

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, October 3, 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 Stephen Murphy 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
Phil McCaffrey, Vice President
*James M. Claffey
Stephen Murphy, J.D.
A. C. "Tony" Ubalde, Jr., Rel.D.
A. Marie Young
Lillian Nelson, Student Trustee
Gerald F. Fisher, Interim Secretary

Members Absent:

Denis Honeychurch, J.D.

Others Present:

Mazie Brewington, Vice President, Administrative and Business Services
Richard Christensen, Ed.D., Director, Human Resources
Jay Field, Vice President, Technology and Learning Resources
Kathy Rosengren, Interim Vice President, Academic Affairs
Lisa Waits, Ed.D., Interim Vice President of Student Services
Pat Cordry, Executive Coordinator, Superintendent/President and Governing Board

*Arrived after roll call.

4. APPROVAL OF AGENDA

Moved by Vice President McCaffrey and seconded by Trustee Ubalde 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) ASSC

At the request of ASSC President Harjot Sandhu, the following members of the 2007-08 ASSC Senate introduced themselves to the Governing Board: Martin Bullock – Health/Physical Education Senator; Erique Gigante – Curriculum Senator; Karisha Plummer – Fine and Applied Arts Senator; Joe Williams – Diversity Affairs Senator; Jennifer Branaman – Vocational Curriculum Senator; and LaTasha Warmasley – Public Relations Officer. ASSC President Sandhu also recognized Lillian Nelson, Student Trustee, as part of the Student Senate. Board President Keith expressed appreciation to the students for being active in their college community. Senators were honored with a round of applause.

(b) Academic Senate

Academic Senate President Gail Kropp reported that the Senate met on Monday, October 1, and voted unanimously to endorse the Accreditation Progress Report prepared under the leadership of Kathy Rosengren, Interim Vice President of Academic Affairs and Interim Accreditation Liaison Officer, and on behalf of the Academic Senate, thanked her for a job well done.

Academic Senate President Kropp informed the Board that:

--Dr. Thomas Warren addressed the Senate on two matters of concern to him: student use of library computers and clarification on language in the faculty hiring policy.

--A report was heard on student complaints and discipline cases for the past year. Dr. Lisa Waits distributed a chart of fall 2006 to fall 2007 data indicating type of student discipline incident and action taken on a total of 32 incidents. Dr. Waits reviewed the number and types of student complaint cases that Student Services dealt with last year (21). The Senate and Dr. Waits discussed ways in which broader distribution and discussion of the Academic Integrity Policy could help reduce the number of incidents.

--Other information and discussion items included the proposed allocation of staff development funds to the divisions, an overview of articulation terms, processes and timelines by Student Services and Counselor/Articulation Officer Robin Arie-Donch. The Senate Subcommittee dealing with the goal of academic integrity Phase II presented its report, goal statement and list

of activities. Academic Senate President Kropp read the following subcommittee goal statement: “After moving to implement the recommendations of Academic Integrity Phase I previously approved by the Senate, we will examine academic integrity with regard to faculty and curriculum.” The subcommittee has proposed a session dealing with academic integrity and curriculum training by Curriculum Chair Erin Farmer during the January 2008 Flex Cal and a session on looking at professionalism and workload by CTA President Diane White as well as a review of Phase I – Academic Integrity by Michael Wyly. It is proposed that forums be conducted on topics and issues related to faculty responsibility and academic integrity - Fall 2007 Semester focusing on workload and course rigors and Spring 2008 Semester focusing on grade inflation. The subcommittee also proposes research be done on grade distribution across the disciplines throughout the California community college system. Grant opportunities were another suggestion by the subcommittee. Based on the above, the subcommittee recommends that faculty guidelines be developed for academic integrity to be included in the Faculty Handbook for Fall 2008 Semester.

Trustee Young asked if other colleges have an academic integrity policy. Academic Senate President Kropp replied that the Senate approved the academic integrity policy in Spring 2005 Semester and in Fall 2005 Semester, when the accreditation team came to visit, they were very interested in our policy; consequently, our academic integrity policy has been shared with one of the faculty members serving on the team who was also the Academic Senate President at Pasadena City College.

(c) Shared Governance Council

Jay Field reported that two items were of interest from the last meeting: (1) animals on campus policy and (2) revised Series 1100 policies. Academic Senate President Kropp presented a revised version of the animals on campus policy which will return to the SGC on October 10 for further discussion. Vice President Mazie Brewington distributed copies of the revised Series 1100 policies and a draft of the new College facilities, rules, regulations and fee schedules. The policies and facilities document are being taken to constituent groups for further review and will be brought back to the SGC for further discussion at the October 10 meeting. Standing reports from the constituent groups were also heard.

Trustee Claffey arrived at this time.

(d) Superintendent

Superintendent/President Gerry Fisher reported that:

--Solano Community College hosted the Virtual Enterprise (VE) Northern California 2007 Bay Area Student Training event on campus Tuesday, October 2, 2007, 8 a.m. - 3 p.m. The event was sponsored by the Solano County Office of Education Regional Occupational Program (ROP), SCC Tech Prep and Dixon High School Virtual Enterprise ROP. One hundred and thirty (130) high school students attended the Virtual Enterprise training at SCC. High School students in attendance were from Vacaville, Rodriguez, Vanden, Will C. Wood, Dixon, Benicia, Armijo

and Jesse Bethel. Attendance of students from out-of-county schools included South San Francisco, Junipero Serra, Harbor from Santa Cruz, Concord, Weber Institute of Stockton and James Logan of Fremont. Comments from event leaders indicated that the day's event was a very positive experience for students and an opportunity for Solano to introduce students to our new technology. Online student evaluations will be provided to Superintendent/President Fisher by John Urrutia, Dean of the Business/Computer Science Division.

--The 6th Wildland Fire Academy graduation was held on September 29 at Solano Community College with 29 graduates in the Academy. The Firefighter I Academy starts on Monday, October 8, in Dixon.

--Professor Jimmy Tanaka has informed us that two Solano Community College students competed in the East Bay Invitational Judo Tournament at San Francisco State University on September 23. Ranell Buenviaje received a gold medal and Eriberto Mendoza won a bronze medal in the Brown Belt Division.

--A joint production of the Solano Community College Foundation and the North Bay Health Care benefit concert will be held on October 19, 2007, 7:30 p.m., at the Solano College Theater. The Vezer Family Vineyard presents the benefit concert featuring Nick Palance. All proceeds benefit NBHC's Cancer Center and Breast Cancer Awareness Programs and the Solano Community College Foundation.

--A brochure was developed by the Basic Skills Initiative Statewide Steering Committee entitled, "Basic Skills as a Foundation for Student Success in California Community Colleges." For a more comprehensive understanding of the Initiative, the Board and audience were directed to the www.ccbcsi.org Web site.

--President George W. Bush signed legislation, the College Cost Reduction and Access Act of 2007 that will make college more affordable for low income students. This helps Pell grant recipients receive \$4,800 next year rather than \$4,310 and as much as \$5,400 by the Year 2012.

--The Solano Community College Scholarship Foundation awards reception will be held on Friday, October 5, 2007, at 7:00 p.m., in the cafeteria.

--On October 3, Superintendent/President Fisher attended the Vacaville Economic Vitality Roundtable meeting and presented an overview of the Measure G progress to date and, specifically, updated business and city leaders on the Vacaville Center Master Plan and provided information about Phase I construction. Superintendent/President Fisher advised the group that the Vacaville Center drawings were submitted to the Division of the State Architect (DSA) and are expected to be out of DSA by December, go to bid in January and hopefully, construction can be started in early spring. Copies of the Educational Master Plan Vision 2020 Executive Summary were also distributed to the business and city leaders.

-- The wrong address for the new Vacaville Center was inadvertently supplied to us recently. The correct address for the new, permanent Vacaville Center will be **1991 North Village Parkway**, not 1951 as previously reported at the last meeting.

--We have been informed that the new toll-free number for those calling Solano College from Vallejo and Benicia has been changed to **707-642-8188**. (The previous number was 707-552-4330.) Superintendent/President Fisher explained that since the new phone switch has been installed and we are using voice-over-the-internet ID protocol, the local number can be called which goes to our network and to a menu for the Vallejo Center and/or Fairfield campus.

Trustee Young asked if this is the first year Solano has hosted the Virtual Enterprise event and how many years the event has been done. Superintendent/President Fisher indicated that Solano Community College has hosted the event for three of approximately five years that event has been done.

Trustee Ubalde asked if Superintendent/President Fisher mentioned the huge contribution of Solano Community College in workforce development at the Economic Vitality meeting he attended recently. Superintendent/President Fisher stated that the group discussed the trends in the Vision 2020 document i.e., manufacturing, health services, transportation, professional services as emerging jobs in Solano County and the role that the Community College plays in workforce development for the future.

- **Bond Update**

Scott Colt, Kitchell CEM, Program Manager, called the Board's attention to the written quarterly Bond report and stated that once the current cycle is completed in bidding or awarding of contracts for the four projects to begin in 2007/2008, including the Vacaville Center, approximately 92 percent of all Measure G revenue will have been committed by the Bond Program. It is anticipated that the bid for the Vacaville Center will be awarded in March.

Vice President McCaffrey asked about Building 1400 COP. Superintendent/President Fisher and Scott Colt explained that COP meant "Certificate of Participation" bond of \$1.2 million.

Trustee Murphy asked which Bond projects would not be able to be completed, given the original plans. Mr. Colt stated that the focus will be on the Fairfield campus and stated that resources have had to be reassigned for current projects and, therefore, some projects will not be done due to lack of funding.

Superintendent/President Fisher referred the Board to the back section of the written Bond Update and explained that the original Measure G had 42 projects when the process began. Mr. Colt advised that anywhere there is a blank in the current project budget column for a project on the Project Summary Activity Report, this means that in the re-prioritization, funds were moved to complete other projects.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of September 19, 2007

Human Resources

- (b) Employment – 2007-08; Gratuitous Service

Administrative and Business Services

- (c) Warrant List
- (d) Public Hearing and Adoption of Gann Appropriation Limit for FY 2007-08, Resolution No. 07/08-07
- (e) Construction Change Order No. 14 Approval for Ralph Larsen and Son, Inc. – Bid No. 06-002
- (f) Construction Change Order No. 17 Approval for J. W. & Sons, Inc. – Bid No. 06-004
- (g) 2006-08 Local Agreement for Career Program with Foundation for California Community Colleges (FCCC)
- (h) 2007-08 Local Agreement for Child Development Contract CCAP-7459, Resolution No. 07/08-08
- (i) 2007-08 Local Agreement for Child Development Training Consortium 07-08-2502
- (j) Agreement Between Solano Community College District and Macro Plastics, Incorporated for Motors and Motor Control Training
- (k) Agreement Between Solano Community College District and the Clorox Company for Introduction to Process Controls and Troubleshooting Training

Board President Pam Keith recessed the regular meeting and called the public hearing to order at 7:29 p.m. In hearing no comments from members of the public, Board President Keith closed the public hearing and reconvened the regular meeting at 7:30 p.m.

Moved by Trustee Young and seconded by Vice President McCaffrey 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. RETIREMENTS OF STAFF WITH 10 OR MORE YEARS OF SERVICE

(a) Resignations to Retire—Janie Castles, Pedro Hiort-Lorenzen and Carol LeGuennec

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Janie Castles	Early Childhood Education/ Human Development Instructor 18 years at SCC	May 23, 2008

Leslie Rota, Dean of Fine and Applied Arts/Behavioral Sciences, spoke on behalf of Janie Castles who will have 18 years of service when she works her last day. Ms. Rota gave a sample of Ms. Castles' ability to quickly react to a catastrophe as she superbly displayed her abilities during a teaching demonstration when she was hired by Carol Bishop, former Dean of Fine and Applied Arts. Ms. Castles has taught most of the Early Childhood Education (ECE) curriculum but in most recent years, concentrated on art, music and practicum in which she has supervised hundreds of promising teachers of young children. Ms. Castles' demeanor in the classroom has been described as vivacious and lively. In addition, Ms. Castles has been a consistent contributor to her department working with classified staff and working closely with Maureen McSweeney in ECE and Human Development departments.

Ms. Castles was honored with a round of applause for her service to the District.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Pedro Hiort-Lorenzen	Spanish Instructor 37 years at SCC	May 23, 2008

Interim Vice President Kathy Rosengren introduced Dr. Philip Andreini, the new Dean of Humanities, to the Governing Board, who was welcomed with a round of applause.

IVP Rosengren spoke on behalf of Pedro Hiort-Lorenzen. Mr. Hiort-Lorenzen arrived at Solano Community College with the opening of the campus in January, 1971, which was one semester after IVP Rosengren started teaching at Solano. IVP Rosengren was Mr. Hiort-Lorenzen's supervisor for 29 years. She stated that "Never have I seen a more consistently energetic and enthusiastic teacher—enthusiastic about the Spanish language and the culture surrounding it and even more so about how his students were progressing in their quest to write and speak in Spanish." She spoke about how Professor Hiort-Lorenzen incorporates film, music, cultural artifacts, dance and "everything imaginable" to bring the Spanish language to life for his students. IVP Rosengren lauded Professor Hiort-Lorenzen for always stepping up to the plate to help with whatever had to be done in the Foreign Language Department. He has been the leader

in selecting new texts, curriculum, program reviews and department three-year plans. Professor Hiort-Lorenzen has also been on virtually every hiring committee in Spanish. IVP Rosengren also informed the Board of Professor Hiort-Lorenzen's wonderful ability to provide stress relief in the department through his many jokes over the years.

Professor Hiort-Lorenzen was also honored with a round of applause.

Professor Hiort-Lorenzen expressed appreciation to the Governing Board for the "tough job" it has and its leadership. He stated that he has spent 60 percent of his life at Solano Community College and he has enjoyed it tremendously making many friends and getting paid for doing something that he loves to do—teach! Professor Hiort-Lorenzen stated that the real reason he is retiring is that two of his students said last semester—"you taught my grandmother!" Professor Hiort-Lorenzen recognized colleagues in the audience and stated that he leaves the Foreign Language Department in their capable hands.

Superintendent/President Fisher commented that he has known Pedro Hiort-Lorenzen for a very long time and expressed appreciation to him for the levity and energy he brings as well as his ability to help others keep their priorities in the right place and their life in balance.

Trustee Young shared that several years ago when she was serving as chair of a self-esteem workshop presented for young students attending Patterson Elementary School, Pedro graciously translated materials that were being handed out during the workshop into Spanish and as a result, many Spanish-speaking students and parents attended the workshop.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Carol LeGuennec	Math Instructor 18 years at SCC	May 23, 2008

Dr. Dave Redfield, Dean of the Math/Science Division, spoke on behalf of Carol LeGuennec who began as a part-time instructor in 1988 and then as a full-time instructor in 1990 as one of 10 math faculty members. Now, Ms. LeGuennec retires as one of 20 faculty. Ms. LeGuennec has taught nearly all of the math courses at Solano with statistics being her specialty and love. Dr. Redfield spoke of Professor LeGuennec's unique ability to relate to students with understanding, patience and compassion. Dr. Redfield read a poem and indicated that the poem written by Professor LeGuennec published in Mathematics Magazine, Vol. 75, No. 4, October 2002, entitled, "There are Three Methods for Solving Problems" was a highlight of Professor LeGuennec's career.

Moved by Vice President McCaffrey and seconded by Trustee Young for acceptance of resignations to retire from Janie Castles, Pedro Hiort-Lorenzen and Ms. LeGuennec effective May 23, 2008. The motion passed unanimously.

Board President Keith stated she was saddened because of the history of College leaving with the three retiring employees (a total of approximately 75 years of service) and indicated that Professors Castles, Hiort-Lorenzen and LeGuennec will be sorely missed.

10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

(a) Contract for New Superintendent/President

Moved by Vice President and seconded by Trustee Ubalde for approval of the contract to employ Gerald F. Fisher as the District's new Superintendent/President. The motion passed unanimously.

Superintendent/President Fisher received a round of applause by the Board and audience. Board President Keith stated that "Interim" should be stricken from Mr. Fisher's title from this point on and that "we are all very happy about that."

The contract is effective October 1, 2007 through June 30, 2009.

Administrative and Business Services

(b) Public Hearing and Adoption of the Official District Budgets for FY 2007-08 General Fund, Capital Projects Fund and Bookstore Fund

Board President Pam Keith recessed the regular meeting and called the public hearing to order at 7:48 p.m. In hearing no comments from the public, Board President Keith closed the hearing and reconvened the regular meeting at 7:49 p.m.

The Fiscal Year 2007/08 budgets were recommended for adoption as follows:

- | | |
|---|---------------|
| 1. General Fund Budget in the amount of: | \$ 58,051,763 |
| 2. Capital Projects Fund budget in the amount of: | \$ 172,200 |
| 3. Bookstore Fund Budget in the amount of: | \$ 4,042,114 |

Mazie Brewington, Vice President of Administrative and Business Services, presented a PowerPoint presentation highlighting the following areas of the District's Annual 2007-08 Budget: (1) impact of the state budget; (2) enrollment/FTES and growth history; (3) ending balance, risk factors and strategies; and (4) proposed adopted budgets for 2007-08.

If the apportionment reduction for unused growth occurs, this would be a reduction of \$415,949. Basic Skills/ESL apportionment is not yet known. Note was also made of one-time monies in the areas of Career Technical Education (\$124,750), physical plant (\$75,000), articulation (\$5,000) and the nursing equipment and start-up monies are to be determined. Vice President Brewington called the Board's attention to the FTES figure of 9,160. The ending balance for

2006-07 is \$5,822,105, \$858,204 of which was used to balance the current year expenditures over budget. She expressed hope in reaching a target of 9,260 FTES in the current fiscal year. The District's reserve is being maintained at 5.2 percent. Other pertinent points included: \$354,424 to fund the balance of the Enterprise Resource Planning (ERP) project, \$83,600 to fund long-term debt; \$290,259 to fund repair/replacement of equipment and an undesignated 2007/08 ending balance of \$1,688,923. Enrollment needs to improve in order to bring in more apportionment dollars to the College.

Vice President Brewington listed the following items needing addressing in FY 2007-08: (1) projected recovery of accelerated FTES; (2) productivity; (3) benefit projections; (4) use of ongoing and one-time funds; (5) ability to serve an expected 9,260 FTES; (6) ability to provide adequate support services; and (7) maintain a minimum 5 percent reserve.

Vice President Brewington projected receiving \$57,193,559 in federal, state and local revenue for the General Fund. Expenses in the General Fund are estimated at approximately \$58 million and the undesignated General Fund balance is \$1,688,923. She reviewed a percentage comparison of 2007-08 expenditures in the District budget. Regarding the Capital Outlay Fund, the District anticipates receipt of approximately \$500,000 of redevelopment funds. The ending balance for the Capital Outlay Fund is \$1,885,244. There is a slight deficit in the Bookstore Fund of \$4,814. The ending balance for the Bookstore Fund is \$1,301,792.

Regarding the deficit of \$858,000 in the General Fund budget, Vice President Brewington stated that she built in a one percent reduction of \$415,000 and no growth was built into the budget. Vice President Brewington stated that the COLA is built in on the revenue side of the budget but not in the expense side; therefore, the COLA is not "passed through" in the 2007-08 budget.

Trustee Young commended Vice President Brewington on an excellent report that is "second to none." Board President Keith also commended Vice President Brewington and expressed appreciation to her and the Fiscal Services staff for their time and effort on a professional budget report.

In answer to Trustee Claffey's question about management salaries, Vice President Brewington indicated that management salaries are included under academic salaries as these salaries fall under the 1000 code for contract faculty in the classroom.

In answer to Trustee Ubalde's question about the \$415,000 mentioned earlier, Vice President Brewington explained that if property taxes come in higher and less state money is used and the financial picture improves, then SCC will be able to put it into our bottom line. If we make more in enrollment fees and property taxes, then less state money will be needed for the state apportionment in the General Fund.

Moved by Trustee Ubalde and seconded by Trustee Young for adoption of the FY 2007/08 budgets as recommended. The motion passed unanimously.

(c) Amendment to Agreement with KMD Architects for the Vallejo Center

In the absence of Frank Kitchen, Director of Facilities, Scott Colt presented this item requesting additional design services for Kaplan McLaughlin & Diaz Architects (KMD) for the Vallejo Center. The services include an adjustment to the existing original contract and are owner and agency requested totaling approximately \$75,130.

Moved by Trustee Young and seconded by Trustee Claffey for approval of the amendment to the agreement with KMD Architects for the Vallejo Center. The motion passed unanimously.

(d) Amendment to Agreement with KMD Architects for the Vacaville Center

In the absence of Frank Kitchen, Director of Facilities, Scott Colt presented this item requesting additional design services for Kaplan McLaughlin & Diaz Architects (KMD) for the Vacaville Center. The services include an adjustment to the existing original contract and are owner-requested at a cost of approximately \$95,000. The scope of work changes required a condensed construction schedule to mitigate cost escalation factors attributed to the budget and design changes that would reduce cost for the Vacaville site build-out.

Moved by Trustee Murphy and seconded by Vice President McCaffrey for approval of the additional architectural services for KMD for the Vacaville Center as outlined above. The motion passed unanimously.

11. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Accreditation Progress Report

Kathy Rosengren, Interim Vice President of Academic Affairs, presented the Solano Community College Progress Report requested by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, on three recommendations of the 2007 Accreditation Visiting Team. The Progress Report must be submitted to the Accrediting Commission by October 15, 2007. She also expressed appreciation to Rob Simas, Judy Spencer and Dr. Christensen for their work on the report. Hard copies of the accreditation progress report and a CD of supporting evidence were previously provided to Board members.

Superintendent/President Fisher stated that this is the third consecutive year that the College has prepared an accreditation report and/or a progress report. He expressed optimism and his opinion that we have made the best progress we could have between April and October 15. Superintendent/President Fisher stated that we can “stand tall” with the effort that we have made to meet the accreditation standards. Superintendent/President Fisher anticipated that the Accrediting Commission may want to visit the campus after receipt and review of our written report and indicated that he would notify the Board and campus community when he receives notice from the Accrediting Commission. Superintendent/President Fisher thanked everyone who worked on the report.

Trustee Ubalde commented on the clarity of the report and thanked IVP Rosengren for an outstanding job. In answer to Trustee Ubalde's question about whether all of the interim positions could be filled by October 15, Superintendent/President Fisher indicated that the positions could not be filled by October 15. He stated that we are trying to move as quickly as we can on filling interim positions and it is hoped that interim positions can be filled by the end of the Fall Semester.

(b) 2007-08 Associated Students of Solano College (ASSC) Budget

Harjot Sandhu, ASSC President, presented the 2007-08 proposed ASSC budget for the Board's review and information. ASSC President Sandhu highlighted the following areas of the \$220,522 budget:

- beginning adjusted balance of \$123,457;
- projected total income of \$97,065 for total revenue of \$220,522;
- total \$162,300 in expenditures;
- contingency reserve of \$58,222.

ASSC President Sandhu reported that in this year's budget, the students are donating \$5,750 to Physical Education for banquets, awards, support and athletic training; \$1,000 to Counseling for outreach and recruitment; and \$8,000 for student emergency book loans. Also, \$75,000 in donation funds to the College includes: \$3,000 for textbooks on reserve; \$5,000 for Students Helping Students book grants; \$1,000 for Student Development supplies; \$35,000 for Campus Enrichment Capital Improvement Project; \$30,000 in general and capital improvement donations, \$2,000 of which has been set aside for ASSC to purchase textbooks on reserve; and \$2,500 in scholarships and endowed scholarship funds. In conclusion, \$104,750 will be returned to the institution which is the majority of the students' budget. Also, ASSC pays for office supplies and student worker salaries in the Student Development Office such as Student ID station and evening receptionist as well as the cost of faculty/staff I.D. cards.

Vice President inquired about the \$35,000 capital improvement project. Dr. Shirley Lewis explained that this cost is to start the first project under the Campus Enrichment Plan approved by the Board in the Spring 2007 Semester.

In answer to Vice President McCaffrey's question about the \$1.2 million loan for the 1400 Building, Dr. Lewis explained that the money came from the Student Center fee so that the ASSC funds will not be touched.

Trustee Murphy expressed concern about the cost of textbooks being a barrier for students. Vice President Field explained that the Library is not budgeted to buy textbooks and that textbooks are a very expensive moving target. He stated that some textbooks are on reserve in the Library through donations from ASSC and faculty members are asked to provide desk copies to the Library Reserve. He informed the Board that the cost of textbooks is a problem for students from community college through the four-year institutions. Discussion ensued concerning the problem of the high cost of textbooks. Vice President Field and Superintendent/President Fisher

advised the Board that they are carefully watching to see if the Governor signs pending legislation to reduce the high cost of textbooks.

Trustee Young suggested that a list of books be developed so that organizations could make donations to the College for books. Vice President McCaffrey further suggested that the effort be coordinated with the Education Foundation through Dr. Charles Shatzer so that donors could receive a tax deduction for their donation.

Trustee Claffey suggested contacting one of our legislators who has UC Davis in their jurisdiction and ask the legislator to sponsor legislation to eliminate the sales tax on textbooks. Dr. Shirley Lewis interjected that the California Community College Student Senate has introduced a resolution to have a sales tax exemption for textbooks. ASSC recently endorsed the resolution and a press release should be out soon about it. In response to Board President Keith's request about Board support of the resolution, Dr. Lewis indicated that she would provide the Board with more information. Trustee Ubalde also suggested getting support from the Community College League of California. Board President asked President Fisher to come back to the Board with this. Trustee Ubalde commended Dr. Lewis for her leadership in presenting the student budget.

12. ANNOUNCEMENTS

There were no announcements.

13. ITEMS FROM THE BOARD

Trustee Ubalde announced that he attended the following College and community events:

(1) Solano Health Policy Luncheon where Assembly Member Lois Wolk, Supervisor Barbara Kondylis and Supervisor John Vasquez were speakers; (2) memorial service for Officer Tom Kamb; (3) Sister City International dinner meeting; and (4) Solano County Filipino Community dinner meeting. Trustee Ubalde expressed appreciation to the College community for their support to the family of Officer Kamb. At the request of Board President Keith, Trustee Ubalde, Vallejo Cable Access Television (V-CAT) Board member, reported on the television airing on Channel 27 of the Vallejo Center Grand Opening scheduled for Saturday, October 6, at 8 p.m. and on Sunday, October 7, at 11 a.m. and 7 p.m. Copies of the one-hour tape are also available on sale for \$20. Vice President McCaffrey asked Trustee Ubalde to obtain a copy of the tape of the historical Grand Opening for the District archives. Trustee Ubalde indicated that he would do so and provide it to Superintendent/President Fisher.

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

(1) September 20 – VIP sneak preview of the Vallejo Children's Wonderland; (2) September 22 – ribbon cutting ceremony for the Children's Wonderland; (3) September 22 – season opening of Vallejo Symphony at Hogan High School auditorium; (4) September 28 – Solano Economic

Development breakfast in Fairfield; and (5) September 29 – Vallejo Sister City Association Third International Dinner Auction at Mare Island Museum.

Board President Keith also attended the Vallejo VIP sneak preview of the Vallejo Children's Wonderland.

Board President Keith recessed the regular meeting at 8:28 p.m.

14. CLOSED SESSION

- (a) Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
1 potential case
- (b) Conference with Labor Negotiator
Agency Negotiator: Richard Christensen, Ed.D.
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (c) Public Employee Discipline/Dismissal/Release
(No additional information required.)

Board President Keith called the Closed Session to order at 8:38 p.m. and adjourned the Closed Session at 10:09 p.m.

15. RECONVENE REGULAR MEETING

Board President Keith reconvened the regular meeting at 10:10 p.m.

16. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Keith reported that the Board met in Closed Session and discussed possible litigation and labor negotiations. No action was taken on items 14. (a) or 14. (b) and no discussion was held on item 14. (c).

17. ADJOURNMENT

There being no further business, Board President Keith adjourned the meeting at 10:12 p.m.

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APPROVED

PAM KEITH PRESIDENT	GERALD F. FISHER SECRETARY
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