost of living allowance, as there has not been one for 4 years. He further commented that the administration has found ways to fund special projects and new hires for the administration, and this bothers a lot of the faculty. He further stated that he would like negotiations to move along and to consider interest based bargaining. Students should come first and faculty should come second. As a point of clarification, Trustee Brown stated that Fairfield Unified School District have not received an increase.

**Items 6-9 moved to end of agenda after Item 15.**

10. REPORTS (NO ACTION REQUIRED):

(a) Budget Update

*Facilitated by Mr. Yulian Ligioso, Vice President, Finance and Administration*

Vice President Ligioso provided a fiscal year 2015-16 budget update to the Board. He highlighted that the principal differences between the proposed and projected budgets are the result of offering more classes and allocating more dollars in release time. He expected the budget to be over in substitutes, hourly and overtime by \$500,000. Blue Shield health insurance was up in cost, and Kaiser was down. We will see additional funding to the CTE Pathway and energy efficiency saving. Some initiatives are resulting in cost savings, including the merging of WDCE/SBDC. Mr. Ligioso also shared highlights of the governor's fiscal year 2015-16 budget. He emphasized that while the budget forecast looks promising, we need to ensure that we do not make long-term commitments for budget increases that may only be temporary.

Trustee Brown commented on Prop 98 and if Solano will receive any funds that are owed. Mr. Ligioso stated that nothing is coming to Solano based on the information that he has. Trustee Chapman inquired on student success programs and if the Governor's budget will help. Mr. Ligioso stated that the goal is to shift unrestricted expenditures to categorical programs, namely Student Equity and SSSP. Student Trustee Baig ask about SSSP funding and the position of VP of Student Success and whether this funding will be continuing as a permanent position. Mr. Ligioso stated that Solano received \$100 million for 2014-15 and we are proposed to receive the same for 2015-16. Part of the role of the VP of Student Success is to ensure that we are completing the assessments, orientations and student plans and the position is partially funded through SSSP. We will be seeing if the budget holds true for \$1.2 million for Solano for next year. Mr. Ligioso added that we will be receiving a number of one-time funds to cover the increases in pension reform. Additionally, he will be working with Deans to reach the 8,500 FTES target.

Trustee Young provided each trustee with copies of handouts that she received from a Community College League conference that she attended.

*The presentation is available by request from the Superintendent-President's Office.*

(b) Easement Update

*Facilitated by Mr. Yulian Ligioso, Vice President, Finance and Administration*

Yulian introduced Tom Allen, of the AG Spanos Company, to provide the Board with an overview and pedestrian access plan. The Spanos Company is proposing to build a 286 unit complex on Business Park Drive and as part of the construction project would like to provide pedestrian access for tenants from the apartment complex to the Solano Community College trail system. As part of the construction, the company would also repair a damaged chain-linked fence. Mr. Allen showed the Board a rendering of what the construction will look like. Trustee Brown inquired about the use of the trail by tenants and their dogs. Mr. Allen commented that there are thoughts of having trash cans and dog bags so persons can clean up after themselves. There will be a dog park at the apartment community. There are also a lot of open spaces that is currently undeveloped for tenants to take dogs. The trail currently has more traffic from bicycles and residents may prefer to take their pets to other areas.

*This plan will be presented as an action item at a future Board of Trustees meeting. The presentation is available by request from the Superintendent-President's Office.*

(c) Student Housing (SCION Group)

*Facilitated by Shirley Lewis, J.D., Chief Student Services Officer. Presented by Gary Moriarty of AECOM, Kim Wright and Ann Volz of Scion Group.*

The purpose of the presentation was to provide the Board with an overview of services provided by the Scion Group and if there is interest in conducting a feasibility study for student housing at Solano. Mr. Moriarty was a former bonds manager for Solano and reflected on previous discussions the Board held regarding student housing. The Scion Group only focuses on student housing. There is an increasing trend among community colleges to provide housing for students. The Scion Group provides advisement services to support colleges with making the right decisions. Motivating factors for Solano to provide student housing may include an increased enrollment (e.g. international & athletes) and limited off-campus housing options. As part of the feasibility student, the Scion Group would review a number of components, including: demand for housing, market rates of housing and how much is needed to support a development, and other services (i.e. security, food services). Students input is received through an electronic survey. Additional steps include meeting with college administration to understand goals of the project, review data (i.e. student demographics), and interviews with other stakeholders (faculty, staff and administrators) and the off-campus market. The results process includes the minimum and maximum beds to support the college.

Dr. Chapman commented on the need for priority housing for foster youth, and asked about funding options to support the work. Mr. Moriarty reviewed that potential demand for housing can come from several specific sources, including athletes, international students and others.

Solano could see more benefit in a multi-purpose housing community. In terms of financing, a lot of housing is completed with private sector funds through a third party financier, which minimizes risk to Solano. For example, Solano may provide land, and a private entity would finance the project so that the project is not funding using general funds or the bond. Ms. Volz clarified that the Scion Group has worked with Boards in the past and is currently supporting a college through its request for proposals process.

Trustee Honeychurch inquired about the costs of the initial study and if it is fee-based or based on speculations. Comprehensive student market and demand process, \$30-40,000 range over 30-45 day range. Ms. Volz commented that the company has not worked with a community college in California, but is finishing work at Pepperdine University. The company has also worked with institutions that need varying lease options (12-month, summer). The company can also distribute the survey to everyone, but have found that full-time students are the largest market, and if there are interest in surveying other groups, they can make accommodations. We will survey them. Student Trustee Baig asked about the minimum threshold that is needed to generate revenue. Ms. Wright commented that while this speaks to what type of program is being offered, colleges generally need 300 beds filled in order to make the project feasible. Trustee Thurston commented that the initial student could be funded through the development dollars.

Mr. Moriarty responded to Trustee Chapman's comment about contacts with other developers. He commented that through this work, they are knowledgeable of the developers around the country that focus on student housing. He also stated that any expenses for the project can be built into the project through reimbursements and this can be a self-supported project.

Dr. Laguerre asked the Board for direction on how to proceed. The Board concluded that: the idea is worth exploring but we should talk with the student body first, it may not be worth pursuing due to current structural deficit and the discussion should be tabled until the next budget review with VP Ligioso. Student Trustee Baig invited the Scion Group to participate in a Student Government meeting, and Dr. Laguerre commented that we will report back within a months' time related to student input. VP Ligioso will also provide an update on possibilities for funding the project.

*The presentation is available by request from the Superintendent-President's Office.*

(d) Workforce Investment Board

*Facilitated by Jowel C. Laguerre, Ph.D., Superintendent-President. Presented by Robert Bloom, Executive Director of the Workforce Investment Board (WIB).*

Mr. Bloom provided an overview of the Expanded Subsidized Employment Program, where the Workforce Investment Board is the non-profit entity responsible for administering the funds. WIB was awarded a contract to operate an expanded subsidized employment program – which supports long-term employability of those on the Cal-Works program. WIB will be accepting referrals from the county and will match participants with local employers. Employers contact WIB for work needs, and employer hires the individuals. Employers are reimbursed at specific

thresholds. The principal intent of the program is for employers to retain employees after 6 months, pending budget. If the employment of the individual hasn't worked out, WIB will continue to work with an individual for another placement. Mr. Bloom inquired with the County student eligibility for the program. The county would like students to finish their education, then enter program. This is a great opportunity for employers and future employees.

Trustee Brown commented that this opportunity for Solano will need additional conversations with human resources, labor unions and other governing bodies. Staff will bring this back to Board for discussion at a later date.

(e) Measure Q Update and Bond Spending Plan

*Facilitated by Mr. Leigh Sata, Executive Bonds Manager; and Ms. Ines Zildzic, Project Manager, Kitchell*

Mr. Sata and Ms. Zildzic were joined by Bob Collins or Swinerton Management and Consulting for the presentation. The purpose of the presentation was to provide an overview of the Autotechnology project, provide a follow plan update for the biotechnology project, and review the bond spending plan that will be an action item at the February 18<sup>th</sup> board meeting. In the review of the Autotechnology project, the Board reviewed an overview of site and cost options for the Vallejo Center Site, the Belvedere Site and the Northgate Site. During the review of the Biotechnology project, the Board had an opportunity to view the floor plans for the Vacaville Center building. In summary, the Biotechnology Building requires \$6.5 million in additional funding. The plan option cites that the funding source and cash flow management can be handled within the Vacaville funding allocation. In addition, the Autotechnology project requires additional funding due to growth of the program. The 3 site placement options are: 1) place site adjacent to existing Center; 2) move the project adjacent to Belvedere; or 3) move the project to Northgate. In the review of the bond spending plan, the Board was provided with the guiding principles that would aide in selecting the appropriate solution.

Trustee Brown commented that she appreciated the presentation, succinctly stated and provided options for the Board to consider at a later time. Trustee Martin inquired about an ADA-compliant ramp, with Mr. Sata stated would not allow for two-way access. There are possibilities for addressing this, but the plan would need to include additional dollars. Trustee Brown asked about the welding program and if it can be enhanced in kept on the main campus. Staff commented that this is not in current bond spending plan. Although it is not a bad idea to move some of the items there, in all three options, a move could affect other projects. Student Trustee Baig asked the Board about the purchase of the Northgate property. Trustee Young commented that the property purchase was needed for future growth of Vallejo. Trustee Thurston commented on possible expansion opportunities for the Sonoma State partnership and the need for more information.

*The presentation is available by request from the Superintendent-President's Office.*

(f) Image and Branding Campaign

*Facilitated by Ms. Shemila Johnson, Outreach and Public Relations Manager*

Ms. Johnson provided the Board with an opportunity to view the refreshed logo created by KPS3. She also provided an update on the progress of the campaign, which is currently in phases 2 and 3. The brand book (an internal document to help Solano determine consistent messaging) is being created, and KPS3 recently completed the last photo shoot on campus. The photo shoot captured images from several parts of the campus, including biotechnology, aeronautics, nursing, graphic design and general classroom shots. KPS3 had initial discovery meeting with the Solano IT Department to develop a new website. Phase 4 will be next, which will include the marketing and channel plan. This will enable Solano to look at research of how we can best reach the market.

Trustees commented that the refreshed logo looks better and is not confining and is not significantly different than the original. Feedback was provided that other colors be explored and that the words “community college” should be slightly bigger. Ms. Johnson clarified that there were other portions of the campus that were photographed related to sports, including the sports medicine program and photos of the gymnasium. Also, since the logo is not significantly different from the current logo design, it can be phased in over time. By consensus, the Trustees stated that Ms. Johnson can move forward

*The presentation is available by request from the Superintendent-President’s Office.*

(g) Superintendent

Dr. Laguerre congratulated Trustee Keith and Trustee Honeychurch for being recognized by the California Community College League for their years of service. The ceremony will take place in Monterey between May 1<sup>st</sup> and May 3<sup>rd</sup>.

11. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Board Study Session held November 5, 2014, Minutes for the Regular Meeting held January 21, 2015, and the Minutes for the Board Retreat held January 24, 2015.

**This item was pulled from the agenda for approval at a future meeting date.**

Public Comment was provided by George Guynn, President of the Solano County Taxpayer Group who strongly encouraged the Oversight Committee to attend a Brown Act Training that he is coordinating. He stated that information has been shared with Leigh Sata that can be passed along to the Board.

Human Resources

- (b) Employment – 2014-2015, Page 1

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

12. ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda.

13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

(a) Solano Community College District Governing Board Priorities - 2014-2015, Page 2

At the January 24, 2015, Board Retreat, priorities were identified for the SCCD Board of Trustees.

Board of Trustees Priorities:

1. Monitor the status and activities related to Measure Q
2. Ensure the college has appropriately met accreditation requirements
3. Be more involved in legislative advocacy
4. Increase the level of communication and information-sharing among board members and the President.

Moved by Trustee Keith and seconded by Trustee Honeychurch to approve the Solano Community College District Governing Board Priorities for 2014-2015 as presented. The motion carried unanimously.

(b) Solano Community College District CEO Goals - 2014-2015, Page 3

At the January 24, 2015, Board Retreat, goals were identified for the Superintendent/President (CEO).

Chief Executive Officer (CEO) Goals

1. Develop and implement Student Success Plan and Student Equity Plan to improve student outcomes
2. Develop strategies to increase enrollment, including an image campaign
3. Involve the institution in the accreditation Self-Study preparation and Midterm Report
4. Create and Support a highly qualified, professional, and cohesive administrative team
5. Ensure Human Resource policies and procedures are updated and effectively followed
6. Revise and implement the Staff Equity Plan
7. Implement the Educational and Facilities Master Plans
8. Continue to pursue collaboration with the Vallejo educational community
9. Continue to work to reduce the structural deficit

Moved by Trustee Chapman and seconded by Trustee Brown to approve the Solano Community College District CEO Goals for 2014-2015 as presented. The motion carried unanimously.

- (c) Solano Community College District Governing Board Committee Assignments for 2015, Page 4

Moved by Trustee Honeychurch and seconded by Trustee Keith to approve the Solano Community College District Governing Board Committee Assignments for 2015 as amended. The motion carried unanimously.

Human Resources

- (d) Employment Contract Extension – Superintendent/President, Page 6

The term of the Superintendent/President commences July 1, 2014 and ends June 30, 2018. The powers and duties are outlined in the contract. Dr. Laguerre shall be paid an annual salary of \$237,350.00, plus a stipend for professional allowance, vehicle allowance and doctorate degree. Dr. Laguerre will receive a performance evaluation at least once each fiscal year in accordance within the terms of this agreement.

Moved by Trustee Honeychurch and seconded by Trustee Chapman to approve the employment contract for the Superintendent/President as presented. The motion carried unanimously.

Academic Affairs

- (e) Aviation Agreement between Solano Community College District, Huameijiadai Investment Fund Management Company, LTD., and United States Education Foundation, Inc., Page 14

An agreement between Solano Community College District identified as “SCCD” and Huameijiadai Investment Fund Management Company, Ltd., identified as “Huameijiadai” and the United States Education Foundation identified as “USEF” is in place to provide certificate training courses to international students from China in basic aircraft maintenance technologies.

The agreement may be terminated by providing the other parties with 60-day notice in writing stating reason for termination.

This agreement has been vetted by legal counsel. A copy of the agreement is available in the Office of the Superintendent-President.

Public comment was provided by Mayor Len Augustine, of the City of Vacaville. He commented on the collaboration between organizations that participate in the agreement, including IKON, Jimmy Doolittle Center. He spoke in favor of the proposal, and was pleased that Solano is involved in the program. The goal is to bring money to the college and the city. International students serve as ambassadors, and are positive for the economy.

Public comment was provided by Professor James DeKloe. He commented that he has collected comments from a variety of people on campus, and overall people are skeptical of the proposal. There are concerns regarding whether we are becoming a for-profit organization, and the logistics for operating the program. Additional comments were that the campus is in chaos, every building is filthy, things are not getting done, and that people say they are afraid to go on the main campus because they are afraid. There are also concerns that this program will not pay for itself, and may follow the same fate as previous programs. The recruiter for the program is also being paid 5% per student, and this incentivizes this. There was a concern that we do not have the staff despite it being budgeted in.

Public comment from Brian McInerney of the Jimmy Doolittle Center. He commented that this is the type of partnership that is forward-looking in its vision. This proposed program will be in partnership with the space at the Nut Tree and the location will be close to IKON. Aerospace industry is one of the only positive exports.

Moved by Trustee Chapman and seconded by Trustee Martin to renew item 13.(e) Aviation Agreement for consideration. The motion carried unanimously.

Discussion by Trustee Thurston who inquired about current waitlist for current aeronautics program. Faculty members Kevin Sprostra and Rusty May commented that the program currently does not keep wait lists. FAA requirements that may limit our ability to go beyond the number of students that have full-time faculty. Trustee Thurston asked if we will be precluding our own (domestic) students from taking the classes. Dr. Laguerre commented that students who want to enroll in the program can enroll. It is an intensive program and students that are interested will be not be barred from participating. He further stated that if necessary, an additional section would be added.

Trustee Chapman asked that since the agreement is contractual, would Chinese students have priority. Dr. Laguerre stated that each student will enroll in the program as an individual. Trustee Honeychurch reflected that he shared in the skepticism for the program which is why he initially voted no. However, his position now is that after receiving more information, he is willing to take a chance to see where the program goes. While his understands what Professor DeKloe has stated, he remains concerned that it will pay for itself.

Student Trustee Baig submitted a parliamentary inquiry regarding the between a meeting and a session. Trustee Young offered clarifying language. Trustee Thurston commented that she appreciated Professor DeKloe's information, and needed to make sure we have vetted the information to ensure that we have input. She cited that she still has concerns about serving our own students first.

Trustee Young commented that at the last meeting she voted against the agreement and asked for additional information. She believes her questions were answered satisfactorily and will be voting in favor.

Moved by Trustee Chapman and seconded by Trustee Martin to approve the Aviation Agreement between Solano Community College District and Huameijiadai Investment Management Company, LTD., and United States Education Foundation, Inc., as presented. The motion carried with the following votes:

STUDENT TRUSTEE ADVISORY VOTE: Naser Baig, No  
AYES: Martin, Brown, Young, Chapman, Honeychurch, Thurston  
NOES: Keith  
ABSENT:

Board President Young recessed the Study Session at 9:15 pm

14. ANNOUNCEMENTS

15. ITEMS FROM THE BOARD

6. CLOSED SESSION

- (a) Conference with Labor Negotiator  
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
- (c) Public Employee Performance Evaluations  
Superintendent-President
- (d) Conference with Real Property Negotiator  
Negotiating Party: Leigh Sata, Executive Bonds Manager  
Properties:  
Northgate Office Park, N.W. Corner Turner and Ascot Parkways, Vallejo, CA  
Belvedere Property, 1400, 1401, 1500, 1501 Sonata Drive, Vallejo, CA  
2000 North Village Parkway, Vacaville, CA

Board President Young called the Closed Session to order at 9:20 p.m.

7. RECONVENE REGULAR MEETING

Board President Young reconvened the Regular Meeting at 10:15 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Young 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 Young reported that the Board discussed Public Employee Discipline/Dismissal/Release in Closed Session, and the Board approved a settlement in the matter of EEOC Charge No. 846-2014-35826.

The Board took action to approve the settlement agreement with the following vote: Unanimous

The terms of the settlement agreement include a withdrawal of the EEOC complaint and a waiver of all known and unknown claims in exchange for receipt of the sum of \$700.00.

Board President Young reported that the Board discussed Public Employee Performance Evaluations for Superintendent-President in Closed Session, and no action was taken.

Board President Young reported that the Board held Conference with Real Property Negotiator 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.

15. ITEMS FROM THE BOARD

Student Trustee Baig: The ASSC will be holding a retreat on Saturday at the Vacaville Center, and it will include Lynn LaCuesta who will review parliamentary procedures and a presentation from Chief Technology Officer Roger Clague. All are invited.

Trustee Brown: Commented that she had a great time visiting Shone Farms at the Santa Rosa Junior College. Trustee Chapman concurred.

Trustee Young: California Community College League Conference and has provided materials for the Trustees.

Dr. Laguerre: Recognized ASSC student Stephanie Kubecka, 2<sup>nd</sup> year, Political Science major

16. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:17 p.m.

JCL:yc

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APPROVED \_\_\_\_\_

A. MARIE YOUNG  
BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D.  
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