

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, January 17, 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 Young 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, 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

4. APPROVAL OF AGENDA

Moved by Trustee 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) Academic Senate

Board President Keith stated that Academic Senate President Gail Kropp was unable to attend the meeting due to circumstances beyond her control and therefore there would be no report from the Academic Senate.

(b) Superintendent

*Trustee Honeychurch arrived at this time.

Interim Superintendent/President Gerry Fisher reported that:

--Maureen McSweeney, Early Childhood Education Instructor, was named Educator of the Year by the Child Abuse Prevention Council at an awards ceremony in Vacaville on January 9th. Interim Superintendent/President Fisher commended Ms. McSweeney on her “incredible” commitment to our students and young children in the community which not only brings recognition for Maureen McSweeney but also for Solano College.

--Maile Ornellas, Professor of Cinema and Film, was selected to lecture at Hue University, Vietnam in 2007. She will be lecturing on “American Cultures through film studies and the Art of the Cinema with a focus on Hollywood films that have significantly impacted American culture.” As a Fulbright Scholar Award winner, she is one of 800 U.S. faculty and professionals who will travel abroad to over 150 countries for the 2006-07 academic year. Ms. Ornellas is on a 50 percent released workload as she worked full-time in fall 2006.

--Nominations are being accepted for membership on the California Community College Trustees (CCCT) Board from January 1 through February 15. Nomination forms were provided by CCCT if Board members were interested. The CCCT election will take place between March 10 and April 25.

--The Executive Council held a retreat at the Solano County Office of Education on January 8, 2007 to discuss the transition of leadership and to insure that items of interest and concern to the District are addressed in a timely manner.

--Congratulations are due to everyone who assisted in the movement of personnel from Building 1800B back to Building 700 and from Building 800 to Building 1800B over the Winter Break. Tremendous efforts were put forward to achieve the move to insure that students, faculty and staff are ready for the first day of Spring 2007 classes.

--A very positive article appeared in The Daily Republic about mutual respect that Solano College athletes share both on and off the field. Athletic Director Bob Myers was credited for setting the standard and expectation of athletes that creates a very positive and progressive environment.

--Another positive article appeared in The Daily Republic which reviewed the current status of Measure G projects as the campus is being transformed. Interim Superintendent/President Fisher showed both positive newspaper articles to the Governing Board.

--The Martin Luther King Jr. Celebration was held on Saturday, January 13, 2007, 3-6 p.m., in Building 1400. Interim Superintendent/President Fisher attended and reported that Jesse Branch, former SCC employee and Booster Club President, received the "Living the Dream" achievement award for 2007 for work and achievements embodying Dr. King's dream. SCC retired professor Milt Combs gave the keynote address and also signed copies of his new book, "African American Quiz Book for All Americans," that he co-authored with his daughter.

--Moore, Iacafano and Goltsman (MIG) will provide a Vision 2020 update to the Executive Council on February 5, to the Academic Senate, Curriculum Committee and Educational Administrators on February 8 and to the Governing Board at their retreat on March 3.

Upcoming Events

--The Community College League of California (CCLC) Effective Trusteeship Workshop will be held January 26-28 and the Legislative Conference will be held January 28-29, 2007. Trustees Steve Murphy, A. Marie Young and Phil McCaffrey will attend the Effective Trusteeship Workshop and Interim Superintendent/President Fisher will attend both the workshop and Legislative Conference.

--Board members were invited to the Welcome and College Update provided by Interim Superintendent/President Fisher during Flex Cal activities on Thursday, January 18, 9-9:45 a.m., in the Little Theater.

--Classes officially begin on Monday, January 22.

Updates

In response to a question raised by Trustee Honeychurch at the last meeting, copies of the fire instructor assignments were provided to Board members. The costs were delineated and highlighted in yellow.

In response to a request from Board President Keith and Trustee Ubalde regarding renewable energy options for the District, Interim Superintendent/President Fisher reported that Frank Kitchen has met previously with a firm through the Chancellor's Office and Mr. Fisher has made an appointment with Larry Asera for January 30. One other company also has been contacted. A portfolio of options will be developed that reflect what is available for the District to consider in 2007.

In response to Trustee Claffey's question about the dollar value of the savings from the water that is not leaking due to the new hydronics project, Frank Kitchen stated that it is important to understand that it is not cheap to operate the District as our annual electricity costs run approximately \$744,000 and \$228,000 per year for gas. With the price of 73 cents per therm for 100 cubic yards of gas, we are saving approximately \$6,000 per year. The calculation was based on raising the water temperature from 42 degrees to 165 degrees which is the temperature of the water being delivered to the buildings. Mr. Kitchen reported in the past, Ray Ogden negotiated the price of water at less than one cent per gallon. A new boiler system is being installed which will make the system about 25-30 percent more efficient than the existing system. The District will realize savings after the new system is installed as well as a savings to the amount of water we were losing through the leak in the area behind Building 1400.

--In response to Board President Keith's request to seek Dr. Cindra Smith's services of the Community College League of California, Interim Superintendent/President Fisher reported that Dr. Smith is available and will make a presentation to the Board at their retreat on March 3 from 9:00 to 10 a.m.

--A summary on the state budget was provided to Board members from the state budget workshop Vice President Brewington and Interim Superintendent/President Fisher attended on Friday, January 12. Vice President Brewington will be calculating the impact of the statewide budget as proposed on Solano College. Interim Superintendent/President Fisher highlighted the following aspects of the state budget: enrollment growth is two percent; COLA adjustment – 4.04 percent; basic skills redirection funds of \$33 million to support additional matriculation and support services, \$19 million of which is targeted for counseling services to help students who are at risk of failing to complete a meaningful education program; \$9 million one-time funding increase for nursing programs and ongoing \$9 million to support nursing program capacity; enrollment fees remain at \$20 per unit. He noted that UC fees are proposed to increase by 7 percent and CSU fees by 10 percent.

--Copies of information announcing the All Art Faculty exhibits at the Vacaville Art Gallery January 6-27, 2007 and February 1-20 at the Dorothy Herger Gallery were distributed.

Trustee Claffey requested that a press release be done regarding Maile Ornellas receiving a Fulbright Scholarship to study and teach abroad. Jim Zelinski reported that the press release is done and is awaiting a photograph of Professor Ornellas.

Vice President McCaffrey asked about newspaper articles about Solano College. Mr. Zelinski stated that there has been a delay with the press clipping service; however, the practice will be continued of providing copies of newspaper articles about the College to Board members.

Vice President McCaffrey asked that a letter of appreciation be sent to the Martin Luther King Committee. In response to Trustee Claffey's question, Interim Superintendent/President Fisher will obtain the composition of the MLK Committee and so inform the Board. Trustee Young suggested that certificates or awards could be given from the Board to people who produce such high quality programs as the MLK Celebration. It was the consensus of the Board that Interim Superintendent/President Fisher provide certificates for members of the MLK Committee to be presented to them at the February 7 Board meeting.

Board President Keith and Trustee Young expressed interest in reading Mr. Combs' book and asked if Milt Combs' book was available in the Bookstore. Interim Superintendent/President Fisher will look into the matter and report back.

Bond Update

Scott Colt, Kitchell CEM, Program Manager, reported that:

--Board members received an updated financial report on Bond expenses through the end of the fourth quarter.

--much work was done over the Winter Break. The move-in for students, faculty and staff in Building 700 was successfully done. Renovation is taking place on Building 800. Progress is being made on Building 400 and the Vallejo Center. Mr. Colt reported that the contractor anticipates that the Vallejo Center will be finished ahead of schedule. The roof is on the Vallejo Center as the building is now weatherproof and they are close to starting the sheetrock on the two-story classrooms.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of December 20, 2006
- (b) Authorization of Payment for Board Members' Absence, Resolution No. 06/07-17

Human Resources

- (c) Employment 2006-07; Gratuitous Service

Administrative and Business Services

- (d) Warrant Listings

- (e) Establishment of Nonresident Tuition Fee for 2007-08, Resolution No. 06-07-18
- (f) Construction Change Order Approval for J.W. & Sons, Inc. – Bid No. 06-005

Academic Affairs

- (g) Agreement between Solano Community College and Macro Plastics Incorporated

Trustee Young asked to remove item 7. (e) Establishment of Nonresident Tuition Fee for 2007-08, Resolution No. 06/07-18 from the Consent Agenda and move it to item 8.

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

8. ITEMS REMOVED FROM CONSENT AGENDA

- (e) Establishment of Nonresident Tuition Fee for 2007-08, Resolution No. 06/07-18

In an effort to clearly state the basis for the establishment of the nonresident tuition fee at the rate of \$173.00, Trustee Young suggested that the following phrase be added to the first “Resolved” paragraph of Resolution No. 06/07-18 after “\$173.00 per unit:” “based on the current statewide average and the rate of contiguous districts.”

Moved by Trustee McCaffrey and seconded by Trustee Young for approval of Resolution No. 06/07-18. The motion passed unanimously.

9. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Human Resources

- (a) Second Reading and Approval of Human Resources Sexual Harassment Policy #4270 Revision

Richard Christensen, Ed.D., Director of Human Resources, called the Board’s attention to the one word change from “annual” to “bi-annual” on page 21 of the attachments and requested Board approval of the revision to Human Resources Sexual Harassment Policy #4270.

Moved by Trustee McCaffrey and seconded by Trustee Ubalde for approval of Human Resources Sexual Harassment Policy #4270. The motion passed unanimously.

Administrative and Business Services

(b) Amendment to the Citizens' Bond Oversight Committee (CBOC) Bylaws

Mazie Brewington, Vice President of Administrative & Business Services, introduced this item to the Governing Board on behalf of the Citizens' Bond Oversight Committee (CBOC) requesting Board approval to make two amendments to the language contained in the CBOC Bylaws to improve the committee's organizational requirements and better reflect actual CBOC activities.

The following are the proposed revisions:

Section 5.4 – Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, ~~beginning March 1~~ ***from the date appointed by the Governing Board.***

Section 6.1 – Regular Meetings. The committee is required to meet at least once a year including an annual organizational meeting to be held ~~in March~~ ***on the first meeting of the calendar year.***

In answer to a question by Trustee McCaffrey on whether the changes were in accordance with state law for the CBOC, Vice President Brewington replied affirmatively and indicated that the changes do not violate anything.

Moved by Trustee McCaffrey and seconded by Trustee Young for approval of the amendment to the Citizens' Bond Oversight Committee Bylaws. The motion passed unanimously.

Trustee Ubalde stated that he had asked a question of Interim Superintendent/President Fisher on the change order contained in item 7. (f). Mr. Fisher asked Frank Kitchen to respond. Mr. Kitchen stated that in the beginning when we looked at Building 700, the District asked the electrical engineer to give a report at which time he provided the number of circuits and amperage that would be utilized. The original electrical survey was short a number of circuits, primarily because there were more receptacles placed in each of the classrooms and also because of the smart panels that were placed in each of the classrooms. Mr. Kitchen stated that there was a big difference between the number of circuits in the panels that had been anticipated as opposed to the ones that were really needed. Trustee Ubalde expressed his concern and opinion that there may be an error of omission by the electrical engineer for which the College is paying for a mistake on the electrical engineer's part. Trustee Ubalde suggested that the change order item be reconsidered.

Board President Keith stated that the discussion was moving beyond clarifying questions and that it is moot point as the Board already took action on the change order listed under the Consent Agenda.

Interim Superintendent/President Fisher informed the Board that a motion could be made to rescind the earlier motion to approve the Consent Agenda; however, if the additional circuits

were included in the original bid documents from the electrical engineer, the College would pay for the additional service. The difference is only between the change order costs and the original bid costs. Interim Superintendent/President Fisher said that he believed there was a request for additional outlets to be placed in offices and classrooms that created new electrical demand. Frank Kitchen advised that the additional outlets were necessary for operations in offices and classrooms and were requested by the people who would occupy the rooms, after the fact.

Board President Keith stated that the electrical engineer could not be faulted if he did not have the information about the additional outlets at the time of the original bid.

Bob Johnson, Dean of Career Technical Education, stated that we are learning from this change order as he is working with Frank Kitchen who has worked with other departments in planning the electrical load for each building.

Frank Kitchen invited Board members to look at Building 700 since the renovation is complete.

Academic Affairs

(c) Second Reading and Approval of Revisions to Academic Affairs Policies, Series 6000

Marjorie Carson, Ed.D., Interim Vice President of Academic Affairs, presented Academic Affairs Policies, Series 6000 for a second reading and requested approval of the revisions by the Governing Board.

Moved by Trustee McCaffrey and seconded by Trustee Ubalde for approval of Academic Affairs Policies, Series 6000. The motion passed unanimously.

(d) Agreement Between Solano Community College and the Children's Network

Deborah Mann, Program Developer for Contract Education/Community Services, presented an agreement between Solano Community College and the Children's Network for contract education to provide a four-credit Math 11 Elementary Statistic class for childcare providers. The Children's Network will compensate the District for all educational services rendered, excluding textbooks, at a flat rate of \$12,500.

Deborah Mann informed the Board that there is a law pending in the state of California that every day care center will have to have a person with a bachelor's degree onsite in order for the day care center to operate. She explained that the current child care providers with bachelor's degree are retiring so there is a problem where these slots need to be filled. The Children's Network has identified a group of women who want to matriculate to a four-year school and there is one class left, Math 11 – Statistics, that the child care workers must have in order to complete their associate degree.

Moved by Trustee Young and seconded by Trustee Ubalde for approval of the agreement between Solano Community College and the Children's Network as presented. The motion passed unanimously.

10. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Proposed New Classified Job Description: Student Success Specialist

Richard Christensen, Ed.D., Director of Human Resources, informed the Board that it was a joy to work on this new, proposed classified job description, Student Success Specialist, with Fran Brown. The Student Success Specialist position is designed to assist new nursing students in the program and provide them with intervention and support as they work their way through a very rigorous program. CSEA has approved the job description. This item will return for action under the Consent Agenda at the February 7, 2007 Board meeting.

11. ANNOUNCEMENTS

There were no announcements.

12. ITEMS FROM THE BOARD

Trustee Ubalde seconded the comments about the Martin Luther King, Jr. Celebration made earlier in the meeting. He complimented retired professor and keynote speaker Milt Combs on an informative presentation. Trustee Ubalde echoed other Board members who indicated that the committee did an outstanding job on this year's Martin Luther King, Jr. Celebration.

Trustee McCaffrey reported that he will attend the SCC Foundation's strategic planning session on Friday, January 19. Trustee McCaffrey commended Charles Shatzer on his work for the Foundation planning session and stated that for the first time in a long time, the Foundation will have 17 Board members who will be in attendance. Trustee McCaffrey also thanked everyone who donated items for the auction and announced that a reception will be held on January 25 at the Hilton Garden for Foundation donors.

Trustee Ubalde asked what is prompting the support of the Foundation. Associate Vice President Shatzer stated that there is a lot of excitement about the College and the new centers, facilities on campus and the need for funding for new programs and equipment.

Trustee Young reported that in addition to the Dr. Martin Luther King, Jr. Celebration, she and Trustee Ubalde attended the 40th anniversary banquet of the Continentals of Omega Boys and Girls Club.

On January 14, Trustee Young and Trustee Ubalde attended the Tribute to Martin Luther King, Jr. awards ceremony at Touro University. During the ceremony, SCC trustees Young, Ubalde and Board President Keith were also recognized.

On January 15, Trustee Young participated in the Dr. Martin Luther King, Jr. holiday celebration parade in Vallejo and the program at Hogan High School. Trustee Young and Ubalde were recognized at these events as well.

Board President Keith recessed the regular meeting at 7:52 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) Conference with Gerald F. Fisher
Interim Superintendent/President Employment
Administrative Leadership Group
- (c) Public Employee Discipline/Dismissal Release

Board President Keith called the Closed Session to order at 8:03 p.m. and adjourned the Closed Session at 8:45 p.m.

14. RECONVENE REGULAR MEETING

Board President Keith reconvened the regular meeting at 8:46 p.m.

15. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Keith reported that no action was taken in Closed Session.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:47 p.m.

GFF:pc

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APPROVED

PAM KEITH
PRESIDENT

GERALD F. FISHER
INTERIM SECRETARY