

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2021-2022

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Joyce Averett	Teaching for Equity	SEA	01/01/22-05/25/22	\$750.00 (Lump Sum)
Erin Duane	Teaching for Equity	SEA	01/01/22-05/25/22	\$750.00 (Lump Sum)

EMPLOYMENT 2022-2023

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Frank Drayton	Adjunct Fire Technology Instructor (not to exceed 67%)	06/22/23-12/15/23

Out of Class Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jennifer Low	4-year Biotechnology Lab Technician	06/01/23-06/30/23

Professional Expert

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Jason Barker	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$260.00
Robert Bartoli	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$208.00
Chris Fleshman	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$130.00
Jessica Fleshman	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$130.00
Adrian Hairston	Classroom Assistant - EMT	General	01/17/23 - 05/25/23	NTE \$312.00
Angel Iqueda	Classroom Assistant - EMT	General	01/17/23 - 05/25/23	NTE \$78.00

Salvatore Abbate
Human Resources

June 8, 2023

Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

Date Approved

Professional Expert (continued)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Ricardo Irizarry	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$234.00
John Jansen	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$312.00
Brad Lopez	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$182.00
Melvin Self	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$832.00
Grant Tokiwa	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$130.00
Joseph Torres	Classroom Assistant - EMT	General	01/17/23 - 05/25/23	NTE \$91.00
Joseph Torres	Classroom Assistant - Fire	General	01/17/23 - 05/25/23	NTE \$156.00
Vincent Webster	Classroom Assistant - EMT	General	01/17/23 - 05/25/23	NTE \$26.00

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Kathleen Callison	Curriculum Development	Perkins	06/01/23 - 06/30/23	\$60.69/hr.
Kalyn Foster	Administrative Assistant III	SEA	06/22/23 - 06/30/23	\$18.91/hr.
John Kuta	Student Services Generalist	General	06/22/23 - 06/30/23	\$18.91/hr.
Kevin Marks	Asst Coach Women's Soccer	General	06/15/23 - 06/30/23	\$69.05/hr.
Michelle Ruiz	Student Services Generalist	SEA	06/12/23 - 06/30/23	\$18.91/hr.
Elaine Talley	Program Administration	General	06/22/23-06/30/23	\$62.63/hr.
Curley Wikkeling-Miller	Cosmetology Instructor	Perkins	06/01/23 - 06/30/23	\$60.69/hr.

Volunteer Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Alyssia Lee	Biology Lab Technician Assistant	06/08/23 – 06/30/23

EMPLOYMENT 2023-2024**Regular Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Joshua Ang	Physical Science/Engineering Lab Technician 12-month	07/03/2023
Maureen Powers	Child Development & Family Studies / Early Education Instructor (Tenure Track)	08/10/2023

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jennyann Carthern	Graphic Design Instructor (not to exceed 67%)	08/10/23 – 12/15/23
Carrie Mullen	Theater (Technical) Instructor (not to exceed 67%)	08/10/23 – 12/15/23
Daria Taback	Theater (Technical) Instructor (not to exceed 67%)	08/10/23 – 12/15/23

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jose Cortes	From Full-time Instructor, English as a Second Language (ESL) to Interim Dean, Applied Technology & Business	07/01/23 – 06/30/24
Steven Jones	From Engineer to Facilities Supervisor (extended)	07/01/23 – 12/31/23

Out of Class Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Laura Scott	Enterprise Resource Analyst	07/01/23 - 08/31/23
Alisa Lind	Payroll Generalist	07/01/23 - 12/31/23
Jennifer Low	4-year Biotechnology Lab Technician	07/01-23 - 06/30/24
Darah Macaraeg	EOPS Coordinator	07/01-23 - 06/30/24

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Isaiah Acosta	Student Services Generalist	NextUP/EOPS/CARE	07/01/23 - 06/30/24	\$18.91/hr
Alison Aubert	Infectious Control Coordinator	General	07/01/23 – 12/31/23	\$50.53/hr.
Jared Awender	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Greg Begin	Special Project FKCE Presenter	Foster Kinship Care Education Program	07/01/23 - 06/30/24	\$40.00/hr.
Attica Bowden	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Attica Bowden	EMT Adjunct Instructor – EMT Orientation	General	07/01/23-06/30/24	\$50.53/hr.
Robert Brown	Custodian	General	07/03/23- 06/30/24	\$15.68/hr.
Juan Chaidez Jr.	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Dominic Camozzi	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Sherrie Currie	Special Project FKCE	Foster Kinship Care	07/01/23 - 06/30/24	\$40.00/hr.
Proctor	Presenter	Education Program	07/01/23 - 06/30/24	\$40.00/hr.
Eileen Dehzad	ELC Specialist	General Childcare Contract	07/01/23 - 06/30/24	\$19.75/hr.
Emily Eakins	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Lexi Eggert	ELC Assistant	General Childcare Contract	07/01/23 - 06/30/24	\$19.75/hr.
Jessica Fleshman	Program Administration – EMT	General	07/01/23-08/31/23	\$54.56/hr.
Kalyn Foster	Administrative Assistant III	SEA	07/01/23 - 06/30/24	\$18.91/hr.
Laura Gallegos	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Deborah Garcia	Special Project	Perkins	08/01/23 - 06/30/24	\$45.00/hr.
Cecilia Gonzalez	Biology Lab Technician	General	07/01/23 - 08/07/23	\$20.17/hr.
Jennifer Grimes	Special Project - LD Testing	SEA	07/01/23 - 06/30/24	\$75.00/hr.
Christopher Gulick	Student Services Generalist	VRC On-going	07/01/23 - 06/30/24	\$18.91/hr.
Elisa Gutierrez	ELC Specialist	California State Preschool Program	07/01/23 - 06/30/24	\$19.75/hr.
Leslie Gutierrez Rodriguez	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Adrian Hairston	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Adrian Hairston	EMT Adjunct Instructor – EMT Orientation	General	07/01/23-06/30/24	\$60.62/hr.
John Herkins	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Angel Iqueda	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Adam Iqueda	EMT Adjunct Instructor – EMT Orientation	General	07/01/23-06/30/24	\$64.65/hr.

Short-Term/Temporary/Substitute (continued)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Adam Iqueda	Program Administration – EMT	General	07/01/23-08/31/23	\$64.65/hr.
Ricardo Irizarry	EMT Adjunct Instructor – EMT Orientation	General	07/01/23-06/30/24	\$50.53 /hr.
Ricardo Irizarry	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Wamuiru Irvin	Equipment Mechanic	General	07/01/23 - 06/30/24	\$23.03/hr.
John Jansen	EMT Adjunct Instructor – EMT Orientation	General	07/01/23-06/30/24	\$60.68/hr.
John Jansen	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Deborah Jojola	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Makayla Johnson	Assistant Coach- Volleyball	General	08/01/23 - 06/30/24	\$22.00/hr.
John Kuta	Student Services Generalist	General	07/01-23 - 06/30/24	\$18.91/hr.
Kimberly Landes	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Maeve Lee	Student Services Generalist	VRC On-going	07/01/23 - 06/30/24	\$18.91/hr.
Karen Leung	CIRM Internship Director	CIRM	07/01/23 – 06/30/24	\$61.17/hr.
Rene Lindsey	Clerical Specialist	VRC On-going	07/01/23 - 06/30/24	\$16.59/hr.
Isaiah Littlejohn	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Kevin Marks	Asst Coach - Womens Soccer	General	07/01/23 – 06/30/24	\$69.05/hr.
Shannon Marshall	Outreach Specialist	SEA	07/01/23 - 06/30/24	\$19.75/hr.
Samuel McKinney	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Sophia Mempin	ELC Specialist	General Childcare Contract	07/01/23 - 06/30/24	\$19.75/hr.
Ayleen Michel	Student Services Generalist	NextUP/EOPS/CARE	07/01/23 - 06/30/24	\$18.91/hr.
Iyeisha Miller	Special Project FKCE Presenter	Foster Kinship Care Education Program	07/01/23 - 06/30/24	\$40.00/hr.
Sally Morales	ELC Specialist	General Childcare Contract	07/01/23 - 06/30/24	\$19.75/hr.
Raymond Nelson	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Dao Nguyen	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Hoi Nguyen	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Kitsia Pelayo	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Mia Pimentel	Assistant Coach - Volleyball	General	08/01/23 - 06/30/24	\$22.00/hr.
Carolyn Pleasant	Student Services Generalist	SEA	07/01/23 - 06/30/24	\$18.91/hr.
Matthew Pulanco	Outreach Specialist	SEA	07/01/23 - 06/30/24	\$19.75/hr.
Sara Carolina Rico	Student Services Generalist	SEA	07/01/23 - 06/30/24	\$18.91/hr.
Lourdes Rivera	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Diane Roszel	Student Services Generalist	SEA	07/01/23 - 06/30/24	\$18.91/hr.
Michelle Ruiz	Student Services Generalist	SEA	07/01/23 - 06/30/24	\$18.91/hr.
Michael Silva	CIRM Grant DEI Director	CIRM	07/01/23 – 08/04/23	\$64.87/hr.
Dirk Smith	CIS Instructor	Strong Workforce	07/10/23-08/18/23	\$69.05/hr.
Cecily Steinke	Custodian	General	07/03/23 - 06/30/24	\$15.68/hr.
Elaine Talley	Program Administration	General	07/01/23-08/18/23	\$62.63/hr.
Rachel Taylor	ELC Assistant	Gen Childcare/State Preschool Prog	07/01/23 - 06/30/24	\$18.91/hr.
Lauren Taylor Hill	Summer ASTC Coordinator	General	07/01/23 – 08/10/23	\$64.87/hr.

Short-Term/Temporary/Substitute (continued)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Joseph Torres	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Joseph Torres	EMT Adjunct Instructor – EMT Orientation	General	07/01/23 - 06/30/24	\$50.53/hr.
Mark Trilevsky	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Branwen Vang	Student Services Generalist	SEA	07/01/23 - 06/30/24	\$18.91/hr.
Juwan Vartanian	ELC Specialist	General Childcare Contract	07/01/23 - 06/30/24	\$19.75/hr.
Helymar Walter	Student Services Generalist	VRC On-going	07/01/23 - 06/30/24	\$18.91/hr.
Alexandra Weatherbee	Biology Lab Technician	General	07/01/23 – 06/30/24	\$20.17/hr.
Incent Webster	Journey Level Asst -EMT	General	07/01/23 - 06/30/24	\$26.00/hr.
Vincent Webster	EMT Adjunct Instructor – EMT Orientation	General	07/01/23 - 06/30/24	\$69.05/hr.
Charlotte Wright	Administrative Assistant IV	General	07/01/23 - 06/30/24	\$19.75/hr.

Volunteer Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Alyssia Lee	Biology Lab Technician Assistant	07/01/23 – 08/31/23

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: WARRANTS – May 2023

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

SUMMARY:

5/3/2023	AP Vendor Payments	11119630 - 11119769	\$462,876.05
5/3/2023	CP Vendor Payments	11119770 - 11119772	\$30,330.00
5/3/2023	QD Vendor Payments	11119773	\$66,626.51
5/3/2023	QE Vendor Payments	11119774 - 11119776	\$250,253.09
5/12/2023	AP Vendor Payments	11119777 - 11119853	\$361,124.23
5/12/2023	QD Vendor Payments	11119854	\$7,500.00
5/19/2023	AP Vendor Payments	11119855 - 11119925	\$244,049.77
5/19/2023	CP Vendor Payments	11119926 - 11119929	\$5,062.50
5/19/2023	QC Vendor Payments	11119930 - 11119931	\$3,709.00

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STUDENT SUCCESS IMPACT:

- ☒ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other

Ed. Code: 70902 & 81656 Board Policy: 3240 Estimated Fiscal Impact: \$

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance and Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Susan Wheet, Finance and Administration

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 11.(c)
MEETING DATE June 21, 2023

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: WARRANTS – MAY 2023

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

SUMMARY:

5/19/2023	QD Vendor Payments	11119932 - 11119941	\$302,973.78
5/19/2023	QE Vendor Payments	11119942 - 11119945	\$640,697.48
5/26/2023	AP Vendor Payments	11119946 - 11120063	\$391,400.37
5/26/2023	QC Vendor Payments	11120064 - 11120065	\$17,062.48
5/26/2023	QD Vendor Payments	11120066 - 11120069	\$32,792.04
5/26/2023	QE Vendor Payments	11120070 - 11120074	\$770,139.32
Total Vendor Payments			\$3,586,596.62

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: MEMBERS OF THE GOVERNING BOARD

**SUBJECT: PERSONAL SERVICES AGREEMENTS & CONTRACT
RENEWALS UNDER \$50,000**

REQUESTED ACTION: APPROVAL

CONTRACT SERVICES AGREEMENTS RENEWALS

**Finance and Administration
Susan Wheat, Vice President**

<u>Vendor Name</u>	<u>Description</u>	<u>Effective</u>	<u>Amount</u>
Common Grounds Café	Addendum to contract dated 9/18/22 renewing the service contract to manage and operate food, dining and hot coffee services, & produce, prepare and sell food, nonalcoholic beverages and frozen confections at the SCC Fairfield campus for the 2023-24 fiscal year.	07/01/23-06/30/24	
Submittable	Renewal for the ticketing and approval system used by Nursing, Financial Aid and Institutional Research for the 2023-24 fiscal year.	07/01/23-06/30/24	Not to Exceed \$5000.00

PERSONAL SERVICES AGREEMENTS

**Academic Affairs
David Williams, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Jaroslav Janio	Consultant to provide keynote address on the topic of Artificial intelligence in Higher Education at the Solano Community College Convocation to be held on August 11, 2023. Includes a one-hour introductory session during convocation and a one-hour follow session in the afternoon. Rate is inclusive of prep time, sessions and travel costs.	08/11/23-08/21/23	Not to Exceed \$1,355.11

Student Services
Lisa Neeley, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Reginald Caldwell, LCSW	Consultant will provide six 1-hour sessions during AY 2023-2024 intended to provide support, resources, and tools to advance wellness and healing in the workplace. The scope of work includes follow-up for Fall 2023/Spring 2024 participants, as well as 1:1 individual coaching as needed.	07/01/23-06/30/24	Not to Exceed \$20,000.00
Eaton Interpreting	Interpreting and captioning services to assist in communication with deaf and hard of hearing students in the ASC program.	07/01/23-06/30/24	Not to Exceed \$30,000.00
Interpreting & Consulting Services	Interpreting and captioning services to assist in communication with deaf and hard of hearing students in the ASC program (\$250,000) and Human resources (\$2,500),	07/01/23-06/30/24	Not to Exceed \$252,500.00
Shawn Jordison	Consultant to provide Alternate Media/Assistive Technology production and assistance for Accessibility Services Center at the rate of \$70 per hour. Consultant will also provide training of current and future staff of use of technology and equipment used by the office. FY 2022-23 = \$3,920; FY 2023-24 = \$32,000.	06/22/23-12/31/23 (separate PSA for each FY)	Not to Exceed \$35,920.00
Ian Wallace	Mental Health First Aid Training (up to six sessions) for faculty, staff, and students at SCC.	07/01/23-06/30/24	Not to Exceed \$6,00.00

Human Resources
Salvatore Abbate, Director

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Mary Jones	Consultant to provide review of Human Resources business processes, facilitation of collective bargaining and development and presentation of training packages.	07/01/23-06/30/24	Note to Exceed \$75,000.00

Susan Wheet
Vice President,
Finance & Administration

June 8, 2023

Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

Date Approved

AGENDA ITEM 13.(a)
MEETING DATE June 21, 2023

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

<u>Name</u>	<u>Assignment & Years of Service</u>	<u>Effective</u>
Vernon Cunningham	General Maintenance Worker 10 years of service with SCC	06/30/2023

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

<i>Ed. Code: 24205</i>	<i>Board Policy: 4400</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED B/Y
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: NEW CLASSIFIED MANAGER JOB DESCRIPTION:
DIRECTOR, STUDENT DEVELOPMENT AND
ENGAGEMENT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The following job description is presented for Governing Board approval. It establishes a new classified manager position. This position is responsible for developing and implementing comprehensive programs and initiatives designed to enhance student engagement and a sense of unconditional belonging at the college. The successful candidate will provide leadership and vision, strategic direction, and evaluation and assessment for effective delivery of student programs and activities, serving as an advocate for the needs of all students, particularly disproportionately impacted student populations. This position will be placed at range 40 on the ALG salary schedule.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Ed. Code: 88009

Board Policy: 4010, 4720

*Estimated Fiscal Impact: \$77,203.19 Plus
Benefits Yearly*

SUPERINTENDENT'S RECOMMENDATION:

☒ **APPROVAL** ☐ **DISAPPROVAL**
☐ **NOT REQUIRED** ☐ **TABLE**

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
CLASS SPECIFICATIONS

CLASS TITLE: DIRECTOR OF STUDENT DEVELOPMENT AND ENGAGEMENT (Classified Manager)

Description:

REPRESENTATIVE DUTIES:

Reporting to the Vice President of Student Services the Director of Student Development and Engagement is responsible for developing and implementing comprehensive programs and initiatives designed to enhance student engagement and a sense of unconditional belonging at the college. The successful candidate will provide leadership and vision, strategic direction, and evaluation and assessment for effective delivery of student programs and activities, serving as an advocate for the needs of all students, particularly disproportionately impacted student populations. This position will facilitate co-curricular opportunities that support student social, cultural, personal, intellectual, and psychological growth.

The Director will work with students, faculty, and staff to provide a student-centered environment that fosters intentional development through robust co-curricular programming and services, as an extension of the educational experience, to foster campus engagement and support student retention and completion.

The Director will serve as advisor to the Associated Students of Solano College (ASSC) and the Inter-Club Council, providing and conducting leadership seminars, training workshops and campus-wide events for students, student government organizations, and other student groups. The Director will be responsible for recruiting students into student government, supporting the formation of student clubs, and identifying appropriate faculty and staff to serve as club advisors. Additionally, this role will ensure student participation in District governance structures and interview committees.

The Director will be responsible for implementing an outreach strategy to maximize student participation in programs and activities across the Fairfield, Vacaville, and Vallejo campuses. The Director will oversee publicity, including website and social media content, to promote student events and activities on campus and in the surrounding community.

The Director will assist the Vice President of Student Services to accomplish the mission and goals of the college, employing an equity-minded, student centered approach to expanding student engagement and building an inclusive campus community.

Must be able to work flexible hours including evenings and weekends.

Essential duties and responsibilities include the following:

- Promote and encourage students to participate in a wide variety of student activities and leadership experiences that promote engagement.

- Enhance the overall educational experience of students through development of, exposure to, and participation in social, cultural, multicultural, intellectual, recreational, community service, and campus governance programs.
- Provide support and direction to student groups, organizations and advisors through leadership, organizational and resource development.
- Ensure student awareness of and access to support structures and networks that enhance student success, particularly for disproportionately impacted student populations.
- Liaise and collaborate with student support programs, such as Basic Needs, Wellness Center, Veteran's Center, A2Mend, SOAR, IMANI, EOPS/CARE, Puente, etc. to ensure student awareness of and engagement with relevant support programs and resources.
- Work collaboratively with faculty, student services staff, and other campus departments to support student engagement and success.
- Prepare, update, and distribute student club/organizational handbook and student leadership training handbook, and other student focused publications, ensuring compliance with board policy, administrative procedure, and other applicable guidance.
- Mentor and guide student leaders in strategic activities consistent with their objectives and College goals; develop a comprehensive student leadership program.
- Serve as an advisor to the Associated Students of Solano College (ASSC), the Inter-Club Council, and other student governance organizations; establish, coordinate, and maintain a broad and well-supported student club program responding to the interests of a diverse population of students.
- Provide leadership of the Student Ambassador Program; work with campus departments to provide ambassador support across different programs and areas.
- Oversee recruitment and training of students to ensure active participation in campus and district-shared governance committees.
- Support the development of student organizations and activities; train students in applicable governance rules and structures in accordance with relevant District policies and state and federal regulations including, but not limited to: Ed Code, Title V, Robert's Rules of Order, Brown Act, etc.
- Provide and conduct leadership seminars, training, workshops and campus-wide events for students, student government organizations, and other student groups and organizations.
- Facilitate recruitment of student club faculty sponsors and advisors; provide orientation and assistance to club faculty advisors and student officers.
- Liaise with the Basic Needs Director and the Wellness Center staff to enhance mental health and wellness support for students, assist students in crisis, and provide appropriate referrals to campus and community resources.
- Develop and maintain collaborative relationships with diverse campus partners, including administrators, faculty, professional staff, and other departments to support student engagement; collaborate with academic and student services departments to contribute to the recruitment and retention of students from diverse backgrounds.
- Represent the Student Engagement office on campus committees and at district, regional and state meetings as needed.
- Develop and support cross-campus collaborations in support of student participation, engagement, and enrichment.
- Arrange for college representation at conferences and meetings concerning student organizations.
- Plan, implement and evaluate co-curricular student activities which promote a welcoming, inclusive campus environment and which support student recruitment, retention, and the successful achievement of academic and career goals.
- Oversee and assist college clubs and organizations in the planning and coordination of educational, social, cultural, and community service activities.
- Consult with administrators and faculty to develop new programs, projects, and services related to students' needs and interests.
- Supervise the dissemination of a regular calendar of student activities and events.
- Supervise students attending local, statewide, and national conferences and seminars.

- Coordinate and lead annual student events, including Summer Bridge, Welcome Days, recognition ceremonies, student government elections, and commencement.
- Coordinate and manage program activities with other Student Services functions and instructional programs; provide technical expertise and input concerning student activities; recruit and assist staff for events and activities.
- Plan and implement a program of publicity and outreach activities which inform and involve students; design publicity brochures and flyers; edit and approve flyers, posters, literature, and other materials prepared by student groups and off-campus organizations prior to posting or distribution.
- Coordinate the production and dissemination of student focused publications utilizing a multi-media approach to advertising and promotion.
- Work closely with the outreach team to coordinate outreach and recruitment efforts at local high schools and community events.
- Liaise with the Career Center and SCC Foundation to support SCC alumni tracking
- Manage the operational budget for the Office of Student Engagement and Development.
- Exercise management oversight and monitoring of ASSC funds, including the annual budget, bank records, and monitoring of student club/organization accounts.
- Work with the Fiscal department on expenditures of student accounts in accordance with District policies and applicable regulations.
- Train and supervise the work of temp staff and student workers.
- Provide leadership in resolution of student conflicts employing mediation techniques, facilitated dialogue, and restorative practices.
- Compile and analyze data (including disaggregated) related to student participation and program evaluation; develop organizational work processes which facilitate attainment of established program goals and objectives.
- Evaluate and provide annual reports for all assigned programs and recommend programmatic goals, objectives, and improvements to the Vice President of Student Services.
- Develop implement and evaluate student life programs to ensure the quality and breadth of diverse programs aligned with the District's mission and strategic goals

Perform related duties as assigned.

Minimum Qualifications:

- Bachelor's degree from an accredited college or university, preferably in education, college student personnel, student development, higher education administration, or a related field.

AND

- Three (3) years of professional experience, preferably in a higher education setting with evidence of increasing levels of responsibility.

AND

- Demonstrated cultural competency, sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students, faculty, and staff.

Preferred Qualifications:

- Master's or higher degree, preferably in education, college student personnel, student development, higher education administration, or a related field.

- Experience with progressively increasing responsibilities demonstrating integrative leadership for student activities, student life and student conduct, or management level administration in departments closely related to areas of Director's responsibilities.
- Demonstrated leadership in developing programs and services for disproportionately impacted student populations.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of policy and practices that lead to increased understanding of, sensitivity to, and commitment to diversity, equity, inclusion, and accessibility.
- Knowledge of the needs of community college students and the education practices and innovations that support student success.
- A genuine interest in working directly with students.
- Ability to effectively manage and lead diverse populations; ability to work collaboratively with diverse partners and stakeholders.
- Knowledge of student development theory and best practices in student programming and student governance.
- Ability to maintain accurate records including timesheets, expenditure reports, and financial reports.
- Knowledge of district organization, operations, policies, and ability to use sound judgement.
- Ability to effectively represent the program and college at public events.
- Excellent communication (written and verbal) skills
- Excellent time management skills; ability to manage multiple assignments concurrently and effectively; ability to work with limited direction and supervision, exercise confidentiality and discretion.
- Computer skills, including word processing, emails, spreadsheets, and database applications.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work assigned to this classification is typically performed in an administrative office environment. Some travel to/from the centers and main campus may be required. While performing the duties of this classification, the employee regularly works at a computer for long periods of time and is regularly exposed to interruptions and the hazards of working with video display terminals.

Hours may include evenings and weekends.

Physical Abilities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties outlined in this classification, the employee in this classification is regularly required to sit for long periods of time, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, stoop or kneel or crouch to file. The employee in this classification may be required to conduct work at other campus locations.

The employee assigned to this classification must regularly lift, carry and/or move objects weighing up to 10 pounds.

Board approved:

- Train, supervise and evaluate personnel.
- Meet schedules and timelines.
- Ability to work with limited direction and supervision, exercise confidentiality and discretion.
- Communicate effectively both orally and in writing.
- Work and communicate with students of diverse academic, socio-economic and cultural backgrounds including students with disabilities.
- Write reports and maintain budgets.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Abilities:

Dexterity of hands and fingers to operate a computer terminal; seeing to read and analyze financial and statistical reports; utilize speech and hearing to communicate with others in ordinary or telephonic conversation; sitting and standing for extended periods of time.

Board approved: 1/15/14

LC/lc

Revised: 11/19/14

BA: 11/19/14

Revised: 1/21/16 MRC

Revised: 2/1/2023 SA

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: NEW CLASSIFIED MANAGER JOB DESCRIPTION:
DIRECTOR OF THE SIMULATION CENTER AND
ALLIED HEALTH PROGRAMS**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The following job description is presented for Governing Board approval. It establishes a new classified manager position. This position is responsible for technical operation, maintenance, and support for lab simulations, including programming and operation of computer software and audio-visual systems/equipment required to create simulation scenarios and operate high-fidelity equipment. This position assists with maintaining equipment and supply inventory, coordinating clinical experience agreements, and overseeing onboarding and medical clearance of students. This position will be placed at range 38 on the ALG salary schedule and is categorically funded.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Ed. Code: 88009

Board Policy: 4010, 4720

*Estimated Fiscal Impact: \$71,378.69
Plus Benefits Yearly*

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
CLASS SPECIFICATIONS

CLASS TITLE: DIRECTOR OF THE SIMULATION CENTER AND ALLIED HEALTH PROGRAMS
(Classified Manager)

Description:

REPRESENTATIVE DUTIES:

The high-fidelity Simulation Center is a state-of-the-art facility housed within the School of Health Sciences. The Center provides students enrolled in the College's nursing and allied health programs with training in patient care utilizing simulated scenarios and environments. Under the supervision of the Dean of Health Sciences, the successful candidate will manage operations and direct activities within the Simulation Center to promote student learning, assist with administrative aspects of the College's nursing and allied health programs, and be an active and collegial participant in department matters.

The Simulation Center and Allied Health Programs Manager is responsible for technical operation, maintenance, and support for lab simulations, including programming and operation of computer software and audio-visual systems/equipment required to create simulation scenarios and operate high-fidelity equipment. This position assists with maintaining equipment and supply inventory, coordinating clinical experience agreements, and overseeing onboarding and medical clearance of students.

The Simulation Center and Allied Health Programs Manager works closely with administration, faculty, staff, program directors, clinical sites, vendors, and other external entities and agencies to provide simulation opportunities during nursing and allied health classes, healthcare industry trainings, and outreach events. This position requires subject matter expertise and experience in registered nursing, allied health/health care, or emergency medical care-related services in addition to experience with programming simulation scenarios and operating high-fidelity simulation equipment and computer software.

Must be able to work flexible hours including evenings and weekends.

Essential duties and responsibilities include the following:

- Manage all aspects of the daily operations of the Health Sciences Simulation Center and supervise simulation lab activities.
- Provide programming for simulation/experiential learning and outreach events.
- Collaborate with faculty to identify needs as well as develop and implement creative learning sessions/environments that meet the student learning objectives.
- Perform pre-simulation activities and setup; maintain simulation equipment and software, such as monitors, touch screens, lighting, video and audio equipment, mannequins, beds, and supply carts.
- Program complex simulations, including testing, piloting, and running scenarios with faculty instructors, ensuring that the facility and equipment are properly prepared for training sessions.
- Deliver and run assigned simulation scenarios for instructors and learners.
- Assist faculty during simulation scenario sessions/discussions/debriefings to reinforce instruction.
- Disassemble and ensure secure storage of equipment and supplies after sessions.
- Participate in outreach events and coordinate simulation demonstrations; provide tours of Simulation Center to educators, donors, potential students/families, and the community.

- Provide daily upkeep and maintenance of equipment and learning space; organize and securely store supplies, materials, and equipment in a safe manner.
- Coordinate with the Dean and Health Sciences office staff regarding all logistic components of the Simulation Center.
- Promote simulation activities in coordination with the Dean of Health Sciences.
- Regularly inventory Simulation Center and allied health program equipment, supplies, and materials; submit purchase requests as needed to maintain a current, interactive, and fully equipped simulation-based learning environment.
- Interact with third-party vendors and support technicians to maintain equipment according to established service contracts; coordinate troubleshooting efforts and repairs.
- Maintain current knowledge of cutting-edge simulation methodologies and technologies; provide recommendations on software and hardware upgrades to enhance simulation-based learning.
- Coordinate with IT and Facilities as needed to ensure the proper maintenance and functioning of the Simulation Center, including submitting HelpDesk and/or Facilities work requests.
- Interact with IT and Facilities as needed to install, configure, and maintain specialized software and hardware; test software and equipment to ensure compatibility with the current operating environment and equipment capability.
- Provide technical assistance in the preparation of specifications for equipment/material purchases; interact with vendors to assess new equipment and supplies.
- Assess Simulation Center activities and discuss areas for improvement with dean, faculty, and students; collect and report simulation data, as needed.
- Assist with administrative aspects of the College's nursing and allied health programs.
- Assist with maintaining equipment and supply inventory.
- Coordinate clinical experience agreements.
- Coordinate onboarding and retrieval of medical clearance documentation for students.
- Meet administrative deadlines and submit requested documents and reports in a timely manner.
- Participate in department and nursing/allied health program meetings.
- Function successfully as part of a collegial member of the School of Health Sciences.
- Abide by all District policies and procedures.
- Perform other related duties as assigned.

Perform related duties as assigned.

Minimum Qualifications:

- A bachelor's degree from a regionally accredited institution in computer science, technology, a health-related field, and one year of work experience in registered nursing, allied health care, or emergency medical care-related services.

AND

- At least one year of experience working with learning-based simulation technology, including simulation-supporting computer hardware and operating systems.

AND

- At least one year of experience in any of the following simulation programming, preparation, implementation, or debriefing

AND

- Demonstrated cultural competency, sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students, faculty, and staff.

Preferred Qualifications:

- 2 or more years of previous experience working in simulation-based learning.
- 2 or more years of work experience in nursing or the allied health industry, including direct patient care.
- Previous teaching experience in higher education.
- Demonstrated ability to work at a level beyond the minimum requirements.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of and recent experience working in a simulation lab.
- Ability to utilize critical thinking and problem-solving strategies.
- A commitment to encouragement of learning and an enthusiastic attitude toward learning.
- A willingness to take initiative.
- A desire to participate in professional growth activities.
- A willingness to participate in advancing the Division and the College.
- Proficiency in MS software applications including MS Outlook, Word, Excel, and PowerPoint as well as Internet and database applications.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Competing foreground and background noises.
- Work is performed in a lab/classroom and/or office environment where minimal safety considerations exist.
- Close contact with faculty, staff, and students.

Hours may include evenings and weekends.

Physical Abilities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Walking for moderate periods of time during simulation sessions.
- Ability to stand for extended periods of time.
- Ability to lift and/or move equipment/objects related to simulation sessions (less than 50lbs).
- Manual dexterity to use simulation-related equipment.

Board approved:

- Train, supervise and evaluate personnel.
- Meet schedules and timelines.
- Ability to work with limited direction and supervision, exercise confidentiality and discretion.
- Communicate effectively both orally and in writing.
- Work and communicate with students of diverse academic, socio-economic and cultural backgrounds including students with disabilities.
- Write reports and maintain budgets.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Abilities:

Dexterity of hands and fingers to operate a computer terminal; seeing to read and analyze financial and statistical reports; utilize speech and hearing to communicate with others in ordinary or telephonic conversation; sitting and standing for extended periods of time.

Board approved: 1/15/14

LC/lc

Revised: 11/19/14

BA: 11/19/14

Revised: 1/21/16 MRC

Revised: 2/1/2023 SA

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: SOLANO COMMUNITY COLLEGE DISTRICT AND
INTERNATIONAL UNION OF OPERATING ENGINEERS,
STATIONARY ENGINEERS- LOCAL 39, SIDE LETTER
AGREEMENT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

A side letter agreement has been reached between the District and the International Union of operating Engineers, Stationary Engineers – Local 39 on an ongoing increase to the salary schedule. In summary, the college agrees to an ongoing increase to the salary schedule of 8.22%. This increase will take effective July 1, 2023. Additionally, If the District has any year ends savings, from fiscal year 22-23, members on the payroll as of July 1, 2023, will receive a one-time-only payment for the unit's proportionate share that will be historically calculated. This payment will be distributed no later than October 31, 2023. Please see attached Side Letter.

It is recommended that the Board of Trustees accept the Side Letter language.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: None

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Side Letter of Agreement

To the Memorandum of Understanding between the Solano
Community College District and the International Union of Operating
Engineers, Stationary Engineers - Local 39, AFL-CIO

This will confirm an understanding reached between the Solano Community College District ("District") and the International Union of Operating Engineers, Stationary Engineers Local 39, AFL-CIO ("Union"), collectively "the parties."

1. Effective July 1, 2023, the Local 39 salary schedules will be increased ongoing by 8.22%.
2. If the District has any year ends savings, from fiscal year 22-23, members on the payroll as of July 1, 2023, will receive a one-time-only payment for the unit's proportionate share that will be historically calculated. This payment will be distributed no later than October 31, 2023.

For the District:

Salvatore Abbate
HR Director

Date: _____

For Local 39:

Bart Florence
Business Manager

Date: _____

Jeff Gladieux
President

Date: _____

Brandy Johnson
Director of Public Employees

Date: _____

Chung Park
Business Representative
Chief Negotiator

Date: _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES
ASSOCIATION, CHAPTER 211 RE-OPENERS
COLLECTIVE BARGAINING AGREEMENT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Tentative agreement has been reached between the District and California School Employees Association CSEA, Chapter 211 on the contractual re-openers. The following summary of major provisions is included in this agenda item.

It is recommended that the Board of Trustees accept the disclosure information and approve the contractually required annual re-openers agreement with the CSEA.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional, and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$270,000 annually

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

June 8, 2023

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

TENTATIVE AGREEMENT
SOLANO COMMUNITY COLLEGE DISTRICT
AND

California Schools Employee Association (CSEA), Chapter 211

The undersigned parties agree to adopt the following changes to the CSEA Collective Bargaining Agreement, effective July 1, 2023:

Summary of Agreements:

Compensation	
2023-2024	<ol style="list-style-type: none"> 1. 3.75% across all schedules 2. COLA -The higher of the May Revise or Final State Budget COLA will be used. The May revise COLA will be added to the salary schedule by the July pay warrants. If the Final State Budget COLA is higher, then the salary schedule will be increased by the difference for the remaining months of the fiscal year, and not retroactively. 3. Members on the payroll as of July 1, 2023, will receive a one-time-only payment for the unit's proportionate share of the bucket for any year-end savings from the 22-23 fiscal year. This payment will be distributed no later than October 31, 2023.

Contract Articles	
New or Revised Language Items:	Reasons for and/or impact of changes:
Article 5: Evaluations	<ul style="list-style-type: none"> • Now called "Performance Reviews" • Updated probationary period to 6 months to reflect changes in the Education Code. • Cleaned up the language in the article
Article 12: Holidays	<ul style="list-style-type: none"> • Added Juneteenth as a recognized holiday. • Assigned 12 hours of floating holiday to the 24 hours that were split between the employee and district during winter break for all 12-month employees. • Less than 12-month employees will retain 12 hours of floating holiday.
Article 13: Vacation	<ul style="list-style-type: none"> • Clarified language related to the vacation accrual maximums. • Cleaned up the Language in the article.
Article 9: Pay and	<ul style="list-style-type: none"> • To be eligible for the Sick Leave Pay-off option, unit members must submit a letter of intent to retire with a retirement date no later than June 30, 2024. This letter must be submitted by January 31, 2024. Effective July 1, 2024, Article 9.11 will be removed from the Collective Bargaining Agreement.

Article 11: Healthcare costs	<ul style="list-style-type: none"> • CSEA employees will increase the employee contribution to medical by \$25 per month. The new totals based on the number of people covered will be as follows: \$60, \$65, and \$70 per month. • CSEA employees hired after July 1, 2023, will receive 5 years of retirement medical coverage for the employee only after 15 years of service.
Article 29: Duration	<ul style="list-style-type: none"> • July 1, 2023, through June 30, 2026.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: DISTRICT AND SOLANO COLLEGE FACULTY
ASSOCIATION 2023-2026 COLLECTIVE BARGAINING
AGREEMENT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Tentative agreement has been reached between the District and the Solano College Faculty Association. The following summary of major provisions is included in this agenda item.

It is recommended that the Board of Trustees accept the disclosure information and approve the contract agreement with the SCFA for the period July 1, 2023 – June 30, 2026.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$1,280,000 annually

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**


VICE PRESIDENT APPROVAL

June 8, 2023


**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

TENTATIVE AGREEMENT
SOLANO COMMUNITY COLLEGE DISTRICT
AND
SOLANO COMMUNITY COLLEGE FACULTY ASSOCIATION

The undersigned parties agree to adopt the following changes to the SCFA Collective Bargaining Agreement, effective July 1, 2023:

 May 1, 2023

Karen Cook
 Chief Negotiator, SCFA

 May 1, 2023

Sal Abbate
 Chief Negotiator, SCCD

Summary of Agreements:

Compensation	
2023-2024	<ol style="list-style-type: none"> 1. 6.05% across all schedules 2. 1.34% advanced for 22-23 will remain on the Schedule. 3. COLA - May revised number will be used.
2024-2025	<ul style="list-style-type: none"> • One step across all salary tables • COLA, less 2%, shall be applied to all schedules across the board
2025-2026	<ul style="list-style-type: none"> • One step across all salary tables • COLA, less 2%, shall be applied to all schedules across the board

Contract Articles	
New or Revised Language Items:	Reasons for and/or impact of changes:
Article 4: Evaluations	<ul style="list-style-type: none"> • Now called "Performance Reviews" • Language re-written for teaching faculty, librarians and counselors. • Forms updated – Peer Review, Dean Evaluation forms and Student Evaluation Forms • Clearer and more equitable criteria
Article 10: Retirement	<ul style="list-style-type: none"> • For faculty hired after June 30, 2023, remove retiree dental language that allows cash instead of the dental plan.

	<ul style="list-style-type: none"> • For faculty hired after June 30, 2023, remove retiree health care coverage for a dependent. • For faculty hired after June 30, 2023, there will be no Medicare Part-B reimbursement. • For faculty hired after June 30, 2023, retiree health care coverage will be for 5 years
Article 15: Grievance	<ul style="list-style-type: none"> • Article rewritten to clarify and streamline the process.
Article 19: Workload	<ul style="list-style-type: none"> • All faculty are required to have a minimum of .4 FTE (18 activity points) on campus load. • Overload may be taught in any modality for faculty who meet the contractual online training requirements. • All instructors must complete 6 hours annually of continuing education dedicated to online learning and stay current in technology/LMS to continue to teach online.
Article 22: Healthcare costs	<ul style="list-style-type: none"> • Faculty will pay \$65 more per month for health insurance (for a total of \$150 per month).

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: MANAGERS AND VICE PRESIDENTS SALARY
SCHEDULE**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The District proposes a new salary table for the Management employees beginning July 1, 2023. The salary table reflects a general salary increase of 9.22%. Additionally, if there are any year end savings, employees on the payroll as of July 1, 2023, will receive a one-time-only payment for the unit's proportionate share of the bucket for any year-end savings from the 22-23 fiscal year. This payment will be distributed no later than October 31, 2023.

It is recommended that board approve the new Managers and Vice President salary schedule.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$36,000 annually

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

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ADDRESS

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TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Managers and VP's Meet and Confer Summary

- 9.22% ongoing salary increase.
- If there are any year end savings for fiscal year 22-23, employees on the payroll as of July 1, 2023, will receive a one-time-only payment for the unit's proportionate share of the bucket for any year-end savings from the 22-23 fiscal year. This payment will be distributed no later than October 31, 2023.
- The manager's contribution to medical will be \$160 per month effective 7/1/2023, an increase of \$50 per month.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONFIDENTIAL/SUPERVISOR SALARY SCHEDULE

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The District proposes a new salary table for the Confidential/Supervisor employees beginning July 1, 2023. The salary table reflects a general salary increase of 9.22%. Additionally, if there are any year end savings employees on the payroll as of July 1, 2023, will receive a one-time-only payment for the unit's proportionate share of the bucket for any year-end savings from the 22-23 fiscal year. This payment will be distributed no later than October 31, 2023

It is recommended that the Board approve the new Confidential/Supervisor salary schedule.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$9,000 annually

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Confidential/Supervisors Meet and Confer Summary

- 9.22% ongoing salary increase.
- If there are any year end savings for fiscal year 22-23, employees on the payroll as of July 1, 2023, will receive a one-time-only payment for the unit's proportionate share of the bucket for any year-end savings from the 22-23 fiscal year. This payment will be distributed no later than October 31, 2023.
- The employee contribution to medical will increase by \$25 a month to either \$70, \$75 or \$80 depending on the employee's coverage.
- The emergency day will be removed from board policy 4800 as of July 1, 2023.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CHANGE TO SHORT-TERM, SEASONAL, PERIODIC,
STUDENT WORKER AND TEMPORARY SALARY
SCHEDULES**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The Short-term, Seasonal, Periodic, Student Worker, and Temporary Salary Schedules are being presented to the Governing Board for approval.

STUDENT SUCCESS IMPACT:

- ☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Human Resources

Ed. Code: 87801,87802,88162,88163 Board Policy: 4150 Estimated Fiscal Impact: Unknown

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

June 8, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE
Short-term, Seasonal, Periodic and Student Worker Salary Schedule
Effective 07/01/2023

Seasonal and Periodic

Assistant Athletic Coach	\$17.50/\$22.00 (Max of \$8,300.00 per seasonal sport)
Athletic Onsite Administrator	\$36.50
Driver	\$15.75
Fire Science Academy Classroom Assistant	\$15.75
Journey Level Assistant	\$26.00
Lifeguard	\$15.75/\$16.75
Maintenance/Facilities	\$15.75
Note taker	\$52.25 per semester
Office Assistant	\$15.75
Public Safety Officer	\$26.00
Registration Aide	\$15.75/\$16.75
Special Projects	\$26.00 – \$78.50
Sworn Public Safety Sergeant	\$41.75
Teaching Apprentice	\$22.00
Telemarketing	\$15.75
Theatre staff:	
Box Office Clerk	\$15.75
Box Office/House Manager	\$15.75
Production Assistant	\$15.75
Theatre Assistant	\$15.75
Theatre Event Technician	\$17.25
Senior Stage Technician	\$19.25

Student Workers

<u>All Student Workers</u>	\$15.75
-----------------------------------	----------------

The following Student Worker Positions have designated ranges. The higher pay rate and minimum qualifications are determined by the manager:

Early Learning Center Staff:

Aides	\$15.75
Intern 1	\$16.25
Intern 2	\$16.75
Lab Assistant 1	\$17.25
Lab Assistant 2	\$18.25

Disabled Services Program:

Adapted PE Assistant	\$15.75
Mobility Assistant	\$15.75

ASTC Tutors:

First Year	\$16.75
Second Year	\$17.50
Third Year	\$18.25

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: MEASURE Q BOND PROJECT INITIATION – BUILDING
1600 MODERNIZATION PROJECT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for initiation of the Building 1600 Modernization Project. Scope of work for this project includes a full modernization of the Cosmetology Department, all new interior finishes throughout the building, improvements to the Mechanical/Electrical/Plumbing systems, modernization of existing restrooms, ADA upgrades, and miscellaneous exterior improvements, including removal of the mansard roof.

The Board is asked to approve the initiation of the Building 1600 Modernization Project as described in the following Project Initiation Form.

STUDENT SUCCESS IMPACT:

- ☒ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other:

Ed. Code: N/A Board Policy: N/A Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
Vice President, Facilities & Executive Bonds
Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
Vice President, Facilities & Executive Bonds
Manager

VICE PRESIDENT APPROVAL

June 12, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



**SOLANO CCD CAPITAL IMPROVEMENT PROGRAM
Project Initiation Form**

Campus:	<u>Fairfield</u>	Date:	<u>06/21/23</u>
Building Name(s):	<u>Building 1600 Modernization</u>	Project No.:	<u>TBD</u>
Project Name:	<u>Building 1600 Modernization</u>		
Project Scope:	<u>The Building 1600 Modernization Project consists of a full modernization of the Cosmetology Department, all new interior finishes throughout the building, improvements to the Mechanical/Electrical/Plumbing systems, modernization of existing restrooms, ADA upgrades, and miscellaneous exterior improvements, including removal of the mansard roof. The project includes the following components: design and construction.</u>		
Project Cost Estimate:	<u>\$ 4,000,000 *</u>	Building Square Footage:	<u>14,300</u>
Construction Cost Estimate:	<u>\$ 3,000,000 *</u>	Construction Cost/Sq. Ft.:	<u>N/A</u>
Funding Source(s):	<u>Measure Q Bond Funds</u>		
Design Consultant:	<u>TBD</u>		
Design Start Date:	<u>June 2023</u>		
Construction Start/End Schedule:	<u>June 2024 / March 2025</u>		
Delivery Method:	<u>Design-Bid-Build</u>		
Comments:	<u>Project is part of the March 1, 2023 Board approved Measure Q Bond Spending Plan.</u>		
KCEM Project Manager	<u>Noe Ramos</u>		
Submitted by:	<u>Priscilla Meckley</u> Program Director, Kitchell CEM		
PROJECT AUTHORIZATION			
<u>Priscilla Meckley</u> Program Director Kitchell CEM		<u>Lucky Lofton</u> VP, Facilities & Executive Bonds Manager Solano Community College District	

PLEASE NOTE: This PIF (Project Initiation Form) is provided at the onset of a large stand-alone project or for a bond spending plan category when a new tranche is established. This form summarizes the overall intent for the project or bond spending plan category prior to the start of the work. It is expected that (after initiation) scope, schedule and budget will likely change as the work is done. This PIF is not resubmitted to reflect these changes, if and when they occur, as Board of Trustees are informed of and take action upon (per policy and procedures) project and program work as it progresses.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO PB ELECTRIC, INC.
FOR DESIGN-BUILD CONSTRUCTION SERVICES FOR
THE SUBSTATION #3 & #4 REPLACEMENT PROJECT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

On November 16, 2022 the Board approved a Construction Services contract to PB Electric, Inc. (PBE) to provide Design-Build Construction Services for the Substation #3 & #4 Replacement Project on the Fairfield Campus.

Board approval is now requested for Amendment #1 to increase the original Services Agreement fee with PB Electric, Inc. for incorporation of the Final Guaranteed Maximum Price (GMP) as prescribed in the executed contract (Section 8.1.3.3).

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Provide new instructional space and equipment

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$144,500 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

June 12, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO PB ELECTRIC, INC.
FOR DESIGN-BUILD CONSTRUCTION SERVICES FOR
THE SUBSTATION #3 & #4 REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Since the approval of the original contract, additional costs have been incurred by PB Electric, Inc. (PBE). During the exploration and discovery phase of the project, PBE identified a number of barriers that prevent replacement of the equipment at Substation #4 as originally proposed. During a scheduled campus shutdown, it became evident the footprint of the infrastructure could not support an “in place” to code replacement. As a result, additional design and construction costs will be incurred to expand the pad and extend Substation #4 for a new functional system. An increase to the contract value of \$144,500 is requested to support the completion of the project.

\$ 8,611,263.00	Original Contract Amount
<u>\$ 144,500.00</u>	Proposed Amendment #1
\$ 8,755,763.00	New Contract Amount

The Board is asked to approve this contract Amendment #1 to PB Electric, Inc. in the amount of \$144,500.

The contract amendment is available online at: <http://www.solano.edu/measureq/planning.php>

AMENDMENT #1 TO AGREEMENT

PARTIES

This FIRST Amendment to Agreement ("Amendment") is entered into between Solano Community College District ("District") and **PB Electric, Inc.** ("Consultant"), collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated November 16, 2022, for Design-Build Construction Services for the Fairfield Campus Substation #3 & #4 Replacement Project ("Project"); and

WHEREAS, District and Consultant desire to amend the Agreement to increase the contract value to reflect the final Guaranteed Maximum Pricing (GMP) for the services.

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

AGREEMENT

1. Article 8.3 of the Agreement is amended to read in its entirety:

Compensation for Construction Services. Following District's issuance of the Notice to Proceed with Construction, District shall pay DBE up to the GMP less the Design Fee for all construction Phase Services contemplated under the Contract Documents, in accordance with the payment procedure set forth herein. District agrees to reimburse DBE in the total amount not to exceed **Eight Million, Seven Hundred Fifty-Five Thousand, Seven Hundred Sixty-Three Dollars (\$8,755,763)** ("GMP").

2. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
3. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: _____, 2023

Dated: _____, 2023

**SOLANO COMMUNITY COLLEGE
DISTRICT**

PB Electric, Inc.

By: _____

By: _____

Print Name: Lucky Lofton
Print Title: V.P., Facilities and Executive
Bonds Manager

Print Name: _____
Print Title: _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #3 TO KATE KEATING & ASSOCIATES, INC. (CLEARSTORY, INC.) FOR ADDITIONAL PROFESSIONAL SERVICES FOR THE VACAVILLE CENTER MAP & WAYFINDING STANDARDS REVISION

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

On May 1, 2019 the Board approved a professional services contract to Kate Keating & Associates Inc. (Clearstory, Inc.) for design services for the Vacaville Center Map and Wayfinding Standards Revision Project. On September 18, 2019 the Board approved Amendment #1 to the original professional services agreement with Kate Keating & Associates, Inc. (Clearstory, Inc.) for additional services.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Renovating existing instructional space and equipment.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$0.00 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

June 12, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #3 TO KATE KEATING &
ASSOCIATES, INC. (CLEARSTORY, INC.) FOR
ADDITIONAL PROFESSIONAL SERVICES FOR THE
VACAVILLE CENTER MAP & WAYFINDING
STANDARDS REVISION**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

On November 20, 2019 the Board approved Amendment #2 to the original professional services agreement with Kate Keating & Associates, Inc. (Clearstory, Inc.) for additional services.

Board approval is now requested for Amendment #3 for a non-compensable time extension through December 31st, 2023. This time extension will allow the District to utilize the remaining balance of Kate Keating & Associates, Inc. (Clearstory, Inc.) contract for as-needed design updates to the District Campus Maps and Wayfinding Standards.

The Board is asked to approve this contract Amendment #3 to Kate Keating & Associates Inc. (Clearstory, Inc.) for an extension of time through December 31, 2023.

The contract amendment is available online at: <http://www.solano.edu/measureq/planning.php>

AMENDMENT NO. 03 TO AGREEMENT

PARTIES

This **Third** Amendment to Agreement ("Amendment") is entered into between **Solano Community College District** ("District") and **Kate Keating & Associates, Inc. (Clearstory, Inc.)** ("Consultant"), collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated May 1, 2019, for services related to the District's **Vacaville Center Map and Wayfinding Standards Revisions Project** ("Project"); and

WHEREAS, District and Consultant previously amended the Agreement on September 18, 2019 (*Amendment #1*) for additional architectural services related to the District's Fairfield Campus **Vacaville Center Map and Wayfinding Standards Revision Project** ("Project"); and

WHEREAS, District and Consultant previously amended the Agreement on November 20, 2019 (*Amendment #2*) for additional architectural services related to the District's Fairfield Campus **Vacaville Center Map and Wayfinding Standards Revision Project** ("Project"); and

WHEREAS, District and Consultant agree to further amend the Agreement to modify the services performed on the District's **Vacaville Center Map and Wayfinding Standards Revision Project**; and

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

AGREEMENT

1. Section 2. Term of the Agreement is amended to read:

2. Term. Consultant shall commence providing services under this Agreement on May 1, 2019 and will diligently perform as required and complete performance by December 31, 2023, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
2. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
3. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: _____, 2023

SOLANO COMMUNITY COLLEGE DISTRICT

By: _____

Print Name: Lucky Lofton
Print Title: VP, Facilities and Executive
Bonds Manager

Dated: _____, 2023

**KATE KEATING & ASSOCIATES, INC.
(CLEARSTORY, INC.)**

By: _____

Print Name: _____
Print Title: _____

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE
FAIRFIELD CAMPUS BUILDING 1600 MODERNIZATION
PROJECT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for award of a professional services contract to AEDIS Architects for architectural and engineering services for the Fairfield Campus Building 1600 Modernization Project. On December 7, 2022 the Board approved a contract for AEDIS Architects to conduct an Initial Study/Assessment of Building 1600 to determine the feasibility of this project. The study has since been completed and reviewed by the District. It was determined that this project should move forward.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Modernization of existing instructional space.

Ed. Code: Board Policy: Estimated Fiscal Impact: \$ 858,250 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
Vice President, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
Vice President, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

June 12, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE
FAIRFIELD CAMPUS BUILDING 1600 MODERNIZATION
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Based on the Study/Assessment's findings, it was determined that a high-level modernization would be appropriate for this building. Improvements to the building will include a full modernization of the Cosmetology Department, all new interior finishes throughout the building, improvements to the Mechanical/Electrical/Plumbing systems, modernization of existing restrooms, ADA upgrades, and miscellaneous exterior improvements, including removal of the mansard roof and replacement of the walkway cover.

The Consultant's scope of work includes full architectural and engineering services for the completion of the Design Documents, Construction Administration, DSA (Division of the State Architect) Certification, and Project Closeout.

A proposal was requested from AEDIS Architects based upon their successful completion of the project's Initial Study/Assessment, general understanding of the District's Design and Construction Standards, and familiarity with the Fairfield Campus. AEDIS Architects is part of the District's approved Architectural Pool, which was Board-approved at the April 17, 2019 Board Meeting.

AEDIS Architects is recommended for award of this contract for the Building 1600 Modernization Project.

The Board is asked to approve a professional services contract to AEDIS Architects in the amount not to exceed \$858,250.00

The agreement is available online at: <http://www.solano.edu/measureq/planning.php>.

AGENDA ITEM 13.(n)
MEETING DATE June 21, 2023

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: FIVE-YEAR CONSTRUCTION PLAN

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for the 2025-29 Five Year Construction Plan. Each year the District is required to submit a Five-Year Construction Plan to the California Community Colleges Chancellor's Office. The Plan provides a list of current and proposed capital construction projects, including those supported by local funds like Measure Q and those supported with a combination of State and local funds. The Board is asked to approve the attached Five-Year Construction Plan.

STUDENT SUCCESS IMPACT:

- ☒ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other:

Ed. Code: *Board Policy:* *Estimated Fiscal Impact: None*

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheat
Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

June 7, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Solano Community College District

2025-2029 Five Year Construction Plan (2025-2026 First Funding Year)

July 3, 2023

FY2025 - FY2029 FIVE YEAR CAPITAL OUTLAY PLAN
(FY2025 - 2026) FIRST YEAR FUNDING

Solano Community College District

Prepared in reference to the Community College Construction Act of 1980

and

approved on behalf of the local governing board for submission to
the office of the Chancellor, California Community Colleges

Signed _____

Dr. Celia Esposito-Noy

(Chief Executive Officer or their designee)

Title _____ Superintendent/President

Date _____ 05/23/2023

Contact _____ Lucky Lofton

Telephone _____ 707-863-7855

Date Received at Chancellor's Office:

Chancellor's Office Reviewed by:

Notice of Approval

FUSION**Inventory of Land****Planning****Solano Community College District (280)**

List the address and acreage of every land unit owned by the district (Education Code 81821 ((b)3)). Please identify all locations, both on-campus and off-campus, grouped according to their "parent" institution. In the event the list is long or complicated, please substitute copies of college bulletins or other notices to the public which display similar information. The list should be current as of October the prior year.

Address	Acres
Belvedere	6.28
1400 Sonata Drive Vallejo, CA 94591	
Nut Tree Aeronautics Facility	0
251 County Airport Rd Vacaville, CA 94688	
Nut Tree Aeronautics Parcel	5.97
1691 E. Monte Vista Ave Vacaville, CA 94688	
Solano Community College	190.11
4000 Suisun Valley Rd Fairfield, CA 94534-4017	
Vacaville Annex	4.32
2000 North Village Parkway Vacaville, CA 95688-8805	
Vacaville Center	60
2001 North Village Parkway Vacaville CA 95688	
Vallejo Center	9.82
545 Columbus Parkway Vallejo, CA 94591-3873	
Vallejo Center Automotive Technology Center	9.26
1687 North Ascot Parkway Vallejo, CA 94591	
Total Acreage:	285.76

Legislative Districts

Campus	Assembly	Senate	House
Solano College	11	3	8
Vacaville Center	11	3	4
Vallejo Center	11	3	8

FUSION

Instructional Delivery Load

Planning

Solano Community College District (280)

Address

California Medical Facility (CMF)

1600 California Drive
Vacaville, CA 95696

California State Prison-Solano (CSPS)

2100 Peabody Road
Vacaville, CA 95696

Claybank Detention Facility

2500 Bank Road
Fairfield, CA 94533

Nut Tree Aeronautics Facility

251 County Airport Rd
Vacaville, CA 94688

Solano Community College

4000 Suisun Valley Rd
Fairfield, CA 94534-4017

Solano County Juvenile Detention Facility

740 Beck Ave
Fairfield, CA 94533

Travis Air Force Base Education Office

530 Hickam Ave.
Fairfield CA 94535

Vacaville Annex

2000 North Village Parkway
Vacaville, CA 95688-8805

Vacaville Center

2001 North Village Parkway
Vacaville CA 95688

Vallejo Center

545 Columbus Parkway
Vallejo, CA 94591-3873

Vallejo Center Automotive Technology Center

1687 North Ascot Parkway
Vallejo, CA 94591

FUSION**District Projects Priority Order (2023-2029)**

Planning

Solano Community College District (280)

No. Project			Schedule of Funds						
Campus	Source	Total Cost	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
1 Library Building 100 Replacement									
Solano College									
Occupancy: 2022-23	STATE:	\$19,691,000							
Net ASF: 0	DISTRICT:	\$19,135,000							
2 Early Learning Center Expansion									
Solano College									
Occupancy: 2023-24	STATE:	\$0							
Net ASF: 4,239	DISTRICT:	\$4,000,000							
3 Building 1600 - Career Technology Building Renovation									
Solano College									
			Phase C	Phase E					
Occupancy: 2024-25	STATE:	\$0	\$0	\$0					
Net ASF: 0	DISTRICT:	\$4,500,000	\$3,800,000	\$200,000					
4 Bldg. 300 Renovation for Reuse									
Solano College									
Occupancy: 2024-25	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$2,992,000							
5 Vocational Complex (Building 1800) Renovation									
Solano College									
					Phases P,W	Phases C,E			
Occupancy: 2029-30	STATE:	\$17,243,421			\$1,445,419	\$15,798,002			
Net ASF: 35	DISTRICT:	\$5,576,712			\$396,493	\$5,180,219			
6 Building B1400 Kitchen Remodel									
Solano College									
					Phases P,W	Phases C,E			
Occupancy: 2027-28	STATE:	\$0			\$0	\$0			
Net ASF: 0	DISTRICT:	\$2,000,000			\$200,000	\$1,800,000			
7 Affordable Student Housing									
Solano College									
				Phases DB,EA,PC					
Occupancy: 2026-27	STATE:	\$38,125,150		\$38,125,150					
Net ASF: 22,123	DISTRICT:	\$0		\$0					
8 On Campus Housing Phase II									
Solano College									
			Phases P,W	Phases C,E					
Occupancy: 2025-26	STATE:	\$0	\$0	\$0					
Net ASF: 0	DISTRICT:	\$4,500,000	\$400,000	\$4,100,000					
9 VV Annex Upgrade									
Vacaville Center									
Occupancy: 2023-24	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$2,100,000							
10 IT Infrastructure Improvements									
Solano College									
Occupancy: 2027-28	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$14,646,000							
11 Five Megawatt Solar Installation									
Solano College									
Occupancy: 2023-24	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$14,000,000							
12 Replacement Substations 3, 4 and 5									
Solano College									
			Phase W	Phase C					
Occupancy: 2025-26	STATE:	\$0	\$0	\$0					
Net ASF: 0	DISTRICT:	\$8,500,000	\$600,000	\$7,500,000					

13 Modernize Pool and Equipment

Solano College			Phase W	Phases C,E
Occupancy: 2024-25	STATE:	\$0	\$0	\$0
Net ASF: 0	DISTRICT:	\$2,500,000	\$200,000	\$2,200,000

14 Central Plant Replacement

Solano College			Phase C
Occupancy: 2024-25	STATE:	\$0	\$0
Net ASF: 0	DISTRICT:	\$12,500,000	\$11,500,000

15 Water Conservation Quad Project

Solano College			Phase C
Occupancy: 2023-24	STATE:	\$0	\$0
Net ASF: 0	DISTRICT:	\$1,500,000	\$1,200,000

16 Underground Hydraulic Chilled and Hot Water Loops

Solano College			Phases P,W	Phase C
Occupancy: 2026-27	STATE:	\$0	\$0	\$0
Net ASF: 0	DISTRICT:	\$1,000,000	\$100,000	\$900,000

GRAND TOTALS		2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	
	STATE:	\$75,059,571	\$0	\$38,125,150	\$0	\$1,445,419	\$15,798,002	\$0	\$0
	DISTRICT:	\$99,449,712	\$17,700,000	\$14,100,000	\$1,100,000	\$2,196,493	\$5,180,219	\$0	\$0

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO GEOCON CONSULTANTS, INC.
FOR THE FAIRFIELD CAMPUS SUBSTATION #3 & #4
REPLACEMENT PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for award of a professional services contract to Geocon Consultants, Inc. for Material Testing and Special Inspection Services for the Fairfield Campus Substation #3 & #4 Replacement Project. The scope of work for this contract includes providing onsite inspections of all construction including but not limited to Geotechnical testing and observation on subgrade materials, pad preparation, rebar material identification, sampling of concrete materials, and testing of post installed anchors.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Modernization of existing instructional space.

Ed. Code: Board Policy: Estimated Fiscal Impact: \$ 16,190 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
Vice President, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
Vice President, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

June 9th, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO GEOCON CONSULTANTS, INC.
FOR THE FAIRFIELD CAMPUS SUBSTATION #3 & #4
REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Geocon Consultants, Inc. is part of the District's approved Material Testing and Special Inspections Services Pool, which was Board-approved at the June 5, 2019 Board Meeting.

A proposal was requested from Geocon Consultants, Inc. The proposal was reviewed and is appropriate for the scope of work requested. The Board is asked to approve a professional services contract with Geocon Consultants, Inc. in the amount not to exceed \$16,190.

The agreement is available online at: <http://www.solano.edu/measureq/planning.php>.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: APPROVAL TO MAKE APPLICATION TO THE STATE
OF CALIFORNIA FOR STUDENT HOUSING SB 169
FUNDING

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for the application to the State of California for SB 169 Student Housing Funding in the amount of \$44,717,000.00. This project will construct a three-story est. 33,232 gross square foot (est. 22,487 assignable square foot) affordable housing facility on the main Fairfield Campus. The residence hall will serve est. 118 low-income students in a variety of unit types: single-bedroom 'micro' units, double-bedroom 'micro' units, six single-bedroom semi-suites, and two-double-bedroom semi-suites.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Provide new instructional space and equipment

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$44,717,000 SB 169 Funds

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

June 12, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: APPROVAL TO MAKE APPLICATION TO THE STATE
OF CALIFORNIA FOR STUDENT HOUSING SB 169
FUNDING**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

There is an in-unit kitchenette (sink, microwave, refrigerator, counter space, cabinets) in every unit. A two-bedroom apartment for a full-time live-in Resident Director is also included in the design.

Residents will have access to shared bathrooms with a number of separate, full bathrooms for those requiring more privacy or special-needs facilities. A large community kitchen with a food pantry, and basic needs closet are on the first floor with office space for the Resident Director, tutoring and academic counseling, mental health counseling, telehealth, and/or veteran's resources. Laundry facilities are on every floor.

On every floor, community lounges and meeting rooms are designed to encourage student engagement, but quiet study spaces are also included on all floors. There will also be outdoor recreation and gathering spaces.

Board approval is recommended to make the application to meet the application deadline of July 3rd 2023.

AGENDA ITEM 13.(p)
MEETING DATE June 21, 2023

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF REVISIONS TO BOARD POLICIES 5110,
6010, 6210, 6410, and 6500**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time Board Policies 5110, 6010, 6210, 6410, and 6500 are being presented for approval.

STUDENT SUCCESS IMPACT:

- ☒ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☒ Transfer-level education
☐ Other:

<i>Ed. Code:</i>	<i>Board Policy: 1000</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

David Williams, Ph.D.
Vice President, Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7000

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

June 9, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

ACADEMIC RENEWAL *WITHOUT COURSE REPITITION*

5110

POLICY: Pursuant to regulations established by the Board of Governors of the California Community Colleges, students may petition for the elimination of past substandard coursework (D, F, or NP (no pass)) up to 30 units in the calculation of their cumulative grade point average.

REFERENCES/

AUTHORITY: California Code of Regulations, Title 5, Sections ~~55044~~ & 55046

ADOPTED: June 7, 1978

REVISED: December 3, 1986; February 7, 2001; April 7, 2004; January 18, 2012, _____

SOLANO COMMUNITY COLLEGE DISTRICT

COURSE AUDITING AND AUDITING FEES

6010

POLICY: Students may audit courses.

The fee for auditing courses shall be no more than \$15 per unit. Students enrolled in classes to receive credit for ten (10) or more semester ~~credit~~ units shall not be charged a fee to audit three or fewer semester units per semester. Academic Schools shall designate courses which may **not** be audited.

No student auditing a course shall be permitted to change his or her enrollment in that course to receive credit for the course.

Priority in class enrollment shall be given to students enrolled in a course for credit ~~towards a degree or certificate~~.

**REFERENCES/
AUTHORITY:**

California Education Code, Section 76370

ADOPTED: November 19, 1986

REVISED: December 19, 2001; January 17, 2007, August 19, 2009, March 1, 2017; **Feb 2018**

SOLANO COMMUNITY COLLEGE DISTRICT

CATALOG RIGHTS

6210

POLICY: For purposes of graduation from the District, students remaining in attendance in one (1) session (quarter, semester, or summer session) at any California community college, or any combination of California community colleges, campuses of the California State University, the University of California, or any regionally accredited institution of higher education, shall elect to meet the requirements in effect at Solano Community College as follows:

- a) requirements in effect at the time of admission to Solano Community College; or
- b) requirements in effect at the time the student originally enrolled in an accredited college or university; or
- c) requirements for the major in a more recent catalog year may be substituted for the requirements in the catalog at the same time of admission; or
- d) requirements in effect at the intended date of graduation from Solano Community College.

The college may authorize or request substitution for discontinued courses.

Students changing their major field of study may be required to complete those requirements for the major in effect at the point of change.

For purposes of this section, “attendance” means attendance in at least one session (i.e., quarter, semester or summer session) in each calendar year. Absence for attendance at another accredited institution shall not be considered an interruption in attendance.

The requirement for continuous enrollment to maintain catalog rights was implemented in academic year 1990-91. Students with catalog rights prior to this are not required to maintain continuous enrollment to maintain their original catalog rights. These students may still elect a more recent catalog.

REFERENCES/

AUTHORITY: Solano Community College District Governing Board

ADOPTED: May 17, 1989

REVISED: January 17, 2007; March 1, 2017; **TBD**

SOLANO COMMUNITY COLLEGE DISTRICT

GRADING AND ACADEMIC RECORD SYMBOLS

6410

POLICY: Courses shall be graded using the grading system established by Title 5. The grading system shall be published in the College Catalog and made available to students.

See Administrative Procedures 6410, *Grading and Academic Record Symbols*

**REFERENCES/
AUTHORITY:**

Title 5, Section 55023, **55024**

ADOPTED: November 19, 1986

REVISED: December 19, 2001; January 17, 2007; March 1, 2017, _____

SOLANO COMMUNITY COLLEGE DISTRICT

ACADEMIC CALENDAR

6500

POLICY: The Superintendent-President shall, in consultation with the appropriate groups, develop and submit to the Board for approval, an academic calendar.

REFERENCES/

AUTHORITY: California Education Code, Section 70902(b)(12)

ADOPTED: December 19, 2001

REVISED: January 17, 2007; March 1, 2017; _____

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: FACILITY USE AGREEMENT BETWEEN CITY OF
WINTERS, CALIFORNIA AND SOLANO COMMUNITY
COLLEGE**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

A Facility Use Agreement between Solano Community College District and the City of Winters, California, is being presented for review and approval by the Governing Board. The City of Winters Fire Department meets the requirements of State and local safety regulations, and its equipment and facilities are adequate, safe and suitable for Firefighter I and II Academy training. This agreement greatly enhances the success of students in our fire technology program. The term of this agreement shall commence on August 20, 2023 and continue for three (3) years, with one (1) renewable extension for an additional three (3) year period (the "Term").

STUDENT SUCCESS IMPACT:

- ☒ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☒ Transfer-level education
☐ Other: _____

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: None</i>
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SUPERINTENDENT'S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
	<input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE

David Williams, Ph.D.
Vice President, Academic Affairs

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7117

TELEPHONE NUMBER

David Williams, Ph.D.
Vice President, Academic Affairs

VICE PRESIDENT APPROVAL

June 13, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

FACILITY USE AGREEMENT

THIS FACILITY USE AGREEMENT ("Agreement") is entered into as of this 27 day of August -(Effective Date) by and between the Solano Community College District, a California community college ('District') and the City of Winters, California, a municipal corporation ("City"). District and City may each be referred to individually as a "Party" or collectively as "Parties" in this Agreement There are no other parties to this agreement.

RECITALS

A. The District has established and conducts vocational, academic and training programs for fire technology students seeking an associate degree or certificate as well as for apprentice and journey persons within the firefighting profession.

B. The City is a municipal corporation which maintains a full-time fire department that meets the requirements of State and local safety regulations, and its equipment and facilities are adequate, safe and suitable for Firefighter I Academy training.

c. The District and City wish to enter into this Agreement to provide the terms and conditions under which the City shall provide to the District instructional services, facilities, and equipment for the District's courses and training program for firefighters.

NOW THEREFORE, in consideration of the mutual covenants entered between the Parties, and in consideration of the benefits that accrue to each, it is agreed as follows:

AGREEMENT

Section 1. Recitals. The recitals set forth above ("Recitals") are true and correct and are hereby incorporated into and made part of this Agreement by this reference. In the event of any inconsistency between the Recitals and Sections 1 through 9 of this Agreement, Sections 1 through 9 shall prevail.

Section 2. Term. The term of this Agreement shall commence on the date first written above and continue for three (3) years, with one (1) renewable extension for an additional three (3) year period (the "Term"). If either Party intends to terminate this Agreement, notice shall be provided within ninety (90) days of the expiration date of the original Term. Without notice, this Agreement will renew for the additional three (3) year period.

Section 3. Instructional Services.

3.1 Provision of Instructional Services. The District shall be solely responsible for and have complete control of, the instructional and manipulative program for purpose of training eligible fire technology students, apprentice and journey level fire professionals.

3.2 Course offerings, The District typically offers a fall program and a spring program, as well as day and night programs that generally follow the lesson plan provided in Exhibit A incorporated herein by this reference. All dates and times shall be mutually agreed upon in writing by the Parties at

least ninety (90) days in advance of the beginning of the class. The District agrees to use the Winters facility exclusively each semester during the term of this Agreement. However, the District may elect to hold portions of an academy class offsite for the purpose of field trips or at its own facilities.

3.3 The District will provide safety equipment and instruction. The District shall provide to each Firefighter I Academy student all required personal protective equipment and at least one instructor that will be responsible for the safety and supervision of all Firefighter I Academy students while using the City facilities and equipment.

3.3.1 The City's equipment to be used by the Firefighter I Academy students, depending on availability and operational needs of the City, may include:

- Forcible Entry Tools
- Aerial and Ground Ladders
- Power and Hand Saws
- Hydraulically Powered Vehicle Extrication Tools
- Portable Lighting Equipment
- Fire Hose, Nozzles, Fittings and Appurtenant Devices
- Pike Poles
- Fire Pumps
- Fire Engines
- Salvage Covers and Appurtenant Devices
- Fire Hydrants
- Ventilation and Confined Space Props and Appurtenances
- Ventilation Blowers and Smoke Ejectors
- Rescue Ropes and Appurtenances
- Portable Fire Extinguishers
- Drafting Pit
- Self-Contained Breathing Apparatus (SCBA) and Appurtenances

3.4 Instruction. "Instructors of Record" are the "Lead Instructor" or "Assistant Instructor" assigned by the District to instruct each specific Firefighter I Academy class. All Firefighter Academy Lead Instructors and Assistant Instructors provided by the District will be employees of the District at all times. Lead and Assistant Instructors will be responsible for administering all safety requirements, providing supervision of the students, and administering all District rules and procedures pertaining to students while upon City property.

3A.1 At the discretion of the City, City fire department employees may volunteer to assist with the instruction of Firefighter I Academy students while under the direction of the Lead Instructor of the District. Prior to the use of City fire department employees, approval must be granted by a Chief Officer of the Winters Fire Department and said employees may not be used in lieu of regular instructors; Lead Instructors must be in attendance at all times.

3.4.2 City employees who are also adjunct faculty members of the District used to instruct Firefighter I Academy students will be acting as employees of the District and as such will be indemnified and compensated solely by the District. At no time will any employee be compensated by both Parties simultaneously.

3.5 District will provide insurance. The District will be responsible for providing proof of insurance coverage to the City for the Firefighter I Academy students, Lead Instructors, Assistant Instructors, and any volunteers while using Winters Fire Department equipment, facilities or appurtenances in accordance with Exhibit B incorporated herein by this reference.

3.6 District will indemnify the City. The District agrees to defend, indemnify and hold the City harmless from any claim, liability, loss, or expense (including reasonable attorney's fees and other costs of litigation) with respect to claims for any damages, bodily injury, death, or property damage including consequential damages arising out of the negligence, omission, or willful misconduct by the District, its agents, employees, or subcontractors. The District's obligations shall not apply to any injury, death or property damage caused by negligence or willful misconduct of the City or any of its officers, employees, agents, or subcontractors.

3.7 The City will indemnify the District. The City agrees to defend indemnify and hold the District harmless from any claim, liability, loss, or expense (including reasonable attorney's fees and other costs of litigation) with respect to claims for any damages, bodily injury, death, or property damage including consequential damages arising out of the negligence, omission, or willful misconduct by the City, its agents, employees, or subcontractors, except for City employees acting as set forth in Section 3.4.2 of this Agreement. The City's obligations shall not apply to any injury, death, or property damage caused by the negligence or willful misconduct of the District or any of its officers, employees, agents, or subcontractors.

3.8 The District will follow guidance. The District shall comply with Title V of the California Code of Regulations, and the "California Community College's Chancellor's Office Contract Guide for Institutional Service Agreements between College Districts and Public Agencies."

Section 4. Compensation.

4.1 Facilities provided and payment. The City shall arrange for and provide to the District a classroom and seating for a maximum of thirty-five (35) students, overhead projector, computer, existing bathrooms currently available for each gender, parking and specified firefighting equipment and training skills props as described in section 3.3.1 above. This will be provided at the fire station located at 700 Main Street in Winters, California for the purpose of enabling Firefighter I Academy students and instructors to conduct the courses described in this Agreement during the days and times listed in section 3.2.

4.2 The District shall pay the City Three Dollars (\$3.00) per student per hour for each hour of instruction held at the City of Winters Fire Station. Firefighter I Academy attendance will be documented by a daily attendance roster, taken at the beginning of each academy class by the Instructor of Record and verified by the Fire Chief or designated City employee. The design of this roster, and the daily entries, shall be mutually agreed upon by both the District and the City with daily entries being verified by signatures of designated City and District employee or agents. Said payment will be made to the City by the District within thirty (30) days of being invoiced by the City upon the completion of each Firefighter I Academy class held at the City.

4.2.1 Not included in the payment set forth in Section 4.1 are the costs of expendable equipment owned by the City and used to instruct Firefighter I Academy students. Within one (1) month of written substantiation by the City of replacement. damage or unusual wear, the District agrees to pay the City, or replace in kind to the City, the following items:

Plywood Replacement on the Ventilation Prop
Photocopy Paper
Replacement blades or chains on portable
power tools Unusual Wear or Breakage of
Hand Tools Disposable Ear Protection Devices
Breakage or Unusual Wear of Equipment
Vandalism to City Property Committed by Firefighter I Academy Students.

4.3 Invoicing. All invoices submitted to the District shall be accompanied by records showing each individual student's daily attendance at classes of instruction. Said records must include the signatures of the Districts Instructor(s) of Record. The City will submit the records on forms and schedules, and in accordance with procedures, established by the District. The attendance records maintained by the District will be available at all times for review by City officials.

4.4 Termination if no funding. If, prior to the commencement of a given semester, the funds for compensation under sections 4.1 and 4.1.1 of this Agreement are not granted by the legislative body of the District, the City may terminate this Agreement upon sixty (60) days written notice.

Section 5. Default and Termination.

5.0 Breach. Any material breach of the terms of this Agreement shall constitute default of this Agreement. In the event of such a default, the non-defaulting Party shall provide written notice to the defaulting Party specifying the nature of such default. The defaulting Party shall have thirty (30) days to cure such default. If such default is not cured within such period, the non-defaulting Party may terminate the Agreement without further liability. Any unpaid balances owed by the District will be due immediately upon termination.

Section 6. Insurance.

6.0 Insurance. Within thirty (30) days of the Effective Date of this Agreement, District shall provide proof on insurance in accordance with Exhibit B of this Agreement.

Section 7. Representation and Warranties.

7.1 City representations. The City represents and warrants as follows:

7.1.1 The City is a municipal! corporation of the State of California.

7.1.1.1 The City has the authority to enter into and perform the terms and provisions of this Agreement

7.2 District representations. The District represents and warrants as follows:

7.2.1 The District is a California community college district duly organized and existing in the State of California.

7.2.2 The District has the authority to enter into and perform the terms and provisions of this Agreement.

Section 8. Statutory Compliance.

8.1 Conformity. The Parties hereby acknowledge that it is their intention that this Agreement conform to provisions regarding contracts for institutional service agreements between college districts and public agencies, asset forth in Title V of the California Code of Regulations sections 51006, 53410, 55002, 55003, 55005, 55300, 58050, 58051, 58051.5, 58055, 58056, 580580), 58102-58106, 58108 and California Education Code sections 78015, 84752. In the event of any inconsistencies, the provisions of this Agreement are deemed reformed to comply with the Education Code and Title V.

8.2 City activity shall comply. The Cjty hereby acknowledges that its activities pursuant to this Agreement shall be in compliance with the Civil Rights Act of 1964, Title IX of the Higher Education Act of 1972, U.S. Presidential Executive Order 11246 and subsequent amendments and al) other applicable local, state and federal statutes or regulations including but not limited to those related to health and safety.

Section 9, General.

9.1 Headings. Headings used in this Agreement are for reference purposes only and shall not be considered in construing this Agreement.

9.2 Notices. Any notice or communication required hereunder between City or District must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail or Federal Express, UPS or other similar couriers providing overnight delivery), by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day or on a Saturday, Sunday or holiday shall be deemed to have been given and received at 9:00 a.m. on the next normal business day; if given by registered or certified mail such notice or communication shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, (b) on the date delivered as shown on a receipt issued by an overnight courier, or (c) five (5) days after a registered or certified letter confining such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at the addresses in this paragraph set forth below:

If to the District:

Solano Community College District
Attn: Celia Esposito-Noy, Ed.D, Superintendent/President
4000 Suisun valley Road Fairfield, CA 94534-3197
Phone: (707) 864-7000, extension 7112
FAX: (707) 864-7213

If to the City:

City of Winters
Attn: Kathleen Salguero Trepas
318 First Street
Winters, CA 95694
Phone: (530) 795-6710
FAX: (530) 795-4935

With a Copy to:

Winters Fire Department
Attn: Fire Chief, Jack S. Snyder III
700 Main Street
Winters, CA 95694
Phone: (530) 795-6762
FAX: (530) 795-5432

9.3 Binding Effect. This Agreement shall inure to the benefit of and be binding upon the Parties hereto and their representative heirs, successors and assigns.

9.4 Time is of the Essence. Time is of the essence in this Agreement.

9.5 Severability. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force.

9.6 Modification. This Agreement may be modified or amended only by a writing duly authorized and executed by City and District.

9.7 Entire Agreement. This Agreement, including Exhibits "A" and "B", constitutes the sole and only agreement between the District and the City concerning the subject matter described herein. Any prior or other agreements or representations between the District and the City regarding those matters are null and void unless expressly set forth in this Agreement.

9.8 Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of California.

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9.9 Compliance with Applicable Law. In providing the services required by this Agreement, City and District shall observe and comply with all applicable federal, state and local laws, ordinances, codes and regulations.

9.10 Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create any rights in third parties and the Parties do not intend to create any such rights.

9.11 Counterparts. This Agreement may be executed in counterparts and all counterparts so executed shall constitute an agreement binding on all Parties thereto. It shall not be necessary for each Party to execute the same counterpart hereof.

9.12 No Party Deemed to be Draftsman. The Parties agree that this Agreement has been arrived at through negotiation and that neither Party is to be deemed the party which prepared this Agreement within the meaning of Civil Code Section 1654.

9.13 Necessary Acts and Further Assurances. The Parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

9.14 Waiver. The waiver by any Party to this Agreement of a breach of any provision hereof shall be in writing and shall not operate or be construed as a waiver of any other or subsequent breach hereof unless specifically stated in writing.

9.15 Venue. Any action arising out of this Agreement shall be brought in a court of competent jurisdiction in the County of Solano, California, regardless of where else venue may lie.

9.16 Attorney Fees. In any action brought by either Party to enforce the terms of this Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed as the day and year first above written.

SOLANO COMMUNITY COLLEGE DISTRICT:

SCC Superintendent

Signature:

Date:.

City of Winters City Manager

Signature:

Date:.

City of Winters, City Attorney

Approved As To Form:

Signature:

Date:

City of Winters, City Clerk Attest:
Signature:

Date:.

City of Winters Fire Chief
Signature:

Date:.

"EXHIBIT A"

The California State Fire Training Lesson Plan Outlines for Firefighter I Academies will be utilized for both the INTENSIVE and EXTENDED academies. Said curriculum consists of the following 17 major operations:

- 1 . Orientation
2. Basic Rescue Operations
3. Basic Fire Prevention
4. Fire Investigation
5. Use of Fire Equipment
6. Use of Rescue Equipment
7. General Fire Ground Utilization
8. Information Systems
9. Use of Hand Tools
10. use of Power Tools
- 1 1 . Public Education and Awareness
12. Advanced Fire Ground Utilization
13. Live Fire Exercises
- J 4. Basic Wild Land Hand Line Cutting Using Hand Tools and Chain Saws
- 15, Hazardous Materials Operational and Decontamination
16. Confined Space Awareness
17. Physical Fitness Exercises and Cardiovascular Workouts

"EXHIBIT B"

Insurance Requirements

District shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the District, its agents, representatives, employees or subcontractors.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. Commercial General Liability (COL): Insurance Services Office Fonn CG 0001 covering CGL on an "occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: ISO Fonn Number CA 00 01 covering any auto (Code 1), or if District has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of California, - with- Statutory Limits, and Employers Liability Insurance with limit of no less than \$1 per accident for bodily injury or disease.

If the District maintains higher limits than the minimums shown above, the City requires and Shall be entitled to coverage for the higher limits maintained by the District. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the District including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the District's insurance (at least as broad as ISO Form CG 20 1011 850rif not available, through the addition of both CG 2010 and CG 20 37 if a later edition is used).

Primary Coverage

For any claims related to this contract, the District's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the District's insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

Waiver of Subrogation

District hereby grants to City a waiver of any right to subrogation which any insurer of said District may acquire against the by virtue of the payment of any loss under such insurance. District agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

Deductibles and Self-Insured Retentions

Any deductibles-Or self-insured retentions must be declared to and approved by the City. The City may require the District to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability / Insurers

Insurance is to be placed with insurers with a current A.M. Best s rating of no less than A:VII, unless otherwise acceptable to the City.

Verification of Coverage

District shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the District's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Special Risks or Circumstances

City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: REQUEST FOR APPROVAL OF CURRICULUM ITEMS AS
SUBMITTED BY THE CURRICULUM COMMITTEE, A
SUBCOMMITTEE OF THE ACADEMIC SENATE**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

During the Spring 2023 semester, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

STUDENT SUCCESS IMPACT:

- ☒ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☒ Transfer-level education
☐ Other: _____

*Ed. Code: Title 5, Chptr 6, subchapter 2, beginning with §55100 Board Policy: 6100 Estimated
Fiscal Impact: N/A*

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

David Williams, Ph.D.
Vice President, Academic Affairs

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7117

TELEPHONE NUMBER

David Williams, Ph.D.
Vice President, Academic Affairs

VICE PRESIDENT APPROVAL

June 7, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Spring, 2023 semester, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

CONSENT ITEM

HED 003	Class Max change from 50 to 35	04/18/2023
DANC 004	Class Max change from 50 to 35	
EMS 112	Class Max change from 32 to 30	

ACTION ITEM

Item	Reason for Item	CC Approval
ART 042A	Add instructional modalities	05/16/2023
23-24 Curriculum Committee Calendar		05/16/2023
ENGR 045	Add HY	04/18/2023
PHYS 004	Add HY	04/18/2023
PHYS 007	Add HY	04/18/2023

NEW COURSE

Course		CC Approval
ETHN002	Introduction to Chicanx and Latinx Studies	05/16/2023
ETHN003	Introduction to Asian American Studies	05/16/2023
ASL057	ASL and Interpreting Mentorship	05/16/2023
HORT007	Identification and Ecology of Landscape Plant Materials: Winter-Spring	05/16/2023
HORT102	Plant Propagation and Production: Winter-Spring	05/16/2023
ENGL 038	Introduction to LGBTQ+ Literature and Culture	05/16/2023
PHOT030B	Black and White Darkroom Photography: Intermediate	05/16/2023
ENGL 106	Suisun Valley Writers Workshop	04/18/2023
ATEC144	Introduction to Light Duty Diesel	04/18/2023

COURSE MODIFICATION

Course	Title	Modification	CC Approval
CIS 061	Creating Web Pages	Content, Description	05/16/2023
ASL054	ASL Interpreting Field Work	Coreq	05/16/2023
HORT006	Identification and Ecology of Landscape Plant Materials Summer-Fall	Update for C-ID	05/16/2023
HORT101	Plant Propagation and Production: Summer-Fall	Update for C-ID	05/16/2023

PHOT030	Black and White Darkroom Photography: Beginning	title	05/16/2023
EMS110	Emergency Medical Technician (Basic)	Prefix, number,	05/02/2023
EMS112	Emergency Medical Responder	prefix	05/02/2023
EMS113	Emergency Medical Technician (Basic) Refresher	Prefix, number, hours	05/02/2023
HSW001	Introduction to Human Services and Social Work	requisites	05/02/2023
HSW082	Serving Diverse Populations	requisites	05/02/2023
HSW083	Introduction to Case Management	requisites	05/02/2023
ATEC140	Alternative Fuel Vehicle Technologies	Class max/slo	04/18/2023
ATEC141	Smog Check Level I	Number change /units/textbook	04/18/2023
ATEC142	Smog Check Level II	PERMISSION OF INSTRUCTOR remove prereq Number change /units/textbook	04/18/2023
ATEC151	Automotive Parts and Service	Remove lab	04/18/2023

COURSE INACTIVATION

Course		CC Approval
None		

CURRICULUM REVIEW

Course	Title	CC Approval
FTV010	Introduction to Cinema Studies	05/16/2023
FTV011	American Cultures in Film	05/16/2023
FTV012	Television and Film Writing	05/16/2023
FTV013	Screenwriting: Beginning	05/16/2023
FTV014	Screenwriting: Advanced	05/16/2023
FTV015	Film Production	05/16/2023
FTV016	Advanced Film Production	05/16/2023
FTV050	Effects of Mass Media on American Society	05/16/2023
FTV055	Beginning Television Production	05/16/2023
FTV056	Advanced Television Production	05/16/2023
FTV099	Telecommunications Honors	05/16/2023

NEW PROGRAM

Program	CC Approval
Emergency Medical Technician I	05/16/2023
Firefighter 1 & 2	05/16/2023
Agriculture Plant Science (AS-T)	05/16/2023
Automotive Technician Certificate of Achievement	04/18/2023

Drivability/Smog Technician Certificate of Achievement	04/18/2023
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PROGRAM MODIFICATION

Program	Modification	CC Approval
ASL/English Interpreter Training (AA)	Remove OCED and add new course	05/16/2023
American Sign Language (AA)	Remove OCED and add new course	05/16/2023
World Languages (AA)	Remove OCED and add new course	05/16/2023
Horticulture and Plant Science (AS)	Add new courses and updated course titles	05/16/2023
Horticulture and Plant Science (CA)	Add new courses and updated course titles	05/16/2023
English (AA)	Add new course	05/16/2023
Film and Television (AA)	Changes due to curriculum review	05/16/2023
Professional Photography (AA)	Update course title and add new course	05/16/2023
Professional Photography (CA)	Update course title and add new course	05/16/2023
Sports Medicine/Athletic Training (AS)	Add CTE	05/02/2023
Biotechnology Laboratory Assistant (CA)	Add BIOT 010 as option	04/18/2023
Industrial Biotechnology (CA)	Add BIOT 010 as option	04/18/2023

PROGRAM INACTIVATION

Program
None

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

REQUESTED ACTION:

☒ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

The Solano CCD Measure Q Quarterly Update Report is presented for Board information. This report includes an overview of program and project activities for the Measure Q Bond Program for the period of January 1, 2023 – March 31, 2023.

Measure Q expenditures during this reporting period were \$4,470,280. Total expended to March 31, 2023 was \$223,503,871 (percentage spent is 63.0%).

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Quarterly Reports provided to the Board of Trustees and the public regarding the use of bond funds.

Ed. Code: NA	Board Policy: NA	Estimated Fiscal Impact: \$0
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SUPERINTENDENT'S RECOMMENDATION: ☐ APPROVAL ☐ DISAPPROVAL
☒ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheat
VP, Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

June 12, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

June 21, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sample of key activities this quarter:

Program: District staff and Bond Program team members continue to work on revisions to the Design Standards. The consulting services pool process has been reviewed and updated with the Commissioning Services Pool being refreshed this spring. We continue planning for and implementing the projects being funded by Series D and E funds.

Projects:

- Fairfield Campus Library/Learning Resource Center Project (Building 100 Replacement): DSA close out is complete. Additional close out and warranty work is on-going along with mechanical controls finetuning.
- Fairfield Campus Building 300 Modernization Project: DSA approval received. Project bidding in process.
- Fairfield Campus Early Learning Center Expansion Project: Project impacted by rain. Building pads being protected from rain. Buildings fabricated and being delivered to the site waiting for pads to be completed.
- On Campus Housing Project: Developed housing vision mini-master plan and facilities program for SB169 grant application. SB169 grant application data collection and drafting in process. Continue to receive and respond to Chancellor's Office directions on housing grant applications. Current focus is completion of SB169 grant application. P3 (Public-Private Partnership) project development is secondary to completion of SB169 grant application.
- Small Capital Projects – FF Baseball and Softball Clubhouse Replacement: Working on DSA certification and balance of project close out.
- Small Capital Projects – FF Building 1400 Lighting Upgrade: Bidding complete. Working with contractor to schedule and complete work. Supply chain disruptions have impacted this project – working to mitigate.
- Small Capital Projects – FF Campus Wide Interior Refresh: This Project is to upgrade and refresh current building interiors; update and bring into ADA (Americans with Disabilities Act) code compliance drinking fountains, restrooms, and signage; ensure that other codes are met within the limited scope of the upgrades/refresh work; and improve campus and building wayfinding along with other improvement/enhancements. A study/assessment of the campus building is currently in process, which will assist in determining scope of work to be implemented.
- Small Capital Projects – FF Quad Water Conservation: Initial design concepts developed and reviewed with stakeholders. Survey to engage campus community in design component selection created and issued.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sample of key activities this quarter (continued):

Projects:

- Small Capital Projects – FF Parking Lot Improvements: This Project consists of design and construction for the replacement and resurfacing of the parking lots and roads on campus. The project will include slurry seal and restriping at Parking Lot #3, demolition and complete replacement of staff Lot F, demolition and complete replacement of campus exterior road "Section 1", and demolition with complete replacement of Interior Road "C" adjacent to Lot F. Design is underway.
- Small Capital Projects – FF Pedestrian & Vehicular Wayfinding Signs: Project is now closed.
- Vacaville Aeronautics Nut Tree Facility Improvements: Project close out is on-going.
- Vacaville Annex HVAC/Roof Upgrade: Contractor has begun submittal process and procurement of long lead time equipment.
- Vallejo Small Capital Projects - Vallejo Center Security: Assessment has been completed and reviewed. Project is now in design on selected improvements.
- Vallejo Small Capital Projects - Auto Tech Vehicle Security: Contractor has been awarded contract and work has begun. Footings work, which is in progress, is being impacted by wet weather. Mitigation and schedule recovery efforts underway.

Districtwide Projects:

- IT Infrastructure Project (Phase 2): Equipment purchases and installations continue. Implementation of Series D and Series E funded work continues.
- IT Infrastructure Project (Phase 3): Implementation of Series D and Series E funded work continues. Equipment purchases and installations continue.
- IT Infrastructure Project (Phase 4): Next phase of IT Infrastructure Improvements. Planning and implementing projects associated with Series D and Series E funding, including equipment purchases and installations.
- Infrastructure Improvements – Central Plant Replacement: DSA approval received. Bidding is underway.
- Infrastructure Improvements – Replacement Substations #3 and #4: Discovery phase work underway. Coordination with adjacent projects on-going. Working with DSA to expedite plan review.
- Infrastructure Improvements – Solar Energy: Design Package 1 (photo voltaic and electric vehicle charging) approved by DSA. Design Package 2 (battery storage) still in process.
- Infrastructure Improvements – Swimming Pool Deck Replacement: DSA approval received. Bidding complete and contract for construction is pending Board approval.
- Districtwide Parcel Lockers: Training has been completed and waiting for final decorative wraps to be delivered and installed.
- ADA Improvements (Phase 1): Work on the Self Evaluation Study of Policies and Procedures continues with District review.