

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD**

**ADOPTED MINUTES**  
Wednesday, October 7, 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, October 7, 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 President Young, Mel Orpilla led those present in the pledge of allegiance to the United States of America.

**3. ROLL CALL**

A. Marie Young, President  
Michael Martin, Vice President  
Monica Brown  
Sarah E. Chapman, Ph.D.  
Denis Honeychurch, J.D.  
Pam Keith  
Rosemary Thurston  
Stan R. Arterberry, Secretary – absent. Vice President Ligioso served in the role of Board Secretary in Superintendent-President Arterberry's absence.

Others Present

Thomas Beckett, Interim Executive Bonds Manager  
Greg Brown, Vice President, Student Services  
Yashica Crawford, Chief of Staff  
Wade Larson, D.M., Associate Vice President, Human Resources  
Leslie Minor, Ph.D., Vice President, Academic Affairs

President Young asked those gathered to join in a moment of silence for the victims at Umpqua Community College. The meeting was dedicated to the memory of those who lost their lives during the October 1, 2013 tragedy.

**4. APPROVAL OF AGENDA**

The following corrections were made to the agenda:

Please remove Item 12, Closed Session from the agenda.

Staff will address any grammatical errors that were presented in the June 7<sup>th</sup> and September 9<sup>th</sup> minutes.

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

## **5. COMMENTS FROM MEMBERS OF THE PUBLIC**

President Young recognized Chris Recouvreur, a Senator with Region II of the Student Senate of California Community Colleges (SSCCC). He cited that Region II currently lacks representation at the state level due to an employee's violation of board policy and requested that Casey Bess be allowed to assume this position as he meets eligibility requirements.

## **6. CONSENT AGENDA – ACTION ITEMS**

### *Superintendent-President*

- (a) Minutes for the Regular Meetings held on June 17, September 2, and September 16, 2015

### *Human Resources*

- (b) Employment – 2015-2016, Page 1

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

## **7. ITEMS REMOVED FROM CONSENT AGENDA**

There were no items removed from the Consent Agenda.

## **8. NON-CONSENT AGENDA ITEMS – ACTION ITEMS**

### *Superintendent-President*

- (a) Resolution 15/16-13 Honoring October as Filipino American History Month and October 25<sup>th</sup> as Larry Itliong Day, Page 2

Mel Orpilla, President of the Filipino American National Historical Society, was invited to speak before the Board to provide a historical perspective on the importance of Filipino American History Month and Larry Itliong's contributions. Heidi Noriesta, President of the

Asian Pacific Islander (API) Club, thanked the Board for their support of the club's efforts in raising awareness and donations. President Young recited the resolution to those present and requested Dr. Shirley Lewis to join them for the presentation.

Moved by Trustee Thurston and seconded by Trustee Martin to approve the Resolution 15/16-13 Honoring October as Filipino American History Month and October 25<sup>th</sup> as Larry Itliong Day, as presented. The motion passed unanimously with the following roll call vote:

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

NAYS:

ABSTAIN:

*Finance and Administration*

- (b) Contract Award to Clark and Sullivan Construction Inc., for the Design and Construction of the Automotive Technology Building Project, Page 3

Thomas Beckett, Interim Executive Bonds Manager, provided an overview of the item. The College previously selected Clark and Sullivan as the design build entity and negotiations have been completed.

Moved by Trustee Chapman and seconded by Trustee Thurston to approve the Contract Award to Clark and Sullivan Construction Inc., for the Design and Construction of the Automotive Technology Building Project.

Trustee Brown asked for clarity regarding whether the amount stated was inclusive and if the PLA will begin with this program. Mr. Beckett stated that an allowance was provided that would be adjusted based on the work that needs to be completed, but the maximum amount is \$19 million. He further stated that there is a threshold for the PLA agreement of \$4.5 million and all that exceed it is subject to it. They have a meeting with the trades and the contractors make the arrangements.

The motion passed unanimously.

- (c) PUBLIC HEARING and ACTION ITEM: Conduct Public Hearing on Resolution 15/16-12, 2015 – 2016 Final Budget

Presenter: Vice President Yulian Ligioso.

The final budget for the District is available for inspection at the District Superintendent-President Office as well as being posted on the District's website. Recommendation: The Superintendent-President recommends approval following public hearing.

Moved by Trustee Keith and seconded by Trustee Brown to begin the public hearing. Motion passed unanimously and the meeting was recessed for a public hearing at 6:53 pm. Hearing no

public comment, the public hearing was adjourned and the board meeting was reconvened at 6:54 pm.

Moved by Trustee Brown and seconded by Trustee Keith to approve Resolution 15/16-12, 2015 – 2016 Final Budget. The motion passed unanimously.

**9. BOARD STUDY SESSION (NO ACTION REQUIRED):**

- (a) NovusAGENDA Board Agenda System  
*Facilitated by Dr. Yashica Crawford, Chief of Staff*

Dr. Crawford presented an overview of the Novus AGENDA board agenda system, which uses cloud technology to provide staff an efficient way to assemble board agendas which will save the district time, resources, and errors. Trustee Martin cited that that this will increase public access to information and increase efficiency. Trustee Thurston asked for clarity on the equipment needs, and Dr. Crawford clarified that the system uses cloud technology and no additional equipment was required. Trustee Chapman cited the benefits of the system for all campus meetings and for accreditation purposes. Trustee Martin requested additional information on the costs associated with staff time in using the current system.

*A copy of the presentation is available in the Superintendent-President's Office.*

- (b) Measure Q Update (Automotive Technology Building, Science and Biotechnology Building, Bond Outreach Program)  
*Facilitated by Tom Beckett, Interim Executive Bonds Manager*

Mr. Beckett introduced Pam Kinzie as Program Manager for Kitchell as Ines Zildzic is no longer with the company.

Measure Q Updates: Bob Collins, project executive for Swinerton and Eric Berger of Kitchell provided an overview of the improvements of the design-build process, which included criteria and construction documents.

Automotive Technology Building: Chris Vicencio, Project Architect for JK Architecture and Sean Burnie, Project Executive with Clark & Sullivan Construction provided an overview of the site plans and enhancements, including parking expansions, additional entrance and a quad that will be adjacent to classroom buildings.

Trustee Keith asked about including future technology functions in the new space for electric, hybrid and driverless cars. Mr. Vicencio commented that there will be electric and hybrid technology built into the bays and flexible bays will allow for greater ability to expand in the future.

Science and Biotechnology Building: Kyle Glankler, Project Manager for Rudolph & Sletten,

and Irene Morris, Project Architect for The Smith Group provided an overview of the plans for transitional spaces, labs, classroom and equipment spaces.

Small Local Diverse Business (SLDB) Program: Sheldon Jefferson of L. Luster and Associates, provided an overview of the outreach program that was approved by the Board of Trustees in April 2015. The purpose of the program is to actively seek local small, minority-owned, woman-owned and/or veteran owned contractors and suppliers for participation on the District's Measure Q Bond Program. Some efforts have included outreach events, creation of a brochure, creation of a tracking matrix and toolkits.

*A copy of these presentations are available in the Superintendent-President's Office.*

(c) Student Achievement and Success

*Facilitated by Dr. Leslie Minor, Vice President of Academic Affairs and Gregory Brown, Vice President of Student Services*

Vice President Brown reviewed highlights from discussion held at the Governance Institute of Student Success (GISS) Conference that several Trustees and administrators attended. He further provided an overview of the role that the Board can play in supporting student success. During his review, Vice President Brown discussed the mission of effective core services and success factors that lead to student success. Success factors are used to identify and measure areas in which various population groups may be impacted. He provided a list of recommendations based on board action planning that took place at the GISS Conference, which included:

- Schedule Board of Trustees Study Session on Student Services.
- Define Student Success to ensure a common understanding for the Board of Trustees.
- Review Board policy and possibly develop a Board policy on student success.
- Review the College's mission statement.

Vice President Minor provided instructions on how to review student data sets and how to filter information that is available on the Solano website. Interactive data sets are available on the Research and Planning page of the Solano website by visiting the following webpage: [http://www.solano.edu/research\\_planning/interactive\\_data.php](http://www.solano.edu/research_planning/interactive_data.php).

Trustee Brown questioned whether we are able to track data per high school and per course. She also questioned if we are able to review this data for certificate and transfer students. Vice President Minor stated that the data is available, and is currently being reviewed in Banner due to previous challenges with accessing this information. She cited that nationally, there is a movement to not offer the lowest levels of remediation due to research findings that support that students who are placed there and those placed in lower levels achieve similar results. Through placement in classroom and lab environments, such as in English 370, students receive greater support. She cited that we also have information available about persistence and how students

fair if they take a course more than once. This information is also available for certificate and transfer students.

*A copy of the presentation is available in the Superintendent-President's Office.*

## **10. ANNOUNCEMENTS**

President Young led those present in singing “Happy Belated Birthday” to Trustee Martin.

Vice President Ligioso, on behalf of the Board of Trustees, invited those present to the groundbreaking ceremony of Building 1200, the Performing Arts Renovation Project on October 21<sup>st</sup> at 5 pm. He further announced that Solano will join the Community College League of California, the Association of Community College Trustees and the American Association of Community Colleges in calling for a national moment of silence in memory of the victims of last week’s tragedy at Umpqua Community College. He asked that members of Solano Community College observe a moment of silence on Thursday, October 8<sup>th</sup> at 11 am.

## **11. ITEMS FROM THE BOARD**

President Young announced the appointment of Trustee Brown to be the Solano Community College District’s voting delegate at the Annual ACCT Leadership Congress, being held October 14-17, 2015 in San Diego.

President Young attended the Governance Institute for Student Success (GISS) with Trustee Thurston, Trustee Chapman, Superintendent-President Arterberry, Vice President Minor and Vice President Brown. The conference concluded with the representatives of each community college developing a commitment to action for their college. President Young announced the appointment of Trustee Chapman to chair a Board Ad-Hoc Committee, named the *Commitment to Action for Student Success* committee, to refine the document that was developed at the GISS Conference. She further appointment Trustee Thurston and herself to the committee. The plan will be fine-tuned and a report will be made before the Board.

Trustee Chapman asked that Superintendent-President Arterberry add *student success* to each future study session.

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

Sept. 18: United College Action Network (U-CAN) – Historically Black College Recruitment Fair at Jesse Bethel High School, Vallejo. I assisted with passing out breakfast snacks to the participants.

Sept. 19: Community Health Fair at FMBC in Vallejo

Sept. 22: Congressman John Garamendi (D-Fairfield, CA) and his Women's Initiative Network (WIN) Second Annual Women of the Year Awards Ceremony for 35 honorees of the 3<sup>rd</sup> District whose names will be listed in the Congressional Record for the 114<sup>th</sup> Congress of the United States of America. Ms. Deidre Robinson for whom I wrote a letter of support for her nomination and have known for over 40 years was one of the honorees. The ceremony was held at Woodland Community College Center.

Sept. 24 & 25: Governance Institute for Student Success in El Cajon, CA. The goals of this meeting were: 1) To increase awareness of the board's role in advancing a student success agenda; 2) To engage trustee teams in the use of data to achieve a better understanding of student needs; 3) To promote greater understanding of institutional & statewide data and goals for student success & equity; and 4) To identify the gaps in the data and what they mean for student success.

Sept. 28: Vallejo Interagency meeting that was held in the conference room of the City Manager of Vallejo.

Sept. 30: Mathematics tutor in an afterschool program at Hogan Middle School in Vallejo.

Oct. 3: 19<sup>th</sup> Annual Athletic Hall of Fame Ceremony at Hiddenbrooke Golf Club in Vallejo.

Oct. 7: Math tutor in an afterschool program at Hogan Middle School.

Oct. 7: Measure Q Steering Committee meeting.

## **12. CLOSED SESSION**

This item was removed from the agenda.

## **13. ADJOURNMENT**

Moved by Trustee Honeychurch and seconded by Trustee Chapman to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 8:33 pm