

**SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**ADOPTED MINUTES**  
Wednesday, May 6, 2020

**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, May 6, 2020, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Voyce.

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

At the request of President Voyce, Trustee Sarah Chapman led those present in the pledge of allegiance.

**3. ROLL CALL**

Quinten R. Voyce, President  
Denis Honeychurch, J. D., Vice President  
Sarah E. Chapman, Ph.D.  
Karimah Karah, J.D.  
Michael A. Martin  
Rosemary Thurston  
A. Marie Young  
Greg Ritzinger, Student Trustee  
Celia Esposito-Noy, Ed.D., Secretary

Others Present:

Robert Diamond, Vice President of Finance and Administration  
Lucky Lofton, Executive Bond Manager  
David Williams, Vice President of Academic Affairs  
Sandra Therrien, Executive Coordinator

**4. APPROVAL OF AGENDA**

It was moved by Trustee Chapman 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)

The following letter was submitted via e-mail as public comment on closed session items:

Quinten R. Voyce, President  
Denis Honeychurch, J. D., Vice President  
Sarah E. Chapman, Ph.D.  
Karimah Karah, J.D.  
Michael A. Martin  
Rosemary Thurston  
A.Marie Young  
Greg Ritzinger, Student Trustee  
Celia Esposito-Noy, Ed.D., Secretary

May 5<sup>th</sup>, 2020

Dear members of the Board of Solano Community College,

This letter addresses the need to reconsider the proposed layoff notifications directed at the Science Laboratory Technicians. Given that this will be the eighth week of the Governor's shelter at home order, Summer 2020 will be a critical time for the Vacaville Science Laboratory Technician to work diligently to support instructional continuity regardless of the modality moving forward in this uncertain time. ***Science Laboratory Technicians are a critical component of science instruction whether it be virtual or onsite.*** We are able to work onsite and support instructors while observing all mandatory social distancing requirements. Now is not the time to initiate layoffs. Rather an all-hands-on-deck approach for all the Science Laboratory Technicians would better support the college's ability to remain a competitive and viable choice for higher education. The race is on for having a viable business model for instruction come Fall 2020 and here forward. This dedicated group of the Vacaville Science Laboratory Technicians are ready and willing to work collaboratively and effectively towards this goal. A reduction of work hours for this group would place SCC at a serious disadvantage.

We need to accomplish the following tasks:

- Support virtual laboratory demonstrations as needed
- Sanitize all student use laboratory equipment for example:
  - Biology and Biotechnology in Vacaville has 170+ microscopes
  - Biology, Biotech, and Chemistry have hundreds of models & pieces of equipment
- Collaborate with custodians on developing a sanitary lab program (i.e. wipes, cleaners)
- Work with instructors to develop sanitary equipment use protocols for students
- Work on a student/equipment tracking program (in case of an infected student)
- Guidelines for PPE – supplying/wearing for Faculty, Staff and Students
- Guidelines for lab room occupancy protocols (i.e. entry/exit, duration in lab)
- Consult with the Public Health Department for safe laboratory practice protocols

We need to approach these issues with progressive actions. It is imperative to start planning now to avoid jeopardizing the safety of our students, faculty and staff.

Thank you for understanding the need to keep us working for the safety of Solano Community College students.

Sincerely,

The Vacaville Laboratory Technicians  
Jennifer Low  
Christine Kucala  
Calvin Liu  
Ruhpreet Bains

Charlie Solt, Local 39 Representative, requested the following e-mail sent to Mary Jones and Salvatore Abbate be read as public comment:

Sal, thank you for arranging the ZOOM mtg today to discuss the “Reduction in work assignment: notification. Local 39 requests to meet and confer with the college regarding this decision as well as the impact on Local 39 members impacted by this decision. That being said, Local 39 is extremely concerned that the restrictions placed on all of us during this COVID pandemic significantly impair Local 39 and Solano College ability to conduct and complete the meet and confer process in a thorough and timely fashion. Our ZOOM meeting today was evidence of the challenges we face. Additionally the Union is disadvantaged because we do not have readily access to our members and cannot meet do to social distancing and stay at home orders. In fact, the Union offices are closed which makes creating and retrieving documents even more difficult and time consuming. The impact of the Districts proposal is inconsequential to the District, but devastating to our members (District employees). The Union would like to discuss the possibility of postponing the implementation of the Reduction in Work assignment until the 2021 school year. I understand this is an unusual if not extraordinary request, but these are unusual and extraordinary times. An extension of the implementation would allow the parties to meet and confer in person and complete the process in a traditional fashion. There is no indication from the notice that this situation is an emergency that the District just became aware of and has to implement in thirty days. More time would allow the impacted employees twelve months to prepare for an inevitable substantial compensation reduction as opposed to the terms proposed in the notice. Solano College has been very accommodating to the Local 39 membership during this pandemic, and Local 39 deeply appreciates that. In the interim Local 39 will prepare an information request in the event the District decides the necessity of the change outweighs the concerns expressed.

Thank you

**6. CLOSED SESSION**

President Voyce called the closed session to order at 6:39 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**

President Voyce reconvened the Regular Meeting at 6:39 p.m.

**8. REPORT OF ACTION IN CLOSED SESSION**

After careful staff review of current and anticipated workload and staffing needs, the Board of Trustees took action in closed session to approve the elimination of the following twelve-month classified positions, pursuant to Education Code § 45308:

Biotechnology Lab Technician	30 Hours Weekly
Science Lab Technician	40 Hours Weekly
Automotive Lab Technician	30 Hours Weekly
Physical Science/Engineer Technician	40 Hours Weekly
Biology Lab Technician	40 Hours Weekly
Science Lab Technician	20 Hours Weekly
Chemistry Lab Technician	40 Hours Weekly
Science Lab Technician-Vacaville	40 Hours Weekly
Chemistry Lab Technician-Vacaville	40 Hours Weekly
Biotechnology Lab Tech – Grant	40 Hours Weekly

Theater Technician 40 Hours Weekly

Welding Lab Technician 40 Hours Weekly

Voting aye were: Board President Voyce, Vice President Honeychurch, Trustee Chapman, Trustee Martin, Trustee Thurston, and Trustee Young

Voting nay were: Trustee Karah

The Board also took action in closed session to create the following 10-month classified positions, which will be offered to the employees affected by the preceding action:

Biotechnology Lab Technician 30 Hours Weekly

Science Lab Technician 24 Hours Weekly

Physical Science/Engineer Technician 24 Hours Weekly

Biology Lab Technician 40 Hours Weekly

Science Lab Technician 20 Hours Weekly

Chemistry Lab Technician 40 Hours Weekly

Science Lab Technician-Vacaville 40 Hours Weekly

Chemistry Lab Technician-Vacaville 40 Hours Weekly

Biotechnology Lab Tech-Grant 40 Hours Weekly

Theater Technician 40 Hours Weekly

Welding Lab Technician 40 Hours Weekly

Voting aye were: Board President Voyce, Vice President Honeychurch, Trustee Chapman, Trustee Karah, Trustee Martin, Trustee Thurston, and Trustee Young

Voting nay were: None

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

There were no comments from members of the public.

**10. CONSENT AGENDA – ACTION ITEMS**

Superintendent-President

- (a) Draft Minutes for the Meeting Held on April 15, 2020 (Pending Board Approval)

Human Resources

- (b) Employment 2019-2020 and 2020-2021, Page 6

Finance and Administration

- (c) Personal Services Agreements, Page 8

Bond Projects

- (d) Notice of Completion for Construction Services for the Building 800 Parking Lot Rehabilitation Project, Page 9
- (e) Notice of Completion for Construction Services for the Building 1900 Trench Drain Project, Page 11
- (f) Notice of Completion for Construction Services for the Fairfield Campus Perimeter Road Striping Project, Page 13

It was moved by Trustee Karah and seconded by Trustee Martin to approve the Consent Agenda as presented. The motion was passed unanimously.

**11. ITEMS REMOVED FROM CONSENT AGENDA**

There were no items removed from the Consent Agenda.

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

Human Resources

- (a) Resignation to Retire, Page 15

Faculty and staff from the School of Liberal Arts submitted the following in honor of Margaret Abel-Quintero:

Margaret Abel-Quintero retires this spring after almost 25 years of teaching Spanish at Solano College. It's astonishing to learn that she started her teaching career 40 years ago. Margaret is passionate about foreign language acquisition, committed to using multiple modalities in the classroom, and during her tenure here has taught thousands of Solano students. In addition to introductory and advanced courses in Spanish, she has taught Spanish conversation classes, classes on Spanish-language cultures and cinema, and Spanish for medical workers. She especially enjoyed hosting, along with her colleagues, the annual Foreign Language night, which showcased Solano students singing and dancing to traditional folk music as well as performing skits and poetry. In recent years she spearheaded an effort to adopt new, more accessible curriculum for Spanish classes.

Born in Iowa, Margaret—or Peggy, as she is called by family—grew up in the Midwest as one of six siblings. She attended the University of Iowa for her B.A. in Spanish, then earned her master's in Hispanic Languages and Literature and her Ph.D. in Portuguese Literature, with her dissertation "Eça Beyond Realism: A Study of the Language of Flowers in *Os Maias*," from the University of California at Santa Barbara. In addition to Spanish, she is fluent in Portuguese and has traveled to Portugal many times.

As a teacher, Margaret is known for her high energy and spontaneity in the classroom, caring nature, and her willingness to go the extra mile for her students, who year in and out could be seen lining up outside her office door, waiting for their turn to work with her one-on-one. As a colleague, she is thoughtful and generous. Division meetings were enhanced by her cheerful enthusiasm and her signature enchiladas were always a hit at our school potlucks. In sum, Margaret has made a deep and lasting impression on the School of Liberal Arts and the Solano College community, and we will never forget her.

It was moved by Trustee Thurston and seconded by Trustee Young to approve the Resignation to Retire as presented. The motion was passed unanimously.

(b) Review of EEO Multi Method Certification, Page 16

It was moved by Trustee Chapman and seconded by Trustee Honeychurch to approve the Review of EEO Multi Method Certification as presented. The motion was passed unanimously.

Bond Projects

(c) Contract Award to HMR Architects for Professional Services for Building 1800B Exterior Roof Canopy Project, Page 24

It was moved by Trustee Martin and seconded by Trustee Karah to approve the Contract Award to HMR Architects for Professional Services for Building 1800B Exterior Roof Canopy Project as presented. The motion was passed unanimously.

- (d) Purchase Agreement Approval to Williams Scotsman, Inc. for DSA Pre-Approved Modular Classrooms, Page 26

It was moved by Trustee Young and seconded by Trustee Thurston to approve the Purchase Agreement Approval to Williams Scotsman, Inc. for DSA Pre-Approved Modular Classrooms as presented. The motion was passed unanimously.

- (e) Approval of Contract Change Order #5 to BHM Construction for the Fairfield Library/Learning Resource Center Project, Page 28

It was moved by Trustee Chapman and seconded by Trustee Honeychurch to approve the Approval of Contract Change Order #5 to BHM Construction for the Fairfield Library/Learning Resource Center Project as presented. The motion was passed unanimously.

Academic Affairs

- (f) Clinical Experience Agreement Between Solano Community College District and Medic Ambulance, Vallejo, California, Page 32

It was moved by Trustee Karah and seconded by Trustee Martin to approve the Clinical Experience Agreement Between Solano Community College District and Medic Ambulance, Vallejo, California as presented. The motion was passed unanimously.

- (g) Acceptance of Arthur N. Rupe Foundation Grant, Page 42

It was moved by Trustee Thurston and seconded by Trustee Young to approve the Acceptance of Arthur N. Rupe Foundation Grant as presented. The motion was passed unanimously.

**13. INFORMATION ITEMS – NO ACTION REQUIRED**

**14. ANNOUNCEMENTS**

Board President Voyce expressed condolences to Trustee Young for the passing of her brother.

**15. ITEMS FROM THE BOARD**

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

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

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

**19. ADJOURNMENT**

Moved by Trustee Honeychurch and seconded by Trustee Voyce to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 7:43 p.m.