

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES  
March 19, 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 19, 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, Trustee Honeychurch 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  
A. Marie Young  
Lillian Nelson, Student Trustee  
Gerald F. Fisher, Secretary

Members Absent:

Stephen Murphy, J.D.

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

Ms. Genele Rhoads, Math Instructor and President of Math Educators of Solano County (MESC), commented to the Board on the success of the third MESC Conference that was held on campus on February 23, 2008. There were 47 participants, nine speakers and five committee members in attendance. The Math/Science Division contributed three talented speakers, with the keynote address given by Dr. Joe Conrad. Mr. Tom Grube presented *Baseball Statistics* and Biology Instructor Brad Paschal lead a workshop entitled *Slow Sinkers*. The Graphics Department provided duplication services and laminated math puzzles that served as placemats for the breakfast. The delicious breakfast was provided by Fresh 'n Natural and the Bookstore was very generous with multiple donations. Ms. Rhoads stated she hopes that the College believes this conference is a valuable way to welcome our community to the campus and to improve community relations, and that the District will continue to sponsor the conference in the future. If facility use fees were required, the conference would have been taken elsewhere. Ms. Rhoads displayed photos from the conference and thanked Dr. Ubalde for his attendance.

Ms. Sarah Donovan, Solano College Math Instructor, together with her two-year old son James, addressed the Board about the importance of health care to her and her colleagues at Solano College. Ms. Donovan commented how Solano has many faculty members with young families to whom health care is very important. Ms. Donovan stated that the faculty at Solano College love to teach, not because of large salaries or bonuses, but for the joy of teaching, and that there is the expectation that health care will be there to take care of them

Ms. Monica Brown, a local parent and educator, reported that her daughter received a letter from Solano Community College indicating she would not be eligible for an A.A. Degree due to the non acceptance of her A.P. (advanced placement) exam score for English. Ms. Brown asked the Board why she should promote A.P. classes in her high school where she teaches if they are not counted towards a degree at Solano Community College. Ms. Brown asked the College to look at her concern. Ms. Brown stated she attended the recent MESC Conference and enjoyed it very much.

Mr. Tom Grube, Solano College Math Instructor, began by commenting that the state suggests Community Colleges maintain a balance of 3%-5% of annual revenues. Our Board Policy is to maintain a balance of 5%, a reasonably safe cushion. Cushions were given to the Board members throughout Mr. Grube's comments symbolizing the College's 5%.

Instructor Grube reported that last year's ending balance (which became this year's beginning balance) was over \$5.8 million when last year's revenues were \$54.7 million. The reserve ending balance was more than double the 5% that Board Policy states should be maintained. The cushion has been more than doubled to 10.6%. Additionally, he said, we have heard that the District has set aside money now over \$1 million for future retiree benefits. We're still waiting

for the consultants to complete a study on the cost of the District's future health care benefits to retirees. This \$1 million is money set aside to offset future costs. When this amount is included, it appears the District began the year with a reserve balance of nearly 2.5 times the 5% guideline that the Board has set. When asked when and where the payment into a trust to help cover future retiree benefit costs appeared in the budget, we were told, "This is a part of the budget that you don't see." Mr. Grube commented he didn't know if there are other trusts or funds where the District has stashed away money that "we don't see as part of the budget."

Continuing, Instructor Grube said that year after year the District puts out a budget which shows that the reserves will decrease at the end of the next year. Year after year, the bottom line increases. Early budget projects show an 'expected' average decrease of \$1.1 million per year since 2003, yet the end of the year balance has actually increased an average of \$1.1 million per year since 2003. We, Mr. Grube said, (speaking on behalf of faculty and staff) are, therefore, hesitant to have much faith in this year's estimate that reserves will decrease \$850,000 this year.

The District spent a little over \$10.2 million on employee benefits last year. The District expects an increase of \$724,283 this year. Simple addition shows a projected cost of just under \$11 million this year. The budget shows nearly \$11.9 million for benefit costs. It appears that \$893,000 has been added to this line item in this year's budget.

The budget shows a budgeted increase of 12% for classified salaries, yet CSEA and Local 39 are told at the table that there is no money in the budget to give them salary increases. Does this 12% then represent a huge increase in the size of the classified staff--even more money spent on consultants--or yet another cushion?

At last month's budget forum, Mr. Grube stated those present were told that the increased costs to open the doors next year exceeded the undesignated fund balance by \$63,000. The undesignated fund balance was the amount left after the 5% target reserve balance and \$728,000 designated for other items was set aside. A figure amounting to \$445,000 of the increased cost was going to be due to the cost of step and lane increases. To imply that there is an increased cost to the District due to step and lane increases is to say that overall employees will be higher up on the existing salary schedule.

As CTA President Diane White pointed out at the last Board meeting, there is a cost savings to the District when an employee (almost always one at the top of the schedule) retires and is replaced by a less expensive new hire. One can't reasonably claim step-and-lane increases as a cost without considering the corresponding savings which will offset some, and perhaps even all of this cost. Why wasn't this cost savings included?

This year, the total increases due to step-and-lane for faculty who taught full-time at Solano last year and this year totals \$181,000. At last month's budget forum, those who attended saw a projection for next year that was more than \$100,000 higher. Mr. Grube stated that he asked at the negotiations table why this cost would increase 57%. We were told, he said, "This was the estimate we made based on the information available at the time." I attempted to calculate it and came up with a number pretty close to \$181,000.

Was my calculation perfect? Certainly it was not. While I'm serving as the union's financial consultant--I am not an accountant--I'm a Math teacher. You will hear in Closed Session that my analysis neglected step-and-lane increases for adjuncts, and included full-time step increases, but not the handful of expected column increases. I've shown how my estimate was calculated, exposing my work to scrutiny. We ask that in return the District show us how their estimate of \$283,000 was arrived at, instead of reciting "...based on the best information available at the time" mantra.

Yesterday, the College learned that apportionment from the state may be reduced 1.2%-1.5%. Using the 1.5% number, Solano's apportionment will be reduced \$682,510. A 1% reduction had already been built into the budget. This year's budget also contains a line item called "Reserve for Contingencies" of \$250,000. This line item hasn't existed in previous budgets. Perhaps there was enough cushion elsewhere to cover any contingencies. Together, these two cushions will cover all but \$17,000 of this surprise cut. Although a reduction in income is never welcome, this isn't a financial blow that we don't have plenty of cushions to absorb.

Yes, we've been receiving salary increases equal to COLA for the past few years, and yes the District has also absorbed the increases in health care costs, which have often exceeded the percent increase in salaries. However, the District has also seen increases in revenue, whether it was called equalization money, or a change in the way the state allocates funds to community colleges that have exceeded COLA. Receiving a raise equal to the increase in the cost of living isn't really a raise at all. Relative to the cost of living, our salaries have remained flat, while the District's bottom line has increased.

This year, the College's allocation from the state also is getting a bump of 4.53% due to an increase in the cost of living. Perhaps yesterday's news reduces that to 3%. During negotiations, we've been told that the District's negotiators have not been authorized to offer any salary increase because of a pending fiscal crisis next year. This fiscal crisis is quite contrived. The District has ample reserves to weather the changes in the state's funding stream that we may see next year.

A picture has been painted which portrays our very healthy financial picture in a negative light--a picture intended to convince employees and the Board of the need to reduce real compensation. Perhaps the Accreditation Team has also been convinced that the District is in poor financial health when frankly the bottom line is pretty healthy--all in an effort to continue to add to the financial cushion.

Corporations aspire to maximize profits for their shareholders. This College is not a corporation. We aspire to educate the citizens of Solano County. Fabricating a fiscal crisis to hold down wages works against this goal and makes it difficult to recruit and hold on to good employees. Mr. Grube asked the Board of Trustees to please demand some more realistic numbers, and to consider the District's financial health when giving direction to the District's negotiating team. Mr. Grube commented that he noticed no one chose to sit on all of their cushions.

Trustee Young requested that a copy of Mr. Grube's report be sent electronically to Superintendent/President Fisher for him to share with the Board of Trustees.

Ms. Mary Ellen Murphy, Chief Negotiator for CSEA, was recognized by the Board and talked about how presentation can color one's perception of information. Ms. Murphy stated she is a happy, positive kind of person and consciously chooses to see the glass half full. She said, I have never really paid much attention to census reports, warrant lists, budget reports, etc., so I have tended to believe what was reported during the last couple of years with regard to low enrollments and declining FTES. I thought based on the increased numbers of folks testing in my office that enrollment had increased.

Ms. Murphy shared with the Board FTES figures from the past as follows:

SOLANO COMMUNITY COLLEGE FTES  
1995 – 1996 = 6296 FTES  
2006 – 2007 = 8810 FTES  
Increase of 2514 FTES or +39.93%

Ms. Murphy stated, "This is an amazing accomplishment, especially given the tumultuous, revolving door atmosphere, construction, moves, etc., during the past few years." What has remained constant, during these difficult and challenging times sits right here before you--your CSEA, Local 39 and faculty employees. We arrive on campus day in and day out, doing the business of working with students to ensure they are properly enrolled, provided appropriate services and educated. In President Fisher's own words, the staff and faculty are the best resource of Solano Community College. I agree with that statement and I think it's time we rewarded them for that good work.

Secondly, I think it is necessary to take a more in-depth look at the budget. What I learned in my 11 years as the budget manager for a medium-sized nonprofit agency in Solano County is this: it's not that the money isn't there, it's how you choose to spend the money you have. For example, from July 1, 1985 through January 2004, Solano College spent a grand total of \$521,322 on attorney fees (this figure does not include work done on the Bond by this particular law firm). That's an average of approximately \$26,000 per year. From June 2004 to January 2008, we have spent \$1,154,000 on attorney fees. In the first half of this fiscal year alone, we have already spent \$223,491 on attorney fees (not including work done on the Bond). We are on track to spend \$500,000 this year alone. That represents a 1,823% increase. So I ask, is this really necessary? I'm sure some is reasonable. Do we really need to continue using a law firm based in San Diego, hand picked by our former President with all the additional travel expenses? We have two distinguished members of the Bar on our Board of Trustees and I'm sure they must believe that there is a local firm that would serve our needs just as well. For \$500,000, we could probably hire our own in-house attorney. This is the first time in the history of negotiations for CSEA and Local 39 that we have had an attorney at the table.

Ms. Murphy suggested that the Board consider looking at the budget a little more closely for areas where we may consider saving money.

Trustee Young requested that a copy of Ms. Murphy's report be sent electronically to Superintendent/President Fisher for him to share with the Board of Trustees.

CTA President Diane White addressed an issue that has been of considerable and long-standing concern to not only members of CTA, but also to the members of the other two units. This issue pertains to the District's over-reliance on consultants. Because the District's representatives have repeatedly stated or implied that the College's financial future is in peril, a quick analysis of spending habits might be in order. Ms. White said that a brief look at the District's checkbook register makes her constituents wonder if there is in fact any looming financial crisis since there seems to be plenty of money for consultants for nearly everything imaginable, or if it is simply a case of misplaced priorities.

A handout was distributed to the Board identifying vendor consultants and the amounts paid for these groups between July 1, 2006 – June 30, 2007 (\$407,460); and July 1, 2007 - January 31, 2008 (\$388,403); totaling \$795,863 for one and one-half fiscal years, which should not be construed as more important than health care. Vendors included Barbara Gross (Fiscal Services cash reconciliation); Dr. Andreea Serban, (Accreditation); ELS Group (Interim Fiscal Services Director); Express Personnel (temporary services rendered in Fiscal Services); Leadership Resource Solutions (Consultant); Professional Personnel Leasing (Dr. Hogue - fee for interim position); Rich Consultants (Consultant - Health Benefits); Zampi and Associates, Zelinski Public Relations (Consultant); and Erin Means-Reynoso (Consulting services to complete policies).

Ms. White made the following observations about the handout. At the half way point of this fiscal year, the District has already spent nearly the same amount of money on consultants as it did the entire previous year. The question was raised as to how much of this represents jobs that can be or should be performed in house. Ms. White asked, "Have management jobs been sub-contracted out to consultants? If so, why in a period of supposed financial peril do we simply continue with this pattern?"

Ms. White asked how many consultants are actually needed in Fiscal Services. With the number we have employed, "why are reliable numbers not at the negotiating table"? It is understood that the District attorney helped put together some of the numbers presented at the negotiating table and asked if this was money well spent.

Like all public institutions, the bulk of money that is spent is on personnel—salary and health and welfare benefits, and that is to be expected. But when you are in horrible financial straits, and you've been led to believe you are, why is there no belt-tightening where non-employee costs are concerned? We're supposed to do without so that outsiders can have their quality of life improved? If we all have to choose between desperately needed salary increases and quality health care OR hiring more consultants, the answer is obvious – spend it on the people who have been keeping this institution together and give pink slips to those who simply see this place as an institution with an open checkbook and an unfortunate addiction to consultants. Ms. White concluded by stating, "There is always some sort of justification or an excuse for everything, but in tough financial times, which we've been led to believe abound, then these kinds of costs are simply unconscionable."

Trustee Young requested that a copy of Ms. White's report be sent electronically to Superintendent/President Fisher for him to share with the Board of Trustees.

Board President McCaffrey thanked all of the speakers for the information that was shared with the Board.

6. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Mr. Alexander Rodriguez, ASSC Governing Board Representative (Business Major), reported that:

--with the state facing a \$14.5 billion shortfall, the Community College League of California is sponsoring an event known as "Capitol Days" on Tuesday, April 15, 2008. The League would like each community college to form a "district advocacy team" consisting of a Governing Board Trustee, two students, a faculty representative, and an administrator. The "Capitol Days" will begin with a morning briefing on community college budget issues, an opportunity to hear from key budget consultants and advisors in the Legislature/Administration, and conclude with meetings with our Solano legislators to share concerns regarding the community college budget. This is an opportunity for community college leaders to participate in intense lobbying efforts focused on legislators who most influence the community college budget. This year, an ongoing and visible presence at the Capitol is essential to ensure that the impact of the proposed mid-year cuts and budget year proposals is widely understood. This year more than ever, community colleges must present a unified and compelling message to the public and policy leaders about the need to provide California's community colleges with sufficient resources to ensure student access to a high quality, higher education.

Board President McCaffrey volunteered to be a part of the District Advocacy Team and Vice President Ubalde volunteered to be his alternate.

(b) Academic Senate

Academic Senate President Gail Kropp reported that:

--on Monday, March 17, 2008, the Senate meeting was devoted primarily to the Senate's role in the preparation of the College's Mid-term Report, due to our accrediting body next fall. After hearing reports from Curriculum Chair Erin Farmer and from Senators Florence, Fuller, and Nagle, who are planning the Faculty Tenure Tea in April, the Senate turned their attention to the Mid-term Report.

Before the meeting, Senators had received and reviewed four documents prepared by Rob Simas, Director of Research and Planning, which listed the Standards language, the visiting team's recommendations, and the planning agenda items from our Self Study. In addition, they reviewed a document from the ACCJC Web site entitled, Preparation of the Mid-term Report. Discussion began with a brief Accreditation Quiz in which Senators were asked to name the due

date for the Mid-term Report, identify the three items the report must address, explain the difference between a recommendation and a planning agenda item, list how many recommendations and planning agenda items Solano College must address in its Mid-term Report, etc. The quiz helped demonstrate the scope and time constraints in the task before the Senate, and Senators agreed that in the interest of efficiency of operations they would serve, in effect, as the faculty accreditation steering committee, devoting the major portion of the remaining Senate meetings to organizing a plan of attack and timeline for completing the research, evidence gathering, and unfinished work necessary to write the report. The Senate began with Standard II, the largest and most comprehensive of the Standards, and for each recommendation or planning agenda item in that Standard, identified a faculty member or group who is either responsible for the task listed or has direct knowledge of the area involved. Ms. Kropp stated, for example, planning agenda items involving the Transfer Center will be directed to Transfer Counselor Barbara Pavão, SLOs and Assessment to LOAC Tracy Schneider, and/or the appropriate Trainer(s), etc. The Senate tasked Ms. Kropp with writing an e-mail to the faculty members so identified informing them of the tasks they are being asked to complete or evidence. That e-mail will go out soon. The Senate's goal is to assemble the information, narratives, and evidence needed to write the report by May 15, 2008.

The meeting concluded with two action items, i.e., approval of expenditures not to exceed \$75 for the Tenure Tea, and approval of catalog modification language regarding our Liberal Arts Degrees. Both items were approved.

Superintendent/President Fisher thanked Senate President Kropp for moving ahead on the important task of accreditation that will benefit the institution.

(c) Shared Governance Council

Dr. Richard Christensen, Director of Human Resources, reported that the Shared Governance Council met on March 12, 2008, and discussed the Animals on Campus Policy No. 1080. Dr. Richard Christensen reported that he met with the subcommittee on Friday, March 7, 2008, and discussed Policy No. 1080. The subcommittee agreed to allow the public to use the perimeter road as well as the grass area that borders Suisun Valley Road in front of Buildings 500 and 600 if animals are picked up after and leashed. Animals inside the campus perimeter would not be allowed unless they are guide or service animals. The council members were in agreement to add language that conforms to the current California Vehicle Code.

Trustee Young asked when the Animals on Campus Policy would be returning to the Board for approval. Superintendent Fisher advised it will be discussed again at the next Shared Governance Council meeting scheduled April 9, 2008. If the policy passes the Shared Governance Council, it will be presented to the Board for approval at the April 16, 2008, meeting.

(d) Superintendent

Superintendent Gerald F. Fisher reported that:



--at approximately 10:00 a.m., on Monday, March 17, 2008, a man was sighted with an object that appeared to be a gun in the Library Building on the Fairfield campus. Superintendent Fisher outlined the timeline of events that took place on campus. The Solano College Police Department and County Sheriff's Office responded immediately and the suspect was quickly apprehended. On the advice of law enforcement, there was no need to implement our lock down procedure due to the rapid apprehension of the suspect. Mr. Ross Beck, Director of Public Relations, Marketing and Communications, was available to assist in dealing with the media.

--on behalf of Access Adventure, Director Michael Muir thanked our SCC Men's Water Polo Team for volunteering to help with their work at the Rush Ranch (off Grizzly Road in Solano County). Access Adventure is a program of outdoor recreation for people with disabilities. They are a part of the Solano Land Trust. A grant from the Syar Foundation is funding the rebuilding of all the corrals and the historic stable at the Rush Ranch. Our Water Polo team was a big help in moving this project forward. In 2007, more than 1,300 youth ages 13 to 18 participated with Access Adventure. Mr. Muir is delighted with the association they have with our fine Adapted P.E. Department at SCC and looks forward to a continued active role by SCC in supporting their worthy program.

--a Relay for Life is planned on July 19, and 20, 2008. Relay for Life brings together more than 3.5 million people each year to celebrate the lives of those who have battled cancer, remember loved ones lost, and empowers individuals and communities to fight back against the disease. The campus community is invited to join the Solano Community College Team to *Celebrate, Fight Back and Remember*. Christie Speck and Sabrina Drake from our Children's Programs are organizing a SCC Relay for Life Team. Questions may be directed to Sabrina at ext. 4639.

--the County of Solano has awarded a three-year contract to the Solano Economic Development Corporation to create and annually update the first Solano County Index of Economic and Community Progress as well as conduct the in-depth profile of five Key Industry Clusters. The Index and Clusters, which target innovation and opportunities, will create a foundation of baseline information that better positions Solano County communities to attract new growth businesses and industries. "This is a tremendous step forward in Solano County's collaborative effort to assist local communities and businesses in creating a baseline of data that will make future economic development decision making easier," said Scott Reynolds, Solano EDC Chairman. Solano EDC is currently in its 25<sup>th</sup> year. It is a partnership between private and public sectors, and all of the county's cities are members. The Solano EDC's mission is to enhance the economic vitality and quality of life of Solano.

--Community Colleges across California learned late last week of a statewide cut of \$84.4 million that has left community college officials scrambling to balance their budgets, with only three months left in the fiscal year. The cut reduces general support by \$72 per full-time student, or about 1.5% of the colleges' general per student funding. The estimated District impact of this cut amounts to \$682,510.

--in an article from the *San Francisco Chronicle* dated March 10, 2008, it was reported that California's 109 community colleges are joining the search for large donations from businesses,

foundations and alumni—green pastures that used to be grazed almost exclusively by the state’s public and private universities. The Foundation for CCC has hired a trained fundraising staff and will kick off a \$100 million campaign soon to build a scholarship endowment for community colleges. It’s a new approach for the state’s local colleges—the first coordinated fundraising effort by two-year institutions in California.

--the Solano Speech and Debate Team took 4<sup>th</sup> place this past weekend at the California Community College Speech and Debate State Championship Tournament. There were some 33 community colleges competing at the tournament, and the three colleges that finished ahead of Solano (Moorpark, Orange Coast and L.A. Valley) had twice as many students. The final tournament for Solano will be the Phi Rho Pi National Speech and Debate Tournament in Chicago, Illinois, the week of April 14-20, 2008. Congratulations were extended to four of the eight students from Solano who were the best in the state in their events: Jessica DeBolt, Communication Analysis; Zack Poff, Persuasive Speaking; Michael Holmes, Oral Interpretation; and Mark Lalan, Extemporaneous Speaking.

--the campus will be closed for spring break from March 24 – March 28, 2008, for employees. There will be no classes on Sunday, March 23 or Saturday, March 29. Sunday classes will resume March 30.

--the most current information on our recruitment efforts was provided to the Board members.

- *Bond Update*

Ron Richards, Kitchell CEM, reported that:

#### Vacaville Center

--the Bid phase for the Vacaville Center is moving forward. The current schedule of events is as follows:

- Advertisement for bids has occurred.
- Bid walk - Wednesday, March 26, 2008.
- Bids due - Currently set for April 11, 2008.
- It is anticipated that the low responsive bid will go before the Board for approval on May 7, 2008.
- Start of Construction - Early June 2008.

#### The Sports Fields Renovation Project

--it is anticipated to have a notice to proceed issued on Monday, March 24, 2008. The low bidder on the project, Valley Crest Landscape Development, was in fact the low responsive bidder, and the recommendation for award of the contract is on the agenda for approval.

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

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of March 5, 2008

Human Resources

- (b) Employment – 2007-08; Gratuitous Service; Probationary Release; Resignation

Administrative and Business Services

- (c) Warrant Listings
- (d) Final Acceptance and Notice of Completion for J.W. & Sons, Inc., Bid No. 06-004
- (e) Construction Change Order No. 16 Approval for W.A. Thomas Co., Inc. – Bid No. 06-005

Trustee Claffey requested removal of item 7.(c) Warrant Listings, and asked for clarification of page 1 (Vendor Number 112349) Payee Charles Kimball, in the amount of \$1,122.

Moved by Vice President Ubalde and seconded by Trustee Young for approval of the Consent Agenda with the removal of item 7.(c). The motion passed unanimously.

8. ITEMS REMOVED FROM CONSENT AGENDA

Susan Rinne, Interim Director of Fiscal Services, reported that the expenditure to Mr. Charles Kimball in the amount of \$1,122 was a Medicare reimbursement.

Moved by Trustee Honeychurch and seconded by Trustee Keith for approval of the Warrant Listings, formerly 7.(c). The motion passed unanimously.

9. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Administrative and Business Services

- (a) Bid #08-004, Authorization to Award Contract to Walsh Electronics Systems Technology for the Vallejo Center Security System Project

Mr. Frank Kitchen, Director of Facilities, presented Bid #08-004, authorization to award contract to Walsh Electronics Systems Technology for the Vallejo Center security system project for a total base bid amount of \$109,115.

Director Kitchen stated that normally security is placed in design in the beginning phase of the project, which is being done for the Vacaville Center. Superintendent/President Fisher reported that the District was asked to have a security standard prior to Director Kitchen's arrival on campus, and in the transition we did not have that standard. We have moved ahead on schedule for the building, and in the meantime are in the process of developing a standard for the District. That standard will be built into the Vacaville Center project.

Moved by Vice President Ubalde and seconded by Trustee Keith to award the installation of a comprehensive security system for the Vallejo Center to Walsh Electronics Systems Technology for the total base bid amount of \$109,115, and that (1) any nonconformity in the bid constitutes a minor irregularity which is not a material mistake and does not impact the time, price or quality of the work supplied, and (2) that the District waives any and all irregularities in the bid, including, but not limited to, any failure by Walsh to submit the Form 313 (Bidder's Information Sheet). The motion passed unanimously.

(b) Bid #08-006, Authorization to Award Contract to Valley Crest Landscape Development, Inc., for the Athletic Field Renovations Project

Mr. Frank Kitchen, Director of Facilities, presented Bid #08-006, authorization to award contract to Valley Crest Landscape Development, Inc., the low responsive bidder, in the amount of \$3,546,000, including bid alternate items #1 through #21. This project involves the demolition, renovation and construction of the current Athletic Fields (including baseball, Softball, Soccer and practice Football fields).

Moved by Trustee Keith and seconded by Trustee Young to approve Bid #08-006 and award the contract to Valley Crest Landscape Development, Inc., for the athletic field renovations project in the amount of \$3,546,000. The motion passed unanimously.

Academic Affairs

(c) Children's Programs Facilities Renovation and Repair Contract – CRPM-7076

Dean Leslie Rota introduced Christie Speck, our new Director of the Children's Programs, who is also heading up the Solano College Relay for Life Team. Ms. Speck addressed the Board and stated she was thrilled to be at Solano College working on behalf of children in a beautiful facility.

Ms. Speck presented the Children's Programs Facilities Renovation and Repair Contract, CRPM-7076, in the amount of \$14,800 for facility renovations and repairs from the fiscal year 2007-2008 Budget Act. The contract performance period is December 15, 2007 – June 30, 2010. The funding will assist the program with efforts to maintain a healthy, safe and accessible environment for the children.

Moved by Trustee Young and seconded by Trustee Keith for approval of Children's Programs Facilities Renovation and Repair Contract, CRPM-7076, in the amount of \$14,800, and resolution for the Governing Board to enter into this transaction with the California Department

of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for fiscal years 2007/2008-2009/2010. The motion passed unanimously with the roll call vote as follows:

STUDENT TRUSTEE ADVISORY VOTE – Lillian Nelson concurred.

AYES – Trustee Honeychurch, Trustee Keith, Vice President Ubalde, Trustee Young, Trustee Claffey, and President McCaffrey

NOES – None

ABSENT – Trustee Murphy

10. INFORMATION ITEMS – NO ACTION REQUIRED

(a) First Reading of New Student Services Policy 5055, Series 5000

Dr. Lisa J. Waits, Vice President of Student Services, presented as information the first reading of a new Student Services Policy – Enrollment Priorities - No. 5055, which authorizes the District to implement existing procedures.

This item will return to the Board for action at the April 16, 2008, meeting.

(b) First Reading of Revisions to Human Resources Policies, Series 4000

Dr. Richard Christensen, Director of Human Resources, presented as information the revisions to Human Resources Policies, Series 4000, No. 4300 Drug-Free Workplace (revised); No. 4310 Americans with Disabilities (revised); No. 4420 Extended Day and Summer School Employment (revised); No. 4430 Termination of Temporary Employees (revised); No. 4440 Student Intern Instructors/Counselors (revised); No. 4530 Re-Employment (revised); No. 4540 Sabbatical Leaves (deleted); No. 4700 The Classified Service (deleted); No. 4730 Compensation and Related Benefits (deleted); No. 4740 Leaves (deleted); No. 4750 Vacation and Holidays (deleted); No. 4760 Layoff of Employees (deleted); No. 4770 (revised by name of District only); No. 4775 Discipline and Dismissal – Academic Employees (new); and No. 4790 Whistleblower Protection (new).

Trustee Honeychurch asked if the District anticipates enforcement of Policy No. 4300 by testing CSEA and CTA members. Dr. Christensen responded by saying that the League has recommended this language. For example, if we had busses, the Department of Transportation would require drug testing and we would then need to enforce this policy. Currently we do not have occupations on campus that would require us to do drug testing. Dr. Christensen also stated that this is not the first step to potential drug testing.

This item will return to the Board for action at the April 16, 2008, meeting.

11. ANNOUNCEMENTS

There were no announcements.

12. ITEMS FROM THE BOARD

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

March 2008

**06**—The Ethnic Studies presentation by Dr. Karen McCord, Professor of Psychology, who spoke on *Peace, Non-Violence and Civil Rights*.

**12**—As a member of the Steering Committee for the North Vallejo Health Collaborative, participated in their second Healthy Start Retreat which was held at the United Way office in Vallejo.

**15**—Attended the Vallejo Symphony Association 18<sup>th</sup> Annual Auction which was held at the USA World Classics Event Center.

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

March 2008

**13**—Attended a Filipino American Chamber Mixer.

**17**—Attended the Solano College Health Care Committee meeting.

***Trustee Keith reported that this is the 5<sup>th</sup> Anniversary of the War in Iraq and offered the Board meeting to be in memory of almost 4,000 Americans who have died in this war, the almost 30,000 Americans who have been physically damaged, the conservative 100,000 Iraqis who have died, and the alumni from Solano College who have been lost.***

Trustee Honeychurch stated to the constituent groups that spoke that it is important to note that it is unfortunate that the negotiations have become an “us against them.” Trustee Honeychurch said we are for teachers and staff. We definitely, together, want the best for faculty, staff and the institution, but at the same time stated we have fiscal responsibilities. Trustee Honeychurch cited the Vallejo Unified School District and City of Vallejo as examples where Boards have mismanaged their responsibilities, and as a result from administration, caused bankruptcies. On health care issues, employees have to begin to assume some responsibility for health care. We can’t have all costs born by the institution. He reiterated, “It isn’t us again you. We all want an education for students who attend this school.”

Trustee Honeychurch announced that he attended a countywide Arts Fundraiser at Rancho Solano.

Board President McCaffrey recessed the regular meeting at 8:36 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) Public Employee Discipline/Dismissal/Release  
(No additional information required.)

Board President McCaffrey called the Closed Session to order at 8:42 p.m., and adjourned the Closed Session at 9:17 p.m.

14. RECONVENE REGULAR MEETING

Board President McCaffrey reconvened the regular meeting at 9:18 p.m.

15. 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.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:19 p.m.

GFF:js

BOARD.MINUTES.03.19.08.FINAL

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PHIL McCAFFREY, PRESIDENT

APPROVED

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GERALD F. FISHER, SECRETARY