

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, September 5, 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, Vice President McCaffrey 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
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

Members Absent:

None

Others Present:

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

4. APPROVAL OF AGENDA

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

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Terri Pearson-Bloom, SCC Women's Softball Coach, spoke to the Board about the condition of the baseball field with regard to insufficient off-season maintenance. She distributed her list of concerns to the Board members along with some photos of the Solano Community College baseball field and the Sacramento City College baseball field.

6. REPORTS

(a) Associated Students of Solano College

ASSC President Harjot Sandhu reported that:

- The ASSC has seated the Senate and placed representatives on campus-wide committees.
- On Friday evening, September 7, ASSC is having a leadership orientation/retreat for the ASSC Senate members.
- Student Ambassadors will be staffing the Vallejo Center Grand Opening Event on September 15.

(b) Academic Senate

Gail Kropp, ASSC President, reported that:

- Inasmuch as the Academic Senate had not met since her last report, Gail gave a brief update on the work of the Basic Skills Committee (BSC), which held its first meeting of the semester on Friday, August 31. Basic Skills Coordinator Josh Stein chaired the meeting, which was attended by the program developers (summer bridge, peer mentors, supplemental instruction, math assessment and tutor trainer) and a broad range of interested faculty, staff and administrators. Each of the developers is now head of a working group, and the first goals are to gather people from across the campus that they will need to help them with their work in order to develop a phasing timeline for the components their group will be working on and decide what exactly those components are going to be. Developers will regularly submit self-assessment forms to the Basic Skills Coordinator documenting the progress their working groups have made. These will be reviewed at BSC meetings.

(c) Superintendent

Interim Superintendent/President Gerry Fisher reported the following:

- IS/P Fisher stated that Dr. Sanford Wright would like to welcome the Board to the Fall 2007 lecture series. Flyers advertising the presentations during the month of September have been provided to the Governing Board members. Presenters include Judge Wadie Thomas, Dr. Karen McCord, Mostafa Ghous and Delbert Bump.
- IS/P Fisher recognized Dr. Richard Kleeberg, Faculty Member in the Business and Computer Science Division, for donating 11 oleanders and 6 concrete planters, as well as coordinating the installation of benches that were purchased by the ASSC, for the Business Building 500.
- A copy of the Fall 2007 Newsletter from the Solano Community College Police Department, outlining the Campus parking regulations, was given to the Board members.
- A copy of the September 2007 issue of the Solano Community College Women's Basketball Team newsletter, providing the latest information on this year's program for the Lady Falcons, was also given to the Board members.
- IS/P Fisher advised the Board that September 6 is the last day to purchase tickets for the Men's Basketball Team Fundraiser, which will be held on Friday, September 7, 8:00 p.m., at the Pepper Belly Comedy Club in Fairfield. Tickets are \$25.00 and may be purchased through John Nagle or Matt Borchert in our Athletic Department.
- A copy of an August 20, 2007, email from Fairfield City Manager Kevin O'Rourke, providing information about budget shortfalls that the U. S. Air Force is facing over the next six years was given to the Board members. IS/P Fisher advised the Board that the Air Force is being asked to make cuts to cover urgent war costs for the Army and Marine Corps, whose costs are running higher than the additional spending appropriated by Congress.
- A copy of Fairfield City Manager Kevin O'Rourke's August 30, 2007, letter to Congresswoman Ellen Tauscher, seeking her assistance in obtaining an appropriation to compliment the authorization of the Travis Global Support Squadron military construction project, was given to the Board.
- IS/P Fisher informed the Board that on Friday, August 31, 2007, IVP-AA Rosengren, Dean Johnson and he attended a collaboration meeting at CSU East Bay to explore cooperation and partnership possibilities surrounding Advanced Technological Education Programs. The focus was to participate in a grant application to the National Science Foundation for a planning grant. The California Community Colleges, Chancellor's Office (CCCCO) would be the lead office for the application with the intent to establish a regional Center in Alternative Fuels/Alternative Energy/Sustainability.
- The following new brochures were also given to the Board as information: FIRE TECH, Women in Fire Service; BIOTECH, Two Certificates in Biotechnology; TECH PREP Program.

- **Bond Update**

Scott Colt, Kitchell CEM, Program Manager, reported that we are within ten days of the Grand Opening at the Vallejo Center. Currently the trees are being planted in the parking lot, and the sod will be placed next week. The furniture is being delivered this week, and the phones were set up today. The Maintenance staff has been buffing and waxing the floor in preparation for the Grand Opening, and the monument sign is presently being set in place.

A tour of completed Building 800 was conducted this evening prior to the Board Meeting, and Kitchell will be submitting the plans for the Vacaville Center to the Department of State Architects next week.

Trustee Ubalde advised the Board that he stopped by the Vallejo Center this week and observed the delivery and placement of the furniture. He stated that he was very impressed with how well organized the process was, stating, "It was a masterpiece to see it happen."

Interim Superintendent/President Gerry Fisher advised the Board that, while many people were involved with the process, there were two key people to acknowledge for the success of the furniture order and delivery; i.e., Chris Rhoden, of Kitchell CEM, and Laurie Gorman, Executive Assistant to the Vice President of Student Services. President Fisher stated that Ms. Gorman took on the furniture project and is working very hard to make sure every piece is put in its proper place.

Trustee Young suggested that the Board write thank you letters to all staff concerned with getting the Vallejo Center open on time.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meetings of August 15 and 17, 2007

Human Resources

- (b) Employment – 2007-08; Gratuitous Service; Approval of Reclassifications, CSEA, Chapter #21; Approval of Reclassification, Operating Engineers/Stationary Engineers, Local #39; Resignation

Administrative and Business Services

- (c) Warrant Listings
- (d) Construction Change Order No. 10, Approval for W. A. Thomas Co., Inc., Bid No. 06-005
- (e) Construction Change Order No. 12, Approval for Ralph Larsen and Son, Inc., Bid No. 06-002

- (f) Construction Change Order No. 15, Approval for J. W. & Sons, Inc., Bid No. 06-004
- (g) Construction Change Order No. 16, Approval for J. W. & Sons, Inc., Bid No. 06-004

Academic Affairs

- (h) Memorandum of Understanding between Solano Community College and the Solano County Office of Education Regional Occupation Program
- (i) City of Vacaville Service Agreement (SBDC)
- (j) Addendum of Agreement between Solano Community College and the YMCA for Staff Development

Trustee Claffey requested that Item 7 (b), Employment – 2007-08, be removed from the Consent Agenda and placed under Item 8, Items Removed from Consent Agenda.

Moved by Trustee Young and seconded by Vice President McCaffrey for approval of the Consent Agenda with the removal of Item 7 (b), Employment – 2007-08 to Item 8. The motion passed unanimously.

8. ITEMS REMOVED FROM CONSENT AGENDA

Human Resources

- (a) Employment – 2007-08; Gratuitous Service; Approval of Reclassifications, CSEA, Chapter #21; Approval of Reclassification, Operating Engineers/Stationary Engineers, Local #39; Resignation

With regard to the Basic Skills Coordinators, Trustee Claffey inquired: What exactly will the Basic Skills Coordinators be doing? and Was this opportunity available to all employees? IVP-AA Kathy Rosengren advised that these positions were advertised throughout the College and stated that they are 1-year positions only. Responding to the duties question, Gail Kropp described what Diane White would be doing with supplemental instruction as an example for Trustee Claffey.

Trustee Claffey expressed concern that the effective date was August 13, but it was just now coming forward to the Board. IS/P Fisher explained that the plan for the program was not completed until late in the Spring 2007 term, and he did not receive it until that time. After studying the plan, IS/P Fisher was concerned about how much money from the Basic Skills Initiative would actually touch the students; so, he sent the plan back to the committee for further analysis. It was determined that approximately 60% of the funds would be used for programs that would directly affect students, and 40% of the funds would be used for planning purposes. IS/P Fisher stated that there was a very tight timeline in developing the program.

IVP-AA Rosengren stated that the Basic Skills Committee would be making a complete presentation on the Basic Skills Plan to the Board at the December 5, 2007, Governing Board meeting.

Moved by Trustee Honeychurch and seconded by Trustee Murphy for approval of the removed item. The motion passed unanimously.

9. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Administrative & Business Services

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

Frank W. Kitchen, Director of Facilities, introduced this item to the Board seeking additional design services for KMD Architects. These services are for the Vallejo Center and include an adjustment to the existing contract. The requested changes require Leadership, Energy, and Environmental Design (LEED) Certification services, in addition to others, and are owner-requested changes.

Moved by Trustee Ubalde and seconded by Trustee Young for approval of additional services by KMD Architects for the Vallejo Center. The motion passed unanimously.

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

Frank W. Kitchen, Director of Facilities, presented this item to the Board requesting additional design services for KMD Architects for the Vacaville Center. These services include an adjustment to the existing original contract. The requested changes require Leadership, Energy, and Environmental Design (LEED) Certification services and are owner-requested changes.

Moved by Vice President McCaffrey and seconded by Trustee Young for approval of additional design services by KMD Architects for the Vacaville Center. The motion passed unanimously.

(c) Amendment to Agreement with Independent Inspection Services

Frank W. Kitchen, Director of Facilities, requested Board approval for additional inspection services with Independent Inspection Services for the following bond projects: Vallejo Center, and Buildings 400, 700, 800, and 900. These services include an adjustment to the existing original contract.

Moved by Vice President McCaffrey and seconded by Trustee Ubalde for approval of additional services with Independent Inspection Services for the bond projects indicated above. The motion passed unanimously.

(d) Amendment to Agreement with Steinberg Architects

Frank W. Kitchen, Director of Facilities, introduced this item seeking approval for additional owner-requested design services for Steinberg Architects for Buildings 700, 800, and 900. These services include an adjustment to the existing original contract.

Moved by Vice President McCaffrey and seconded by Trustee Young for approval of additional design services by Steinberg Architects as indicated above. The motion passed unanimously.

(e) Vallejo Center Security Firm Recommendation

Mazie L. Brewington, Vice President of Administrative and Business Services, presented this item to the Board requesting approval for a proposed contract with Service Pro Security to provide interim security services at the new Vallejo Center. The District is presently recruiting for additional police officers for this expansion, and staff anticipates that final selection and hiring of police officers will be completed by November, 2007.

Moved by Trustee Young and seconded by Trustee Ubalde for approval of a proposed contract to provide interim security at the Vallejo Center. The motion passed unanimously.

10. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Athletic Program Review Report

Bob Myers, Dean of Physical Education and Athletics, presented the Bay Valley Conference's (BVC) Athletic Program Review Report and Recommendations for Solano Community College, which resulted from the May 14, 2007, visit of the BVC Program Review Committee.

(b) 2007-08 District Budget Update

Mazie L. Brewington, Vice President of Administrative & Business Services, gave an update for the Board on the District's 2007/08 Budget as a result of Governor Schwarzenegger's signing the 2007/08 Budget Act into law.

11. ANNOUNCEMENTS

There were no announcements.

12. ITEMS FROM THE BOARD

Trustee Murphy introduced Mr. Matt Garcia, visiting in the audience, and informed the Board that Mr. Garcia is a former SCC student and is currently a candidate for the Fairfield City Council.

Trustee Young announced that she attended the following College and community events: August 16 – Solano Community College Flex Cal Activities and stated that Dr. Ubalde was in attendance as well; August 17 – Napa Solano Counties Building and Construction Trades

Council reception at the Benicia Yacht Club, where Dr. Ubalde was also in attendance; August 24 – Tour of the new Vallejo Center with IS/P Fisher, IVP-AA Rosengren, Trustee Ubalde, President Keith, Nancy Hopkins and Sarah Rohrs, Reporter with the VALLEJO TIMES-HERALD; August 25 – Congressman Miller’s forum entitled, “African American Women – the Power of Politics,” at the Vallejo Community Center; August 27, Citizen’s Bond Oversight Committee meeting at the new Vallejo Center; August 30 – Solano Community College Center Grand Opening Planning Committee meeting as well as Congressman Miller’s presentation entitled, “No Child Left Behind,” at the Vallejo City Unified School District offices.

Trustee Ubalde announced that, in addition to the events where Trustee Young mentioned him in her statements above, he also attended the Solano Community College Football game on September 3 and announced that the special 16-page insert about the opening of the new Vallejo Center would be in the VALLEJO TIMES-HERALD this coming weekend.

Board President Keith recessed the regular meeting at 8:35 p.m.

13. CLOSED SESSION

- (a) Consideration of Student Information required Student Suspension or Other Disciplinary Action—Not Expulsion
(No additional information required.)
- (b) Conference with Labor Negotiator
Agency Negotiator: Richard Christensen, Ed.D.
Employee Organizations: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (c) Public Employee Discipline/Dismissal/Release
(No additional information required.)
- (d) Public Employment
Title: Superintendent/President

Board President Keith called the Closed Session to order at 8:47 p.m. and adjourned the Closed Session at 9:25 p.m.

14. RECONVENE REGULAR MEETING

Board President Keith reconvened the regular meeting at 9:27 p.m.

15. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Keith reported that the Board met in Closed Session where it was disclosed that a student was suspended for an indefinite period of time. No action was taken.

16. ADJOURNMENT

There being no further business, Board President Keith adjourned the meeting at 9:28 p.m.

GFF/no

BD MINUTES 9-5-07 FINAL

PAM KEITH
PRESIDENT

APPROVED _____
GERALD F. FISHER
INTERIM SECRETARY