

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, November 7, 2007, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, California, 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 Pam Keith, Student Trustee Lillian Nelson 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, Secretary

Members Absent:

None

Others Present:

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

4. APPROVAL OF AGENDA

Moved by Vice President McCaffrey 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) Associated Students of Solano College (ASSC)

ASSC Fine and Applied Arts Senator Karisha Plummer reported that:

--ASSC members went to Sacramento for the annual California Community College Student Affairs Association's Conference, also known as ("see-saw") CCCSAA. This was a great platform to meet other community college students from all over the state and compare notes on what issues affect students now.

--the ASSC sponsored "Solano Daze" with various activities and food last week. Financial Aid joined in the event.

--as part of Energy Awareness Month, the ASSC gave out compact fluorescent light bulbs, also known as CFLs, courtesy of PG&E. These light bulbs use 75% less energy than normal incandescent bulbs. Frank Kitchen also gave a talk on our Greening of Solano initiative.

--they sponsored a talent show and costume contest on the quad last Wednesday, October 31, 2007.

--on November 6, the ASSC approved funding requests from various programs, clubs, and teachers on campus. The following groups were awarded funding:

- \$ 100 - Psych Club
- \$ 250 - Phi Theta Kappa Honor Club induction ceremony
- \$ 450 - Peace Jam Club conference
- \$1,000 - Dr. Martin Luther King celebration
- \$1,300 - Music Department Choir conference in San Francisco
- \$1,460 - Art Department exhibition and conference in Davis
- \$2,000 - Baseball team clubhouse and classroom
- \$3,000 - Ethnic Studies Program

In total, the ASSC granted \$9,560 towards the betterment of our College, its programs and the students that benefit from the funding.

(b) Academic Senate

Academic Senate President Gail Kropp reported that:

--she attended the Fall Plenary, November 1-3, 2007, in Anaheim, California. Ms. Kropp thanked the Trustees and President Fisher for funding the Senate attendance at the plenary session of the ASCCC. Vice President Elect Jeff Lamb, Curriculum Committee Chair Erin Farmer, and LOAC (Learning Outcomes & Assessment Coordinator) Tracy Schneider, together with Academic Senate President Gail Kropp, acknowledged the generosity of Mrs. Karen Lamb, Dr. Lamb's mother, who hosted the SCC contingent and made a car available to the group during their stay. The SCC participants' sessions dealt with a wide variety of workshops and break out sessions that dealt with the Basic Skills Initiative, proposed Title 5 changes, SLOs (Student Learning Outcomes) and assessment; accreditation, minimum qualifications and equivalencies, and faculty and administrative leadership.

The theme of Fall Plenary, "Change by Design: Opportunities for Transformation," was intended to remind delegates and attendees of both the inevitability of change in the community colleges (changing demographics, changing funding structure, changing emphasis from access to success, pending political changes) and the power of change for positive benefit to our students and institutions. For example, one workshop entitled "Transforming Institutions through the Accreditation Process" demonstrated in a very concrete way how colleges can use the Accreditation Standards and the 10+1 to solve problems and effect change locally. Another session addressed the crisis in community college leadership, offering practical strategies both for growing our own leaders and teaching administrators who do not come from the faculty ranks to be the kind of educational leaders our institutions need. In addition to the breakout sessions, keynote presentations were heard on the Community College Initiative, on the changing demographics of CCC students (Patrick Perry, Vice-Chancellor, Technology, Research, Information Systems), and an address by Nancy Shulock, principle author of *Rules of the Game*.

On Saturday, the ASCCC debated 41 resolutions on a variety of topics ranging from articulation and transfer, budget and finance, equity and diversity to support the 2007 IGETC standards and endorsement of the ECE/child development curriculum alignment. Ms. Kropp highlighted the points emerging from the resolutions she found to be the most significant and possibly worthy of further discussion at SCC. Those included:

- Establishment of a new standing committee of the Senate, the Accreditation and SLOs Committee. Should SCC Senate consider doing the same?
- Adoption of a paper authored by Accreditation and SLOs Ad Hoc Committee entitled *Agents of Change: Examining the Role of Student Learning Outcomes and Assessment Coordinators in California Community College* and accepted recommendations contained therein. This paper will be distributed to the LOAC, Trainers, and the Vice President of Academic Affairs.
- Passed resolution advocating expansion of opportunities for concurrent enrollment of high school students in California Community Colleges "with the goal of stimulating college-going behavior and improving student success in college."

- Passed resolution enjoining local senates to internally code and track basic skills funds to ensure they are used to support those effective practices specified in the Basic Skills Initiative.
- Passed resolution directing ASCCC to research possible need for increasing the 30-unit limit on credit remedial coursework included in the Title 5 regulation changes in July 2007.

--at the last meeting of the Senate, Ms. Joy Warren from the Solano College Foundation gave a presentation to the Academic Senate discussing the SCC Online Auction, Mini-Grant matching funds, and Apple Alliance, a new program the Foundation is introducing.

--Catherine Fites, Dean of Admissions and Records, reported to the Senate on priority registration, an on-going discussion on how we should revise our current priority system.

--the Senate discussed their goals regarding enrollment management, noncredit instruction, and proportional representation in Senate.

(c) Shared Governance Council

Kathy J. Rosengren, Interim Vice President of Academic Affairs, reported that at its last meeting on October 24, 2007, the Shared Governance Council (SGC) continued their discussion of Board Policy updates, two of which are being presented to the Board tonight for information.

(d) Superintendent

Superintendent/President Gerry Fisher reported that:

--Ms. Angela Echeverri and Mr. Alvin Rosa, MESA students, were present to recognize the efforts of the MESA fundraiser for the Peru Earthquake Relief, and shared the results of their successful event. They were proud to present to the American Red Cross a check in the amount of \$2,460.00. Trustee Young asked to make a contribution to the fundraiser as well.

--Mary Mazzocco, Faculty Advisor to the Tempest, and students from the journalism class, were in the audience. President Fisher reported that the spring 2007 student newspaper staff received General Excellence awards for both print and online editions of the Tempest.

--the Southern California wildfires have impacted community college students, faculty and staff. President Fisher provided a press release from Chancellor Diane Woodruff informing us of the current status for nine community colleges where wildfires and strong winds forced the closure and acknowledged other community colleges for providing assistance and supporting neighboring communities. Solano Community College also assisted as three or four of our instructors were on strike teams and unavailable to teach. Our classes continued with replacement instructors and journey level assistants.

--our Solano College Softball Team was named NFCA All-American Team.

### Team Awards

The defending BVC champions Solano College Softball team has again been named as a NFCA All-Academic Team for the 7<sup>th</sup> time since 2001. The Falcons were ranked #22 nationally, #2 in California, and #1 in the Bay Valley Conference for team Grade Point Average (GPA) with a 2.969 for the 2006-2007 season. This is the 6th year in a row that Solano has earned this award and made the top 25 nationally.

### Individual Awards

Four athletes have been awarded the highest academic honor of being named a 2006-2007 National Fastpitch Coaches Association Academic All-American.

Kara Besseghini	Freshman, Dixon High	Criminal Justice
Tracy Gilson	Sophomore, Vacaville High	Physical Education
Breeann Davis	Freshman, Will C. Wood High	Pre-Nursing
Elizabeth Murphy	Freshman, Vacaville High	General education

To achieve this honor, these athletes had to have a minimum 3.5 GPA for the entire academic year. Sophomore Tracy Gilson is a two-year winner. Kara Besseghini also won a Solano Foundation academic scholarship.

President Fisher quoted from Softball Coach Terri Pearson-Bloom:

*This award represents what our program is all about. SCC prioritizes academic success. We know that success in the classroom will lead to success on the field. Our administration, led by Athletic Director Bob Myers and academic support staff, such as Athletic Counselor Jim Anderson, gives us the support and tools to be academically successful. Our faculty and college support athletics and cares about the student athlete. Together we are all helping our local student athletes achieve their goals to get their degrees and at the same time win championships.*

--the Solano College Library is proud to present a special lecture by Dr. Emily Blair celebrating the publication of her new book, Virginia Woolf and the 19<sup>th</sup> Century Domestic Novel,” on Friday, November 9, 2007, at 3:00 p.m.

--Dr. Barbara A. Beno, President of the Accrediting Commission, has informed us that the accreditation visit to our College will take place on Thursday, November 29, 2007. Upon the completion of the visit, the Team Chair will prepare a short report which will be presented to the Commission at its meeting in January 2008. Soon after the meeting, the College will be informed of the action taken by the Accrediting Commission.

--Dr. Joseph Conrad, professor in the Math/Science Division, is the recipient of one of the eight 2007 Teaching Excellence Awards from the American Mathematical Association of Two-Year Colleges (AMATYC). This award honors educators who have made outstanding contributions to mathematics or mathematics education in the first two years of college mathematics. This honor was bestowed on Dr. Conrad at the Opening General session of the AMATYC Annual Conference in Minneapolis, Minnesota. Dr. Dorothy Hawkes, Mathematics Professor, also attended the event to see her colleague receive the national award.

--the Student Profile Fall 2007 data is now available. President Fisher stated we are +4.18 percent in FTES as of the Fall 1<sup>st</sup> Census.

--since the last Board Meeting, he attended the Fairfield Major Employers Group meeting today, November 7, 7:30 a.m., at Anheuser Busch, and also today the Solano County Summit III planning meeting at the Solano County Building.

- ***Bond Update***

Scott Colt, Kitchell CEM, Program Manager for the bond project, visited the District Web site for those present to see the progress made within the last three days on Building 400.

Trustee Ubalde asked if a grand opening date had been set for the building. President Fisher responded by saying that a date has not been picked. The goal is to get the building functional and then celebrate when students return for the spring semester. It is expected the grand opening will be sometime in early February. The first use of the building will be January 7, 2008.

It was noted that there are six classrooms in this new building.

## 7. CONSENT AGENDA – ACTION ITEMS

### Superintendent/President

- (a) Minutes for the Meetings of October 10, and 17, 2007

### Human Resources

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

### Administrative and Business Services

- (c) Warrant List
- (d) Resolution to Establish a Separate Bank Account for the Cal-grant Funds, Resolution No. 07/08-10
- (e) Construction Change Order No. 13 Approval for W. A. Thomas Co., Inc. – Bid No. 06-005

- (f) Construction Change Order No. 16 Approval for Ralph Larsen and Son, Inc. – Bid No. 06-002

Trustee Young requested that the following change be made to the October 17, 2007, minutes:

Page 7, 4th paragraph, add the following as the second sentence to the paragraph. *As far as the audiovisual, up to this moment there are only 24 not catalogued.*

Trustee Stephen Murphy requested clarification of amounts listed on the Consent Calendar for Human Resources. All future Consent Calendar amounts should designate an hourly rate or full payment amount.

Moved by Vice President McCaffrey and seconded by Trustee Young for approval of the Consent Agenda as amended. 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 –Dorothy “Dotty” Ohling and Terri Sanders

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Dorothy “Dotty” Ohling	Administrative Assistant III Math/Science Division 22 Years/8 Months at SCC	April 1, 2008

Dr. David Redfield, Dean of the Math/Science Division, stated that Dotty began her tenure at Solano College in August of 1985 with the opening of the Vallejo Center at the JFK Library. She started there as a permanent half-time employee and stayed at Vallejo JFK until January, 1991. At that time she joined the Math/Science Division as a full-time, ten-month employee, later becoming a twelve-month employee. She says when she began her work in Math/Science there were 17 faculty and now there are 38.

Dotty worked with Jim Claffey at the Vallejo Center and with Math/Science Deans Jean Chapman, Jack Healey, Jim Mills, and finally, “I’ve driven her away” he said in jest. “I’m leaving (she says), but not without second thoughts. I’ll really miss being around young people and always being so busy.”

Dr. Redfield stated one of Dotty’s strengths is her ability to take a reluctant adjunct faculty member, flash a smile and provide a word of praise and melt that adjunct’s heart so that they would do anything to be able to take one more class or to rearrange their other schedules to accommodate a need we had. Countless students don’t know it, but they were able to sit in a class to learn because Dotty convinced an adjunct to take just one more class.

She leaves us to spend more time with the newest member of her family, her four-month old grandbaby Jelani or Baby J.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Terri Sanders	Bookstore Operations Coordinator 33 Years/4 Months at SCC	January 1, 2008

Vice President Mazie Brewington, on behalf of Bookstore Manager Jeff Yterdal, who was away on business, spoke on behalf of Terri L. Sanders. Terri has served Solano Community College for over 33 years. After nine years as a clerk in Financial Aid, Terri joined the Bookstore staff in 1984 as an assistant for operations. For the last 18 years, she has coordinated Bookstore Operations, which means she has been involved in and knows virtually every aspect of the store, and worked diligently to achieve a high level of service to the campus community.

Terri has willingly accepted and conquered many new challenges along the way, including acting as store manager for six months in 1998. She has bridged the transition from the era of the typewriter to computers and the Internet age, and adapted with great success. She has been reliable, dedicated, and versatile as she worked with college faculty, staff, and students, establishing many lasting friendships. We will miss Terri's many talents, but wish her the very best as she joins her husband in retirement and moves to her new home in the Sierra foothills.

Dotty Ohling and Terri Sanders were honored with a round of applause by the Governing Board and audience.

Moved by Vice President McCaffrey and seconded by Trustee Ubalde for approval of the resignations to retire for Dotty Ohling, effective April 1, 2008, and Terri Sanders, effective January 1, 2008. The motion passed unanimously

#### 10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

##### Human Resources

- (a) CCA/CTA/NEA Openers to the District and the Solano Community College, CCA/CTA/NEA, Collective Bargaining Agreement for 2007-08

Chief Negotiator Barbara Pavão presented to the Board the openers for the 2007-08 collective bargaining contract negotiations on evaluations, sick leave, grievance procedures, association rights, workload, and salaries.

Moved by Trustee Young and seconded by Vice President McCaffrey to receive the proposal, indicating that the proposal is available to the public in the Superintendent/President's Office and set a public hearing for December 5, 2007. The motion passed unanimously.

Administrative and Business Services

(b) Proposed Extension of the Service Pro Security Contract

Mazie L. Brewington, Vice President of Administrative and Business Services, presented a proposal to extend the Service Pro Security contract for the security firm that is providing security (24/7) for the Vallejo Center. This 37-day extension will allow the Police Department to address critical staffing issues.

Moved by Trustee Ubalde and seconded by Trustee Young for approval of the extension of the Service Pro Security Contract to December 7, 2007, with compensation not to exceed \$18,648. The motion passed unanimously.

(c) AB 2910 Quarterly Report, Fourth Quarter, FY 2006-07

Mazie L. Brewington, Vice President of Administrative and Business Services, presented for Board review and acceptance the report for the fourth quarter FY 2006-07 financial status reports.

Trustee Ubalde asked how the state budget impacts Solano College and Vice President Brewington replied that a 1% deficit factor has been built into the budget reflecting potential current year revenue shortfalls.

Moved by Vice President McCaffrey and seconded by Trustee Ubalde for approval of the AB 2910 Quarterly Report, Fourth Quarter, FY 2006-07, as presented. The motion passed unanimously.

Technology and Learning Resources

(d) Building 400 Technology Purchases

Jay Field, Vice President of Technology and Learning Resources, presented for approval network and telephone equipment (with support) for the Building 400 Measure G project, at a total purchase cost of \$128,017.68 for the following: 110 Voice Over IP (VOIP) telephones with software licenses and support, 17 network switches with support, and four gigabit interface converters.

Moved by Vice President McCaffrey and seconded by Trustee Young for approval of the Building 400 technology purchases as presented. The motion passed unanimously.

11. INFORMATION ITEMS – NO ACTION REQUIRED

(a) First Reading of Revision to Academic Affairs Policy 6420, College Catalog, and New Policy 6050, Tech Prep Articulation Credit by Exam, Series 6000

Kathy J. Rosengren, Interim Vice President of Academic Affairs, presented as information the revisions to Academic Affairs Policy 6420, College Catalog, and new policy 6050, Tech Prep

Articulation Credit by Exam, Series 6000. Both policies have been reviewed by the Executive Council and the Shared Governance Council.

This information will return to the Board for approval at the December 5, 2007, meeting.

(b) Consideration of Sabbatical Leaves

Margaret Abel-Quintero, Chair of the 2008-09 Sabbatical Leave Committee, presented four proposals being recommended for approval by the Governing Board. The four candidates recommended for approval are as follows:

*Joseph Conrad – Fall 2008* – is proposing to develop a Math course that will meet the new A.A. requirement for Math while supplementing the currently available courses with one that will focus on the conceptual and verbal elements of Math rather than the standard computation emphasis.

*Mark Feighner – Fall 2008* – is proposing that Solano College offer an opportunity to expand on an already cutting-edge, highly successful GPS/GIS program currently underway.

*Mary Gotch-Posta – Spring 2009* – is proposing to undertake a number of projects of high priority for her department and the students they serve, e.g., clarifying articulation for the two semesters of Introductions to Psychology 1 and 2, creating a long overdue course in Developmental Psychology, and to refine her own research methods with research in Canada.

*Gail Kropp – Fall 2008* – is proposing to address the needs of an entire department as it embarks on the implementation of a distance education component for foreign language.

Trustee Ubalde asked for clarification of the \$12,500 amount specified for each semester which is the amount to backfill the position with an adjunct faculty member.

Trustee Claffey asked if the candidates knew of their responsibilities to the District when their projects are completed, and Chair Abel-Quintero responded in the affirmative.

Trustee Honeychurch asked for clarification on the hands-on approach to differentiating science from pseudo-science in both American and Canadian institutions in Ms. Gotch-Posta's request for leave. Dean Rota was recognized and responded by saying that this instructor has been doing research in a collaborative effort with a Canadian instructor, and that is the reason why it is a combination of looking at both cultures, which would be a continuation of a study already begun.

This information will return to the Board for approval at the December 5, 2007, meeting.

(c) District's Annual Financial and Budget Report to the State Chancellor's Office: CCFS-311

Mazie L. Brewington, Vice President of Administrative and Business Services, gave a presentation on the CCFS-311 report, the District's annual financial and budget report that is filed with the State Chancellor's Office.

12. ANNOUNCEMENTS

Trustee Young announced that she attended the following events in October and November 2007:

***October***

- 19 – Solano County Black Chamber of Commerce “Pre-Holiday” Biz Mixer Courtyard in Vallejo
- 20 – The “Daughters of Kings” brunch sponsored by KINSHIP, which was held in the Joseph Room at the JFK Library in Vallejo. The events honored the unique and important relationship between fathers and their daughters. It was available to girls aged 6 – 12 years old. Trustee Young was asked to interview the fathers and daughters.
- 21 – Vallejo Symphony performance at California State Maritime Academy
  - Vallejo Mayor Tony Intintoli’s farewell celebration at McCormack Hall in Vallejo
- 22 – Solano College Hall of Fame Banquet at the Hilton Garden Inn in Fairfield
- 25 – Solano EDC breakfast at the Hilton Garden Inn in Fairfield
  - Widenmann Community Collaborative Healthy Start Planning Meeting which was held at Widenmann Elementary School
- 27 – Senator Pat Wiggins’ Fund Raiser at the Empress Theater in Vallejo

***November***

- 02 – Vallejo Naval and Historical Museum Silent and Live Auction Fund Raiser
- 04 – “100 Men Can Cook” Fund Raiser which was sponsored by the Willie B. Adkins Scholars Project in Vallejo at the Dan Foley Culture Center

Trustee Ubalde announced that he attended the following events in October and November 2007:

***October***

- 05 – Solano Coalition for Better Health at the Chardonnay Golf Club
- 10 – Lecture by Professor Bussewitz at the Vallejo Center
- 12 – Community Action Council of Benicia at the Clock Tower
- 18 – Fresh Choice Fund Raiser for Children’s Development Program
- 19 – Foundation Benefit Concert featuring Nick Palance
- 21 – Mayor Tony Intintoli’s Farewell in Vallejo
- 22 – Solano County Office of Education (SCOE) Napa/Solano College Board Dinner
- 27 – Fund Raiser for Senator Pat Wiggins

***November***

- 01 – Reception for Vallejo USD School Superintendent

Dr. Ubalde also extended an invitation to the Board to attend the Solano County Health and Social Services Department/Child Welfare Services Division and CASA (Court Appointed Special Advocates for Children) for the unveiling of the 2007 Solano Heart Gallery, Thursday, November 15, 2007, Center for the Creative Arts, 5:30 p.m. Trustee Ubalde stated that this is a very worthy organization that enlists volunteers to go through the court system with children who don’t have other advocates.

Board President Pam Keith announced she attended the farewell event for Mayor Tony Intintoli in Vallejo. She reported that we still do not know who the new mayor of Vallejo is with the tie vote thus far. Our new Vallejo Center continues to be a topic of excitement, and she expressed “kudos” once again to all who worked hard on the Center and the grand opening.

13. ITEMS FROM THE BOARD

Board President Keith recessed the regular meeting at 8:27 p.m.

14. 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  
Superintendent/President
- (c) Public Employee Discipline/Dismissal/Release  
(No additional information required.)

Board President Keith called the Closed Session to order at approximately 8:38 p.m. and adjourned the Closed Session at 9:01 p.m.

15. RECONVENE REGULAR MEETING

Board President Keith reconvened the regular meeting at 9:02 p.m.

16. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Keith reported that the Board met in Closed Session and discussed negotiations with the Board’s Labor Negotiator, the Superintendent/President’s performance evaluation, Public Employee Discipline/Discipline/Release and took no action.

17. ADJOURNMENT

There being no further business, Board President Keith adjourned the meeting at 9:03 p.m.

GFF:js  
BDMINUTES.11/07/07.FINAL

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APPROVED

PAM KEITH PRESIDENT	GERALD F. FISHER SECRETARY
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