

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, June 6, 2007, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, CA 94534-3197, by Pam Keith, Governing Board President.

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

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

3. ROLL CALL

Members Present:

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

\* Arrived after roll call

Members Absent:

Phil McCaffrey, Vice President

Others Present:

Marjorie Carson, Ed.D., Interim Vice President, Academic Affairs  
Richard Christensen, Ed.D., Director, Human Resources  
Jay Field, Vice President, Technology & Learning Resources  
Lisa Waits, Ed.D., Interim Vice President, Student Services  
Nora O'Neill, Executive Coordinator, Superintendent/President and Governing Board

4. APPROVAL OF AGENDA

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

5. COMMENTS FROM MEMBERS OF THE PUBLIC

There were no comments from members of the public.

6. REPORTS

(a) Superintendent

Interim Superintendent/President Gerry Fisher reported that:

-- Chancellor Mark Drummond announced on May 30 that he has accepted a new leadership role as Chancellor for the Los Angeles Community College District. Dr. Drummond will complete his service to the System Office in August. The Board of Governors will meet in the near future to begin implementation of a plan for naming his successor.

-- The sculpture at the roundabout located at the intersection of Abernathy Road and Rockville Road will be dedicated on Friday, June 8. Solano Community College Adjunct Art Professor Lisa Reinertson's sculpture of "Mother Earth" was the winning design that was selected by the Solano County Art Committee and will now welcome people to rural Suisun Valley.

-- Maureen McSweeney, instructor in Early Childhood Education, was honored at a reception last evening at the Solano County *First 5 Solano Children and Families Commission*. Maureen is leaving the Commission after eight years of service – she was one of the original members of the Commission. The Solano County Board of Supervisors passed a resolution thanking Maureen for her service, and the resolution was presented at last evening's reception. We appreciate Maureen's participation on this Commission on behalf of Solano Community College.

-- Mr. Chuck Erwin, teacher of Anatomy and Physiology at Armijo High School, commended Professor John Nogue, Dr. Pat Mallory, Dr. Rennee Moore and the Honors "Dissectionists" for their informative and inspirational presentation to 16 high school anatomy students who visited the SCC Human Anatomy Laboratory recently. "My students were very impressed with your campus, the facilities, your students and your staff. This annual visit is the highlight of their course in high school anatomy and physiology. We are most appreciative of the time and effort put in to provide us with this unique opportunity."

-- In response to a previous inquiry from Trustee Ubalde, IS/P Fisher advised that Solano Community College pays the local California tax rate (7.375%) on all purchases through the Cooperative Purchasing Network.

-- The Recruitment and Selection Process Update was distributed to the Trustees.

- **Bond Update**

Lester Young, Kitchell CEM, Program Manager, reported that they are focusing on four projects for this summer – Building 1400, Building 1700A, Building 1700B, and Building 1800A – as follows:

Building 1400 renovation: Phase I will begin with the relocation of the TEMPEST newspaper to their new permanent location in Building 1800B. This renovation will begin in September, 2007, with the north area of the building. Phase II of the Building 1400 renovation will include the Bookstore, Director of Student Development Offices and the ASSC area. Mr. Young advised that this phase will probably start sometime in 2008. He also stated that accommodating the students is a priority while this renovation work occurs and informed the Board that there will be a temporary set-up of the Bookstore, the Cafeteria will remain operable, and tables for eating will be placed in the lobby area. Portable restrooms will be installed for the students, and IS/P Fisher advised that the portables are nice and actually look like trailers. They have running water, sinks and private stalls and will be placed on the south side of Building 1400. Trustee Nelson asked if the renovation of the restrooms could be a priority on the project in order to limit the need for the portable restrooms. Mr. Young advised that this would be the case.

Building 1700A (Gymnasium) and Building 1700B (Adaptive P.E. Building): Phase I of this project is anticipated to begin in late summer or early fall, with Phases II and III to follow.

Building 1800A (Career Technical Education): There is only one phase to this project, and it is expected to begin in early summer and run through the fall. It is expected to be completed by 2008.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of May 16, 2007
- (b) Donation

Human Resources

- (c) Employment – 2006-07; Approval of Job Descriptions – Classified and Classified Managers; Resignations; Employment 2007-08
- (d) Warrant List
- (e) Construction Change Order No. 5 Approval for WA Thomas Co., Inc. – Bid No. 06-005
- (f) Construction Change Order No. 8 Approval for Ralph Larsen and Son, Inc. – Bid No. 06-002

- (g) Construction Change Order No. 10 Approval for JW & Sons, Inc. – Bid No. 06-04

Academic Affairs

- (h) MESA Grant Amendment (05-101-024)  
(i) MESA Grant Amendment (07-101-024)

Moved by Trustee Honeychurch and seconded by Trustee Ubalde for approval of the Consent Agenda. The motion passed unanimously.

8. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

9. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

- (a) Second Reading and Approval of Revisions to Governing Board Policies, Series 1000

Gerald F. Fisher, Interim Superintendent/President, presented updates to Administration Policies, Series 1000, for a second reading and approval by the Governing Board. The Series 1000 Governing Board Policies were approved by the Shared Governance Council on April 25, 2007, and were presented to the Governing Board for information at the May 16, 2007, meeting.

Moved by Trustee Young and seconded by Trustee Murphy for approval of the revisions to the Governing Board Policies, Series 1000. The motion passed unanimously.

- (b) Resolution in Support of the Community College Governance, Funding Stabilization, and Student Fee Reduction Act, Resolution No. 06/07-25

Gerald F. Fisher, Interim Superintendent/President, introduced this item to the Board recommending that the Governing Board adopt Resolution No. 06/07-25 in support of the proposed Community College Governance, Funding Stabilization, and Student Fee Reduction Act.

Moved by Trustee Honeychurch and seconded by Trustee Ubalde for approval to adopt Resolution No. 06/07-25. The motion passed unanimously.

Human Resources

- (c) Public Hearing on Operation Engineers/Stationary Engineers Local #39 Openers to the District and Operating Engineers/Stationary Engineers, Local #39 2004-07 Successor Collective Bargaining Agreement

Board President Keith recessed the regular meeting at 7:25 p.m. and opened the public hearing. In hearing no comments from the public, Board President Keith closed the public hearing and reconvened the regular meeting at 7:26 p.m.

Moved by Trustee Young and seconded by Trustee Ubalde for approval to receive the District Contract Openers to the District and Operating Engineers/Stationary Engineers, Local #39 2004-07 Successor Collective Bargaining Agreement. The motion passed unanimously.

Administrative and Business Services

(d) Facility Lease Extension with the City of Vallejo

IS/P Fisher introduced this item by stating that the planned termination date, as stated in the Agenda Item, is actually September 30, 2007 – not 2006.

Mazie L. Brewington, Vice President of Administrative & Business Services, presented this item requesting that, with the anticipated fall 2007 opening and occupancy of the new Vallejo Center, the Board approve the District-negotiated, month-to-month lease agreement with the City of Vallejo for the use of instructional space in the JFK Library site effective July 1, 2007, at the monthly rental rate of \$4,000.

Moved by Trustee Ubalde and seconded by Trustee Young for approval to renew the lease agreement with the City of Vallejo for the use of instructional space in the JFK Library site. The motion passed unanimously.

(e) Amendment to Agreements with KMD Architects for the Vallejo Center Project

Lester Young, Kitchell CEM, Program Manager, introduced this item to the Governing Board requesting approval for owner-requested additional design services for Kaplan McLaughlin Diaz, Architects (KMD), for the Vallejo Center project. Trustee Honeychurch pointed out that this amendment includes a credit adjustment in the amount of \$15,593.00 for a premium portion of errors and omissions with regard to the change orders.

Trustee Claffey inquired as to the feasibility of charging parking fees vis-à-vis the cost to monitor the parking lots and stated that he felt the Vallejo Center needs to be as user friendly as possible. It was agreed that IS/P Fisher would request staff to prepare a cost/benefit analysis of the parking situation at the Vallejo Center and report back to the Board.

Moved by Trustee Young and seconded by Trustee Honeychurch for approval of additional design services for KMD as described above. The motion passed unanimously.

Academic Affairs

(f) Career Technical Education Program Grant

John Urrutia, Dean of Business and Computer Science, introduced this item to the Board requesting approval of an agreement between Solano Community College and the Chancellor's Office of California Community Colleges. The agreement is to propose the creation of a model career pathway that expands career opportunities for high school students by linking Solano County high school business programs to the Solano Community College Insurance Careers program.

Moved by Trustee Ubalde and seconded by Trustee Young for approval of the agreement between Solano Community College and the Chancellor's Office of California Community Colleges as discussed above. The motion passed unanimously.

Technology and Learning Resources

(g) Computer Purchases for Vallejo Center & Business and Computer Science Division

Jay Field, Vice President of Technology & Learning Services, introduced this item to the Board requesting approval to purchase computers for the Vallejo Center and the Business and Computer Science Division. Pursuant to Public Contract Code (PCC) Section 20651, the Governing Board is required to approve purchases above the current limit of \$69,100.

The following purchases will be made for the purpose stated:

Vallejo Center	\$145,622.59	124 Computers (SMART classrooms computer labs, science labs, and some offices)
Business	\$73,371.58	68 Computers (upgrade 2 labs and several SMART classrooms)

Moved by Trustee Young and seconded by Trustee Murphy to approve the above purchases. The motion passed unanimously.

(h) Network and Telephone Purchases for Vallejo Center

Jay Field, Vice President of Technology & Learning Resources, introduced this item seeking the Board's approval to purchase network and telephone equipment for the Vallejo Center. Pursuant to Public Contract Code (PCC) Section 20651, the Governing Board is required to approve purchases above the current limit of \$69,100.

The following purchases will be made for the purposes stated:

Vallejo Center	\$93,906.00	Network switches, telephones, network access control system, support
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Moved by Trustee Ubalde and seconded by Trustee Young for approval to purchase the above equipment for the Vallejo Center. The motion passed unanimously.

**10. INFORMATION ITEMS – NO ACTION REQUIRED**

(a) First Reading of Program Discontinuance Policy 6105

Marjorie Carson, Ed.D., Interim Vice President of Academic Affairs, presented the first reading of Program Discontinuance Policy 6105.

(b) Tentative Budget and Proposed Time and Place for the Public Hearing and Adoption or the Official Budgets for 2007-08

Mazie L. Brewington, Vice President of Administrative & Business Services, presented the District's tentative 2007-08 budgets and reviewed various highlights of the planned budget, including dates to establish the public hearing and formal adoption of the 2007-08 budgets for the Board's information. It is recommended that the following tentative budgets be adopted:

General Fund Budget in the amount of:	\$57,365,619
Capital Projects Budget in the amount of:	\$ 766,000
Bookstore Fund Budget in the amount of:	\$ 3,918,000

The public hearing on these official 2007-08 budgets is tentatively scheduled for the Board meeting of September 5, 2007. These dates are subject to change and are contingent upon the final passage of the state budget. Once the state adopts a 2007-08 budget, the District has 60 days to approve its 2007-08 budgets.

(c) Amended Academic Calendar for 2007-2008 and Proposed Academic Calendars for 2008-09 and 2009-2010

Marjorie Carson, Ed.D., presented the amended academic calendar for 2007-2008 and the proposed academic calendars for 2008-2009 and 2009-2010 for the Board's information.

(d) VISION 2020 Educational Master Plan

Gerald F. Fisher, Interim Superintendent/President, informed the Board that Moore, Iacofano and Goltsman, Inc., have completed their contractual assignment for the District. Their work has culminated in two documents—an Executive Summary and a Workbook—for all faculty and administrators to provide information for ongoing and systematic review of programs. IS/P Fisher stated that the Workbook has been distributed to 170 full-time faculty, who have been instructed to read through the workbook and be prepared to discuss implementation plans at the Flex Cal event for the *Educational Master Plan* this August.

Trustee Claffey stated he was very impressed with the report, and Trustee Young agreed.

(e) Revised Class Specifications for Aeronautics Lab Technician

Richard D. Christensen, Ed.D., Director of Human Resources, presented the revised class specifications for the aeronautics lab technician.

## **11. ANNOUNCEMENTS**

Trustee Murphy announced that Solano Community College has a Chapter of the International Society of Pharmaceutical Engineers, which is spearheaded by Professor Jim DeKloe. The new President of the ISPE is Briana Gonzalez, and 27 students have signed up to join the organization.

## **12. ITEMS FROM THE BOARD**

Trustee Ubalde announced that he attended the Family Day at the Solano Community College Campus on May 19 and was very impressed with the presentations. He stated that he received a phone call from one of his constituents in Benicia who has decided to attend SCC as a result of their positive experience at the Family Day event. Trustee Ubalde also attended the Presidential Search Committee meeting on May 21; the Vallejo Center Grand Opening Planning Committee meeting and the Classified BBQ on May 22; the Nursing Pinning Ceremony and SCC Graduation Exercises on May 24; the Firefighters Graduation on May 29, where he was asked to give the invocation; and the Filipino Cultural Celebration at the Vallejo Waterfront on June 2. On June 5 Trustee Ubalde made a presentation on the Vallejo Center to the City of Benicia and thanked IS/P Fisher and staff for their assistance in preparing for that presentation.

Trustee Young announced that on May 19 she attended SCC Family day and that evening she attended the 19th Teacher's Excellence Awards Banquet in Richmond, where one of her former students, who is now a teacher at Pinole Valley High School, was honored at the event; the Presidential Search Committee meeting on May 21; the SCC Vallejo Center Grand Opening Planning Committee meeting and the Classified BBQ on May 22; the SCC Graduation Exercises on May 24, the Filipino Cultural Celebration at the Vallejo Waterfront on June 2; the special dinner meeting of the Vacaville Select Committee on City and School Relations on June 4; and the North Vallejo Children's Health Forum in Vallejo.

Board President Keith recessed the regular meeting at 8:41 p.m.

## **13. 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 Discipline/Dismissal/Release

Board President Keith called the Closed Session to order at 8:50 p.m. and adjourned the Closed Session at 9:20 p.m.



**14. RECONVENE REGULAR MEETING**

Board President Keith reconvened the regular meeting at 9:21 p.m.

**15. REPORT OF ACTION TAKEN IN CLOSED SESSION**

Board President Keith reported that the Board met in Closed Session and discussed labor negotiations. No action was taken.

**16. ADJOURNMENT**

There being no further business, Board President Keith adjourned the meeting at 9:22 p.m.

GFF/no

BD MINUTES 6-6-07 FINAL

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PAM KEITH  
PRESIDENT

APPROVED \_\_\_\_\_

GERALD F. FISHER  
INTERIM SECRETARY