

**SOLANO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

ADOPTED MINUTES
Wednesday, December 18, 2024

1. CALL TO ORDER

The Organizational Meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, December 18, 2024, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Honeychurch.

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

Board President Honeychurch led those present in the pledge of allegiance to the United States of America.

3. ROLL CALL

Denis Honeychurch, J.D., President
Amber Cargo-Reed
Karimah Karah, J.D.
Jacqui Nguyen
Rosemary Thurston
Quinten R. Voyce
A. Marie Young
Kellie Butler, Ph.D., Secretary
Sriya P. Srinivasan, Student Trustee

Absent:

Karimah Karah, J.D.

Others Present:

Salvatore Abbate, Human Resources
Jon Cornelison, Vice President of Information Technology
Lucky Lofton, Vice President of Bond
Lisa Neeley, Vice President of Student Services
Susan Wheet, Vice President of Finance & Administration
David Williams, Vice President of Academic Affairs
Sandra Therrien, Executive Coordinator

4. APPROVAL OF AGENDA

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

5. ELECTION RESULTS

It was moved by Trustee Cargo-Reed and seconded by Trustee Voyce to approve the Election Results as presented. The motion was passed unanimously.

At this time, the newly elected and returning Trustees will be administered the Oath of Office.

Trustee Denis Honeychurch administered the Oath of Office to returning Governing Board member, Trustee Rosemary Thurston.

Jack Flynn, FSUSD Trustee, administered the Oath of Office to returning Governing Board member, Trustee Quinten Voyce.

Mitch Mashburn, County Supervisor, administered the Oath of Office to new Governing Board member, Jacqui Nguyen.

6. ANNUAL ORGANIZATIONAL MEETING OF THE GOVERNING BOARD

- (a) Election of Governing Board Officers for the 2025 Year – President, Vice President, and Appointment of Secretary and Selection of Representative to the Solano County School Boards Association

Board President Honeychurch opened the nominations for President. Moved by Trustee Young and seconded by Trustee Voyce to elect Trustee Honeychurch as President. Nominations were closed. Motion passed unanimously.

Returning Board President Honeychurch opened the nominations for Vice President. Moved by Trustee Young and seconded by Trustee Nguyen to elect Trustee Cargo-Reed as Vice President. Nominations were closed. Motion passed unanimously.

President Honeychurch opened the nominations for Board Secretary. Moved by Trustee Young and seconded by Trustee Voyce to elect Dr. Kellie Sims Butler as Board Secretary. Nominations were closed. Motion passed unanimously.

Board President Honeychurch opened the nominations for the Representative to the Solano County School Boards Association. Moved by Trustee Young and seconded by Trustee Cargo-Reed to elect Trustee Nguyen the Representative to the Solano County School Boards Association. Nominations were closed. Motion passed unanimously.

(b) Establishment of Dates, Times, and Locations of Governing Board Meetings

It was moved by Trustee Voyce and seconded by Trustee Young to approve the printed copy as presented. The motion was passed unanimously.

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

There were no comments on Closed Session items.

8. CLOSED SESSION

There is no Closed Session at this meeting.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Negotiator: Mary Jones, Human Resources
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel – Anticipated Litigation, Initiation of Litigation, and Significant exposure to litigation pursuant to subdivision (d) of Govt. Code § 54956.9

9. RECONVENE REGULAR MEETING

There was no Closed Session at this meeting.

10. REPORT OF ACTION IN CLOSED SESSION

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

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

The Board held Conference with Legal Counsel – Anticipated Litigation and Initiation of Litigation and no action was taken.

11. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

Newly elected Trustee Nguyen thanked the Board and County Supervisor Mitch Mashburn.

12. REPORTS (NO ACTION REQUIRED)

(a) Associated Students of Solano College (ASSC)

ASSC members A.J. Matthews and Lorelai Collins gave a brief presentation on the ASSC events in the fall and upcoming events in the spring.

(b) Academic Senate

There is no report for Academic Senate.

(c) College Governance Council

Last week in place of our College Governance Committee, the S-P Office hosted a Campus wide Winter Holiday Reception. We had a great turnout, celebrating the close of the semester.

(d) Superintendent-President

Dr. Butler gave the following report:

This month has been busy for the S-P office:

1. I was able to join Professor Marc Lancet's Art 023, Intro to Ceramics, class. The class was hosting the Wood Kiln Lighting Ceremony. It was a fun event to start the first morning after Thanksgiving-- lighting the kiln which burned for a week to allow students to complete their ceramics projects.
2. On December 4th, The S-P Office and the Board spent half a day with the Vacaville Center team. We toured the campus and had lunch with the trustees, Trustee Cargo-Reed, Karah, Thurston, Voyce and Young joined us. We also heard from Professor Jim DeKloe about the Biomanufacturing facilities and from Professor Renee Moor regarding the Anatomy and Physiology labs. It was quite remarkable.
3. This semester, the Journalism Program Returns to Solano College with the new Solano Pulse student news website. The website launched December 11th, <https://solanopulse.com/>. The students highlight campus and community news and events. It is a great way for the students to showcase Solano to the campus and to the public. This first publication showcased our very own, Trustee Quinten Voyce.

4. We had a great turnout for the Kitchell Holiday Breakfast on Thursday, December 12th. We want to publicly thank Kitchell for being a good partner and supporting the campus' facilities and Bond projects and giving back to our students and employees.
5. The last day of the semester was December 13th. The faculty are off contract and the staff are wrapping up the fall semester with the college closing Dec 25-Jan 2nd, although we will have a few athletic events going on during this time.
6. Our spring semester enrollments are looking positive. Both our headcount and FTES are higher compared to spring 2024, with headcount at 7,269 compared to 6,117 this time last year and FTES at 2,663 compared to 2,300 last year this time.
7. We are looking forward to spring convocation on Friday, January 10th, in person in the Theatre. We will have Dr. Marcela Cuellar, UC Davis School of Education Associate Professor and Chancellor's Fellow, as our keynote speaker, introducing the college to what it means for Solano to seek the designation of being a Hispanic Serving Institution.
8. And before I close, I want to take this time to wish everyone a safe, healthy and joyous holiday.

13. CONSENT AGENDA – ACTION ITEMS

Superintendent-President

- (a) Draft Minutes for the Board Meeting Held on December 4, 2024 (Pending Board Approval)

Human Resources

- (b) Employment 2024-2025, Page 10

Finance and Administration

- (c) Warrants, Page 13
- (d) Personal Services Agreements and Contracts Under \$50,000, Page 15

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

14. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

15. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

- (a) Approval of Revisions to Board Policy 1077 Participation in Local Decision Making, Page 17

It was moved by Trustee Thurston and seconded by Trustee Nguyen to approve the Approval of Revisions to Board Policy 1077 Participation in Local Decision Making as presented. The motion was passed unanimously.

Human Resources

- (b) Resignation to Retire, Page 20

VP Neeley gave the following comments regarding the retirement of Rosa Monroy:

It is with great appreciation and gratitude that we recognize Rosa Monroy as they retire after 22 years of dedicated service as a Student Services Generalist at Solano Community College. Throughout her tenure, Rosa has been an unwavering advocate for students, consistently going above and beyond to support their academic and personal success. Her commitment to excellence, compassion, and professionalism has touched countless lives, and their contributions have had a lasting impact on our college community.

In her role, Rosa has been a steady presence for both students and colleagues alike. Whether providing guidance to students navigating the complexities of higher education or offering support to staff, their knowledge, patience, and kindness have set a high standard for the Student Services team.

As Rosa embarks on this well-deserved next chapter, we express our heartfelt thanks for her dedication and the many ways she has made a difference over the years. While she will be missed, her legacy of service, compassion, and commitment to student success will continue to inspire us. We wish Rosa all the best in her retirement and know that the next phase of her journey will be filled with relaxation, and well-deserved rewards.

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

Finance and Administration

It was moved by Trustee Voyce and seconded by Trustee Young to approve Items. 15.(c) and 15.(d) in one motion as presented. The motion was passed unanimously.

- (c) Board Acceptance of District's 2023-2024 Financial Audit Report, Page 21
- (d) Board Acceptance of Measure Q Bond Financial and Performance Audit for 2023-2024, Page 22

Bond

- (e) Purchase Order Increase to the Lavatory for Temporary Restroom Facilities for the Campus-Wide Interior Refresh (Phase 1B) Project, Page 23

It was moved by Trustee Thurston and seconded by Trustee Voyce to approve the Purchase Order Increase to the Lavatory for Temporary Restroom Facilities for the Campus-Wide Interior Refresh (Phase 1B) Project as presented. The motion was passed unanimously.

Academic Affairs

- (f) Renewal of Agreement with Tassel Software, Inc. for Support of Solano College Pathways System, Page 25

It was moved by Trustee Cargo-Reed and seconded by Trustee Nguyen to approve the Renewal of Agreement with Tassel Software, Inc. for Support of Solano college Pathways System as presented. The motion was passed unanimously.

Student Services

- (g) Solano Industry and Career Pathway Exploration Scope of Work, Page 34

It was moved by Trustee Young and seconded by Trustee Thurston to approve the Solano Industry and Career Pathway Exploration Scope of Work as presented. The motion was passed unanimously.

16. INFORMATION ITEMS – NO ACTION REQUIRED

17. ANNOUNCEMENTS

Trustee Cargo-Reed announced that SCSBA is having a dinner on January 27th in Vacaville and invited the Trustees.

18. ITEMS FROM THE BOARD

Trustee Young gave the following comments:

These remarks are a special end-of -the year thank you to Dr. Kellie Butler, SCC S/P, and her outstanding leadership team for responding to Trustees' inquiry about monthly board agenda items prior to related board meetings. The trustees are not rubber-stamping board agenda items. Why do we go through our board agendas very quickly at board meetings? Trustees receive their board agenda packets several days prior to each board meeting and their assignment is to carefully peruse the board items and ask Dr. Butler any questions about any items. If Dr. Butler does not have an answer to our question(s) when we speak to her during our agenda review session (one on one), she will check with the VP over that area and give us a reply to our question(s) as soon as possible - usually prior to board meeting

19. CLOSED SESSION (CONTINUED IF NECESSARY)

20. RECONVENE REGULAR MEETING (IF NECESSARY)

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

22. ADJOURNMENT

Moved by Trustee Young and seconded by Trustee Thurston to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 7:31 p.m.