

SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

ADOPTED MINUTES
Wednesday, October 19, 2016

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 19, 2016, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Martin.

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

At the request of President Martin, Yulian Ligioso led those present in the pledge of allegiance to the United States of America.

3. ROLL CALL

Michael A. Martin, President
Rosemary Thurston, Vice President
Monica Brown
Sarah E. Chapman, Ph.D.
Denis Honeychurch, J.D. - absent
Pam Keith - absent
A. Marie Young
Larry Bartlow, Student Trustee
Celia Esposito-Noy, Secretary

Others Present:

Greg Brown, Vice President of Student Services
Virginia Guleff, Interim Vice President of Academic Affairs
Mary Jones, Human Resources
Lucky Lofton, Bond Manager
Michael Wyly, Academic Senate
Sandra Therrien, Executive Coordinator, Superintendent-President Office

4. APPROVAL OF AGENDA

The following edits and clarifications should be noted in the agenda:

Agenda Item 12.(a) Draft Minutes for the Meetings held on August 3, 2016 and September 21, 2016 has been removed from the Consent Agenda.

“Notice of Completion for Construction Services for Pool Deck Repair Project” should be added to the Consent Calendar as Item 12.(g).

Item 14.(d) Lease Agreement Extensions to William Scotsman Inc. for Modular Buildings. The first sentence of the Summary should read:

On April 15, 2015, the Board approved an agreement with William Scotsman Inc. for installation and lease of modular classroom buildings for Performing Arts Building Swing Space.

Item 14.(m) Associated Students of Solano County (ASSC) 2016-17 Budget has been pulled from the Non-Consent Agenda Items.

Lastly, any grammatical errors in documents will be corrected by staff.

It was moved by Trustee Young and seconded by Trustee Thurston to approve the agenda as amended. The motion was passed unanimously.

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

There were no comments from members of the public on Closed Session items.

6. CLOSED SESSION

Board President Martin called the closed session to order at 6:35 p.m.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Negotiator: Mary Jones, 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—Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code §54956.9
- (d) Conference with Legal Counsel—Existing Litigation
(Subdivision (a) of Govt. Code §54956.9):
Case No. FCS045285/Claim #509449 (White), Case No. FCS045360/Claim #510181 (Rieger), Case No. FCS046483/Claim #519430 (Yu), SF-CE-3133-E (Ozsu), and Claim #517976 (Beacham)

7. RECONVENE REGULAR MEETING

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

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

The Board held Conference with Labor Negotiator and CCA/CTA/NEA, CSEA, and Operating Engineers-Local 39, and no action was taken.

The Board discussed Public Employee Discipline/Dismissal/Release and no action was taken.

The Board held Conference with Legal Counsel – Potential Litigation and no action was taken.

The Board held Conference with Legal Counsel – Existing Litigation and no action was taken.

9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

Karen Cook gave an update on the “Doing What Matters for Jobs for Solano County”. The next meeting is scheduled for November 21st at 9:00 a.m. Agendas were distributed to the Trustees for information.

Quinten Voyce gave his support of the renewal of the Barnes & Noble agreement but acknowledged that textbook costs are a growing concern for high school students taking early college courses.

Several members of Umoja presented their concerns regarding staffing and hours of operation. Dr. Chapman asked if there is a way that data can be accumulated and a report created to be distributed to the community. All the issues should be addressed and a comparative between how the program was and how the program is currently. Superintendent-President Esposito-Noy suggested a Study Session on Umoja.

10. SOLANO SHOWCASE

Community College Pathway to Law School Initiative
Presented by Joel Powell

Professor Joel Powell presented the CCPLS program which is the product of more than a year of work by the California State Bar, Committee on Access and Fairness (COAF) to develop articulation agreements between six law schools, their undergraduate programs, and 24 community colleges.

The grant proposal was written by Dr. Joel Powell and Dr. Shirley Lewis. Solano Community College was 1 of 24 institutions selected to house the program out of 112 institutions solicited. On May 1, 2014, the official Memorandum of Understanding was signed between the 24 community colleges and law school programs.

Highlights of the presentation included: Program benefits which include access to pre-law advisors and other educational and career counselors; administration and program support and activities; curriculum; marketing and promotion; and developing partnerships.

11. REPORTS (NO ACTION REQUIRED):

- (a) Associated Students of Solano College (ASSC)
- (b) Academic Senate

Professor Michael Wyly gave the following report:

Since my last report to the Trustees, the SCC Academic Senate has met twice, on 10.3 and 10.17. As I last reported to the Board of Trustees, a principle focus of the senate has been the review of existing and new language for board policies and administrative procedures both as part of a regular review as well as to assure compliance with recommendations by the Community College League. To date, the senate has reviewed and taken action on all existing and recommended policy and procedure language submitted to the senate for review, including action and its forwarding to CGC and the Office of the S-P for subsequent review. This was time-consuming work, and I want to recognize the senate exec team, including VP Jaimez and Sec/Treasurer Erin Duane for their work and leadership on this effort, as well as the senate for its due diligence, input and action.

In addition, on 10.3, the senate took action to approve newly revised iterations of the SLO Quality Assessment Rubric and the SLO Course Assessment Form per the periodic review and recommendations of its Assessment Committee chaired by Professor Amy Obegi. As the Board is aware, we continue to be responsible to review and update our apparatuses as part of on-going self-evaluation and improvement. This senate action on the on-going work of the assessment committee is one such effort.

Too, the senate took action to approve the final iteration of the proposed Institutional Review Board [IRB] procedures. Heretofore lacking at Solano, this procedure recommends clear processes for the review and approval of any research involving human subjects at Solano. The purpose of the IRB is to ensure that all human subject research be conducted in accordance with all federal, institutional, and ethical guidelines. The senate would like to acknowledge again the work and leadership of VP Jaimez.

The senate also approved the recommended purposes and goals for its Professional Development and Flex Cal Committee for the AY 2016-17.

At its meeting on 10.17, your academic senate took action to approve a recommended addition to the process for the vetting of requests by faculty for professional development funds, a newly developed rubric composed in cooperation with the Office of the S-P. Too, the senate reviewed the draft resolutions of the ASCCC in preparation for Fall Plenary, to be held on Nov 3-5; in attendance will be myself as voting delegate on behalf of SCC, as well as VP Jaimez and Senator and legislative liaison to the senate, Prof. Joel Powell.

In addition, there are significant on-going projects on which the senate is working, either directly or in subcommittee, to which I would like to draw the Trustee's attention as they will likely be the subject of future action by the senate: 1. The senate is working with HR to draft a hiring manual as well as a review of corresponding hiring policies and procedures for faculty (BP/AP 4005); 2. The senate is working with AA to review its Curriculum Handbook as part of its periodic review process; 3. The senate is working with its PDFC Committee and the Offices of the S-P and AA to develop a flexible calendar plan in correlation to the CCCC Guidelines on Flex-Cal Planning adopted by the senate this past Jan 2016; 4. The Senate is committed to continuing to work with HR and the FA to draft a Peer Review Handbook as part of the PR pilot now underway at SCC. The senate would also like to remind the Board of Trustees that, on Friday, October 14, 2016, we hosted the Area B Meeting of the Academic Senate for California Community Colleges [ASCCC]. Covering the entirety of the greater Bay Area, Area B contains 34 California community colleges. This was an all-day event—9 AM-3 PM—where Solano host 35 guests,

including senate presidents, representatives, and/or voting delegates from each of the colleges and districts in Area B, as well as members of the ASCCC Executive Board. I would like to acknowledge and thank Superintendent-President Esposito-Noy and the Sandra Therrien of the Office of the Superintendent-President for their support of this event. Your Senate is grateful to have a Superintendent-President committed to working with our faculty senate, including her support of our on-going participation at the state-level. And, without Sandra, well...we would not have been as successful a host, I can promise you. Thank you again!

Finally, on behalf of the Academic Senate, I want to call special attention to the new “Lunch and Learn” brown-bags sponsored by your senate. As I explained in my last report, this new series on campus will feature faculty presentations, including sabbatical reports, best practices and topics of interest. Our first lunch and learn features Corrine Kirkbride in her presentation “From the South Pacific to South America.” When: Friday, October 21, Noon to 1 PM. Where? Board Room. I do hope some of you will be able to attend as well! Looking ahead, mark your calendars for Friday November 18, 12-1, when we will host a presentation by Sabine Bolz, “A Journey for Answers in the Pacific.”

(c) College Governance Council

Superintendent-President Esposito-Noy reported that College Governance Council has reviewed board policies and they have been forwarded to the person who will be updating in the coming months.

(d) Superintendent-President

Superintendent-President Esposito-Noy reported that we should hear about the biotechnology sub change report. Once we hear back, the College can actively promote the Biotechnology program. Biotech: should hear about the biotech sub change report in November.

12. CONSENT AGENDA – ACTION ITEMS

Superintendent-President

- (a) Draft Minutes for the Meetings held on August 3, 2016 and September 21, 2016 (Pending Board Approval)

Human Resources

- (b) Employment – 2016-2017, Page 6

Finance and Administration

- (c) Warrants, Page 8
(d) Personal Services Agreements, Page 10

- (e) Notice of Completion for Construction Services for Building 100 Academic Success and Tutoring Expansion Project, Page 11
- (f) Notice of Completion for Construction Services for Site Lighting Improvements Project, Page 13

It was moved by Trustee Young and seconded by Trustee Thurston to approve the Consent Agenda as amended. The motion was passed unanimously.

13. ITEMS REMOVED FROM CONSENT AGENDA

- (a) Draft Minutes for the Meetings held on August 3, 2016 and September 21, 2016 (Pending Board Approval)

14. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

- (a) Resolution Proclaiming October 2016 as Filipino-American History Month at Solano Community College, Resolution No. 16/17-08, Page 15

Moved by Trustee Chapman and seconded by Trustee Brown to approve the Resolution Proclaiming October 2016 as Filipino-American History Month at Solano Community College, Resolution No. 16/17-08. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

Finance and Administration

- (b) Resolution to Approve Change Order #01 to Prime Mechanical for Pool Room Heat Exchangers Replacement Project, Resolution No. 16/17-07, Page 17

Moved by Trustee Thurston and seconded by Trustee Young to approve the Resolution to Approve Change Order #01 to Prime Mechanical for Pool Room Heat Exchangers Replacement Project, Resolution No. 16/17-07. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

(c) Measure Q Bond Spending Plan Update #3, Page 21

It was moved by Trustee Young and seconded by Trustee Thurston to approve the Measure Q Bond Spending Plan Update #3. The motion was passed unanimously.

(d) Lease Agreement Extensions to William Scotsman Inc. for Modular Buildings, Page 24

(e) Performing Arts Building Renovation Project (Phase 1) – Scope and Budget Revisions, Page 30

(f) Contract Change Order #6 to BHM Construction Inc. for Building 1200 Performing Arts Renovation (Phase 1) Project, Page 32

Academic Affairs

(g) Agreement Between Solano Community College District and the City of Vallejo (Renewal), Page 36

(h) Agreement Between Solano Community College District and Chabot-Las Positas Community College District for California Early Childhood Mentor Program (Renewal), Page 57

(i) Farmbudsman Program Operating Agreement Between the County of Solano and Solano Community College District (Renewal), Page 69

(j) Ideator Master Subscription Agreement (New), Page 81

(k) Service Agreement Between Solano Community College District and Gym Doctors (New), Page 90

(l) Request for Approval of Curriculum Items as Submitted by the Curriculum Committee, A Subcommittee of the Academic Senate, Page 97

Student Services

(m) ~~Associated Students of Solano College (ASSC) 2016-17 Budget, Page 99~~

This item was pulled from the Non-Consent Agenda Items.

- (n) Revised Strata Information Group (SIG) for Financial Aid Banner Consultant, Page 103
- (o) 2016-17 Local Agreement for Child Development Training Consortium, Page 106

It was moved by Trustee Chapman and seconded by Trustee Honeychurch to approve Items 14.(d) through 14.(o), less Item 14.(m) in one motion. The motion was passed unanimously.

- (p) Memorandum of Understanding Between SparkPoint Solano and Solano Community College District, Page 114

Moved by Trustee Keith and seconded by Trustee Young to approve the Memorandum of Understanding between SparkPoint Solano and Solano Community College District. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

15. INFORMATION ITEMS – NO ACTION REQUIRED

- (a) Renewal Agreement with Barnes and Noble for Bookstore Outsourcing, Page 117

16. ANNOUNCEMENTS

Dr. Chapman announced that tickets are available for her sorority crab feed in February 2017.

17. ITEMS FROM THE BOARD

Trustee Young attended and/or participated in the following:

October 12: Fairfield Campus Science Building Design Team Meeting

October 14: Vallejo Education Business Alliance (VEBA) at the Vallejo Center hosted by SCCD at the Vallejo Center

October 19: Volunteer mathematics tutor at Hogan Middle School in Vallejo. Students are participants in an afterschool program – “Links to Success: Math Olympics”

October 19: Special Board meeting of trustees of SCCD to meet with ‘Standard IV: Leadership and Governance’ Accreditation Chairs

- 18. CLOSED SESSION (CONTINUED IF NECESSARY)**
- 19. RECONVENE REGULAR MEETING (IF NECESSARY)**
- 20. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**
- 21. ADJOURNMENT**

Moved by Trustee Honeychurch and seconded by Trustee Young to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 8:18 p.m.