

**SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**UNADOPTED MINUTES**  
Wednesday, December 20, 2017

**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, December 20, 2017, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Chapman.

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

At the request of Board President Chapman, David Williams led those present in the pledge of allegiance to the United States of America.

**3. ROLL CALL**

Sarah E. Chapman, Ph.D., President  
A. Marie Young, Vice President  
Denis Honeychurch, J.D.  
Pam Keith  
Michael A. Martin  
Rosemary Thurston  
Quinten Voyce  
Jacob Hinkle, Student Trustee  
Celia Esposito-Noy, Secretary

Others Present:

Greg Brown, Vice President of Student Services  
Mary Jones, Human Resources  
Lucky Lofton, Executive Bond Manager  
David Williams, Vice President of Academic Affairs  
Michael Wyly, Academic Senate  
Micaela Chapa, ASSC  
Sandra Therrien, Executive Coordinator

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

Agenda Item 11.(g) "Notice of Completion for Construction Services for the Fairfield Campus Directory Signs Project, Page 16" has been pulled from the agenda.

**4. APPROVAL OF AGENDA**

It was moved by Trustee Keith and seconded by Trustee Honeychurch to approve the agenda as presented. 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 Chapman called the closed session to order at 6:31 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

**7. RECONVENE REGULAR MEETING**

Board President Chapman 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 – Anticipated Litigation and no action was taken.

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

Doug Green, new instructor for Mechatronics at Solano College who has taught robotics at the high school level for over 20 years, invited everyone to attend the 2018 Kickoff for FIRST Robotics on January 6, 2018. Local high school robotics teams will be in Building 1400 to begin a 6 week marathon “build season” to design, fabricate, program, and test a 120lb robot to play the new game. On Jan 6<sup>th</sup> robotics kickoff for local high school teams. Will be on campus in B1400 to learn about the new 2018 FIRST competition game. After the kickoff viewing, teams will take 6 weeks to build and show at UC Davis.

Ms. JoAnn Campas from Keenan & Associates presented the Statewide Educational Wrap up Program award to Board President Chapman and SCCD for outstanding safety performance on the Biotechnology & Science Building project. In addition, Ms. Campus presented an award to Mr. Bob Collins of Rudolph and Sletten, general contractor on the project.

## **10. REPORTS (NO ACTION REQUIRED)**

### **(a) Associated Students of Solano College(ASSC)**

Micaela Chapa gave the following report:

ASSC took action on Senate Bill 31, in recognition of Juneteenth. The Senate bill is in recognition of Juneteenth, and the first step in planning events to commemorate this day.

ASSC is planning a Welcome Back Week next semester.

Laurel Potts is the new ASSC president for the rest of the semester.

### **(b) Academic Senate**

Michael Wyly gave the following report:

Since my last report, the senate has met three times, one special meeting on Nov. 27, and two regular meetings, Dec 4 and Dec 11.

At the special meeting, the senate met with the academic deans to hear presentations for requests for hiring prioritization for the 2018-2019 AY, in conformance to our hiring prioritization process. The joint recommendations of the senators and deans were approved at the subsequent meeting on Dec 4, and forwarded to the Office of the S-P.

At our meeting final meeting of the year, on Dec 11, the senate approved revisions to the Professional Development Committee Rubric, as well as the Program Review Handbook and Two-Year Template. Both sets of revisions were based on the assessment and recommendations of the corresponding committees. The senate also approved the newly minted Peer Review Handbook, the first iteration of a guide which captures our current peer review process as informed by senate and faculty association purviews. I would like to thank especially Melissa Reeve for her work on the document on behalf of the FA.

The senate also approved a recommendation for a change to the timelines related to BP 5110 on Academic Renewal which has now been forwarded for the consideration of CGC in Jan 2018.

The senate also directed the senate president's signature to the Guided Pathways Self-Assessment. Many thanks to VP Williams for working with the senate to develop this important document.

Finally, the senate updated its priority list with work accomplished in the fall term, as well as on-going priorities for spring 2018.

Looking ahead to January, your senate looks forward to continued work on Guided Pathways, further refining of key procedures as captured in our handbooks, including peer review and curriculum, working to refine our DE approval processes in cooperation with the DE committee, as well as our on-going work per senate purview. I would also like to take this opportunity to thank VP Jaimez for serving as my VP for the past 3.5 years. As she is now on sabbatical, I would also like to acknowledge and thank Erin Duane for stepping into this capacity for a one-semester interim term.

(c) College Governance Council

Superintendent-President Esposito-Noy reported that the 2017-2019 Integrated Plan for Basic Skills Initiative, Student Equity, and Student Success and Support Program is ready for review. The Plan has been through CGC for review. Superintendent-President Esposito-Noy thanked Dean Dwayne Hunt for his work.

We have completed the Guided Pathways Self-Assessment with special thanks to Professor Michael Wyly and VP David Williams for their work. We are waiting for the State to advise us of next steps.

(d) Superintendent-President

Superintendent-President Esposito-Noy hosted the end of semester party and thanked Karen Cook for the holiday decorations from Maker's Space.

Enrollment numbers in spring are improving. We are initiating a postcard campaign in addition to ads before the movies in Vallejo and Vacaville theaters. Communications to students through Constant Contact are also happening this week.

College is closed through Winter break until January 3<sup>rd</sup>. There will be no power so the campus will be completely closed. Online services are limited. Students, faculty and staff have been informed in advance.

Superintendent-President Esposito-Noy acknowledged Daryl Halls and Lloyd Nadal of Solano Transit Authority who were in attendance, and thanked them for working with us on the sidewalk project and the new \$50 per semester pass for students to have access to all public transportation.

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

### Superintendent-President

(a) Draft Minutes for the Meetings Held on December 6, 2017 (Pending Board Approval)

Human Resources

- (b) Employment 2017-2018, Page 7

Finance and Administration

- (c) Personal Services Agreements, Page 10
- (d) Warrants, Page 11
- (e) Donations, Page 13
- (f) Notice of Completion for Construction Services for the Building 1200 Orchestra Shell Project, Page 14
- (g) Notice of Completion for Construction Services for the Fairfield Campus Directory Signs Project, Page 16
- (h) Notice of Completion for Construction Services for the Districtwide Information Technology Infrastructure Improvements Project (Phase 2) – Gym Wi-Fi, Page 18
- (i) Notice of Completion for Construction Services for the Districtwide Information Technology Infrastructure Improvements Project (Phase 2) – B1700 Pool, Page 20

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

**12. ITEMS REMOVED FROM CONSENT AGENDA**

- g) Notice of Completion for Construction Services for the Fairfield Campus Directory Signs Project, Page 16

**13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS**

Human Resources

- (a) Change to Short-Term, Seasonal, Periodic, and Student Worker Salary Schedule, Page 22

It was moved by Trustee Honeychurch and seconded by Trustee Keith to approve the Change to Short-Term, Seasonal, Periodic, and Student Worker Salary Schedule as presented. The motion was passed unanimously.

(b) New Temporary Interpreter Salary Schedule, Page 24

It was moved by Trustee Honeychurch and seconded by Trustee Voyce to approve the New Temporary Interpreter Salary Schedule as presented. The motion was passed unanimously.

Finance and Administration

(c) Resolution No. 17/18 – 14: Ratification of Contract Change Order #1 to HM Construction Inc. for the Fairfield Campus Entry Sidewalk Improvements Project, Page 26

It was moved by Trustee Voyce and seconded by Trustee Thurston to approve Resolution No. 17/18-14 Ratification of Contract Change Order #1 to HM Construction Inc. for the Fairfield Campus Entry Sidewalk Improvements Project as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

(d) Resolution No. 17/18 – 15: To Approve Change Order #3 to Sierra National Construction, Inc. for Sub-Station #1 & #2 Replacement Project, Page 32

It was moved by Trustee Young and seconded by Trustee Martin to approve Resolution No. 17/18-15 To Approve Change Order #3 to Sierra National Construction Inc. for Sub-Station #1 & #2 Replacement Project as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

AYES: President Chapman, Trustee Keith, Trustee Martin, Trustee Thurston, Trustee Voyce, and Trustee Young

NOES: Trustee Honeychurch

ABSTAIN:

It was moved by Trustee Voyce and seconded by Trustee Honeychurch to approve Items 13.(e) through 13.(h) as presented in one motion. The motion passed unanimously.

- (e) Measure Q Bond Spending Plan Update #8, Page 39
- (f) Contract Change Order #4 to Rudolph and Sletten, Inc. for the Biotechnology and Science Building Project, Page 42
- (g) Notice of Completion for Construction Services for the Biotechnology and Science Building Project, Page 45
- (h) Contract Change Order #2 to Vaca Valley Excavating & Trucking, Inc. for the Vacaville Center Intersection Improvements Project, Page 47

It was moved by Trustee Keith and seconded by Trustee Honeychurch to approve Items 13.(i) through 13.(v) as presented in one motion. The motion passed unanimously.

- (i) Contract Change Order #14 to BHM Construction Inc. for Building 1200 Performing Arts Renovation (Phase 1) Project, Page 51
- (j) Contract Amendment #3 with LPAS for Building 1200 Theater Renovation Project Architectural Services, Page 55
- (k) Contract Amendment #1 to Valley Relocation / Moving for Professional Services for the Vacaville Classroom Building (Annex) Renovation Project, Room 604 Renovation Project, B1800B Renovation Project, Page 57
- (l) Contract Amendment #1 with Pavement Engineering, Inc. for Professional Services for the Pavement Rehabilitation Project, Page 59
- (m) Ratification of Amendment #2 to Advent Engineering Services, Inc. for Professional Services for the Biotechnology and Science Building Project, Page 61
- (n) Ratification of Contract Amendment #1 to A2R Architects for the Room 604 Renovation Project, Page 63
- (o) Ratification of Contract to Arthulia Inc. for Construction Services for the Maker's Space Room 1852 Project, Page 65
- (p) Contract Award to tBP Architecture Inc. for Architectural and Engineering Services for the B1800B Corridor Project, Page 67
- (q) Contract Award to Facilities Planning and Consulting Services for the Library/Learning Resource Center Project (Building 100 Replacement), Page 69
- (r) Contract Award to CA Architects for Architectural and Engineering Services for the Building 1800B Maker's Space and Robotics Lab Project, Page 71

- (s) Contract Award for Construction Services to McCuen Construction Inc. for the Vacaville Classroom Building (Annex) Renovation Project, Page 73
- (t) Contract Award to Impact Construction Services, Inc. for Construction Services for the Horticulture Modular Restroom Building, Page 75
- (u) Contract Award for Construction Services to Schetter Electric, Inc. for Autotechnology Building Parts Washer Electrical Modification Project, Page 77
- (v) Agreement Between Solano Community College (SCC) and the Solano Transportation Authority (STA) for the Solano Community College Transportation Pilot Program, Page 79

#### **14. INFORMATION ITEMS – NO ACTION REQUIRED**

- (a) 2017-2019 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program, Page 85

#### **15. ANNOUNCEMENTS**

Student Trustee Jacob Hinkle announced that he wrote the Juneteenth Bill mentioned by ASSC representative, Micaela Chapa.

Trustee Thurston announced that Vallejo has a Juneteenth celebration and invited everyone to attend. Solano College has a table at the Vallejo Juneteenth.

President Chapman and Vice President Young wished everyone a happy and safe holiday season.

#### **16. ITEMS FROM THE BOARD**

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

December 8: Vallejo Education and Business Alliance Foundation (VEBA) meeting at California State University Maritime Academy that was held at the Dining Center. I am a charter member of VEBA and currently a member of VEBA's Board of Directors.

December 11: As a retired mathematics professor of SCCD, I was invited and attended the School of Sciences Annual Christmas Party that was held at the home of mathematics Professor Sarah Donovan

December 13: Volunteer mathematics tutor at Hogan Middle School in Vallejo to 7<sup>th</sup> and 8<sup>th</sup> graders, who are participants in an afterschool program, '*Links to Success: Math Olympic*'.

December 15: SolTrans Event – Holiday Open House at 1850 Broadway Street Vallejo

December 18: Willie B. Adkins Project Winter Conference at Jesse Bethel High School. I served as a volunteer mathematics tutor in the project/program for over ten years. Vallejo Alumnae Chapter of Delta Sigma Theta Sorority, Incorporated sponsored this event.

December 20: Volunteer mathematics tutor at Hogan Middle School in Vallejo to 7<sup>th</sup> and 8<sup>th</sup> graders, who are participants in an afterschool program, '*Links to Success: Math Olympic*'. Each student participant was given a Christmas gift.

December 20: SCCD Trustees' Holiday Brunch at Rockville Corners which was a *Thank You* to the outgoing board president, Trustee Rosemary Thurston, for her service.

Trustee Voyce attended and/or participated in the following:

December 7: FSUSD Board meeting where students who received highest scores on the State ELA and Math Testing were recognized.

December 13: 8th Grade Info night for FSUSD's Early College High School Program.

December 20: Trustee's Luncheon for outgoing Board President, Rosemary Thurston.

**17. CLOSED SESSION (CONTINUED IF NECESSARY)**

**18. RECONVENE REGULAR MEETING (IF NECESSARY)**

**19. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**

**20. 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 7:55 p.m.