

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES

June 20, 2012

1. CALL TO ORDER

A regular meeting of the Solano Community College District Governing board was called to order at 6:30 p.m., on Wednesday, June 20, 2012, in the Administration Building, Room 626, located at Solano Community College, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Rosemary Thurston.

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

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

3. ROLL CALL

Members Present:

Rosemary Thurston, President
Sarah E. Chapman, Vice President
Denis Honeychurch, J.D.
Pam Keith
Phil McCaffrey
Catherine M. Ritch
A. Marie Young
Kayla Salazar, Student Trustee
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

None

Others Present:

Charo Albarran, Manager, Human Resources
Yulian Ligioso, Vice President, Finance and Administration
Judy Spencer, Executive Coordinator, Superintendent-President and Governing Board

4. APPROVAL OF AGENDA

Board President Thurston advised she pulled the 2012-2013 Goals for the Solano Community College District Governing Board only in Item 10.(a).

Moved by Trustee Keith and seconded by Vice President Chapman to approve the Agenda as corrected. The motion carried unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Thurston recognized Professor George Maguire who requested to comment on the Solano College Theatre Association (SCTA) and the Art Department.

Professor Maguire thanked the remarkable people who have contributed so much to the SCTA and Art Department for their efforts in educating students and fundraising. Events such as the one held with Tom Hanks would never have occurred without the passion, smarts, and dedication of parents and staff. Mr. Maguire thanked the many people who have contributed so much to these departments over the years.

Professor Maguire stated that Mr. Chris Guptill is one of the kindest people he has had the privilege of knowing in the 25 years he has been at Solano College. Chris never made one decision without first thinking about the ramifications that could happen on staff and students. “People rarely do that,” he said. Chris is indeed a remarkable person and will be sorely missed. His history and legacy will be imprinted on the hearts and minds of students and staff. Mr. Maguire stated that he sincerely hopes the changes being made will build a new future from the past and incorporate the many designing moments experienced at Solano College. There was applause from those present in the audience.

Board President Thurston recognized Mr. Steven Ng who requested to comment on the SCTA. Mr. Ng, a former student and graduate of Solano College, commented on how the SCTA and Actors’ Theatre Program (ATP) changed his life. Mr. Ng stated that he always wanted to be an actor from a very young age and time spent at Solano College was two of the best years of his life. His experiences taught him how to deal with people—his classmates, employers, and family—all of which you cannot put a price tag on. He is better for having come to Solano College. There was applause from those present in the audience.

Board President Thurston recognized Mr. Naser Baig, ASSC Interim President. He began by stating that the students felt he should comment on the termination of the SCTA contract. Mr. Baig spent time earlier in the day in the theatre speaking to staff. While he could not express himself with the same kind of passion of those he spoke with, he stated how concerned he is about the decision to terminate the contract. Even though there are short-term benefits, the decision could be very dangerous in the long run. There is too much work to do and not enough faculty to do the work. He continued by saying that we have a highly regarded theatre program and an excellent tool in which to interact within the community. Termination of this contract is like cutting off our legs. While the financial realities are recognized, Mr. Baig urged the Board to please be careful. There was applause from those present in the audience.

Board President Thurston recognized Ms. Karen Duvall, who requested to comment on the theatre program. Ms. Duvall was a student in the ATP in 2012. In theatre, actors are taught to

make choices for their characters and to find a reason for the character to be a life or death choice. “Tonight,” she said, “is a life or death choice.”

*To be, or not to be, that is the question:
Whether 'tis Nobler in the mind to suffer
The Slings and Arrows of outrageous Fortune,
Or to take Arms against a Sea of troubles,*

Opening phrase of a [soliloquy](#) in [William Shakespeare's play Hamlet](#).

Ms. Duvall said that is why those of us from the Theatre Department are here tonight, trying to take arms against slings of trouble and trying to end them. Ms. Duvall urged the Board not to end the SCTA. There was applause from those present in the audience.

Board President Thurston thanked Mr. George Maguire, Mr. Steven Ng, Mr. Naser Baig, and Ms. Karen Duvall for their comments.

6. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Mr. Naser Baig, Interim President of the ASSC, reported that:

--the ASSC voted that the last election during the spring semester had problems and threw out the election results. Mr. Baig is chairing a Select Interim Committee with the sole focus to conduct a proper election and correctly elect an executive board by the middle of the fall semester. The goal is to have a better interaction between students and faculty and administration, with better communication and purpose between all sections of the College.

--the ASSC heard the concerns about the transition of the theatre to performing arts.

--despite there being no summer school, ASSC has been meeting regularly throughout the summer.

(b) Shared Governance Council

Ms. Charo Albarran, Manager, Human Resources, reported that the Shared Governance Council met today, June 20, 2012, and discussed the following items:

--College Mission Statement revision and will continue to have discussions with feedback no later than August 22.

--reviewed the strategic proposals and prioritized a list for submission at the next FaBPAC meeting.

--took action to approve the revised Career Technical Education Policy No. 6050.

--the proposed classified hiring process was discussed.

--the BOT and CEO 2012-13 Annual Goals were reviewed.

--reviewed the job description for the Executive Director of the Educational Foundation.

--discussed the BSI summer and fall grant recipients.

A special-called meeting will be held June 27, 2012.

(c) Superintendent

• Facilities Master Plan Update

Facilitated by Rob Barthelman, AIA, Principal; and Suniya Malhotra, ARCHITECTURE/vbn

Yulian Ligioso, Vice President, Finance and Administration, introduced Mr. Rob Barthelman and Ms. Suniya Malhotra from ARCHITECTURE/vbn who provided the Board with a Facilities Master Plan status update. Included in their PowerPoint was the following information:

- Facilities Master Plan Scope
- Process/Schedule
- Status of Activities To Date, which include assessments,
May workshops, site opportunities, and draft design principles
- Project Priorities

Mr. Barthelman stated there is strong justification for seeking community support to update, maintain, and build new required facilities.

A full and complete copy of the PowerPoint presentation is available for review in the Office of the Superintendent-President and the Office of the Vice President of Finance and Administration.

Dr. Jowel Laguerre, Superintendent-President, commented on the shortfall in anticipated redevelopment funding. The System as a whole was threatened to lose over \$300M; however, through advocacy from the Community College League of California (CCLC) and the Chancellor's Office, the legislature agreed to exempt community colleges from further cost cuts. Dr. Laguerre stated once again how important the November election is to education.

7. CONSENT AGENDA – ACTION ITEMS

Board President Thurston reported that Dr. Jowel Laguerre made the following corrections to the Consent Agenda as follows:

Item 7.(b), Page 1, Line 4, To be Announced, Accountant, should read ***Adriana Hoffman, effective July 9, 2012;*** To be Announced, Curriculum Analyst, should read ***Erin Moore, effective July 16, 2012;*** and Georgette Snell, Aeronautics Lab Tech, effective date should read ***July 9, 2012.***

Superintendent-President

- (a) Minutes for the Board Study Meeting held June 6, 2012, will be approved at a future meeting.

Human Resources

- (b) Employment – 2011-2012 and 2012-2013

Finance and Administration

- (c) Personal Services Agreements
(d) Warrant Listings

Academic and Student Affairs

- (e) Request for Approval of Curriculum Actions as Submitted by the Curriculum Committee, a Subcommittee of the Academic Senate

Moved by Trustee Keith and seconded by Trustee McCaffrey to approve the Consent Agenda as corrected. The motion carried unanimously.

Dr. Jowel Laguerre, Superintendent-President, reported that Dr. Rennee Moore accepted the position of Interim Dean of Science and introduced her to those present in the meeting. Ms. Charo Albarran accepted the interim position of Human Resources Director. Dr. Laguerre stated that both are very capable of stepping up to meet our existing needs.

8. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

9. RETIREMENTS OF STAFF WITH 10 OR MORE YEARS OF SERVICE

- (a) Resolution Honoring James “Jim” Ennis

Mr. James “Kimo” Calilan, Manager of Technology Services and Support spoke on behalf of Mr. James Ennis who is retiring June 30, 2012. Mr. Calilan began by saying, “When gathering up my thoughts about what to say here tonight it really hit me that in a matter of five working days Jim will no longer be a daily voice here at the District and that the name Jim Ennis and Solano Community College Technology Services and Support will not be linked to each other during daily operations as it has been for the past 26 past years come July 1. Like the old saying goes ‘all good things must come to an end’. Jim has definitely been a ‘good thing here at the College in many ways.’

Jim, I want to take this opportunity to truly express my deepest gratitude from not only myself personally, but for the entire IT staff for your exceptional leadership, mentorship, and most importantly friendship that you have given us during our time together both on and off campus. I can say without a doubt that each and every one of us in Technology Services has grown personally and professionally from your tutelage over the years, and for that I simply want to say ‘thank you’.

I will promise you two things as you leave us for your new life's journey alongside your beautiful wife Julie. First, that we will put to good use your guidance and teachings to keep moving the ball forward in the Technology Services area; and secondly and most importantly, that we will only blame you for any upcoming IT issues that may arise until the end of this year. With that we wish you and Julie God's speed and safe travels in your second life."

Dr. Laguerre commented that Jim has served the Solano Community College District with distinction since September 23, 1985, when he began his career as the Computer Center Manager. Jim has served in the capacities of Director of Computer Services, the Director of Technical Services and Support, and Interim Chief Information Systems Officer from 2009 through June 2012. As we struggled through Banner, we rolled it up the hill and it rolled back on us. As it did that, one of the people who was capable in helping us solve this problem was Jim who resolved that we would not fail. I am grateful that we listened to staff who only wanted Jim to lead us through those difficult years. He kept our IT house in order and helped us resolve our huge issues with Banner, which is working much better now. We owe Jim a great debt of gratitude for that. Jim retires from his current position after 26 plus years of faithful service, effective June 30, 2012.

Dr. Laguerre read the following excerpt from Mr. Jim Ennis' resolution:

Whereas, Jim Ennis' dedication and commitment to Solano college has earned the respect of the community, the College staff, faculty, and students; now therefore be it

Resolved, that James Ennis' service to Solano Community College District represents a true measure of integrity and dedication to education that leaves a legacy for all to model.

Dr. Laguerre extended best wishes to both Jim and Julie for a well-deserved retirement, with sincere thanks for their many contributions to Solano Community College.

Moved by Trustee McCaffrey and seconded by Vice President Chapman to approve the resolution honoring James "Jim" Ennis' retirement effective June 30, 2012. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE – Kayla Salazar concurred.

AYES – Trustee Ritch, Trustee Honeychurch, Trustee Keith, Vice President Chapman,
Trustee Young, Trustee McCaffrey, and Board President Thurston
NOES – None
ABSENT – None

Jim Ennis thanked the Board for their trust in him in the various positions he held at the College. He stated how much he has appreciated the time he spent at Solano College, thanking staff for their support. He asked staff members present to please stand and stated that they are the reason why he was able to stand before them tonight—because of the work *they* do—the best team at

Solano Community College. He concluded by saying that he has two families—his Solano College family and his personal family and it is great to have both. There was applause from those present in the audience.

Trustee Keith thanked Mr. Ennis for his commitment and dedication and personal sacrifices to the District and to her personally.

(b) Resolution Honoring Patricia “Pat” Mitchell

Dr. Jowel Laguerre, Superintendent-President, reported that Ms. Mitchell recently had an eye injury and as a result was not able to attend the meeting. He stated that he attended the reception held in her honor by staff and friends and learned just how great a person she is, not having had the opportunity to get to know her well himself.

Ms. Patricia “Pat” Mitchell has served the Solano Community College District with distinction since September 4, 1979, when she began her career as a Secretary I in the Admissions and Records Office. Pat has served in the capacities of Secretary I in the Health and Physical Education Department; Secretary I in the Social Science Division, and Secretary III in Special Services from 1987 through June 2012.

Pat retires from her current position as Administrative Assistant III, EOPS/CARE/CalWORKs and to the Dean of Counseling and Special Services after 33 years of faithful service, effective June 28, 2012.

Dr. Laguerre read the following excerpt from Ms. Mitchell’s resolution:

Whereas, Patricia Mitchell has at all times been an ambassador for Solano Community College in the community and an advocate for the community college system.

Best wishes are extended to Pat for a well deserved retirement, with sincere thanks for her many contributions to Solano Community College.

Moved by Trustee McCaffrey and seconded by Trustee Keith to approve the resolution honoring Patricia “Pat” Mitchell’s retirement effective June 28, 2012. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE – Kayla Salazar concurred.

AYES – Trustee Young, Trustee Keith, Vice President Chapman, Trustee Honeychurch,
Trustee McCaffrey, Trustee Ritch, and Board President Thurston
NOES – None
ABSENT – None

(c) Resolution Honoring Marjorie “Marge” Trolinder

Vice President Yulian Ligioso, Finance and Administration, spoke on Marge’s behalf and congratulated her on 39 years of service to the District. Vice President Ligioso stated that it has been his pleasure to work with her for the last year and a half, commenting she always exhibited a “can do” attitude—*nothing can stop her*. Marge has always offered full support with copying, printing, and reprographics services to the entire institution. As we have gone through the budget crunch, Marge has been instrumental in reorganizing her department without reduction of service levels. She is responsible for decentralizing copying, digitizing forms, while still maintaining self-service copying on campus. Mr. Ligioso commented that Marge is one of the hardest working people on campus—and also probably one of the most wonderful people to know. He stated how much he will miss her and thanked her for her years of hard work and wished her well in her retirement.

Dr. Laguerre read the following excerpt from Ms. Trolinder’s resolution:

Whereas, Marjorie Trolinder is Solano Community College’s miracle cancer survivor, fighting and recovering from cancer; continuing to work during her chemotherapy while at times being very sick;

Whereas, The word NO has not been a regular word in Marjorie Trolinder’s vocabulary as she has always tried to provide impeccable service for the many managers, faculty, and staff requesting duplicating services, often with very little notice.

Ms. Marjorie “Marge” Trolinder has served the Solano Community College District with distinction since June 27, 1973, when she began her career as a Clerk Typist in the Duplicating Department. Marge has served in the capacities of Cold-Type Machine Operator and the Graphic Arts Services Supervisor from 1975 through June 2012. Ms. Trolinder will retire from her current position after 29 years of faithful service effective June 30, 2012.

Best wishes are extended to Marge for a well-deserved retirement, with sincere thanks for her many contributions to Solano Community College.

Trustee McCaffrey thanked Marge for “putting up with him” for the past 16 years, especially when he served on ASSC.

Board President Thurston referred to her as “Marge in charge.”

Trustee Young thanked Marge for meeting all her duplicating needs when employed as a faculty member.

Moved by Trustee Young and seconded by Trustee McCaffrey to approve the resolution honoring Marjorie “Marge” Trolinder’s retirement effective June 30, 2012. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE – Kayla Salazar concurred.

AYES – Trustee Keith, Vice President Chapman, Trustee Honeychurch, Trustee McCaffrey, Trustee Ritch, Trustee Young, and Board President Thurston

NOES – None

ABSENT – None

Ms. Trolinder commented that she came to Solano Community College as a student in 1967 and then moved on to San Jose State. She had the privilege of being hired by the College in 1973. Marge commented that she has had the privilege and honor of serving every Board and every President in the current administration building and is very grateful for the successful career she has enjoyed at the college. The accolades and accomplishments are because of her being surrounded by outstanding employees—faculty, staff, and management. Marge stated that she too has two families and thanked the Board for allowing her to spend her life with both. There was applause from those present in the audience.

10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

(a) 2012-2013 Goals for Solano Community College District Governing Board and Superintendent-President

Discussions and development of the annual goals for the 2012-13 academic year began at the April 18, 2012, Board retreat.

Board President Thurston advised that she pulled the Board of Trustees annual goals because she appointed a Board Adhoc Subcommittee to review the BOT annual goals in more detail. They will return to the Board for approval at the July 18, 2012, meeting.

Moved by Trustee Keith and seconded by Trustee Honeychurch to approve the 2012-2013 Goals for the Solano Community College Superintendent-President as presented. The motion carried unanimously.

Human Resources

(b) Resolutions Electing to be Subject to Sections 22819.1 of the Public Employees’ Medical and Hospital Care Act Only with Respect to Members of a Specific Employee Organization

Adjustments were necessary in order for individuals (surviving spouses) to participate in the Public Employees’ Medical and Hospital Care Act, i.e., either employed or earning STRS or CalPERS salaries. In the process it was discovered that four or five spouses of former employees

who passed away would not be covered because they are not earning STRS or PERS salaries, and are individuals paying for themselves.

Superintendent-President, Dr. Jowel C. Laguerre, recommended that the Governing Board approve the Resolutions electing to be subject to sections 22819.1 for the Public Employees' Medical and Hospital Act only with respect to members of a specific employee organization.

Approval of Resolutions No. 11/12-42, 11/12-43, 11/12-44, 11/12-45, and 11/12-46 was requested on behalf of those retired employees or surviving spouses of employees who have elected to stay on the District's health program at their cost.

Moved by Trustee Young and seconded by Vice President Chapman to approve Resolutions No. 11/12-42, 11/12-43, 11/12-44, 11/12-45, and 11/12-46 as presented. The motion passed with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE – Kayla Salazar concurred.

AYES – Vice President Chapman, Trustee Honeychurch, Trustee Ritch, Trustee Young, Trustee Keith, and Board President Thurston
NOES – None
ABSENT – Trustee McCaffrey

Finance and Administration

(c) Tentative District Budgets and Proposed Time and Place for the Public Hearing and Adoption of the Official District Budgets for 2012-2013

Yulian I. Ligioso, Vice President of Finance and Administration, presented for acceptance the District's tentative 2012-1012 general fund budgets and the dates to establish the public hearings and formal adoption of the 2012-2013 budgets. A Board study session was held on the budgets of June 6, 2012.

The public hearing and the adoption of these official 2012-2013 budgets, in accordance with California Code of Regulations, Title 5, Section 58301, is tentatively scheduled for the Board meeting of Wednesday, September 5, 2012, in the Board Room of the Solano Community College District, 4000 Suisun Valley Road, Fairfield, California.

Vice President Ligioso gave a PowerPoint presentation reflecting total revenues for all District funds, debt service; child development, capital outlay, Measure G, the bookstore, self-insurance, financial aid, and comparison of unrestricted general fund revenues/expenditures for both FY 11/12 and FY 12/13. Vice President Ligioso also identified potential risks and our reprieve as a System for the coming year. Vice President Ligioso thanked Mr. Patrick Killingsworth, Interim Director of Fiscal Services; Ms. Judy Yu, Accounting Manager, Fiscal Services; and Ms. Janet Leary, Interim Business Operations Coordinator, for their assistance in putting the presentation together.

Moved by Trustee Young and seconded by Trustee Ritch to approve the Tentative District Budgets and Proposed Time and Place for the Public Hearing and Adoption of the Official District Budgets for 2012-2013 as presented. The motion carried unanimously.

A full and complete copy of the tentative District Budgets (revised from the original publication date of June 14, 2012) and PowerPoint presentation is available for review in the Office of the Superintendent-President and the Office of the Vice President of Finance and Administration.

(d) Termination of Contract Between Solano College and the Solano College Theater Association

Due to a lack of funding it is necessary for the District to eliminate the approximate \$750,000 annual investment into the Solano College Theater association (SCTA) that runs our theater productions. While this arrangement has been in place for many years and SCTA, a separate non-profit foundation, has produced terrific performances for the College and the community, the continued revenue reductions from the state show that the college's resources are not sufficient to continue to subsidize the College Theater Association at that level. Instead, the College will allocate \$150,000 to run the theater for the coming year refocusing the program to be a faculty run program with opportunities for students to engage in hand-on experience in stagecraft, costume design, and other aspects of theater arts. Our new approach will allow greater faculty and student participations and encourage partnerships with dance, music, theatre; poetry, choir, marketing, and other disciplines within the College.

Dr. Jowel Laguerre, Superintendent-President, reported that this item went to the May 16, and June 6, 2012 Board meetings for information. Since this time, Dr. Laguerre has held conversations with Trustee Honeychurch and entertained recommendations from Professor George Maguire regarding increasing funding for the theatre to \$150K, which does not include the salary for the current full-time instructor for Theatre. Dr. Laguerre advised he is committed to adding an additional full-time faculty position for 2012-2013. Dean Lamb has started meeting with the departments that cooperate together for a Performing Arts Center. Discussions are being held surrounding the proposed Facilities Master Plan to expand the theatre and having a great center at the College.

Dr. Laguerre emphasized to everyone that we are not eliminating theatre at the College, but rather strengthening our performing arts at the College in general, and exploring how to continue the Actors' Training Program (ATP), blending it with the rest of the theater program. He stated he has listened to the comments that have been made and wants to preserve the performing arts and Fine Arts Department believing we have a great opportunity (like we have done in past years) to include all the performing arts and provide to the county a diverse program, not only for theater, but for dance and music.

Trustee Honeychurch spoke on this item, stating when it appeared before the Board that he wanted the District to discuss it further and consider more options. Administration has agreed to fund the theatre program to a greater degree than originally proposed. The Superintendent-President says this isn't the end of our theatre, but a different theatre, and given the fiscal

responsibility of the Board, I don't believe we can fund the SCTA as we have in the past. Trustee Honeychurch stated he would be voting yes on this item; regrettably so, but sees no other realistic options at this point in time.

Moved by Vice President Chapman and seconded by Trustee Young to approve the Termination of Contract between Solano College and the Solano College Theater Association as presented. The motion passed. Trustee McCaffrey voted no. The Student Trustee cast an advisory no vote.

11. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

(a) Executive Director Foundation Position

The Solano Community College Educational Foundation Executive Director position job description was presented to the Governing Board for approval to replace the current Executive Director, Institutional Advancement position. Placement on the Administrative Leadership Salary Schedule will remain the same, and Board Policy 4800 will be updated to reflect the revision. This job description has been reviewed and approved by the Educational Foundation Executive Board, and was reviewed by the President's Cabinet and the Shared Governance Council.

Dr. Laguerre advised he will be investigating the possibility of backfilling the position with an interim employee until the position can be advertised.

Moved by Trustee Young and seconded by Trustee Keith to approve the Executive Director Foundation job description as presented. The motion carried unanimously.

(b) Approval of New Position – Classified Management/Confidential – Human Resources Generalist

As a result of a District-initiated reclassification, the District is proposing the new Human Resources Generalist position to replace the current Human Resources Specialist position in the Administration Leadership Group, Range 33. Board Policy 4800 will be updated to reflect the revision.

Two current positions in the Human Resources Department are going to a new level, effective June 22, 2012. The former Interim Human Resources Director, Dr. Trudy Largent, presented a reorganization of this area which did not get approved before she left the College. We have two employees who have been performing duties outside of their job descriptions. With the onset of the CalPERS Health Plan responsibilities and new duties surrounding workman's compensation, added responsibilities warrant reclassification of these positions.

Moved by Trustee Young and seconded by Vice President Chapman to approve the New Position – Classified Management/Confidential – Human Resources Generalist as presented. The motion carried unanimously.

(c) Memorandum of Understanding between Solano Community College (SCC) and Vacaville Homestay Program (VHP)

Dr. Jowel Laguerre, Superintendent-President, stated that in order to attract more international students to the College and to meet the needs of the community, the Administration is proposing to establish a formal and mutually beneficial relationship with the Vacaville Homestay Program (VHP). This program brings to Solano County students and professionals primarily from Asian countries. They stay with families in the area. The College is entering into an agreement with the Vacaville program to be able to host the students on campus and familiarize them with the College.

Moved by Vice President Chapman and seconded by Trustee Young to approve the Memorandum of Understanding between Solano Community College (SCC) and Vacaville Homestay Program (VHP) as presented. The motion carried unanimously.

12. INFORMATION ITEMS – NO ACTION REQUIRED

Board President Thurston advised the Board Policy Adhoc Subcommittee reviewed the three policies and regrettably did not get the recommended minor changes for items (b) and (c) to the President's Office before publication of the agenda. The changes will be incorporated into the policies and presented for approval at the July 18, 2012, meeting.

(a) First Reading – Career Technical Education (CTE) Articulated Credit By Exam Policy No. 6050 – Revised

The Governing Board establishes and regularly reviews broad institutional policies and appropriately delegates responsibility to implement these policies.

Revised Policy No. 6050, Career Technical Education (CTE) Articulated Credit by Exam, has been reviewed by the Superintendent-President's Cabinet and properly vetted through the Shared Governance Council. Dr. Laguerre commented that this policy strengthens the ability for students to get full credits more efficiently and effectively. The revised procedures were submitted for informational purposes only.

This item will return for approval at the July 18, 2012, meeting.

(b) First Reading – Smoking on Campus Policy No. (To Be Determined) – New

The Governing Board establishes and regularly reviews broad institutional policies and appropriately delegates responsibility to implement these policies.

New Policy No. TBD, Smoking on Campus, has been reviewed by the Superintendent-President's Cabinet and properly vetted through the Shared Governance Council. The new procedures were submitted for informational purposes only.

This item will return for approval at the July 18, 2012, meeting.

Student Trustee Salazar commented that the students are concerned about where the designated areas might be where they can smoke. Dr. Laguerre responded that temporary areas have been identified and will be available for a period of one year. After one year, the campus will be smoke free. Ms. Salazar asked how the policy would be enforced, and Dr. Laguerre stated that the student and employee discipline procedures will be enforced.

Trustee Chapman inquired about the College offering cessation classes and Dr. Laguerre responded that the ASSC, Health Center, and the Counseling Office are addressing this issue. Announcements and adequate advertising will occur, together with postings on the Web site.

(c) First Reading – Solano Community College Code of Ethics Policy No. (To Be Determined) – New

The Governing Board establishes and regularly reviews broad institutional policies and appropriately delegates responsibility to implement these policies.

New Policy No. TBD, Code of Ethics, has been reviewed by the Superintendent-President's Cabinet and properly vetted through the Shared Governance Council. The new procedures were submitted for informational purposes only.

This item will return for approval after the faculty and ten-month employees return from summer break.

(d) NEOGOV Applicant Tracking System Contract

Ms. Charo Albarran, Human Resources Manager, presented to the Governing Board the capabilities of NEOGOV, an automated applicant tracking system. In comparison to other systems that have been vetted, NEOGOV offers much more in functionality and reporting capabilities, and its implementation time is reduced by one month. It is a Web-based system that does not require any additional staffing or annual cost for system upgrades, and additional training hours are included in the service. The system has over 90 reports already built in as well as an adhoc reporting feature that can be created without paying an additional fee. Ms. Albarran stated that this system is approximately \$14K less than other technologies investigated.

This item will return for approval at the July 18, 2012, meeting.

13. ANNOUNCEMENTS

Dr. Jowel Laguerre, Superintendent-President, announced that there will be only one Board meeting in July which will be held on the 18th.

14. ITEMS FROM THE BOARD

Trustee Ritch reported that she attended the Horticulture June Social Potluck on June 18, 2012. It was interesting to be able to see the department. Trustee Ritch indicated how impressed she was with the gardens and the overall operation.

Student Trustee Salazar attended the recent student Select Interim Committee meeting where events to be held in the fall were discussed, along with next steps.

Trustee Young reported that she attended the following College and community events:

May 2012

- 17** – Solano Community College Retirement and Recognition event.
- 18** – SCC Classified Employee’s Week BBQ.
- 18** – Suisun Valley Review.
- 21** – Vallejo Interagency meeting at Vallejo City Hall.
- 22** – SCC Nursing Class of 2012 Pinning Ceremony.
- 23** – SCCD Commencement.
- 29** – Wall to Wall Task Force (Career Academies) which met at Vallejo High School’s library.

June 2012

- 01** – 34th Annual Educator’s Night which honored the Teacher of the Year from several schools in Vallejo. This event was sponsored by Vallejo Elks Lodge No. 559.
- 02** – Celebrity Waiter Dinner at Travis Air Force Base Delta breeze Club which was a fundraising event. Dr. Jowel Laguerre was a celebrity waiter.
- 08** – SCCD Board Policy Committee Meeting.
- 11** – SCCD Board Policy Committee Meeting.
- 11** – Together with Dr. Jowel Laguerre and Trustee Thurston, met with Mark Herbert, District Director for Susan Bonilla, Assemblywoman, 11th District at the Vallejo Center.
- 16** – 24th Vallejo Juneteenth Celebration with several thousand people attended. Trustee Young is the vice president of the African-American Family Reunion Committee (AAFRC) that planned this event and Trustee Thurston is the Treasurer of AAFRC. For more information on the event, visit www.vallejojuneteenth.com.

Trustee Chapman attended the classified employee BBQ on May 18th on the Fairfield campus. She reported that she enjoyed being outside for the SCCD Commencement held on May 23rd and enjoyed the inspirational message from Mr. Rowland, CEO from Jelly Belly. Trustee Chapman reported that she recently met with the Vacaville Select Committee, together with Dr. Laguerre, who gave an update on what is happening at the College. She attended a Farm Bureau meeting in Vacaville and encouraged support and partnerships with the College. They are interested in getting us involved in agriculture because of the demographics of our county. Dr. Laguerre has been working closely with them to further encourage our involvement.

In the interest of time, Board President Thurston reported that she would provide under separate cover the events that she attended and asked to have them included in the minutes.

Board President Thurston attended the following College and community events:

May 2012

- 03** – Met with Oversight Board to the Successor Agency to the city of Suisun City Redevelopment Agency.
- 04** – Attended SCC Dance Performance on Fairfield campus.
- 06** – Attended Fundraiser Tea in honor of Supervisor Linda Siefert.
- 09** – Attended 21st Annual Tourism Luncheon & Board of Directors Installation at the Vallejo Power Company Bar and Grill.
- 09** – Attended the Education Subcommittee meeting for the Vallejo Education and Business Alliance at the Vallejo Center.
- 10** – Attended a Redevelopment Oversight Board Training meeting at the Solano County Office of Education.
- 11** – Attended the Vallejo Education and Business Alliance meeting at Vallejo Center.
- 17** – Attended 30th Annual Faculty and Staff Recognition Celebration on the Fairfield campus.
- 18** – Attended BBQ honoring classified employees on the Fairfield campus.
- 19** – Attended a Save Our Libraries Fund Raiser at the home of Tom and Gina Snyder in Vallejo.
- 22** – Attended Nursing Class of 2012 Pinning Ceremony on the Fairfield campus.
- 22** – Attended a fundraising event for Supervisor Linda Seifert at the Camel Barn in Benicia.
- 23** – Attended the SCC Graduation.
- 24** – Attended the Solano EDC Breakfast in Fairfield
- 25** – Attended the VIP Grand Opening Reception for the opening of the KROC Center in Suisun, together with Trustee Honeychurch.
- 29** – Attended the Wall to Wall Academy Meeting at Vallejo High School.

June 2012

- 01** – Met with Oversight Board to the Successor Agency to the City of Suisun City Redevelopment Agency.
- 02** – Celebrity Waiter Dinner at Travis Air Force Base Delta breeze Club which was a fundraising event. Dr. Jowel Laguerre was a celebrity waiter.
- 03** – Attended Alpha Kappa Alpha Sorority, Inc., 7th Annual African American Graduation Recognition Ceremony in Vallejo.
- 08** – Attended the SCC Policy Ad Hoc Committee Meeting in Vallejo.
- 11** – Attended the SCC Policy Ad Hoc Committee Meeting in Vallejo.
- 11** – Attended a meeting with Assemblywoman Bonilla's Administrative Aid Mark Hubert at the Vallejo Center with Dr. Laguerre and Trustee Young.

15. CLOSED SESSION

Board President Thurston reported that there would be no Closed Session.

18. ADJOURNMENT

There being no further business, the Board meeting was adjourned at 8:45 p.m.

JCL: js

BOARD MINUTES.06.20.12.FINAL

APPROVED	
_____ ROSEMARY THURSTON BOARD PRESIDENT	_____ JOWEL C. LAGUERRE, Ph.D. SECRETARY

SCCD Board minutes are summarized per SCCD Board Policy 1045 and 1046. To listen to the full deliberation of the Board, please contact the Office of the Superintendent-President within thirty (30) days