

# SCC Core Competencies

Upon completion of Solano Community College's General Education program, a student will demonstrate competency in the following areas:

## I. Communication

Students will communicate effectively, which means the ability to:

- A. **Read** – Students will be able to comprehend and interpret: various types of written information in (1) expository prose and imaginative literature (including essays, short fiction and novels), (2) documentation such as manuals, reports, and graphs.
- B. **Write** – Students demonstrate the ability to:
  - Communicate thoughts, ideas, information, and messages in writing
  - Compose and create documents such as manuals and graphs as well as formal academic essays, observing rules of grammar, punctuation and spelling, and using the language, style, and format appropriate to academic and professional settings
  - Check, edit, and revise written work for correct information, appropriate emphasis, form, style, and grammar
- C. **Listen** – Students will be able to receive, attend to, interpret, and respond appropriately to (1) verbal, and/or (2) nonverbal messages
- D. **Speak and Converse** – Students have the ability to:
  - Organize ideas and communicate verbal or non-verbal messages appropriate to the audience and the situation
  - Participate in conversations, discussions, and group activities
  - Speak clearly and ask appropriate questions

## II. Critical Thinking and Information Competency

Thinking critically is characterized by the ability to perform:

- A. **Analysis** – demonstrated by the ability to:
  - Apply appropriate rules and principles to new situations
  - Discover rules and apply them in the problem solving process
  - Draw logical conclusions based on close observation and analysis of information
  - Differentiate among facts, influences, opinions, assumptions, and conclusions
- B. **Computation** – demonstrated by the ability to:
  - Use basic numerical concepts
  - Use tables, graphs, charts, and diagrams to explain concepts
  - Use basic geometrical shapes
- C. **Research** – demonstrated by the ability to:
  - State a research question, problem, or issue
  - Select discipline appropriate information tools to locate and retrieve relevant information
  - Use discipline appropriate information tools to locate and retrieve relevant information efficiently
  - Analyze and evaluate information for appropriateness, relevance, and accuracy

- Synthesize, evaluate, and communicate information using a variety of information technologies
- Recognize the ethical and legal issues surrounding information and information technologies
- Demonstrate understanding of academic integrity and honesty

## D. Problem Solving

- demonstrated by the ability to:
- Recognize whether a problem exists
  - Identify components of the problem or issue
  - Create a plan of action to respond to and/or resolve the issue appropriately
  - Monitor, evaluate, and revise as necessary

## III. Global Awareness

Students will demonstrate a measurable understanding and appreciation of the world including its:

- A. **Scientific Complexities** – Students demonstrate an understanding of:
  - The scientific method and its application in experiments
  - How experiments work
  - The major differences between social, natural and physical sciences
- B. **Social Diversity and Civics** – Students demonstrate ability to:
  - Communicate with people from a variety of backgrounds
  - Understand different cultural beliefs and behaviors
  - Recognize important social and political issues in their own community
- C. **Artistic Variety** – Students have been exposed to:
  - The visual and performing arts of one or more cultures
  - Analytical techniques for understanding the meaning in the arts, and/or
  - Hands-on experience with creative endeavors

## IV. Personal Responsibility & Professional Development

- A. **Self-Management and Self-Awareness** – The student is able to:
  - Accurately assess his/her own knowledge, skills, and abilities
  - Motivate self and set realistic short and long-term goals
  - Accept that assessment is important to success
  - Respond appropriately to challenging situations
- B. **Social and Physical Wellness** – Students make an appropriate effort to:
  - Manage personal health and well being
  - Demonstrate appropriate social skills in group settings
- C. **Workplace Skills** – Students understand how to:
  - Be dependable, reliable, and accountable
  - Meet deadlines and complete tasks

# Academic Integrity

## HONOR CODE

At Solano Community College, we believe that Academic Integrity is fundamental in an institution dedicated to personal development through learning, free inquiry, and the exchange of ideas. Honest work is an integral part of the learning process: it builds self esteem, knowledge, and skills. It is the responsibility of every Solano Community College student to represent work truthfully and engage honestly in all assignments.

We believe that any instance of academic dishonesty hurts the entire college community. Solano Community College defines academic dishonesty as:

- Plagiarism or knowingly or unknowingly using someone else's ideas, words, or thoughts without giving credit to the source
- Receiving or providing unauthorized assistance on assignments and/or exams
- Using unauthorized materials during an exam
- Fabrication of data or references
- Denying others access to information
- Forgery, alteration, or misuse of documents, records, or identification

### Solano Community College will not tolerate Academic Dishonesty.

You are responsible for this information as well as the information available in the Student Handbook, the Schedule of Classes and the Solano Community College Catalog, which is available online at [www.solano.edu](http://www.solano.edu).

At the heart of any institution of higher learning is the fundamental right of Academic Freedom for which Honesty and Integrity are preconditions. Academic Integrity is therefore fundamental to the Solano Community College community. Academic Integrity is maintained only when all academic work is the product of identified individuals. Any act of Academic Dishonesty interferes with Academic Integrity and therefore the core values of this institution. All violations of Academic Integrity on the part of any member of the academic community constitute a serious offense. Examples of Academic Dishonesty include:

**Plagiarism:** Plagiarism consists of taking the exact words or the specific substance, structure or ideas of another and passing these words or ideas off as one's own in any academic exercise. The following examples are some of the many forms plagiarism may take.

1. Submitting a term paper, examination or other work written by someone else. This includes extended paraphrasing of another's work or research. This is a flagrant instance of plagiarism.
2. Failure to give appropriate credit for ideas, statements of facts, conclusions, or exact words derived by another either in the text or as a footnote.

3. Failure to use quotation marks or appropriate indents when using the exact words of another, whether it be a paragraph, a sentence or even a portion thereof.
4. Usage of any electronic media without providing proper citations, including the Internet, email, copied postings, or any other source of information available electronically.
5. The citing of a source which does not reasonably conform to these expectations, such as another plagiarized or otherwise undocumented paper or other resource.

Plagiarism can, in some cases, be a subtle issue. Any questions about what constitutes plagiarism should be discussed with the faculty member or a Solano Community College faculty librarian.

### Cheating:

Cheating is the usage of unacknowledged or unauthorized notes, materials, information, calculators, electronic devices, or study aids in any academic exercise. Cheating also includes: using information from another student or student's paper; altering a graded work after it has been returned then submitting the work for re-grading without instructor permission; submitting another's work under one's own name. Students must not request others (including commercial term paper companies) to conduct research for them. Students may be restricted from leaving the classroom during an exam period.

### Fabrication:

Fabrication is the falsification of any information or citation in an academic exercise. Fabrication includes presenting data not gathered in accordance with guidelines defining the appropriate methods for collecting or generating data or failing to include an accurate account of the method by which the data were generated or collected. "Invented" information may not be used in any laboratory experiment or other academic exercise without authorization from the instructor. The student must also acknowledge reliance upon the actual source from which cited information was obtained. A writer should not, for example, reproduce a quotation from a book review and indicate that the quotation was obtained from the book itself.

### Facilitating Academic Dishonesty:

Students who knowingly or negligently allow their work to be used by other students or who otherwise aid another student in violating Academic Integrity are guilty of Academic Dishonesty even though they may not benefit directly from the violation. Facilitating Academic Dishonesty includes making one's research, notes, essays, or other work available for other students to access such as uploading one's work to the Internet or making it otherwise available.

**Denying Others Access to Information:**

It is a violation of Academic Integrity to deny others access to scholarly resources, or to deliberately impede the progress of another student or scholar. Examples of offenses of this type include: giving other students false or misleading information; making library material unavailable to others by stealing or defacing books or journals, or by deliberately misplacing or destroying reserve materials; or altering computer files that belong to another.

**Forgery, Alteration or Misuse of Campus Documents, Records, or Identification or Knowingly Furnishing False or Incomplete Information to a Campus:**

It is a violation of Academic Integrity to alter documents affecting academic records. It is also a violation to forge a signature of authorization or to falsify information on an official academic document, election form, grade report, letter of permission, petition, or any document designed to meet or exempt a student from an established College academic regulation.

**Sanctions:**

All violations of Academic Integrity are subject to an appropriate penalty. Violations at Solano Community College are classified into three levels according to the severity of the infraction and the discretion of the instructor and/or Vice President of Student Services. For each level of violation, a corresponding set of sanctions is recommended. These sanctions are intended as general guidelines as culpability may be assessed differen-

tially for those with more and less experience as members of the academic community. Examples are cited below for each level of violation. These examples are illustrations and are not meant to be considered all-inclusive.

Any violation of Academic Integrity which occurs within the classroom or the context of a particular class may incur Level One or Level Two sanctions at the discretion of the instructor. The instructor may also choose to refer the student to the Office of the Vice President of Student Services for possible further action at the discretion of the Vice President of Student Services, including Level Three sanctions.

To refer students to the Office of the Vice President of Student Services, faculty may contact the Office of the Vice President of Student Services directly or use the Solano Community College Academic Dishonesty Report Form.

**Acknowledgements:**

The Academic Integrity description was updated in Spring 2005 by a committee composed of SCC faculty appointed by the Academic Senate. Comments and suggestions were made by deans, faculty, students, and staff in the various academic units. The previous SCC academic integrity description and the policies/descriptions of other major public institutions were consulted, especially Rutgers University, New Brunswick. Solano Community College is indebted to all those who have contributed their ideas.



# Programs & Services

## BUS SERVICE

You can take the bus to Solano Community College from Fairfield and Vallejo, and Vacaville. There is also connecting service from Benicia to Vallejo and Dixon to Solano Mall via Vacaville and then to the College. Fares range from \$1.50 to \$5.00 for one-way trips. Bus fare books are on sale at the campus Bookstore and at the transit office in each city. Community bus schedules are available in a specially marked holder in Rm. 1425, Student Services Development office. For more information call Solano Napa Commuter Information: 1-800-53KMUTE, or (707) 427-5100; or access the website: [www.solanoexpress.com](http://www.solanoexpress.com) for intercity routes, [www.solanolinks.com](http://www.solanolinks.com), [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us), [www.ci.fairfield.ca.us/busroutes.htm](http://www.ci.fairfield.ca.us/busroutes.htm), [www.vallejostransit.com/routes.html](http://www.vallejostransit.com/routes.html)

## CalWORKs (formerly AFDC)

Your Path to Success begins with Solano Community College's CalWORKs program. CalWORKs (California Work Opportunity and Responsibility to Kids) is a state funded welfare to work program designed to prepare CalWORKs students for entry-level jobs and career opportunities combined with extensive coordinated services to assist in the transition from welfare to long-term self-sufficiency.

Solano Community College (SCC) is dedicated to serving CalWORKs students. Our program provides comprehensive services to our CalWORKs students while assisting them in achieving success. Students may earn a Certificate of Achievement, Associate Degree or transfer to a 4-year college. We offer support, advocacy, counseling, work-study and childcare referrals. Our office is part of the college Student Services Team and we are a partner to the County CalWORKs program. We are located on the main campus in Fairfield.

Solano Community College's job training programs are approved by the Solano County Department of Health & Social Services. To begin your journey to success, please visit our office on the Fairfield Campus:

Student Services Building 400, Room 435  
Phone: (707) 864-7000, ext. 4645, Fax: 707-863-7862.  
Service Hours: Monday-Thursday, 8:30 AM – 4:00 PM;  
Friday, 8:30 AM – 3:00 PM

## FREE RIDE SHARE PARKING/CAR POOL INFORMATION

During fall and spring semesters, a limited number of free Ride Share parking permits are available to students who have three or more students riding in their cars. These "poolers" receive preferential parking in designated campus lots after obtaining the required permit from the Student Development Office. More information is available in the Student Development Office, Room 1425, Fairfield campus, or call (707) 864-7000, ext. 4367.

A car pool computer match is available for drivers and riders in each community. For additional information, contact Solano Napa Commuter Information: 800-53KMUTE.

## CAREER AND EMPLOYMENT SERVICES CENTER

Located on the 2nd floor of Student Services Building 400, Room 437. The center offers one-stop services to include career exploration and skills assessment, labor market information and free employment assistance to all Solano Community College students and alumni in obtaining full or part-time employment on and off campus. Students can research information on occupations, including employment outlooks, education and training requirements, prospective employers, and current salaries. The Center offers computerized career information systems, on-line resume posting and job search as well as up-to-date listings of current employment opportunities. For more information or appointments, call the Career and Employment Services Center at 864-7124.

## CARE PROGRAM

(Cooperative Agency Resources For Education)

The CARE Program provides additional support services to EOPS students. To be eligible you must be an EOPS student, at least 18 years of age and a single parent head-of-household, a current recipient of CalWORKs, have at least one child under 14, and be enrolled full-time at Solano Community College. Support services include assistance with child care expenses, textbooks and supplies, and transportation costs; meal reimbursement, academic counseling, and personal development activities and workshops. Amount of assistance depends on the level of State funding to SCC. For more information contact the EOPS Office, Room 426, or call (707) 864-7000, ext. 4444; from Vallejo/Benicia: 552-4330, ext. 4444.

## CHILDREN'S PROGRAMS

The Solano Community College Children's Programs provide high quality child care for children ages 4 months to kindergarten entry. Enrollment priority is given to parents who are students enrolled in 6 or more units and qualify for subsidized services based upon their child's age, household size and income. The subsidized programs are available to qualifying families at no-cost or at reduced fees based upon a sliding fee scale. There are also non-subsidized enrollment opportunities for faculty, staff and the community on a space available basis. The monthly tuition is based upon the age of the child and the number of hours the child is enrolled in the program.

The programs are staff by well-trained early childhood educators who all hold children's center permits. Early childhood education students learning to be teachers of young children work in the classrooms as well to help provide the one-on-one support each child deserves.

Parent involvement is a cornerstone of the programs. Parents enrich the program by serving as volunteers donating time and materials and by attending the Parent Advisory Club. All parents are encouraged to enroll in the early childhood course specifically designed for the Children's Programs' parents - ECE501.

The Children's Programs are located in buildings 200 and 200A. Facility License numbers: 483000791 and 480111003

Drop in child care is not provided. A minimum enrollment of 2.5 hours per day is required.

### COMMUNITY SERVICES

Community Services offers a wide variety of classes and workshops throughout the year that address a broad range of subjects and areas of interest. *Vistas*, our community education schedule, is mailed to all residents of Solano County twice a year; look for it in December for spring classes and August for fall classes. The *Vistas* schedule contains a list of upcoming classes, fees, and class dates and times. Community Services Office hours are Monday – Friday, 8:15 am – 4:45 pm. Register by telephone at (707) 864-7160. For online registration for *Vistas* classes register at: [www.solano.edu/vistas](http://www.solano.edu/vistas)

Community Services also arranges for use of campus facilities. For campus facility rentals, call (707) 864-7000, extension “0” or 4400 or email [Facility. Rentals@solano.edu](mailto:Rentals@solano.edu)

### CONTRACT AND WORKFORCE EDUCATION: TRAINING

Solano Community College partners with local business and industry to develop training and education programs and services that meet an employer’s specific needs. Working together we will develop solutions that link training to your business and performance goals.

#### Employees are every organization’s most important resource.

As new employees are hired and as processes, procedures, products, and goals change, employees need new and upgraded skills. Through a careful needs assessment we will:

- Identify your real workplace needs
- Customize solutions specifically for your business and employees
- Implement training on a schedule and at a site that best meets your organization’s requirements
- Offer excellent and appropriate instruction, as well as a variety of delivery methods
- Evaluate the training to assure that there has been a transfer of skills and knowledge from the training environment to the workplace
- Provide cost effective training and services

For information and a free needs assessment, call or email Deborah Mann at (707) 864-7195, or [deborah.mann@solano.edu](mailto:deborah.mann@solano.edu)

### DISABILITY SERVICES PROGRAM

DSP offers support services to students with disabilities or medical problems. Some of these services are: counseling, liaison with instructors and community agencies, adapted computers, interpreters, readers, taped books, note takers, priority registration, specialized equipment, etc. Our purpose is to create an equal opportunity in college classes for people with physical, visual, hearing, learning and psychological disabilities. Contact the Disability Services office at (707) 864-7136.

The alternate media office is part of the Disability Services Program located in the 400 building in room 407M. Alternate media is any instructional resource that has been made more accessible for students with verified visual, hearing, learning, or other disabilities. Alternate media comes in a variety of formats; print materials can be converted into Braille, large print, MP3’s, or electronic text, such as Microsoft Word or Adobe PDF files; diagrams and figures can be embossed to allow people with vision limitations to feel the tactile images; and videos can be closed captioned. Any student with a verified visual, hearing, learning, or other disability that prevents them from accessing instructional materials in traditional formats has the right to alternate media. After enrolling in classes, the student must meet with a counselor to verify the disability, determine the need, and authorize the use of alternate media. Then the student will meet with the alternate media support specialist to determine what materials need to be converted, the format of alternate media, and establish timelines for production. Students must provide proof of ownership for all materials converted to alternate media. For more information please call (707) 864-7000 ext. 4466 or email [max.hartman@solano.edu](mailto:max.hartman@solano.edu).

#### Learning Disabilities Center

Solano Community College offers a program of assistance from a Learning Disabilities Specialist for students of average to above-average intellectual ability that may have specific learning problems. This includes thorough testing to determine your strengths and weaknesses as a student with a possible learning disability. This leads to a comprehensive evaluation for services, Learning Skills classes, and to help with your college success. Classes focus on learning strategies and all services stress access to the college experience. For more information contact Nancy Konecny, Learning Disabilities Specialist (707) 864-7234.

#### EOPS (Extended Opportunity Programs & Services)

The EOPS Program offers services to students who are both economically and educationally disadvantaged. Additional eligibility criteria for the EOPS Program includes:

1. Be a legal resident of California.
2. Be enrolled in 12.0 semester units at Solano College.
3. Qualify for Fee Waiver A or B.
4. Be educationally disadvantaged according to state defined Title V Education Code.

Services offered to eligible students: academic, career, and personal counseling; tutoring referral; assistance in preparing to transfer to four-year colleges and universities; EOPS orientation, priority registration; book services, and bus tickets for fall and spring semester. For more information, contact the EOPS Office, in room 426; or call (707) 864-7000 ext. 4444, or go online at [www.solano.edu](http://www.solano.edu) and click on Financial Aid.

# Programs & Services

## FINANCIAL AID

Making your education dreams come true can be expensive. Enrollment fees, tuition and the cost of books and supplies, added to daily expenses, can stretch a normal budget beyond its limits. Considering a form of financial aid is one way to expand those limits while making an investment in your future. Solano Community College has an extensive program of scholarships, grants and other aid designed to help you if you need financial assistance to further your occupational, educational and personal goals.

Federal and state aid is available through the Financial Aid Office to eligible students who are able to show that they have financial need. Apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Types of financial aid programs available at Solano Community College include Fee Waivers, PELL, Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study (FWS), Extended Opportunity Program and Services, EOPS, and Federal Direct Loans. Get more detailed information on the SCC Web site: [www.solano.edu](http://www.solano.edu). —select Financial Aid.

Hard copy applications are available in the Financial Aid Office located on the 2nd floor of the 400 Building, Room 425. Office hours: Monday through Thursday, 8 am to 7 pm, and Fridays, 8 am to 2 pm, (707) 864- 7103.

## FOOD SERVICE

The cafeteria at Solano Community College is located in the Student Center, Bldg. 1400. The cafeteria offers a wide selection for breakfast and lunch from its full service grill. The selection includes daily hot lunch menus, soups, salad bar, deli sandwiches, Mexican and Asian menus, vegetarian, desserts, snacks, and beverages. The cafeteria hours of operation for Fall and Spring semesters are Monday through Thursday, 7:30 am to 8:00 pm, and Fridays from 7:00 am to 3:00 pm; Summer session Monday-Friday, 7:30 am - 2:00 pm, Phone 646-2874.

## Board of Governors Grants (BOGG) Fee Waiver Program

Solano Community College will waive the enrollment fee for qualifying students who are California residents. A Financial Assistance Program provides three ways to help low-income students pay the enrollment fee. Students eligible in one of the three following areas should visit the Financial Aid Office, Student Services Bldg 425, before registering for classes and complete the enrollment fee waiver form online at [www.solano.edu/financialaid](http://www.solano.edu/financialaid)

### BOGG A

To be eligible you must:

- Be a California resident
- At the time of enrollment be a CalWORKs/TANF (Temporary Assistance for Needy Families—formerly AFDC) recipient or SSI/SSP (Supplemental Security Income, State Supplemental Program) or General Assistance/General Relief
- Apply for an enrollment fee waiver
- Provide documentation, such as CalWORKs/TANF or SSI check or Untaxed Income Verification Form to prove that you are receiving benefits. Further documentation may include: a copy of correspondence from the local office of Public Assistance which identifies the student, or if applicable, the family and indicates that a monthly grant is being awarded for the current or prior month. This can include a copy of an Adjustment-to-Benefits letter, Notice of Action, or Aid Verification Summary that shows current receipt of CalWORKs/ TANF, SSI, or General Assistance/ General Relief and the amount of the grant.

### BOGG B

To be eligible you must:

- Be a California resident
- Meet these income standards:
- Apply for an enrollment fee waiver (See A)

Number in Household (including yourself)	Total Family Income Last Year 2008 (Adjusted gross and/or untaxed)
1	\$15,600 or less
2	\$21,000 or less
3	\$26,400 or less
4	\$31,800 or less
5	\$37,200 or less
6	\$42,600 or less
7	\$48,000 or less
8	\$53,400 or less
+ Add \$ 5,400 for each additional dependent	

### BOGG C

To be eligible you must:

- Be a California resident
- Provide the Student Aid Report based on filing the Free Application for Federal Student Aid (FAFSA)

### Fee Waiver Form

return to the Financial Aid Office 24 hours prior to registering for your classes.



# Programs & Services

## MATRICULATION

**Matriculation** can help you to reach your educational goal.

The steps are:

- Admission (application)
- Skills Assessment
- Orientation in person or online (see counseling webpage)
- Counseling/Advising
- Registration
- Follow-up on progress

You are encouraged to participate in the Assessment/Orientation program, which is part of the matriculation process, if you are a new non-exempt student (see Exemption Criteria) and choose one of the following educational goals at the time of application:

- Transfer to a four-year college with associate degree
- Transfer to a four-year college without associate degree
- Associate degree, vocational, without transfer
- Associate degree, without transfer
- Job skills—to prepare for a new job
- Undeclared goal
- Discover/formulate career interests, plans, goals
- Improve basic skills in English, reading or math

Some continuing (as well as returning) students may need to take an assessment test to meet specific class and/or program requirements – especially if you are enrolling for the first time in any English (except English 305) or English As A Second Language class. ESL assessment is recommended if your primary language is not English.

## OCCUPATIONAL EDUCATION —WORK EXPERIENCE

Earn 1 to 6 transferable units per semester for working in a paid or unpaid part-time or full-time position with a licensed business. We offer OCED 090: Occupational Work Experience for those students working or volunteering in positions which are directly related to their declared major. We also offer OCED 091: General Work Experience for those working or volunteering in jobs not related to their major. You can earn 1 unit for each 75 hours paid or 60 hours unpaid work per semester. Classes meet once a week for one hour. Do you love online? You can also take both OCED 090 and OCED 091 as online classes that involve a one time required on-campus orientation with the weekly meetings conducted in an online format. Contact the Work Experience Coordinator at (707) 864-7139, by e-mail (debra.berrett@solano.edu), or stop by room 1811. You may also visit our website at: [www.sccworkexperience.com](http://www.sccworkexperience.com). For Spring 2009 we offer full semester online sections and 12 week traditional sections. OCED 090 and 091 **may not be taken concurrently**.

## PARKING (M-F 7 AM - 10 PM)

**Parking Permits:** Semester parking permits can be purchased online at [www.solano.edu](http://www.solano.edu). Parking permits are not transferable from one person to another. It is against the law to alter, forge, reproduce, sell or loan your parking decal to another person. Parking permits are required each semester and during summer sessions. Faculty/staff and reserved parking is enforced 7 days a week, 24 hours a day. All permits (semester and daily) must be clearly displayed with numbers visible to be valid. Motorcycles may park in designated motorcycle areas without cost or permits. Motorcycles parked in other areas require permits at the vehicle price.

**Parking Enforcement:** During the first two weeks of the fall/spring semester and during the first week of summer session, parking permits are not enforced in student lots 1-6. Thereafter, permit parking is enforced Monday-Friday, 7 a.m. - 10 p.m. You must have a valid permit clearly displayed while parked on Solano Community College District property, including the Vacaville Center and the Vallejo Center. All other regulations and vehicle code violations are enforced 24 hours a day, 7 days a week.

**Fairfield Campus:** Parking for students is provided in clearly designated areas of the campus. Certain parking areas are reserved for visitors, for faculty and staff who hold permanent parking permits, and for handicapped persons. Student parking is provided in Lots 1, 2, 3, 4, 5 and 6. California Vehicle Code and District parking regulations are enforced by the Solano Community College Police Department.

**Vacaville and Vallejo Centers:** A parking permit is required to park at both the Vacaville Center and the Vallejo Center. Semester parking fees are \$20 and Summer session fees are \$6 for vehicles. Daily permits may be purchased at the Vacaville and Vallejo site.

**Daily Parking Permits:** If students prefer not to purchase a semester permit, they must purchase daily parking permits from the dispensers located in each student lot at a cost of \$1 per day (4 quarters only for red machines. Yellow dispensers accept \$1 bills and small change.). New daily permits must be purchased each day students park on campus. If the permit dispensers malfunction, notify the Police in Room 1109 immediately or call (707) 864-7131. If a dispenser is covered, you must purchase a permit in an adjacent lot. Daily parking permits are valid in lots 1-6 and are interchangeable between the main campus, the Vacaville Center, and the Vallejo Center.

**Handicap Parking:** You must have a handicap placard or plates AND a current parking permit to park in handicapped parking. Your placard and permit must be clearly displayed.

**Rideshare Permits:** (Fall Semester Only) Rideshare permits are issued by the Student Development Office in Room 1425, Student Union. Vehicles displaying valid rideshare permits may park only in the spaces reserved for rideshare participants and not in any other lots. If you do not have a rideshare permit, you cannot park in the rideshare spaces. Rideshare permits are not valid at the Vacaville Center or the Vallejo Center. Rideshare vehicles must contain 3 or more students for the permit to be valid.

**Visitor Parking:** Limited 30-minute visitor parking spaces are available at the campus in lot #1. They are marked "Visitors Parking" and are located along the white curb line. For visits longer than 30 minutes, purchase a daily permit from the dispensers located in lots 1-5 and move your vehicle to another stall in the parking lot. Do not park in rideshare or faculty/staff lots. The visitors parking area is not to be used by faculty, staff or students.

**General Information:** Parking decals are good for all campuses. Permits must be located as indicated on the permit directions. Parking fees are subject to change. Parking brochures are available at the Police Department, Student Center (Bldg. 1400), Switchboard (Bldg. 600), and at the Office of Admissions and Records (Bldg. 400). An Amnesty Program and an appeal process are available for parking citations. If you have any questions, please drop by the Police Department in Room 1109 (portable buildings) or call (707) 864-7131.

### RE-ENTRY STUDENTS

Students returning to school are encouraged to meet with a Counselor to plan classes needed to reach their goals. Please see "MEET A COUNSELOR" in this schedule to find out how to make an appointment, what services are offered, when, and where at four different locations.

The Online Orientation is highly recommended. Please go through all seven steps, and answer the survey at the end to record your orientation: <http://www.solano.edu/vip/>.

We recommend introductory classes listed in the schedule under "COUNSELING": COUN 101 Orientation for College Success, COUN 102 Intro Study Skills (A,B,C,D), COUN 50 Career-Life Planning, COUN 062 Helping Skills, COUN 083 Applied Psychology, COUN 055 Valuing Diversity, and/or COUN 007 University Study Techniques.

### SOLANO COLLEGE FOUNDATION

The Solano College Foundation was established in 1985 to support the continuation of a quality college for Solano County. Through its fund raising efforts the Foundation provides over \$100,000 a year in support for college programs including the library, nursing and pre-engineering, the Placement Center, scholarships, campus enhancement projects, and academic and career technical program development. Governed by a board

of community directors, the Foundation provides an avenue for individuals and businesses to make tax-deductible donations to support the work of Solano College. For more information contact the Foundation office at (707) 864-7177 or [SCCFoundation@solano.edu](mailto:SCCFoundation@solano.edu)

### STUDENT ID CARDS & SCCID

#### Summer Session Only:

Student ID cards are required for the Library and computer labs. The Summer ID station will be open June 15-18, 2009, Monday-Thursday, 9 am-5 pm and Friday, 9 am-2 pm in Room 1425, Bldg. 1400. No Summer ID cards will be issued after June 18. Please bring your receipt showing payment of the \$5 fee, another form of picture I.D and proof of current enrollment. Good for nine consecutive semesters, it must be validated each semester at no charge. For more info, call the Student Development Office, (707) 864-7000, ext. 4367.

#### Fall Session Only:

Student ID cards are required for the Library and computer labs. The Fall ID station will be open August 10-18, 2009 Monday-Thursday, 9 am-5 pm and Friday, 9 am- 3 pm in Room 1425, Bldg. 1400. Beginning August 19, ID cards may be obtained in the Student Development Office (Room 1424); Monday-Thursday, 9 am-7 pm, and Friday, 9 am-3 pm. . Please bring your receipt showing payment of the \$5 fee, another form of picture I.D and proof of current enrollment. Good for nine consecutive semesters, it must be validated each semester at no charge. For more info, call the Student Development Office, (707) 864-7000, ext. 4367.

### STUDENT HEALTH SERVICES (Fall Semester Only)

A Public Health Nurse and Health Assistant are ready to help you with your health needs at the Student Health Center, Monday through Thursday, 8 am - 7 pm, and Friday, 8:30 am - 3:00 pm. Our services include:

- Nursing assessment and management of minor health problems
- Treatment of minor acute illnesses and referrals
- Confidential HIV testing
- Confidential gonorrhea/chlamydia urine testing
- First-aid and emergency care
- Band-Aids, aspirin, Tylenol, etc., for self care
- Pregnancy testing and birth control information
- Nutritional information
- Information on sexually transmitted diseases and referrals
- Immunizations
- Tuberculosis skin tests and referrals
- Hearing and vision screening
- Blood pressure screening
- Strep throat test
- Blood glucose screening test

# Programs & Services

- Information and counseling on various health-related problems
- Information and referral for substance abuse (smoking, alcohol and drugs)
- Free brochures on health related issues
- Rest area for ill students
- Outreach to off-site campuses and Children's Program
- Health-related speakers in classes and Planned Parenthood clinics available Wednesday mornings by appointment or drop-in

We are located in the Student Union, Building 1400. You are welcome to drop-in for care or make an appointment by calling (707) 864-7163. Students interested in purchasing Student Health Insurance may access the Community College League of California's student insurance website at:

[www.somerton-ins.com/portal/cclc/asp](http://www.somerton-ins.com/portal/cclc/asp).

## STUDENTS HELPING STUDENTS BOOK GRANTS (Fall Semester Only)

Solano Community College's Students Helping Students Fund is a program designed to provide one-time only financial assistance to economically disadvantaged SCC students in the form of a book grant. Funding is provided by students through a non-refundable optional fee of \$1, as well as through solicited annual contributions. A limited number of book grants are distributed to eligible students at the start of the semester on a first-come, first-serve basis. New, first-time freshmen enrolled in six units at SCC, who meet the eligibility guidelines for an automatic Fee Waiver, are encouraged to complete a Fee Waiver application and the Students Helping Students Grant application. Applications are available by pick up only from the Student Development Office beginning August 12. For complete information contact the Director of Student Development: (707) 864-7168, Room 1425.

## TRANSFER CENTER

Welcome to the SCC Transfer Center. We are a resource center for students to explore options for transfer and to get help with the transfer process. The center has day and evening hours in the fall and spring semesters. For information call (707) 864-7101 or visit us upstairs in the Student Services Building 400, room 438.

## TUTORING CENTER

Free tutoring is available to all students currently attending Solano Community College and enrolled in the class for which assistance is requested. Tutoring is available for most classes offered by the college. You can schedule a weekly appointment for the entire semester or one-time only appointments as needed.

Part-time, paid positions are available for students interested in

working as paid tutors. You must have received a "B" or better in the class to tutor and be recommended by a SCC instructor. All new tutors also earn .5 unit of credit for a required training class (Tutor 50). For additional information on how to sign up for tutoring assistance or to apply for a tutoring position, contact the Tutoring Center, room 1102, or call (707) 864-7230.

## VETERAN'S AFFAIRS CENTER

**Veterans** - Solano Community College is an approved educational institution by the CA Department of Consumer Affairs Bureau for Private & Vocational Education, under Title 38, United States Code. The Office of Veterans Affairs (VA) provides assistance to veterans, reservists and eligible dependents of veterans in their pursuit of an education and in obtaining their Veterans Educational Benefits. VA also offers additional allowances through a work-study program for those who are receiving Veterans Educational Benefits.

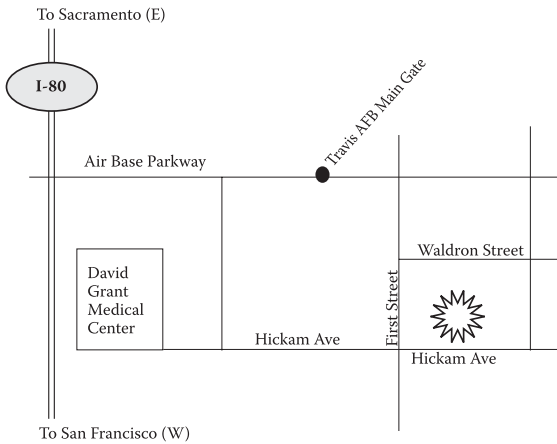
**Active Duty** - All military personnel using the Tuition Assistance Program must be pre-approved (except for Air Force) before registering for classes. After receiving approval for Tuition Assistance, please submit a copy of the authorization to the Office of Veterans Affairs located in Building 400, Room 429, or by fax (707) 864-7220.

- Air Force Personnel please contact the Travis Base Education Office (707) 424-3444.
- Army Personnel must apply via internet at [www.army.com](http://www.army.com)
- Coast Guard Personnel must fill out the Coast Guard Tuition Assistance Form (CG-4147). This form is available on the internet at: [www.uscg.mil/hq/cgi/tuition/tachecklist.html](http://www.uscg.mil/hq/cgi/tuition/tachecklist.html)
- Marine Corps Personnel contact the Education Center at Camp Pendleton (760) 725-6660.
- Navy Personnel please contact the San Jose Navy Education Office at (408) 294-6164.

For specific information regarding eligibility of Veterans Education Benefits or Tuition Assistance, please visit our office located on the 2nd floor of the 400 Building, Room 429, or call: (707) 864-7105. Office hours are Monday - Thursday, 8 am - 4 pm and Friday, from 8 am - 3 pm.

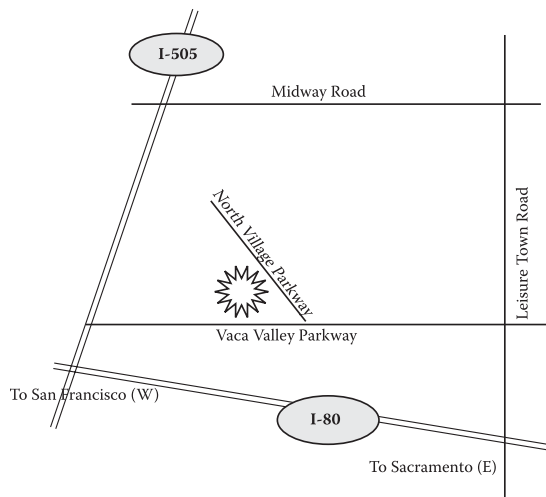
**VISTAS** (Also see Community Education)

# Travis Air Force Air Base Map



The Travis AFB University Center is located in Building 249 at 530 Hickam Avenue on Travis Air Force Base. To get to the Center, take the Air Base Parkway exit off of I-80 and follow it until it ends at the Travis Main Gate. Instructions for obtaining a pass are on the Travis Air Force Base page in this schedule (Page 109). After obtaining a pass, proceed through the Main Gate, staying on the same street. Turn right onto First Avenue, then left on Waldron Street. About half way down the length of the street, turn right into the parking lot. Drive to the back of the lot; you will see the University Center on your right. You may park in any vacant space. For more information regarding our site at Travis Air Force Base, please refer to the SCC website: [www.solano.edu/campus\\_sites/tafb.html](http://www.solano.edu/campus_sites/tafb.html)

# Vacaville Map

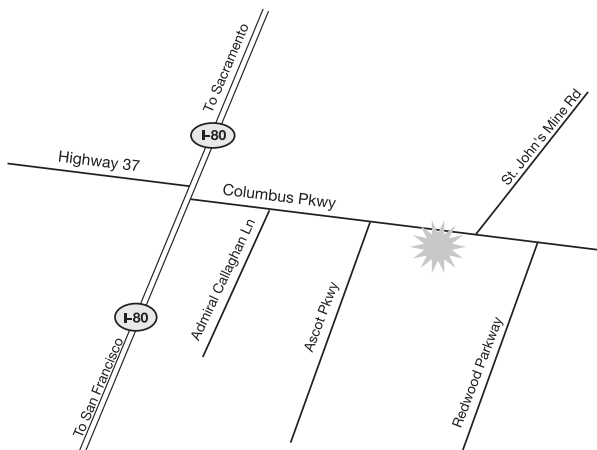


The Solano Community College Vacaville Center is located north of the City of Vacaville at 2000 North Village Parkway. Turn onto North Village Parkway (formerly known as 1990 Akerly Drive), just off of Vaca Valley Parkway. Center information and driving directions are also available on our website, please go to: [www.solano.edu/campus\\_sites/vaca\\_center.html](http://www.solano.edu/campus_sites/vaca_center.html)

**DIRECTIONS FROM FAIRFIELD/VACAVILLE:** Take I-80 East to I-505 and drive about 1/2 mile to the Vaca Valley Parkway exit. Turn right at the exit ramp stoplight on to Vaca Valley Parkway and go one block to North Village Parkway. Turn left at the stoplight on to North Village Parkway; the parking lot entrance to the Center is visible on the left side of the street within a distance of 1/2 block.

**DIRECTIONS FROM DAVIS/DIXON:** Take I-80 West to the Leisure Town Road exit. Turn right onto Vaca Valley Parkway. Continue straight for approximately 1/2 mile to North Village Parkway and turn right at the stoplight. Turn left into the parking lot entrance to the Center. Parking at the Vacaville Center is \$20 per vehicle. The permit is valid for the Fairfield campus and the Vallejo and Vacaville Centers. Daily parking permits are available for \$1 from the machine located in the parking lot. Daily permits are valid for the Vacaville Center only.

# Vallejo Map



The NEW Solano Community College Vallejo Center is located at 545 Columbus Parkway.

**Directions from Fairfield/Vacaville/Davis/Dixon:** Take I-80 toward San Francisco and exit at Columbus Parkway. The new Solano Community College Vallejo Center is located approximately 1 & 1/2 miles on your right.

**Directions from Pleasant Hill/Concord/Walnut Creek:** Take 680 North to 780 West. From 780 West take I-80 East toward Sacramento. Exit at Columbus Parkway. The new Solano Community College Vallejo Center is located approximately 1 & 1/2 miles on your right.

**Parking:** Parking at the Vallejo Center is \$20 per vehicle. The permit is valid for the Fairfield campus and the Vallejo and Vacaville Centers. Only parking permits are available for \$1 from the machine located in the parking lot and is valid for all campus locations. Parking is enforced 24 hours a day.

# Solano College Telephone Numbers...Area Code: 707



Academic Affairs . . . . .	864-7236	HR Job Line. . . . .	864-7129
Adapted PE. . . . .	863-7835	Human Resources . . . . .	864-7128
Admissions/Records . . . . .	864-7171	Humanities . . . . .	864-7107
Aeronautics/Nut Tree. . . . .	447-4578	Job Placement Office . . . . .	864-7124
Assessment Testing . . . . .	864-7000 x 4525	Library. . . . .	864-7132
Athletics. . . . .	864-7119	Maintenance and Operations. . . . .	864-7196
Basketball (Men's Coach) . . . . .	863-7831	Math Activities Center . . . . .	864-7138
Bookstore. . . . .	864-7111	Math-Science. . . . .	864-7110
Business & Computer Science . . . . .	864-7179	Occupation Education. . . . .	864-7155
Cafeteria Solano . . . . .	646-2874	Small Business Dev. Ctr. . . . .	864-3382
Campus Police - Parking . . . . .	864-7131	Special Services . . . . .	863-7000 x4444
Career Technical Educ. . . . .	864-7155	Student Health Services . . . . .	864-7163
Children's Programs . . . . .	864-7183	Student Services. . . . .	864-7102
Community Services/Vistas. . . . .	864-7115	Superintendent/President . . . . .	864-7112
Community Services/Reg. Aide . . . . .	864-7160	Tech & Learning Resources . . . . .	864-7106
Contract Education . . . . .	864-7195	Technology Support Services. . . . .	864-7104
Cosmetology. . . . .	864-7180	Theatre Operations . . . . .	864-7199
Counseling . . . . .	864-7101	Theatre Ticket Booth . . . . .	864-7100
Criminal Justice . . . . .	864-7000, x-4703	Transfer Center. . . . .	864-7158
Disability Services Program . . . . .	864-7136	Travis AFB Classes. . . . .	424-2431
EOPS. . . . .	864-7000 x4444	Tutoring. . . . .	864-7230
Financial Aid . . . . .	864-7103	Vacaville Center . . . . .	446-2900
Fine & Applied Arts. . . . .	864-7114	Vallejo Center . . . . .	642-8188
Fire Science . . . . .	864-7148	Veteran's Affairs Center . . . . .	864-7105
Fiscal Services . . . . .	864-7147	Vocational Education. . . . .	863-7868
General Information . . . . .	864-7000	Work Experience. . . . .	864-7139
Health Occupations/Nursing . . . . .	864-7108		
Health/Physical Education . . . . .	864-7119		
Horticulture . . . . .	864-7221		

PROGRAMS & SERVICES