

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES

March 5, 2008

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, March 5, 2008, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, CA 94534-3197, by Phil McCaffrey, Governing Board President.

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

At the request of Board President McCaffrey, Vice President Lisa Waits led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

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

Members Absent:

None

Others Present:

Ross Beck, Director of Public Relations, Marketing and Communications
Mazie L. Brewington, Vice President, Administrative and Business Services
Richard Christensen, Ed.D., Director, Human Resources
Jay Field, Vice President, Technology & Learning Resources
Robin L. Steinback, Ph.D., Vice President, Academic Affairs
Lisa J. Waits, Ed.D., Vice President, Student Services
Judy Spencer, Executive Coordinator, Superintendent/President and Governing Board

4. APPROVAL OF AGENDA

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

5. COMMENTS FROM MEMBERS OF THE PUBLIC

The Board recognized Bill Kelly, Operating Engineers/Stationary Engineers, Local 39. Mr. Kelly addressed the Board by stating that the members of Local 39 are frustrated because contract bargaining is going no where fast, with no money on the table, and potential medical takeaways. Negotiations have been going along for more than six months. Mr. Kelly encouraged the Board to put some money on the table in order to make a contract for Local 39, faculty and staff. Even though money is hard to find these days, the employees really need compensation for their work. Mr. Kelly said they are well aware that money is being spent on campus, and it seems to the Local that negotiations are being stalled as money gets spent in other places. Mr. Kelly again encouraged the Board to put money on the table so negotiations can be settled for this year.

The Board recognized Ms. Diane White, President of CCA/CTA/NEA. Ms. White began by stating she appears before the Board a troubled union president. She stated she believes her fellow union presidents, who were also present in the meeting, are likewise troubled.

Ms. White stated her distress is prompted by what transpired at the negotiating table on Tuesday, March 4, at which time the District's representatives presented financial data which could only be described as fundamentally flawed. It was so defective that the District's representatives wisely chose to withdraw the information from the table. Ms. White commended the District, as that must have been a very difficult decision for them as it became obvious to all that it was the only appropriate thing to do. Ms. White stated this was not a matter of a minor error or two. The data set had a number of significant mathematical flaws that stem from a flawed methodology and incorrect data. One example was offered, which is included in these minutes as Attachment A.

Ms. White said the problem is that this is the same faulty information that has been presented publicly and at the negotiating table with the other two bargaining units. This approach to negotiations does not represent fundamental fairness or basic respect. "However, what is most distressing to me, and should be distressing to you," she said, "is that it is very likely the same flawed information upon which the Board based their decisions concerning directions to your negotiators."

Ms. White politely suggested that the Board of Trustees carefully examine and analyze, as the unions did, the financial data that the District has publicly and privately in negotiations presented, and that the Board then reassess their direction to their negotiators based on that analysis. The District's credibility inside and outside of the negotiating room depends upon it.

Finally, Ms. White stated that the Solano College Faculty Association considers negotiations to be among the most important activities in which all are engaged. We all have a tremendous responsibility to be absolutely scrupulous in our preparations for negotiations and as accurate as possible, particularly when we are talking about salary and health care dollars. These dollars represent our abilities to take care of the people who mean the most to us. Dollars--both salary and health care--represent our ability to house, feed, clothe, and educate our families. Many of us are in the sandwich generation raising children, and also taking care of our elderly parents and grandparents. Some of us also provide for extended families, grandchildren, nieces, nephews, and god children.

Ms. White asked the Board not to allow anyone to trivialize this matter by saying that these are just a few minor errors or a difference in opinion, or “that the budget is simply too complex for us to understand.” The problem for the District is that we do understand, and we take negotiations very seriously and expect the same from everyone else involved in the process.

CTA President White concluded by saying the faculty financial consultant is Tom Grube from the Math Department and that he asked Ms. White to convey to the Board that he is willing and able to meet with anyone from the District to explain his analysis of the District budget, and also to explain the numbers he has developed based upon the very information the District has provided.

Board President McCaffrey thanked both speakers for their comments and affirmed that their comments were heard by the Board.

6. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Simeon Howard, ASSC Senator for the Fine and Applied Arts/Behavioral Sciences Division, reported that:

--since the last Board meeting, the ASSC has completed two projects. The clock dedication was held on February 26, and on behalf of ASSC, Mr. Howard thanked the Board and community for their support. The BBQ held on March 4, 2008, was a huge success.

--the rally for higher education scheduled on April 1 has been cancelled. It was reported the April 1 date conflicted with budget hearings already scheduled on that day.

--the ASSC Political Action Committee is looking for opportunities to lobby over the proposed increase of student fees.

(b) Academic Senate

Academic Senate President Gail Kropp reported that:

--the Senate met on February 25, and March 3, 2008. Major topics of discussion at the February 25 meeting were the responses from the divisions to three issues: (1) the curricular changes to Title 5, (2) the merits and drawbacks of attempting to achieve proportional representation in the Senate, and (3) the procedures which accompany the Facilities Use Policy (BP 1100). Distance Education Chair, Dr. Rennee Moore, presented to the Senate the new training process for online instructors which was developed and approved by the Distance Education Committee and now comes before the Senate for discussion and eventual approval. Finally, the Senate passed one action item, the inclusion of ASSC under Priority 2 enrollment.

The March 3 meeting began with a briefing by Rob Simas, Director of Research and Planning, on the College's ARCC (Accountability Reporting for Community Colleges) institutional response. The Senate discussed the need for the College to revise our Liberal Arts Degrees in order to bring them into Title 5 compliance, including strategies for completing this task by the July deadline. The discussion regarding proportional representation continued, and Ms. McCarthy from the Business and Computer Science Division addressed the Senate on the subject of Vocational Program approval. The meeting concluded with three action items: (1) approval of a \$50 donation to the Solano Community College Educational Foundation in Sarah Nordin's name, (2) approval of the training process for online instructors proposed by the Distance Education Committee, and (3) a vote to add the Accreditation and Student Learning Outcomes (SLOs) Committee as a standing committee of the Academic Senate. All three items were approved.

(c) Shared Governance Council

Mazie Brewington, Vice President of Administrative and Business Services, reported that the Shared Governance Council met on February 27, 2008, and discussed and approved Board Policy 4430 (Termination of Temporary and Substitute Employees); Board Policy 4530 (Reemployment); and Board Policy 4775 (Disciplinary Action – Academic Employees). Board Policy 4774 (Disciplinary Action – Classified Employees) will be discussed and voted upon at the March 12, 2008, meeting. The subcommittee working on Board Policy 1080 (Animals on Campus) did not meet before the scheduled February 27 SGC meeting. Discussions will resume at a future meeting. The SGC reviewed the Governing Board agenda for March 5 and the College area reports were presented.

(d) Superintendent

Superintendent Gerald F. Fisher reported that:

--the campus community was invited to listen to campus budget forums on February 26 and 29, which were presented by Mazie Brewington, Vice President of Administrative and Business Services. Among the information presented was the Governor's budget proposal for 2007-08, 2008-09, and 2007-08 declaration of a fiscal emergency under Prop 58. Fiscal challenges faced by Solano College were discussed: the accreditation findings regarding fiscal stability, FTES growth (our need to grow 2%-3% annually), and the increased costs of the Vallejo Center. Both forums were well attended and will be ongoing as new information is available.

--the Associated Students of Solano College (ASSC) held a special clock ceremony at noon on Tuesday, February 26. Superintendent Fisher congratulated the students for implementing this piece of the campus enrichment plan. Comments heard would indicate that people feel this clock brings a sense of character and added warmth to the campus, which makes it a user-friendly, good place to study and learn.

--effective July 1, 2008, the Brown Act Public Record Disclosure Provision (SB 343) will be amended to provide public inspection of records relating to open session Board agenda items in the Superintendent/President's office or a specific location the agency deems appropriate. We

currently publish the Board agenda and minutes online. Utilizing BoardDocs® is one method of providing the Board and general public access to all information pertaining to an open session board meeting. There is a move statewide to provide a means of immediately publishing and revising agenda items, support documents and policies via the Internet. We will need to be in compliance; therefore, the Board will be discussing this topic in more depth at their Board Retreat scheduled April 5, 2008.

--on Monday, March 3, 2008, all students and staff were given access to the Vallejo Center's newly-graveled overflow parking lot located on the Center's property just south of the main parking lot. Superintendent Fisher thanked those responsible for making this happen. Director Kitchen reported there are now 212 additional parking spaces. The overflow parking lot is not lighted at this time, but discussions are taking place regarding a short-term need for temporary lighting for the safety of our faculty, staff and students.

--the Cosmetology Club will be sponsoring a Locks of Love Cut-A-Thon on Saturday, March 8, 2008, 9:00 a.m. – 5:00 p.m., in room 1610. A free haircut goes to those donating 6-10 inches of hair in exchange for a client cash donation to the Locks of Love Foundation. Locks of Love is a public non-profit organization that provides hairpieces to financially disadvantaged children under age 18 suffering from long-term medical hair loss from any diagnosis.

--the 2008 Annual Trustees Conference is scheduled May 2-4, 2008, and will be held in Palm Springs, California. Selected topics of discussion include ethics and best practices, going "green" on campus, SLOs, board accountability, accreditation, board and CEO evaluations, and more. Past practice for the District has been to authorize up to two Trustees to attend.

--America's Promise Alliance (the Alliance), the nation's largest alliance dedicated to children and youth, in partnership with Capital One, announced that Solano County has been named for the third consecutive year a winner of its 2008 100 Best Communities for Young People (100 Best) competition. The 100 Best competition recognizes the 100 outstanding communities across America—large and small, rural and urban—that are the best places for young people to live and grow up. More than 300 communities in all 50 states applied for the honor this year. The 100 winning communities span 37 states. Solano County was selected as one of the 100 Best because of its collaborative approach to helping its young people.


--the final call for the 2008 campus-wide payroll deduction campaign supporting the Solano Community College Educational Foundation is March 10. Anyone wishing to join our 112 colleagues who have already generously pledged \$15,856 for 2008 must submit their pledge no later than next Monday. Every dollar of support is critical. One hundred percent of these dollars goes directly to support College division programs and students.

--the Association for California Community College Administrators (ACCCA) has honored Stan Arterberry, former Superintendent/President of Solano Community College District, and current Chancellor of the West Valley-Mission Community College District, with the Harry Buttimer Distinguished Administrator Award. In his acceptance speech, Chancellor Arterberry said, "I am honored to be acknowledged by my colleagues, because recognition by your peers is a true test of your skills and abilities." The youngest of six children, Stan promised his mother, a housekeeper, and father, a mechanic, that he would be the first in the family to attend college. In

his acceptance speech, Chancellor Arterberry said, “Your family is all you have, and without family you are nothing,” adding, “the California community college family is the strongest educational family in the world.” We congratulate Chancellor Arterberry on this prestigious award. His speech will be posted to the WVMCCD Web site (www.wvmccd.edu) next week.

Superintendent Fisher stated he was privileged to introduce Chancellor Arterberry when he addressed a standing-room-only audience of the Ethnic Studies program on March 4. Stan delivered his address on *My Journey to the Presidency*. He said the path was not direct. There were many hardships along the way, and that he made some wrong decisions--but he persevered. Superintendent Fisher stated to win this award is a good testament to someone he personally feels is a very good, quality human being, and wished Stan well in his impending retirement.

--as we have been going through all the new buildings and renovations, the campus community has become saturated with wireless technology. You see students everywhere using their laptops—sitting in the hallways, outside throughout the campus, on the patio at the Vallejo Center, etc. Anyone can now log on to our public network and have access to the Internet because we have enabled wireless connectivity throughout the campus and at the Vallejo Center. We will be doing the Vacaville Center in the future.

We were recently recognized in an article that was published by  highlighting Solano Community College and the saturation of our campus with wireless access and mobility using Trapeze Smart Mobile Wireless Networking. It was very laudatory. Superintendent Fisher publicly thanked Jim Ennis, Director of Technology Services and Support, and his network team, (Keith Brown and Justin Howell), for their efforts in the implementation of this technology.

Vice President Field realized a need for a much needed Wi Fi network and had Jim and his team work to implement it. Trapeze Smart Mobile Wireless Networking is new technology and meets the needs of networking, students, faculty, and staff. Superintendent Fisher again thanked Mr. Ennis for his thoughtfulness and analytical skills in evaluating what is out there and what is best for all of us at Solano College. It is working--it is available--and many students are using it. IT's goal is to make our network like a utility—just like the lights, the network is always on.

Superintendent Fisher acknowledged the IT staff, some of whom were in the meeting, and thanked them for all they do for the campus community all year long: James (Kimo) Calilan, Dave Doty, Casey Hentzen, Lisa Hiner; Martin (Marty) Kulmus, Janice Larsen, Sam Maher, Ray Tanaka, and Galen Tom.

Board President Phil McCaffrey and Trustee James Claffey expressed an interest in attending the Annual Trustees Conference. Superintendent Fisher asked the other Board members, after they check their calendars, to e-mail Judy Spencer if they have a desire to attend this conference as well.

Trustee Keith inquired about an article appearing in the paper regarding the generosity of Team Chevrolet in allowing us to use their property for short-term parking. Superintendent Fisher reported that Mr. Ross Beck did write an article, but that it hasn't been published by the paper as yet. Mr. Beck will follow up with a phone call requesting that the article be run soon.

- ***Bond Update***

Ron Richards, Kitchell CEM, reported that:

--we have DSA approvals for the Vacaville Center project. Approvals came today, with a follow up meeting that the Architect (KMD) scheduled with DSA after their Friday back check meeting, which generated a few additional items that could not be completed at the DSA office. The anticipated schedule is:

- Advertise for bids next week.
- Bid walk - sometime during the week of March 24, 2008.
- Bids due - second or third week of April.
- Go before the Board for approvals - May 7, 2008.
- Start of construction - Early June.

--the Sports Fields Renovation Project bid on Friday, February 29, and five bids were received. All bids appear to be responsive, and they are currently with the Architect for review of contractor qualifications. We expect to recommend approval of the award at the March 19 meeting.

--the Boiler Retrofit Project is ramping up. This project was approved for award on February 6, and it is the newest project to move into the construction phase. The project is in the mobilization phase and submittals for long lead-time items.

--current projects in construction are Buildings 1400, 1700 and 1800A and are progressing well.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of February 20, 2008

Human Resources

- (b) Employment – 2007-08; Renewal of Faculty Contracts; Gratuitous Service; Resignation Administrative and Business Services

- (c) Warrant Listings

- (d) Construction Change Order No. 21 Approval for J.W. and Sons, Inc. – Bid No. 06-044 Academic Affairs

- (e) Service Agreement between Solano College Small Business Development Center (SBDC) and the Redevelopment Agency of the City of Suisun City

- (f) Agreement between The Doctors Company and Solano Community College District for Contract Education
- (g) Agreement between California EMS Academy, Inc., and Solano Community College District to Serve as Administrative Entity for Contract Education

Moved by Vice President Ubalde and seconded by Trustee Keith for approval of the consent Agenda as presented. The motion passed unanimously.

8. ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the Consent Agenda.

9. RETIREMENT OF STAFF WITH 10 OR MORE YEARS OF SERVICE

- (a) Resignation to Retire - Leah Campbell

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Leah Campbell	Human Resources Specialist 19 Years, 4 Months	February 29, 2008

Dr. Richard Christensen began by stating that Leah is very sick, thus the reason for her rapid departure from Solano College. She was originally hired as a Registration Aide by Gerry Fisher. She was a Support Registration Aide for four hours per day, ten months of the year. Her salary then was \$4,590 per year. Leah was selected as a Personnel Specialist in August of 1990 and worked in the Personnel/Human Resources Office until she retired in February this year. Her duties included records, evaluation, payroll; benefits, workload, solving employee related issues, and every other conceivable issue that walked through the door.

Ms. Sandi Dillon, former Director of Human Resources, wrote in one of Leah's evaluations that "It is a pleasure to work with Leah. She is the most disciplined and organized person that I know. These attributes are necessary in order to perform the responsibilities of her position. She is an asset to me as well as the department."

Her current supervisor (Dr. Christensen) wrote, "Leah is exceptional. She has a breadth of knowledge that no one in the College can duplicate. She is responsible for benefits, employee health care, payroll, retirements, and a myriad of other functions. She is the keeper of the keys for all employees. Every manager and employee relies on her for accurate and up-to-date information. Leah has a work ethic that is second to none. She always does more than is expected or required and her work is error free. I never doubt that I can go to her with a problem or issue and she will have an accurate and concise response. She is a very dependable person in the office, and I rely on her input, insights, and historical perspective to make decisions. I don't believe the office could function at as high a level without her."

Theodore Roosevelt once wrote, "The best executive is the one who has the sense to pick good men to do what he wants done and self-restraint enough to keep from meddling with them while

they do it”. I learned early on with Leah that the best thing I could do was to allow her to do her job and support her. She is an incredibly gifted person.

Max DePree, in *Leadership is an Art*, wrote:

My father is the founder of Herman Miller, and much of the value system and impounded energy of the company, a legacy still drawn on today, is part of his contribution.

In the furniture industry of the 1920’s, the machines of most factories were not run by electric motors, but by pulleys from a central drive shaft. The central drive shaft was driven by a steam engine. The steam engine got its steam from a boiler. The boiler in our case got its fuel from the sawdust and the other waste coming out of the machine room---a beautiful cycle. The millwright was the person on whom the entire activity of the operation depended. He was a key person. One day, the millwright died.

My father, being a young manager at the time, did not know what he should do when a key person died, but thought he ought to go visit the family. He went to the house and was invited to join the family in the living room. There was some awkward conversation--the kind with which many of us are familiar.

The widow asked my father if it would be all right if she read aloud some poetry. Naturally, he agreed. She went into another room, came back with a bound book and for many minutes read selected pieces of beautiful poetry. When she finished, my father commented on how beautiful the poetry was and asked who wrote it. She replied that her husband, the millwright, was the poet.

In the many years since the millwright died, my father and many of us at Herman Miller continue to wonder. Was he a poet who did millwright's work, or was he a millwright who wrote poetry?

Dr. Christensen continued. What should we learn from this and how does it apply to Leah? For this College, Leah was one of our millwrights. She was someone that made the beautiful cycle work. In our efforts to move the College forward, we focus on FTEs, graduation rates, bottom lines, negotiated settlements; data base implementations, new buildings, and all those things that contribute to progress and success. What is missing many times in our efforts is that we fail to endorse the concept of the person. It is fundamental that we as leaders, managers, presidents, and board members understand the diversity of people’s gifts and talents and skills. We need to honor our employees for the gifts that they bring with them to their jobs. Leah was, and is, truly gifted and she allowed us to share a significant part of her life when she was here. We have truly been enriched by her being a part of this institution.

Those present gave a round of applause on behalf of Leah Campbell for her many contributions to Solano Community College.

Moved by Trustee Young and seconded by Trustee Keith for acceptance of the resignation to retire for Leah Campbell, effective February 29, 2008. The motion passed unanimously.

10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Administrative and Business Services

(a) Measure G Citizens' Bond Oversight Committee 2006-07 Financial Audit Report and Annual Report to the Governing Board

The Measure G Citizens' Bond Oversight Committee (CBOC) is required to annually report to the Board that the District is in compliance with the accountability requirements of Proposition 39 and present a summary of the Committee's proceedings and activities from the preceding year. Vice President Mazie Brewington announced that Mr. David Becker from Perry-Smith LLP Accountants would present the Measure G 2006-07 Financial Audit Report, and CBOC Chairperson Bruce DuClair would present an Annual Report.

Mr. David Becker reported the procedures were completed and a report was issued on the expenditures of the Bond fund for the 2006-07 fiscal year. The District provided a complete list of all Bond expenditures. From this list, a sample of 50 expenditures was selected totaling \$15.2 million which represented approximately 46% of the total expenditures for the year. Perry-Smith LLP Accountants validated that the expenditures were proper Bond expenditures and were appropriately charged to the various Bond projects. As a result, there were no issues, findings or recommendations.

Moved by Vice President Ubalde and seconded by Trustee Young to accept the Measure G Citizens' Bond Oversight Committee 2006-07 Financial Audit Report as presented. The motion passed unanimously.

Pursuant to the Bylaws of the Citizens' Bond Oversight Committee, Mr. Bruce DuClair, CBOC Committee Chair, presented to the Board the Annual Report of the Committee, and by doing so also fulfilled the obligation to inform the public concerning the District's expenditure of Bond proceeds.

Mr. Bruce DuClair reported that throughout most of 2007 the Committee Members represented a variety of community organizations. During the last quarter, new appointments represented the county geographically. The members of the CBOC were identified as follows: Ben Espinoza and Tom Mattis, representing Construction and Trades; Lillian Nelson, Student Representative; Jan Cox Golovich, Civic/Professional; Betty Frank, Senior Citizens Organization; Kevin Johnson, SCC Foundation; Rossana Verder-Aliga, Ph.D., Business Organization; and myself (Bruce DuClair) representing the Taxpayers' Association.

The Committee is satisfied that the Governing Board has properly evaluated safety, class size reduction and information technology needs in developing the projects covered under this Bond issue. This evaluation occurred early in the course of the project and is subject to regular

reviews, both by College administration, and by the faculty leaders involved with each aspect of the project.

The Committee is satisfied that the Governing Board has caused to be conducted an annual, independent performance audit, the purpose of which is to assure that Bond sale proceeds have been expended only on the specific project listed.

The Committee is satisfied that the Governing Board has properly caused to be conducted an annual independent financial audit of the proceeds from the sale of the Bonds under our purview. The Audit was reported to the Committee on February 4, 2008.

The Committee met, as required, on a quarterly basis. At these meetings, the progress of Bond-related activities and projects was reviewed, the expenditure of Bond proceeds monitored, and the progress of the sale of Series B approved bonds also monitored.

At all meetings, Mr. Scott Colt, Program Manager for Kitchell CEM, provided an extensive overview of the progress made on all aspects of each project funded by the Bond measure. The Committee and staff of Solano Community College were informed of the constant escalation of construction costs which required constant adjustment in the scope of future building and remodeling projects. Several projects had to be scaled back or placed on hold. The Committee was gratified to understand that Kitchell CEM works very hard to minimize the impact on the scope of these projects that cost adjustments require.

At each of the Committee meetings, the members were given the opportunity to tour and inspect projects in any stage of construction. The Committee was impressed with the contractors' cleanliness of all sites, especially the lack of debris and construction material just lying around that could cause safety hazards.

We were afforded an opportunity to tour the crown jewel of these projects, the campus in Vallejo. The Committee was very impressed with the campus. Our compliments to the architect, contractors and Solano Community College staff that worked so very hard to complete this project on time and well within budget.

The second major project completed was the hydronics loop throughout the campus. During construction of this much needed upgrade to the heating and cooling of all buildings, there was digging up of pipes, removal of sidewalks and landscaping, which all students and staff had to navigate around. With this completed, we have significantly improved the heating and cooling system with a major savings of water loss. We on the Committee congratulate Kitchell CEM and the contractors for completing this major upgrade and repair safely and on time.

In closing, Mr. DuClair stated on behalf of himself and the other members of the Committee that he would like to thank Superintendent/President Gerald F. Fisher, Ms. Mazie L. Brewington, Vice President of Administrative and Business Services; Mr. Frank W. Kitchen, Director of Facilities; and most importantly, Ms. Judy K. Anderson, Executive Assistant, for her outstanding support and assistance in the Committee's work. All have been forthright in meeting the needs of the Committee, answering inquiries, providing timely (and we believe accurate) information.

Moved by Trustee Young and seconded by Trustee Murphy to accept the CBOC Annual Report of 2007 as presented. The motion passed unanimously.

(b) Recommend Appointment to the Measure G Citizens' Bond Oversight Committee

Mazie Brewington, Vice President of Administrative and Business Services, reported that a Board subcommittee comprised of Trustees Young, Chair; Claffey, and Vice President Ubalde met to review the three applications received from potential candidates for the one vacancy on the Measure G Citizens' Bond Oversight Committee (CBOC). After careful consideration of the candidates' qualifications and geographic locations, the Board subcommittee recommended appointing Ms. Carol Landry to serve a two-year term on the CBOC. Ms. Landry is from the city of Vacaville and represents a business organization.

Moved by Trustee Murphy and seconded by Trustee Young to approve the appointment of Ms. Carol Landry to the Measure G Citizens' Bond Oversight Committee (CBOC) for a two-year term. The motion passed unanimously.

(c) Amendment to Agreement with CMX Sports Engineers, Inc. for Sports Field Renovations

Frank Kitchen, Director of Facilities, presented to the Board an amendment to the agreement with CMX Sports Engineers, Inc., for sports field renovations. The amendment will provide design services to relocate the practice football field north of the existing football stadium, which will include walkways, a new baseball plaza, a raised bleacher, and redesign of the baseball infield, for a total add services fee of \$55,000 (an added cost that falls within the project budget). The bid documents were re-packaged to include all four projects, including outlining an extensive list of bid alternates, and includes additional reimbursement costs for the extended design time.

Moved by Vice President Ubalde and seconded by Trustee Young to approve the amendment to the agreement with CMX Sports Engineers, Inc., for sports field renovations amounting to \$55,000. The motion passed unanimously.

11. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Sabbatical Leave Report for Spring 2007

Ms. Margaret Abel-Quintero, Chair of the Sabbatical Leave Committee, introduced Robin Arie-Donch who reported on the completion of her spring 2007 sabbatical leave.

Ms. Arie-Donch expressed thanks to the members of the Governing Board, administration, Sabbatical Leave Committee, faculty, staff, and students with deep appreciation for the wonderful experience she had while on sabbatical leave, which allowed her to complete her project. As a brand new Articulation Officer (AO) and because she is a Counselor, Robin stated she is able to see the needs of students and can move forward with the needed changes.

Ms. Arie-Donch is interested in developing some SCC policies and procedures to ensure that our current and future transferable courses get the attention they need from the University of

California, the California State University, and other schools to which our students transfer. She used her leave to visit with experienced AOs who have established effective and well-run systems and procedures.

The purpose and intention of Ms. Arie-Donch's leave was to study best practices in articulation and to strengthen articulation processes with increased articulated courses. Robin indicated her leave gave her time to digest information garnered from her visits with other AOs, which will ultimately benefit students. Questions answered included how to get more courses on IGETC for general education, why other community colleges have more articulated courses than we have, course-to-course articulation; what processes other AOs use to communicate with faculty, deans, the Curriculum Committee, and the Academic Senate to facilitate effective course development/course modification that enhances articulation opportunities; whom to contact, and what strategies other community college AOs use to maximize relationships and connections with AOs from the universities and four-year colleges. Since SCC has many articulation needs, Ms. Arie-Donch thought about what should be the most important priorities for her to focus on during the first year upon her return from sabbatical. Ms. Arie-Donch outlined some of her goals for her priorities: deadlines to get data in, organization, faculty training; identifying areas where articulation is lacking, prioritizing requests, and developing a collaborative process to work on articulation with the team players (Vice Presidents, deans, faculty, and Curriculum Committee).

Ms. Arie-Donch concluded by stating a strong articulation program will benefit our students by providing them with more and better transfer opportunities and smoother transitions from community college to the university.

Trustee Young inquired if we have courses that can be articulated without rewriting the courses. Ms. Arie-Donch responded by saying there are some and that it is just a question of getting them submitted. Some need only minor modifications. Ms. Arie-Donch stated her challenge is to get as many courses articulated as possible.

Superintendent/President Fisher stated that the District has needed someone in place to attend to our articulations needs for a long time and recapped how the position of Articulation Officer evolved through negotiating the job description position with the unions, conducting an open search, and finding a candidate who happened to have a leave scheduled who could use the time productively in preparing for the new assignment. President Fisher stated our students will benefit, and the institution will benefit, because of Robin's efforts as our new Articulation Officer. Students can go online to see the courses we have articulated before they take them. We are better organized for success now than we were three and one-half years ago. Superintendent/President Fisher stated he has every confidence that Robin will do an excellent job for us.

Board President McCaffrey thanked Ms. Arie-Donch on behalf of the Board for her presentation.

(b) Revenue and Expenditure Report for the Period Ending December 31, 2007

Vice President Mazie L. Brewington, Administrative and Business Services, presented to the Board as information the general fund revenue and expenses and fund balances as of December 31, 2007, highlighting the total federal income of the working budget to be \$1,637,864, or 6%; the total state income to be at 52%; total local income at 53%; total resources at 51%; and the total expenditures/reserves at 44% (as of the second quarter), with the working budget undesignated fund balance totaling \$1,683,738.00.

12. ANNOUNCEMENTS

There were no announcements.

13. ITEMS FROM THE BOARD

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

February 2008

21 – Participant in the Healthy Start Regional Training for the Bay Area which was state sponsored held at Y&H Soda Foundation in Moraga, California. Trustee Young stated she represented the North Vallejo Health Collaborative.

23 – 12th Annual Chinese Year Celebration and Scholarship Fundraiser, “Year of the Rat.” Trustee Claffey, Vice President Ubalde, and Student Trustee Nelson were also in attendance. The event was held at McCormack Hall-Vallejo Fairgrounds.

March 2008

04 – Ethnic Studies program which was held at Solano Community College. Chancellor Stan Arterberry of the West Valley-Mission Community College, former Superintendent/President of SCC and a friend, was the guest speaker. His speech was entitled *My Journey to the Presidency*.

05 – Attended, with two other members of the Steering Committee of the North Vallejo Health Collaborative (NVHC), the Children’s Alliance meeting which was held at the Joseph A. Nelson Community Center in Suisun City, California. As representatives of NVHC, the PowerPoint presentation to the Children’s Alliance consisted of giving the attendees an update, status report and discussion of the NVHC.

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

February 2008

23 – Math Educators of Solano County (MESC) Conference, sponsored by Solano Community College. Vice President Ubalde stated he was very impressed with the outstanding presentation given by Dr. Joseph Conrad.

23 – 12th Annual Chinese Year Celebration and Scholarship Fundraiser.

26 – ASSC Clock Dedication.

29 – District Budget Forum.

Board President McCaffrey recessed the regular meeting at 8:25 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 Discipline/Dismissal/Release
(No additional information required.)

Board President McCaffrey called the Closed Session to order at 8:38 p.m., and adjourned the Closed Session at 9:22 p.m.

15. RECONVENE REGULAR MEETING

Board President McCaffrey reconvened the regular meeting at 9:23 p.m.

16. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President McCaffrey reported that the Board held conference with Labor negotiator on CCA/CTA/NEA, CSEA, Operating Engineers-Local 39, and discussed public employee discipline/dismissal/release in Closed Session, and no action was taken.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:24 p.m., *in honor of Leah Campbell's retirement and dedication to Solano Community College.*

GFF:js

BOARD.MINUTES.03.05.08.FINAL

PHIL McCAFFREY, PRESIDENT

APPROVED

GERALD F. FISHER, SECRETARY

Actual Cost of Step Increases for Faculty from 2007-08 and 2008-09

The District's estimate of the cost of step and lane increases is \$282,979. When asked how the \$282,979 figure was calculated, the vague response was, "That was an estimate based on the information we had available."

This is simple calculation based upon readily available information.

Relevant Information That Provides a More Accurate Figure

- There are 171 permanent full time faculty, but 71 are on the top step for their column. Our FON will remain unchanged, and only 100 will get step increases.

▪ 100 step increases @ \$1,836	\$183,600
▪ <u>3 new longevity bonuses</u>	<u>\$ 4,500</u>
Estimated cost of step increases	\$188,100

- This number also looks like the more realistic calculation when compared to the \$180,584 cost the District shows between 2006-07 and 2007-08.

HOWEVER, omitted from the District's budget projections are the following critical mitigating factors:

- Average salary of 8 faculty known to retire or resign \$80,578
- Average salary of replacement (using this year's average) \$55,610
- Average savings per retirement or resignation \$24,968

The SAVINGS associated with replacing 8 retirees/resignations with an average new salary is \$199,744.

*Apply Basic Math Here: \$188,100 - \$199,744 = -\$11,644!

Conclusion: rather than the District's projected cost of step and lane increases for faculty \$282,979 a more realistic calculation shows a SAVINGS or DECREASE of \$11,644.

Note: We don't have the information available to analyze the cost of step-and lane increases for the other bargaining units, but since the estimated cost for faculty was shown to be \$282,979 and is realistically closer to ZERO, one suspects that the same holds true for the District's entire projected cost of step and lane increases of \$445,246.

The Moral of the Story? Flawed methodology leads to flawed information.