



COLLEGE GOVERNANCE COUNCIL MINUTES

Wednesday, August 23, 2023
Honeychurch Boardroom
3:00 – 4:00 PM

1. Call to Order/Land Acknowledgement

The meeting was called to order at 3:01 PM with a reading of the Land Acknowledgement Statement. The meeting was held in the Honeychurch Boardroom, Main Campus. Superintendent-President Dr. Celia Esposito-Noy had a prior engagement. In her absence, Vice President David Williams presided.

Roll Call

Members Present: Shanan Danley (Minority Coalition), Dean Sandy Lamba (Administration), Rei Leal (Classified/CSEA), Jeff Lehfeltdt (Classified/Local 39), Diana Solis (ASSC)

Advisory Members Present: VP Susan Wheet, VP Jon Cornelison, VP David Williams, VP Lisa Neeley

Absent: Edward Russell Jr (Minority Coalition), Erin Farmer (Faculty), Joshua Scott (Faculty), Sal Abbate (Administration), Dr. Celia Esposito-Noy, Dean Nathan Rexford

Others Present: Claire Gover

2. Approval of Agenda

Rei Leal moved to approve. Jeff seconded. Motion passed.

3. Approval of Minutes

Jeff Lehfeltdt moved to approve the minutes of May 10, 2023. Rei seconded. Motion passed.

4. Public Comment

There were no comments from the public.

5. Superintendent-President's Office Update. VP Williams gave an update on on behalf of Dr. Esposito-Noy.

- a. Welcome to Fall Semester – S-P Esposito-Noy expresses gratitude to everyone for a great start to the semester. Several opening events were held to welcome faculty and students. We received positive feedback on Welcome Day.
- b. Student Housing – The proposal submitted to the state in July is not moving forward due to the state no longer funding community colleges. We will continue looking at public private partnerships.
- c. Update on Quad Area – Renderings of the Quad will soon be posted in the area. The design includes a tree promenade, dry river bed, native drought resistant plants, and seating. The group recommended we showcase art from our students, and include animal/leash policy signage and pet waste station. We are going out to bid by the end of this semester. The quad is scheduled for completion in summer 2024.
- d. Enrollment update – The last student head count was shared. We currently have 9087 students enrolled which is increase from prior years and our Vallejo and Vacaville Centers are on target to exceed the goal of 1000 students enrolled during the academic year.

6. Finance and Administration – VP Wheet

- a. Budget Update on the Unrestricted Funds was shared. For revenues, the Education Protection Account (EPA) has not been allocated by the state so this figure (\$6M) was removed from the tentative and proposed adopted budgets until the EPA is guaranteed. For expenses, there was an increase in salaries and benefits and in other operating expenses to offset reductions in State Budget for Student Retention and Maintenance. Unused encumbrances accounted for some of the adjustments from tentative to proposed budgets. For ending fund balance, we are operating on a planned deficit spending. Board required reserve plus stability reserve is approximately 21% of expenses. Information on restricted funds is available on our website.
- b. Board Policy Review / 3000 Series – Revisions to Board Policy and Administrative Procedures in the 3000 series were shared (1st reading). Revisions are as follows:
 - BP 3070 – His/her to their
 - AP 3070 – New written procedures
 - BP 3080 – Removing reference to Ed Code that no longer exists
 - BP 3090 – Adding County Superintendent of School information
 - AP 3090 – New written procedures
 - BP 3100 – Updating due to regulatory additions
 - BP 3110 – Updating to current practices
 - BP 3120 – No changes
 - BP 3200 – Addition of medical and insurance deductions
 - BP 3220 – Adding contract code reference; separating out procedures
 - AP 3220 – New written procedures
 - BP 3225 – Adding language about contract code exceptions; separating out procedures
 - AP 3225 – New written procedures
 - BP 3230 – Changing to Vendor Conflict of Interest with Government Code reference
 - BP 3240 – Separating out procedures
 - AP 3240 – New written procedures
 - BP 3300 – Adding definition of equipment per California Budget and Accounting Manual (BAM), changing to 2-year cycle per audit requirements
 - BP 3310 – Adding responsibility list per accreditation standards; Separating out procedures
 - AP 3310 – New written procedures

7. Technology Services – VP Cornelison

- a. College IT Services Planned Outage September 2-3 - On June 27, 2023, a construction crew performing work on campus damaged underground electrical system lines, causing a campus power outage. These lines were temporarily repaired to restore power, but permanent repair work is required. Campus leadership identified Labor Day weekend (September 2-3) for the contractor to perform the needed electrical repair work. This repair will require the electrical power supply and backup generator which powers Building 100 to be offline during the repair work which is estimated to be 14 hours in duration. Accordingly, Technology Services must power down the central data center four hours before, and power up the data center four hours after, the scheduled repair work. This will result in a complete shutdown of all campus IT and online technology services on Saturday September 2 through Sunday September 3, 2023.
Notifications will be publicized on the SCC website. Text/email notifications will be sent to all SCC employees and students. Campus Facilities will coordinate with Department of Public Safety and local authorities.

- b. Ongoing Banner SaaS Updates. MySolano (Luminous) sunsets on June 30, 2024. We are replacing Luminous with “Experience” which will be a digital front, 1-stop shop for students and employees. Canvas and student account passwording will change. VP Cornelison is assembling a workgroup to move forward with testing and piloting before the roll out. The time commitment for the workgroup is 4 hours per month (two 2-hr meetings monthly). Please let VP Cornelison know if you are interested in taking part in the workgroup. Share this with your constituent groups. April 8 is our target date to go live with Experience. The whole interface will change and training will be needed.

8. Academic Affairs – VP Williams

- a. A revision to Administrative Procedure 6210, Catalog Rights was presented as first reading. The following language was added to allow students complete their program and graduate:

“Students who previously earned a certificate of achievement at Solano Community College and return to pursue an AA/AS degree in the same major have the option to use the local general education pattern from the academic year that the certificate was earned without having to maintain continuous enrollment. This policy does not apply to Associate degrees for transfer (AA-T, AS-T).”

Other board policies and administrative procedures in Series 6000 will be reviewed for necessary updates/revisions. These will be brought to the Academic Senate before being presented to College Governance.

9. Student Services – VP Neeley

- a. Student Equity & Achievement Plan

Two events designed to help prepare black and African American students for college and close equity gaps were held recently. Over 100 people were in attendance for the Black Family Gathering. It was followed by a 2-day summer bridge program attended by 20-25 students. This Fall more outreach is planned especially for students in Vallejo high schools. Equity funds will be used to hire a Director of Cultural Programs who will cross promote activities and create momentum for cultural programming such as heritage months. A space in B400 has been identified for a Black Student Cultural Center for Excellence which will be a place for black students and their allies to gather and feel supported. There will be open house events for the Black Student Cultural Center as well as the Pride Center (also in B400).

We anticipate SEA funding for Asian American Pacific Islander students and will seek input on how to use those funds.

We are also hiring a Director of Student Development and Engagement responsible for implementing programs to enhance student engagement and a sense of unconditional belonging at the college.

10. Mission Statement Review – VP Williams presented on behalf of Dean Rexford.

A revised mission statement was first presented to College Governance at the April 26th meeting. It was presented today as an action item. Per accreditation standards, our mission statement must address the types of degrees, credentials and certificates offered. Our current mission statement does not. It is important to note that it was previously recommended that we strengthen our commitment to diversity which we will do in a separate diversity statement.

The proposed revision consists of the addition of the following statement:

“Where applicable to each student’s unique educational journey, this instruction can lead to awards such as bachelor’s degrees, associate’s degrees, and certificates of achievement.”

Rei Leal moved to approve the revision. Jeff Lehfeltdt seconded. Motion passed.

11. Adjournment

There being no further business, Jeff Lehfeltdt moved to adjourn. Sandy Lamba seconded. Meeting adjourned at 4:04PM.