

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES

1. CALL TO ORDER

A meeting of the Solano Community College District Governing Board was called to order at 7:00 p.m., on Wednesday, December 20, 2006, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, CA 94534-3197, by Pam Keith, Vice President.

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

At the request of Vice President Keith, Trustee Murphy led those present in the pledge of allegiance to the flag of the United States of America.

3. ADMINISTRATION OF OATH OF OFFICE TO CONTINUING GOVERNING BOARD MEMBER – PAM KEITH

Mark Lieb, Solano County Associate Superintendent of Schools, administered the oath of office to Pam Keith, who received a congratulatory round of applause.

4. ROLL CALL

Members Present:

James M. Claffey  
Denis Honeychurch, J.D.  
Pam Keith  
Phil McCaffrey  
Stephen Murphy, J.D.  
A. C. "Tony" Ubalde, Jr., Rel.D.  
A. Marie Young  
Lillian Nelson, Student Trustee  
Gerald F. Fisher, Interim Superintendent/President

Members Absent:

None

Others Present:

Mazie Brewington, Vice President, Administrative & Business Services  
Marjorie Carson, Ed.D., Interim Vice President, Academic Affairs

Richard Christensen, Ed.D., Director, Human Resources  
Jay Field, Vice President, Technology & Learning Resources  
Pat Cordry, Executive Coordinator, Superintendent/President and Governing Board

5. APPROVAL OF AGENDA

Vice President Keith announced a correction to page 49 of the attachments, first paragraph, lines 3 and 4, “February 3” should read “February 2.”

Moved by Trustee McCaffrey and seconded by Trustee Ubalde for approval of the agenda as amended. The motion passed unanimously.

6. ANNUAL ORGANIZATIONAL MEETING OF GOVERNING BOARD

(a) Election of Governing Board Officers for the 2006-07 Year—President, Vice President and Appointment of Interim Secretary

President

Trustee Ubalde nominated Pam Keith for President of the Governing Board for 2006-07. The nomination was seconded by Trustee Honeychurch.

Moved by Trustee McCaffrey and seconded by Trustee Murphy to close nominations. The motion passed unanimously.

Pam Keith was selected President of the Governing Board for 2006-07 by acclamation.

Vice President

Trustee Young nominated Denis Honeychurch for Vice President of the Governing Board. Board President Keith seconded the nomination motion.

Trustee Murphy nominated Phil McCaffrey for Vice President of the Governing Board. Trustee Ubalde seconded the nomination.

The motion to approve the nomination of Denis Honeychurch for Vice President failed with a majority vote of four to three.

The motion to approve the nomination of Phil McCaffrey for Vice President of the Governing Board for 2006-07 was approved with a majority vote of four to three.

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

Moved by Trustee Ubalde and seconded by Trustee McCaffrey to approve the calendar schedule of meeting dates, times, and locations of Solano Community College District Governing Board meetings for 2007 as presented. The motion passed unanimously.

(c) Selection of Representative to the Solano County School Boards Association

Moved by Vice President McCaffrey and seconded by Trustee Honeychurch to appoint A. Marie Young as the Solano Community College District Governing Board's representative to the Solano County School Boards' Association for 2006-07. The motion passed unanimously.

7. COMMENTS FROM MEMBERS OF THE PUBLIC

Marc Pandone, Art Professor, distributed copies of materials announcing a group faculty art show at the Vacaville Art Gallery January 6-27, 2007, 12-4 p.m., and at the Dorothy Herger Gallery February 1-20, 2007. A reception will be held on Friday, January 26, 7-9 p.m., in the Herger Gallery. During the Spring Semester, a show called "Divas," a local art group comprised of many SCC students, will be in the Herger Gallery from February 24 through March and followed by a photography show with Ron Zak who will have returned with students from a trip to India. The show will be combined with Professor Pandone's continuing work on Solano and Napa Counties environmental issues. Copies of a 2007 calendar entitled, "Reflections on the Napa River," were distributed to Board members. Photographs featured in the calendar were done by Samanda Dorger, new photography instructor in the Fine and Applied Arts Division.

8. REPORTS

(a) Academic Senate

Gail Kropp, Academic Senate President, welcomed back and congratulated Board President Keith. Academic Senate President Kropp reported that in her last report to the Board she raised concerns about the faculty hiring process in regard to the 2007-08 list of full-time faculty positions. Academic Senate President Kropp stated that she was pleased to report that Interim Superintendent/President Fisher and she met to resolve the issue and came to agreement on all of the positions on the list of 15 with the exception of one position that needs further analysis of the process and funding. Academic Senate President Kropp thanked Interim Superintendent/President Fisher for his swift attention to the faculty concerns in a collegial manner to resolve the matter. Trustee Young also thanked Interim Superintendent/President Fisher for handling the matter in a very swift manner.

(b) Shared Governance Council

Interim Superintendent/President Fisher reported that the Shared Governance Council met on December 13 where the meeting was dedicated to reviewing and approving Academic Affairs policies, Series 6000. Administration policies, Series 2000, were postponed for a review at the

January 24 SGC meeting due to time needed by the new Interim Superintendent/President to review the policies. The postponement will not adversely affect the overall policy approval schedule. The SGC approved a minor change to Policy 4270 on Sexual Harassment which appears later on the Board's December 20 agenda. In area reports, there was a request by CTA President Diane White to see some items addressed regarding faculty training on the new software as the new system is brought on board during the next 18 months. Interim Superintendent/President Fisher informed the Governing Board that the items have been placed on the Enterprise Resource Planning (ERP) Steering Committee agenda by Vice President Field for the December 21 meeting. Academic Senate President Kropp briefly reported on the progress of the Basic Skills Committee work and indicated that a report is expected later in the spring.

(c) Superintendent

Interim Superintendent/President Gerry Fisher reported that:

--on Wednesday, December 13, he presented an update to the Solano County Board of Education on our Vision 2020 progress to update the educational master plan. Materials distributed at the meeting included a summary of the community forums provided by Moore, Iacofano and Goltsman (MIG) and Measure G information, i.e., the presentation made to the Board at its December 6 meeting.

--on Friday, December 15, 2006, Interim Superintendent/President Fisher attended the Solano County Superintendents' meeting at the Solano County Office of Education.

--Solano Community College received excellent publicity in three separate articles in the Bay Area *Theater Arts* magazine: (1) advertisement on actors training; (2) theater classes at community colleges in which our managing director, Chris Guptil, was interviewed; and (3) one-page feature interview with the Artistic Director of the Solano Community College Theater, George Maguire.

Upcoming events include:

--Sponsor and Donor Appreciation Wine Tasting Reception at the Hilton Garden Inn, Fairfield, 6-8 p.m., on Thursday, January 25.

--"Effective Trusteeship Workshop," sponsored by the Community College League of California (CCLC), will be held on January 26-28, 2007. At this time, Trustee A. Marie Young, Student Trustee Lillian Nelson and Interim Superintendent/President Gerald F. Fisher plan to attend. In conjunction with the Effective Trusteeship workshop, the "Annual Legislative Conference" will be held at the Sheraton Grand Hotel in Sacramento on January 28-29.

Updates include the following:

--The Accreditation Progress Report has been distributed to the Shared Governance Council and is available to all members of the campus community on the intranet. Copies of the most recent version of the progress report were also provided to Board members at the December 20 meeting. Board members were asked to read the report and make comments to Mr. Fisher who offered to include the Board's comments in the January 24 discussion with the Shared Governance Council which is the final opportunity for any comments on this version of the report.

--A verbal report was provided by Catherine Fites, Dean of Admissions and Records, on the recent project concerning removing social security numbers as the primary student identifier as required by Senate Bill 25. SB 25, passed in October of 2003, gave districts until January 1, 2007 to comply. Dean Fites reported that Solano Community College has met this requirement and that nine-digit student identification numbers, called SCC ID were assigned to all students in the history data base dated back to fall 1977. Dean Fites reported that 19,000 personalized letters were sent out to all students enrolled in the fall and spring semesters. The number can be used in registering online, by phone or in person. Students have the option to use either the social security number or the assigned student identification number. Dean Fites informed the Board that the law permits the District to continue to collect social security numbers and students are encouraged to do so because of the tax benefit students can get and for financial aid purposes. Rosters, grade sheets and all public documents available to faculty and students will not have social security numbers. Dean Fites expressed appreciation to the staff in Vice President Field's area, especially, to Rochelle Fleming, for the countless hours she spent on the project. Interim Superintendent/President Fisher also thanked everyone who pitched in and worked on the huge project. He stated that the letter was folded by machine; however, the 19,000 letters had to be manually placed into envelopes and the project was completed on time which speaks to the spirit of Solano College employees. Interim Superintendent/President Fisher commended Dean Fites and Vice President Field for ensuring compliance with SB 25 in a timely manner.

Board President Keith also expressed appreciation to everyone for their work on the project and recognized that this spirit of cooperation speaks well for the campus community. Trustee Young inquired about the assignment of identification numbers. Interim Superintendent/President Fisher stated that the numbers were randomly assigned for students and employees. As the District moves to the Banner system, the new identification numbers will be moved into the integrated data base. Trustee Ubalde asked about duplication of identification numbers from different colleges. Vice President Field responded that the ID numbers are internal to the workings of the College itself. He stated that the nine-digit numbers are replicated in many different schools, but the districts do not all share a similar system with which to be confused.

Interim Superintendent/President Fisher also referred to the Fall 2006 Student Profile report which was provided to Board members and will be provided to all employees when they return for the Spring Semester.

Interim Superintendent/President Fisher responded to the following three matters directed to him by the Governing Board at the last meeting held on December 6, 2006:

Faculty hiring - President Kropp reported on the progress made on the matter earlier in the meeting.

Budget issue with students – Interim Superintendent/President Fisher contacted the Director of Student Development who has had a preliminary meeting with the Interim Director of Fiscal Services. There were some misunderstandings; however, Interim Superintendent/President Fisher reported that by the next Board meeting on January 17, 2007, a report will come back with a very positive report that this matter has been resolved as well.

Invitation to the Vacaville Center Master Plan Presentation – Interim Superintendent/President Fisher reported that he called David Van Kirk, Vacaville City Manager, to invite him and the City Council to attend the presentation to be made at the December 20 Board meeting. He left a message with his secretary indicating that this was the first draft and that this, in no way, precluded a more detailed report to them in the future.

Interim Superintendent/President Fisher thanked Jeff Yterdal and the Solano College Bookstore for the holiday gift bags.

- **Bond Update**

Scott Colt, Program Manager, reported that the walls have gone up as a shell of a building now exists for the new two-story structure, Building 400. The renovation of Building 700 is moving along on schedule as the move-in, move-out process has already begun. Progress also continues on Building 800 as more construction is done within the shell of the new annex structure. Mr. Colt also reported that because of the rain, not much visible work appears on the outside of the new Vallejo Center, but much work continues on the inside of the shell of the new Vallejo Center and will continue during the winter months.

**Presentation on Proposed New Vacaville Center by Kaplan, McLaughlin & Diaz (KMD)**

Sean Huang, Design Principal of Kaplan, McLaughlin & Diaz (KMD), delivered a comprehensive presentation on the proposed new Vacaville Center, a result of the committee's work over the past approximately 1 ½ years. KMD is also the architectural firm the District is working with on the Vallejo Center. Mr. Huang introduced and thanked Matt Youdall of KMD who worked on the design, production and construction phases for the new centers in Vallejo and Vacaville. The presentation encompassed the project history, master plan process for the first phase, Phase I schematic design and the next steps for the Vacaville center. Mr. Huang expressed appreciation and joy in working with Gerry Fisher, who has chaired the committee, and to Kitchell. The Vacaville Center project is the exact same size as the Vallejo Center and is a similar project; however, the Vallejo Center is located on 10 acres while the Vacaville Center has been strategically set on a 60-acre parcel for the first phase.

As part of the Master Plan Process, Mr. Huang reviewed goals for the project which included: (1) establishing the identity that the campus will have in the community and with users; (2) establish principles to create a unified and cohesive campus; (3) identify long-term educational delivery goals that support the evolving educational master plan; (4) establish long-term framework to locate Phase I; and (5) create a development prototype to inform building planning and sustainable practices. Mr. Huang stated that the bond that was passed years ago did not take into account sustainability in terms of the cost impacts; therefore, in the master plan, efforts have been made to try to define the vision of sustainable practices for future buildings. As the District goes out for future bonds or through state funding, the projects will have a sustainable underlay.

Mr. Huang reviewed site characteristics with respect to the North Village Specific Plan and the flight path for the Nut Tree Airport. He explained how the team approached identifying the specific site for the Phase I building and maximizing utilization of the land relative to accessibility and traffic on I-80, I-505 and VacaValley Parkway as well as developmental housing areas and the commercial property surrounding the 60-acre site, including the existing temporary Vacaville Center. Special consideration was also given to the preservation of agricultural legacy and views toward the mountains.

Mr. Huang reviewed site concepts to encourage access, utilize nature, maximize site, land bank, sustainability, public views, solar orientation, wind protection, day/evening access and the front door of the Center. The Draft Master Plan for Phase I includes approximately 10 acres which also includes interlocking planned outdoor spaces. The draft plan also included a building directory to contain the following: (1) Community Learning Resources; (2) Student Services; (3) General Education; (4) Administration; (5) Humanities; (6) Business Technology; (7) Sciences; (8) General Classrooms; (9) Faculty; (10) Health Education; (11) Physical Fitness; and (12) Maintenance/Operations.

Mr. Huang reviewed sustainable site strategies including landscape features and bio-swales in parking areas so that water is filtered through the ground before running into storm drains.

In answer to a question raised by Trustee Murphy, Mr. Huang stated that alternative energy resource uses would cost beyond the original bond project; however, in the master plan that is being developed, KMD would state the performance of buildings in the future as well as the strategy for construction of the buildings. In other words, the buildings would be designed now so that they could be converted later. The exact amount of teaching space will be provided at the Vacaville Center as at the Vallejo Center and the same services will be provided at both centers.

Schematic designs of the first and second floor plans were reviewed. Mr. Huang showed a three-dimensional computerized program that walked around the exterior of the building as well as journeying from the parking lot to the front door and a third journey through the interior campus. Artists' drawings of the rear courtyard, main entrance and a bird's eye perspective of the center were also shown.

Trustee Murphy inquired about the proximity of the bus stop to the fitness center as the center is close to a large senior center in Vacaville. Mr. Huang indicated that at this time, the bus stop is

slated to be near the play fields; however, this is not to say that in the future there could be bus access onto the campus. Interim Superintendent/President Fisher further clarified that one of the issues with public transportation is that they do not really want to come on the campus proper which is different than runabouts that will drop people near a building. He indicated that the same issue came up with the City of Vallejo as large buses like to drive by, drop off passengers and go. It was indicated that as a result of a discussion about accessibility, the center was moved closer to the road so that the disabled would have accessibility to the bus stop. Everything at the centers must be ADA accessible. Trustee Claffey suggested that for outdoor space to be useable at the Vacaville Center, shade would need to be provided. Mr. Huang assured the Board that the design will incorporate trees and trellises as ways to provide shade and wind protection at the Vacaville Center.

9. CONSENT AGENDA – ACTION ITEMS

Moved by Trustee Ubalde and seconded by Trustee McCaffrey for approval of the Consent Agenda.

Trustee Honeychurch questioned an item on the Consent Agenda concerning 27 professional experts, fire instructors, to be paid in the amount of \$25 per hour over a period of six months and the work to be performed. Vice President Carson stated that this is for supplemental fire training in the Fire Science Program that allows us to better meet the needs of the students. Because of Trustee Honeychurch's request for more information, Interim Superintendent/President Fisher suggested that he meet with Vice President Carson and Dean Bob Johnson to obtain more specific information and bring it back to the Board at the January 17, 2007 meeting. Trustee Honeychurch did not request to have the item removed from the Consent Agenda, only to receive a brief report at the January 17 meeting with more finite information on the fire instructor assignments and payment.

The motion to approve the Consent Agenda as presented passed unanimously.

Superintendent/President

- (a) Minutes for the Meeting of December 6, 2006

Human Resources

- (b) Employment 2006-07; Approval of Job Description; Approval of Reclassifications, CSEA, Chapter #211; Gratuitous Services

Administration and Business Services

- (c) Warrant Listings
- (d) Contract Authorization and Signatures for District Bank Accounts, Resolution No. 06/07-14



- (e) Resolution to Authorize Signatures on Official Financial Documents, Resolution No. 06/07-15
- (f) Resolution to Authorize Signatures for College Bookstore Fund, Resolution No. 06/07-16
- (g) Construction Change Order Approval for J. W. & Sons, Inc. – Bid No. 06-004

Academic Affairs

- (h) Goodrich Corporation Contract Education Agreement

10. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

11. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Administrative & Business Services

- (a) AB 2910 Quarterly Report, Fourth Quarter, FY 2005-06

Mazie Brewington, Vice President of Administrative & Business Services, stated that at the last Board meeting, she reviewed the fiscal year report for the 311 report in totality. This item represents the fourth quarter report for FY 2005-06 as is required by AB 2910, Chapter 1486, Statutes of 1986. She explained that the fourth quarter report has been completed now that the audit has been completed and received along with all financial statements. Vice President Brewington pointed out that the General Fund Ending Balance was approximately \$4.4 million which is a combination of both restricted grants and contracts as well as other restricted dollars from the State through the General Fund as well as property taxes and also 98 percent of the enrollment fees we collect from the students.

Moved by Trustee Ubalde and seconded by Trustee Young for acceptance of AB 2910 Quarterly Report, Fourth Quarter, FY 2005-06. The motion passed unanimously.

- (b) AB 2910 Quarterly Report, First Quarter, FY 2006-07

Mazie Brewington, Vice President of Administrative & Business Services, presented the first quarter report for FY 2006-07 as is required by AB 2910, Chapter 1486, Statutes of 1986. Vice President Brewington called the Board's attention to the change in the form for reporting the quarterly reports and explained that the key issue for the change was to make sure that the State Chancellor's Office had a much clearer picture of all 72 districts meeting the five (5) percent reserve requirement of unrestricted General Fund monies. She stated that there had been much confusion over the years where districts were combining restricted grants and contracts to help show that they were meeting the five (5) percent reserve. Now, the restricted grants are not

reported until year's end as the intent is to exhaust all funds in the grants and to bring them to a zero balance at year's end.

Vice President Brewington informed the Board that the second quarter report will be presented to the Board at the January 17, 2007 meeting. In highlighting the first quarter report, Vice President Brewington estimated that SCC will bring in approximately \$47.2 million in unrestricted revenues for 2006-07 and at this time, we anticipate spending \$46.3 million of those dollars leaving an ending balance of \$971,000. Of that \$971,000, \$827,365 represents one-time monies. Dialogue on how the District will spend this money has occurred in Financial and Budget Planning Advisory Council (FABPAC) meetings prior to the topic being discussed at the January 8 Executive Council retreat. Then the topic will be discussed again at FABPAC and with all constituent groups on campus.

In conclusion, Vice President Brewington expressed hope that the year would end with a reserve of approximately seven (7) percent. She noted that it is routine to expect some shift in the revenue, especially with the decrease in student fees.

Vice President Brewington informed the Board that the Governor will release the 2007-08 budget on January 10. She indicated that the budget development calendar has been revised to start in January. This information has been provided to the Executive Council and FABPAC and is designed to give managers and constituency groups more opportunities for input into the budget process and for Administrative and Business Services staff to provide feedback out to the campus to efficiently run their operations.

Vice President Brewington advised the Board that at the EC retreat, the EC will discuss funding for the Vallejo Center. She also stated that SCC has received equalization funding of \$2.2 million. This is a statewide equalization initiative (SB 361) to bring districts into the 90 percentile of the Los Angeles Community College District so that districts receive the same amount of money per FTES for credit and non-credit. Under SB 361, SCC will now receive the same funding for centers.

Interim Superintendent/President Fisher and Vice President Brewington will attend the statewide budget workshop on January 12.

In response to Trustee Ubalde's question about when the actual FTES would be known, Vice President Brewington replied that the first attendance report is due January 15 and the 9,182 used in the first quarter report is the annual actual FTES from the prior year. The re-calculation of the prior year is not expected to be received from the State until February.

Moved by Trustee Young and seconded by Trustee McCaffrey for acceptance of AB 2910 Quarterly Report, First Quarter, FY 2006-07. The motion passed unanimously.

Academic Affairs

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

Erin Farmer, Chair of the Curriculum Committee, presented this item requesting approval of the Governing Board for curriculum-related items, which were approved by the Solano Community College Curriculum Committee during the Fall 2006 Semester. Curriculum Chair Farmer called the Board's attention to the fact that the Career Technical Program Review has just been completed which included Fire Science, Cosmetology and Criminal Justice and the Curriculum Committee has started to implement the separate review and approval process for Distance Education courses as mandated by Title 5.

Trustee McCaffrey commended Curriculum Chair Farmer and the Curriculum Committee for "a great job."

Moved by Trustee McCaffrey and seconded by Trustee Claffey for approval of curriculum actions as submitted by the Curriculum Committee. The motion passed unanimously.

- (d) Bid 07-002—2007-08 Summer & Fall Schedule of Classes; 2008-09 Spring Schedule of Classes; 2007-08 Summer & Fall Community Services Bulletin; 2008-09 Spring Community Services Bulletin and 2007-2008 and 2008-2009 Catalog

Dr. Carson informed the Board that she was pleased to report that the recommendation being brought forward for the catalog, schedule of classes and Vistas is a change to a two-year bid with the expectation that this would be better for the College in terms of staff time, cost-effectiveness and better planning.

Moved by Trustee Ubalde and seconded by Trustee McCaffrey for authorization to advertise and receive bids for the printing, mailing, and delivery of schedules as presented. The motion passed unanimously.

12. INFORMATION ITEMS – NO ACTION REQUIRED

- (a) Retiree Health Benefits Actuarial Study

Mazie Brewington, Vice President of Administrative & Business Services, presented this item on the retiree health benefits actuarial study as stated during the November 15, 2006 Board meeting. The study is one of the Board 2006-07 goals of meeting the 2008-09 Governmental Accounting Standards Board (GASB) 45 requirements. The District's auditors require that the study be completed within two years of the GASB 45 compliance date, which is December, 2008 for Solano Community College District. One of the Board's goals is the completion of the study to bring the District's pre-funding liability number up to date.

Vice President Brewington recommended that the District stay with Total Compensation Systems, Inc. and set a goal of completing the retiree health valuation by the summer of 2007. This would put the District in compliance with our audit requirements as well as accreditation standard requirements.

Vice President Brewington stated that the District currently belongs to a Joint Powers Authority (JPA) where \$1 million is currently invested in a series of mutual funds. There are 22 members in the JPA. Based on the 2004 actuarial, by the time the District should comply in 2008, it was estimated that the District should set aside approximately \$1.3 million to meet the first year of the 30 years of funding. Vice President Brewington stated that there has been some interest expressed by the Board during the adoption of the budget, that the District take a look at the GASB funding as one of our financial priorities. Vice President Brewington assured the Board that this will be done through all of the constituency groups.

(b) First Reading of Human Resources Sexual Harassment Policy #4270 Revision

Richard Christensen, Ed.D., Director of Human Resources, informed the Board that recently senior administrators and supervisors went through training to prevent sexual harassment. Through this training, it became apparent that the policy is not consistent with state law. Therefore, it was recommended that a single word change to Policy #4270, page 70 of the attachments, from “annual” to “bi-annual” would bring the District into compliance with the state law.

This item will return for Board action at the January 17, 2007 Board meeting.

(c) First Reading of Revisions to Academic Affairs Policies, Series 6000

Marjorie Carson, Ed.D., Interim Vice President of Academic Affairs, presented 29 Academic Affairs policies in Series 6000 for a first reading. Dr. Carson clarified that those policies marked “Revised” but not shown in bold are policies where the word, “County” was removed in the District’s name. Dr. Carson informed the Board that although Policies 6050 and 6300 are deleted, they will be moved to Student Services, Series 5000 where they are more appropriate. Policy #6440 regarding funding for faculty fellowships, which is something the College has not done over the years, is recommended for deletion.

### 13. ANNOUNCEMENTS

Trustee Ubalde announced that he represented the College at the opening of the Fairfield Library at Cordelia.

### 14. ITEMS FROM THE BOARD

Board President Keith called the Board’s attention to the Fall 2006 edition of *Focus* magazine and in particular, an article concerning micromanagement. Board President Keith had asked Interim Superintendent/President Fisher to provide copies to new Board members as well. In

discussing the topic for Board members, it became apparent to Board President Keith that there seems to be some confusion about micromanagement. To that end, Board President Keith asked Interim Superintendent/President Fisher to contact Cindra Smith from the Community College League of California to provide a mini refresher course for the Board about micromanagement at the Board retreat. Interim Superintendent/President Fisher will contact Ms. Smith and report back to the Board at the January 17 Board meeting.

Interim Superintendent/President Fisher asked about a replacement for Jerry Wilkerson on the Board's Audit Committee. Trustees McCaffrey and Young volunteered to serve. Since no subcommittee of the Board can have more than three members, Board President Keith volunteered to relinquish her seat on the Audit Committee. It was the consensus of the Board that the Audit Committee members would be Trustee James M. Claffey as chair, Trustee Phil McCaffrey and Trustee A. Marie Young.

Trustee Ubalde requested that the Board revisit the solar energy and greening issue that the Board spoke of approximately a year ago. Board President Keith stated that she believed Trustee Ubalde is requesting exploration as to solar energy funding and options available to the Board for new alternate energy sources, particularly since solar possibilities were not contained in the Measure G description of bond projects. Vice President Brewington stated that Frank Kitchen, Director of Facilities, has been working on solar energy options for the District. Board President Keith asked that Frank Kitchen and Interim Superintendent/President Fisher make a preliminary presentation to the Board on the options and funding possibilities for solar energy. Mr. Kitchen informed the Board that on December 21, he will meet with Dan Estrada from the Chancellor's Office and John Mabry from PG & E to discuss the solar energy issue. Mr. Kitchen stated that although there are sources of funding available, all of the sources cost money.

Trustee Claffey asked about underground piping and associated energy savings. Mr. Kitchen indicated that the College had been losing about 1,000 gallons of hot water a day and now we are losing approximately five gallons every three days; therefore, he estimated a 50 percent savings for the District. Mr. Kitchen will provide a dollar estimate on the matter as requested by Trustee Claffey. Trustee Young asked how long the leak went unnoticed to which Mr. Kitchen replied that he did not have an answer to the question. Interim Superintendent/President Fisher informed the Board that the leak went on for years as it had to do with a defect in the original piping manufactured by Johns-Mansville. He indicated that there was a monetary settlement but it never would have been enough to fix the problem since the problem that existed was at the seams of the pipe that was originally installed. Mr. Kitchen stated that part of the problem also, was the chemical treatment of the water. Mr. Kitchen indicated that the leak was predominantly behind Building 1400.

Board President Keith recessed the regular meeting at 8:47 p.m.

15. CLOSED SESSION

- (a) Conference with Labor Negotiator  
Agency Negotiator: Richard Christensen, Ed.D.  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers – Local 39
- (b) Public Employee Performance Evaluation  
  
Dean of Health Occupations  
Dean of Math/Science  
Dean of Fine & Applied Arts/Behavioral Sciences
- (c) Public Employee Discipline/Dismissal Release

Board President Keith called the Closed Session to order at 8:57 p.m. and adjourned the Closed Session at 9:51 p.m.

16. RECONVENE REGULAR MEETING

Board President Keith reconvened the regular meeting at approximately 9:52 p.m.

17. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Keith reported that during Closed Session the Board took action to clarify a previous action taken on December 6, 2006, in a Closed Session matter pertaining to public employee discipline, dismissal and release. Board President Keith read Resolution No. 06/07-A passed December 20, 2006, by the following roll call vote: AYES—Trustee Claffey, Trustee McCaffrey, Trustee Murphy, Trustee Ubalde; NOES—Trustee Honeychurch, Trustee Young, ABSENTENTION—Trustee Keith.

Also, in Closed Session, the Board held conference with the Labor Negotiator and heard reports on public employee performance evaluations for the Dean of Health Occupations, Dean of Math/Science and the Dean of Fine & Applied Arts/Behavioral Sciences.

18. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:00 p.m.

GFF:pc  
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APPROVED

PAM KEITH PRESIDENT	GERALD F. FISHER INTERIM SECRETARY
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