

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES
April 16, 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, April 16, 2008, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, California 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 Claffey 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
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 Vice President Ubalde and seconded by Trustee Keith for approval of the agenda.
The motion passed unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

There were no comments from the public.

6. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Mr. Harjot Sandhu, ASSC President, reported that:

--earlier in the day, students, along with Professor Ellen Faden, took part in a national Lie-In Movement to commemorate the one-year anniversary of the Virginia Tech shootings. ASSC President Sandhu stated the orange and maroon ribbon he was wearing was actually made by Virginia Tech students for the gathering held today. Thirty-two (32) Solano College students, in memory of the 32 Virginia Tech victims, each received a ribbon while the names of fallen students were read. The participating students wore black from head to toe, along with the Brady Campaign tee-shirts, and after receiving the ribbon laid down around the Peace Pole located on the south side of the 1400 Student Union Building, east of the College clock. Once all the names were read, the students still lying around the Peace Pole observed three minutes of silence while local newspaper reporters took pictures.

--on Monday, April 21, 2008, ASSC will join students all across the state to converge on the State Capitol to hold a rally in response to the proposed budget cuts to higher education. The chosen date is about three weeks before the Governor is scheduled to submit his May Revise for consideration by the Legislature. The Governor, the Legislature, government, business, labor, and community leaders need to know that education is a priority and that we are ready to organize, mobilize, and turn out en masse across the state. This is a joint march with students participating from the Universities of California, California State Universities, and California Community Colleges. ASSC students participating in "The March for Higher Education" will depart from Raley Field and meet on the north steps of the Capitol for a day-long event beginning at 8 a.m.

--the ASSC ratified the 2008-2009 Election Results on Tuesday, April 15. Winners included Legislative Advocate, Mark Rogers; Student Trustee, David Brannen; Vice President, Camilla Casey; and Lillian Nelson, President.

--the ASSC is looking forward to a fun week of Solano Daze. Activities include bake sales, tug-of-rope contests, multicultural foods, and a talent show on Thursday.

--the Student Senate took action on the following funding requests:

- \$182 to the administrative assistants to purchase orchid plants for their luncheon in honor of Administrative Professionals' Week
- \$275 to the Inter-Varsity Christian Fellowship Club for a conference they recently attended.
- \$500 to the Physical Education and Athletics Division to purchase submersible teaching stands to help students with disabilities.
- \$1,000 to the Dance Production to help support students who have out-of-pocket expenses.
- \$2,000 for next year's Ambassador Program that leads campus tours and arranges for outreach events, such as the opening of the Vallejo Center.
- \$2,500 to the Solano Theater to assist in the purchase of a high-quality projector and wide angle lens.
- \$2,500 for the Peace Club to send students to a Peace Conference in Los Angeles in the fall.

(b) Academic Senate

Academic Senate President Gail Kropp reported that:

--the Senate met on April 7, 2008. After hearing and reviewing reports from the Senate President, Curriculum and Distance Education Chairs, the Senate continued their discussion of the Academic Senate's role in the preparation of the College's Accreditation Mid-term Report. Ms. Kropp stated she shared with the Senators an e-mail she sent to faculty that identified the "serious and compelling role" of the Senate in the Mid-term Report, as well as the list of the recommendations and planning agenda items for seeking evidence or completion of a task. She then reported to the Senators on the progress made since sending the e-mail, and acknowledged Tracy Schneider, Learning Outcomes and Assessment Coordinator, who wrote a comprehensive update on SLOs development and assessment. President Kropp reported that she met with Dr. Robin Steinback, Vice President of Academic Affairs and Accreditation Liaison Officer, to discuss the timeline of the report and strategies for broadening the dialogue and participation in the data-gathering for the report, to include all the shared governance constituencies: ASSC, CSEA, Operating Engineers, Local 39; and management. During the meeting, the Senators worked on Standard IV, Leadership and Governance, and as was done with Standard II in the March 17 meeting, identified a faculty member or group who is either responsible for the task listed or has direct knowledge of the area involved in the recommendations and planning agenda items related to this standard. With the help of Dr. Lisa Waits, Vice President of Student Services, and Dr. Steinback, members of administration and staff were identified with knowledge and/or responsibilities in these areas.

--the Senate discussed the preparations for the 2007-08 graduation, distinguished faculty awards, Senate election, and the on-going saga of faculty staff development funds.

Academic Senate President Kropp thanked Vice President Ubalde for attending the third Annual Newly-Tenured Faculty Tea held on Friday, April 11, 2008, in the SCC Library.

(c) Shared Governance Council

There was no report from the Shared Governance Council. The meeting scheduled April 9, 2008, was cancelled due to lack of quorum. No business was conducted.

(d) Superintendent

Superintendent Gerald Fisher introduced Dr. Shirley Lewis, Director of Student Development, who made a special presentation to two outstanding students, Student Trustee Lillian Nelson and ASSC President Harjot Sandhu.

Dr. Lewis reported that the purpose of the Phi Theta Kappa All-California Academic Team is to provide recognition at the state level for top community college students. This year, two Solano Community College students were among the 77 students representing colleges throughout the state of California.

On March 27, 2008, the Community College League of California sponsored an award ceremony at the State Capitol recognizing their accomplishments. The students were recognized on the floor of the State Assembly and State Senate, as well as by Assemblyperson Noreen Evans. The Community College League awarded cash stipends to the students.

Grades, leadership, and community service determine selection to the All-California Academic Team members. The selection for the All-California Academic Team was determined by the scores nominees received from judges at the national level, selecting winners for the national All-USA Academic Team by Phi Theta Kappa, the American Association of Community Colleges, and *USA Today*.

Dr. Lewis was pleased to announce that Harjot Sandhu and Lillian Nelson are some of the best of the 2.6 million students enrolled in California's 109 community colleges. Superintendent Fisher joined Dr. Lewis at the podium to recognize the scholarly achievements and community service accomplishments of these two outstanding Solano students and presented them with an All-State Team medallion and a certificate of recognition from Senator Michael Machado.

A round of applause from the audience was extended to Harjot and Lillian for their exceptional achievements.

Superintendent Gerald F. Fisher reported that:

--he was privileged to welcome those who participated in a Peace Vigil on April 3, 2008, on the campus quad located near the Student Union Building 1400. On Saturday, April 5, the Solano College Peace Club hosted a Peace Summit. This public event included a Peace Walk-a-Thon and 5K, 10K Fun Run, and was held in partnership with PeaceJam Solano. The SCC Peace Summit brings together people from throughout Solano County and surrounding communities to focus on peace strategies. The conference included a display of peace projects, a panel discussion, and a memory project. A display of boots and shoes in the shape of a triangle on the lawn outside the Student Union Building served as a way for community members to commemorate loved ones who lost their lives because of violence. The program included

survivors of violence and family members of individuals lost to violence and focused on alternative ways to deal with conflict. Congratulations were extended to Dr. Karen McCord, SCC Peace Club Advisor and Coordinator, for her efforts in helping promote local and global peace and understanding, together with Dr. Ella Tolliver, Co-Chair of the Peace Vigil.

Superintendent Fisher was pleased to report that Dr. Karen McCord has been honored with selection to the U.S. Institute of Peace Seminar in Washington, D.C., scheduled May 28 – June 1, 2008.

--on Monday, April 21, 2008, students supporting all three systems of higher education will be holding marches and rallies throughout the state in support of community college funding. On Wednesday, April 23, the Assembly Budget Subcommittee #2 on Education Finance will be holding a hearing in Sacramento. If cuts are enacted, 50,000 prospective community college students statewide may be turned away. Superintendent Fisher reported that many districts are curtailing their summer schedules. Solano College is fortunate to be able to continue supporting students with a full schedule of classes this summer.

--the Legislative Analyst Office (LAO) released an analysis of the Governor's 2008-09 proposed budget on February 20 and projected a larger deficit--\$16 billion vs. the Governor's \$14.5 billion at the conclusion of the 2008-09 fiscal year absent corrective action. Those figures were substantially reduced when the Legislature and Governor took immediate action to reduce current year expenditures, and the state deficit is now pegged at \$8 billion. While the budget deficit was halved, the continued economic slowdown, driven primarily by the downturn in the housing sector and rising energy prices, have driven down consumer spending and state tax collections signaling the possibility the \$8 billion deficit figure may increase. The next estimate will occur with the May Revise, and until then the LAO has outlined a complex set of recommendations, including a comprehensive "alternative budget" to the one proposed by the Governor.

The LAO "alternative budget" includes a detailed current year and budget year Proposition 98 recommendation, which still results in "suspension" for 2008-09. However, under the LAO plan, the "suspension" would be \$800 million vs. the Governor's proposed \$4 billion suspension. The LAO Proposition 98 plan is premised on reducing the current year Proposition 98 guarantee to the minimum level in the current year; however, this recommendation was flatly rejected by the Legislature during the special session.

--the Student Health Center is sponsoring "The Clothesline Project" at the main campus on Wednesday, April 23, 2008, from 10:00 a.m. to noon in the Lobby of the 1400 Building. The Clothesline Project was started on Cape Cod, Massachusetts, in 1990 to address the issue of violence against women. It is a vehicle for affected women to express their emotions by decorating a shirt to hang on a clothesline to be viewed by others as testimony to the problem of violence against women. The Clothesline Project honors women survivors, as well as victims of violence. Any woman who has experienced such violence at any time in her life is encouraged to come forward and design a shirt.

--four *Tempest* staff members were among the more than 500 delegates who attended the state convention of the Journalism Association of Community Colleges (JACC) in Los Angeles last

weekend. The keynote speaker was Russ Stanton, the new editor of the *Los Angeles Times* and a former staff member of the College of the Sequoias newspaper. *The Tempest* won three awards in the mail-in competition of articles published in the fall semester: Audrick Bituin won fourth place for critical review; Peter Fournier won an honorable mention for sports game story; and Lance Park won an honorable mention for opinion story. “Competition is very stiff at the state level and is often dominated by large Southern California schools. This is a respectable showing for our staff, and I hope the campus will be proud of our students,” said Mary Mazzocco, Journalism Instructor. Superintendent Fisher recognized the Journalism 1 class in the audience and extended congratulations to Mary Mazzocco and students on their accomplishments.

--a meeting with the Vice President of Academic Affairs and the Dean of the Career Technical Education Division is scheduled April 22, 2008, to outline the business discussion points that will be necessary for discussion in a partnership between the city of Vacaville Fire Department and Solano Community College for a joint-use academy. Superintendent Fisher reported that he has also contacted a firm (CCS Group) that has experience in joint-use projects on community college campuses and will meet with them on April 25.

--a joint project of the California History-Social Science Project at U.C. Davis and the Solano County Office of Education, with the participation of the SCC History Department, was funded for the full amount of the proposal (\$1 million over three years). The Teaching American History (TAH) Grant makes possible an academic partnership between university faculty, community college faculty, and Solano County school teachers bringing excellent professional development in American History for 8th and 11th grade History teachers in Solano County schools.

Over the course of the project, SCC History faculty will be leading some activities and learning sessions for Solano County schools. SCC History faculty will receive stipends when presenting to teachers in project activities. Special thanks were extended to the History faculty, and in particular, Dale Crandall-Bear, who has worked with the California History-Social Science Project on past projects and developed the ties with the History Project and the Solano County Office of Education that resulted in Solano Community College’s participation in this TAH Grant.

The Program Coordinator, Ms. Stacey-Greer-Crabtree, has requested that SCC be the site for the program’s kick-off activity scheduled August 5 – 7, 2008.

--a Banner behind-the-scenes systems test is currently underway. It began yesterday, and will continue today and tomorrow, with participation by administration, categorical program managers, staff, and some students. The expectation is that we will be ready for summer registration on May 5, 2008. Faculty will begin their Banner training opportunity for retrieving rosters, adding and dropping students, etc., beginning April 22, through the end of the semester for the summer session.

--a reception will be held in the SCC Library on April 18, 2008, 3:00 – 4:30 p.m., for the student art exhibit TERRA FIRMA: The Aesthetic Terrain. Viewing of the art exhibit began April 1 and will continue through May 13, 2008, in the Library.

Superintendent Fisher concluded his report by introducing Mr. Ross Beck, Director of Public Relations, Marketing and Communications, who presented the changes that will soon appear on the College Web site.

Mr. Beck reported that the College's Web site is a vital communication link with prospective and current students, faculty and staff, alumni, and the general public. The nature of Web sites as a communication medium is that they should be current, dynamic, and personalized to specific audiences. This means that our Web site should be constantly evolving and changing to meet the needs of students and our programs.

Mr. Beck visually pointed out the changes that are coming to the Web site to the Board members. The goals of this initial redesign, that only cover the home page, are:

- Increase enrollment by targeting specific student audiences: become a student, current student, online, and Center users.
- Increase awareness of our three convenient Centers.
- Increase outreach to the Latino population--an *Educational Master Plan* target audience.
- Increase visits with a new look and feel, current photographs, and focus on news and events.
- Increase awareness of MySolano Web portal going live in May.
- Branding SCC with consistent use of logo and tag lines.

Future Web site updates will address:

- Increased currency of information by direct department updating with a Content Management System.
- Increase enrollment through multi-generational marketing.
- Increase visits with greater use of photography, links to College newspaper, art gallery, and other SCC activities.
- Redesign of general Web pages.

Trustee Murphy commented that he thinks the new Web site looks fantastic, and that he was happy to see the conversations from the April 2007 Board Retreat come to light.

Vice President Field responded to Vice President Ubalde's inquiry about the idea of MySolano, which is a common standard that many colleges and universities use to access information.

Superintendent Fisher commented on the Summer 2008 Schedule of Classes, commending Mr. Beck on an excellent publication in his first 90 days with Solano. It has a refreshing new look and is very student (people) friendly. It should be arriving in homes and offices soon.

- ***Bond Update***

Ron Richards, Kitchell CEM, reported that:

--the Governing Board Bond Update for the Measure G Bond Program has been completed and was shared with the Board members under separate cover. Total expenses reported to date are \$71,605,045. This is approximately 53% of actual reported revenues for Measure G. Over the next month, the Measure G Bond Program will be going through a review and “re-benching” of budgets. We will be looking at the current budgets for completed and closed projects, projects that are in the process of closing out, and projects that have already bid and are under construction. We will re-budget those projects based on currently known information. This will provide a more accurate picture of available program reserves that can be used to fund additional projects. The next quarterly update will reflect the new budgets and additional funded projects, if any.

Vacaville Center

--a bid walk occurred on Wednesday, March 26, 2008. A total of about 30 contractors and interested parties attended the walk. Seventeen (17) general contractors attended.
--bids due were previously reported as April 11. The new bid date will be May 6. This is due to providing addendum information to the bidders on the project.
--it is anticipated that the low responsive bid will go before the Board for approval on May 21, 2008.
--start of construction is still anticipated in early June.

The Sports Fields Renovation Project

--a notice-to-proceed was issued on Monday, March 26, 2008.
--work is currently underway on the Soccer Fields and the new Football practice fields.

Building 1700 (Gymnasium)

--the existing 1700 gym building phase is progressing well.
--the 1700B annex building (Adaptive P.E.) is still with DSA. Mr. Richards commented that these were separate projects that were combined into one bid package and contract due to the interrelated construction activities on both projects. The indication from DSA is that the Adaptive P.E. phase of the project should be out of DSA around April 30. This delay in the 1700B building, along with the extent of construction activities going on in the gym building has necessitated the relocation of the occupants who are still attending classes in portions of the gym building. Logistics for relocation of the gym classes (dance, gymnastics, weight room) so construction work can continue unimpeded while the Annex building gets built are being investigated by looking at existing class space on campus, and/or portable structures to house the classes.

Vallejo Security System Project

--notice to proceed was issued on April 15, 2008. This is a relatively quick project and should be completed in about 45-60 days.

Current Projects

--other current projects in construction, i.e., 1400, 1800A and the boiler project are progressing well.

There was discussion regarding the requirement that bidders for the sports fields have experience in the renovation of college fields versus regular institutions. Mr. Richards stated that this decision was made at the District level, and while it may have reduced the bid pool, it was the District's position they would be sure to get a qualified contractor that could get the job done right.

Board President McCaffrey asked Superintendent Fisher to provide a brief update on the status of DSA for Building 1700 at the next Board Meeting.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Meeting of March 19, 2008, and Board Retreat held April 5, 2008
- (b) Donation

Human Resources

- (c) Employment – 2007-08

Administrative and Business Services

- (d) Warrant Listings
- (e) Construction Change Order No. 1 Approval for Alten Construction, Inc. – Bid No. 08-003
- (f) Construction Change Order No. 1 Approval for J. W. & Sons, Inc. – Bid No. 08-002
- (g) Construction Change Order No. 2 Approval for J. W. & Sons, Inc. – Bid No. 08-001
- (h) Construction Change Order No. 17 Approval for W.A. Thomas, Inc. – Bid No. 06-005
- (i) Construction Change Order No. 20 Approval for Ralph Larsen and Son, Inc. - Bid No. 06-002

Academic Affairs

- (j) Addendums to Macro Plastics, Incorporated, Agreements for Contract Education

The following represents the specific correction to the Consent Agenda item 7.(e), page 10, line 1, Project # Building 1400 Renovations, which should read **Building 1700 Renovations**, and Consent Agenda item 7.(f), page 15, line 1, Project # Building 1400 Renovations, which should read **Building 1800 Renovations**.

The following represents the specific correction to the Consent Agenda item 7.(j), page 28, item D., lines one and two, Macro Plastics will compensate the District for all services rendered and

expenses at a rate of six thousand four hundred dollars and no cents, which should read *two thousand five hundred dollars and no cents (\$2,500.00)*.

Trustee Murphy requested clarification of the short-term assignment for Sandra Rotenberg, Online Coordinator, December 26, 2007 – January 13, 2008, on page 3 of the Consent Agenda. Superintendent/President Fisher stated that in fall 2007, Ms. Sarah Nordin was the Online Coordinator, and that through the collective bargaining process Ms. Sandra Rotenberg was hired as the Online Coordinator beginning in spring 2008. Since there could be no cross-over of time with released-time assignments, Ms. Rotenberg used the dates (12/26/07-1/13/08) to prepare for her new assignment. Traditionally we have not paid for online services between semesters, but because of the transition that had to occur before spring, Ms. Rotenberg was paid for this short-term assignment.

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

8. ITEMS REMOVED FROM CONSENT AGENDA

There we no items removed from the Consent Agenda.

9. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

(a) Ballot for California Community College Trustees (CCCT) Board of Directors Election – 2008

Board President McCaffrey requested Trustee Keith to advise the results of the CCCT Board of Directors Election Subcommittee of the Governing Board, which consisted of Trustee Keith, Chair; Trustee Claffey and Trustee Murphy, that reviewed the candidates on the ballot for California Community College Trustee Board of Directors – 2008. Trustee Keith stated that the subcommittee recommended the following individuals for election to the statewide California Community College Trustees Board of Directors: A.C. “Tony” **Ubalde**, Jr., Solano Community College District; Charles **Meng**, Napa Valley Community College District; Janet **Chaniot**, Mendocino-Lake Community College District; and Isabel **Barreras**, State Center Community College District.

Trustee Keith acknowledged the assistance given by Trustee Young to the subcommittee.

Vice President Ubalde thanked the Board for their trust and confidence.

Board President McCaffrey extended thanks to the subcommittee for their work on the election process.

Moved by Trustee Young and seconded by Trustee Claffey for approval to advance the recommendations of the subcommittee. The motion passed unanimously.

Human Resources

(b) Second Reading and Approval of Revisions to Human Resources Policies, Series 4000

Dr. Richard Christensen, Director of Human Resources, presented for approval 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 expressed his concern about the policy regarding a drug-free workplace and inquired about prescription drugs or medications for ailments. Dr. Christensen responded by saying that unlawful drugs are defined in the Education Code and assured the Board that employees will not be disciplined for the use of legal prescription drugs.

Moved by Trustee Young and seconded by Vice President Ubalde for approval of the revisions to Human Resources Policies, Series 4000, as presented. The motion passed unanimously.

Administrative and Business Services

(c) Amendment to Agreement with TLCD Architecture for Buildings 1400, 1700, & 1800A

Frank W. Kitchen, Director of Facilities, presented for approval the additional design services with TLCD Architecture of Buildings 1400, 1700, and 1800A. These services include an adjustment to the existing original contract. The owner-requested changes require design services that total \$27,490 for Information Technology Scope of Work and a New Bleacher System.

Moved by Trustee Young and seconded by Trustee Murphy for approval of the amendment to the agreement with TLCD Architecture for Buildings 1400, 1700, and 1800A totaling \$27,490. The motion passed unanimously.

(d) Amendment to Agreement with KMD Architects for the Vacaville Center Parking Lot Design

Frank W. Kitchen, Director of Facilities, presented for approval the additional design services for Kaplan McLaughlin Diaz (KMD), including construction documents, for additional parking at the new Vacaville Center. The parking lot will be located south of the current planned parking lot in the proposed Phase I construction. The District has requested additional parking to be

included as part of Phase I construction requiring an adjustment to the original design contract. The fee for services totals \$10,767.50.

Moved by Vice President Ubalde and seconded by Trustee Keith for approval of the amendment to agreement with KMD Architects for the Vacaville Center parking lot design totaling \$10,767.50. The motion passed unanimously.

Student Services

(e) Second Reading and Approval of New Student Services Policy 5055, Series 5000

Dr. Lisa J. Waits, Vice President of Student Services, presented for approval new Student Services Policy – Enrollment Priorities – No. 5055, Series 5000, which authorizes the District to implement existing procedures.

Moved by Trustee Keith and seconded by Trustee Young for approval of new Student Services Policy No.5055, Series 5000, as presented. The motion passed unanimously.

10. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Fairfield-Suisun Twilight Rotary Club Donation to the Foundation

Charles Shatzer, Interim Director of the Solano Community College Foundation, introduced Tamer Totah, President of the Fairfield-Suisun Twilight Rotary Club, who in turn presented to Rhuenette Alums, Solano Community College Foundation Board President, a check in the amount of \$5,000. The donation is for the establishment of a perpetual annual scholastic scholarship for a Solano Community College student with a Business or related major.

There was a round of applause from the audience thanking the Fairfield-Suisun Twilight Rotary Club for this donation to the SCC Foundation.

Board President McCaffrey, a member of the Foundation, thanked Mr. Totah for this donation on behalf of the Board and College.

(b) Presentation Highlighting the Cosmetology Program at Solano Community College

Robert Johnson, Dean of the Career Technical Education Division, gave a PowerPoint presentation to the Board highlighting the Cosmetology Program at Solano Community College. Copies of his presentation were distributed to the Board members.

Dean Johnson stated the Cosmetology program consists of 1,600 hours of intensive training and study designed to prepare the student to take the California State Board of Cosmetology examination for licensure. Units include theory and practice in fundamental skills in all phases of beauty culture. Photographs of clients' healthy hair, nails, and skin were viewed.

Cosmetology yearly competitions include a beauty exposition, hand-to-hand marketing competition, and a beauty school forum.

Dean Johnson show-cased the following SCC student and faculty success stories:

- Nancy F. Tarpeh, a hearing impaired student was able to successfully complete the program with assistance from DSP, and is a successful cosmetologist employed at the upscale Jovance Beauty and Health Spa in Vallejo.
- Marrona Munoz, platform artist and educator of Aquage, Inc., is the 15th cosmetologist in the United States to pass the rigorous testing and receive U.S. Master Hair Colorist Certification.
- Leandro Sablan, cosmetologist at the Gallery Salon in Suisun, licensed cosmetology instructor, SCC adjunct faculty, and Director of Regional Education for Eufora International.
- Sharon Rose Smith, esthetician and owner of Face It Beauty Day Spa in Vallejo, California.
- Brenda Anima, cosmetologist and owner of Rent-A-Kit who provides the equipment kits for cosmetology, esthetician and manicuring California State Board examinations.
- Jerry Lowe, SCC licensed instructor-assistant, master haircutter and former lead designer for Cost Cutters Design Team, California.
- Pat Jaberra, cosmetologist and owner of PJ's Salon in Fairfield—multi-time winner of *Solano's Best Daily Republic*.
- Mary Ann Averson, cosmetologist, platform artist, and lead educator of Art Tech Haircolor International.
- Jenifer McKeand cosmetologist at Twisted Hair in Fairfield, and Dixon Color Line representative and educator of J. Beverly Hills Salon in Beverly Hills.
- Anna Nelson, cosmetologist and World OPI Junior Acrylic Competition winner.

Community Service projects by Cosmetology students include:

- Sponsored Locks of Love, and Solano Community College Cosmetology is now a Locks of Love school where people can get a free hair cut if they donate a minimum of six inches or more to Lock of Love.
- Introduced Krispy Kreme Donuts to SCC as a fund raiser and raised over \$2,000.00
- Purchased bricks to support each of the SCC sites.
- Helped the Cancer Society Look Good Feel Good Program by cleaning and styling wigs.
- Instituted a SCC Cosmetology Club Scholarship, and it will be offered this year in 2008.
- Sponsoring Administrative Professionals' Day—April 23.
- Helping support the Red Ribbon Lock-In held at the Fairfield Community Center for junior high students, offering hair and makeup services.

Dean Johnson acknowledged the following faculty, staff, and supporters of the Cosmetology Department for their excellent work and service:

- Cheryl McDonald, Lead Instructor, Freshman side, 2000 Teacher of the Year, California Cosmetologist Association
- Mary Ann Haley, Advanced Cosmetology Instructor, 2007 Teacher of the Year, California Cosmetologist Association
- Belinda Silva-Attianese, Freshman and Advanced Instructor
- Renza Nassab, Cosmetology Lab Technician, SCC Adjunct Instructor
- Jerry Lowe, Cosmetology Lab Technician, SCC Adjunct Instructor
- Barbara Kelley, Cosmetology Lab Assistant
- Kelli Weaver, Cosmetology Lab Assistant
- Sheryl Scott, Administrative Assistant, Career Technical Education Division
- Sam McKinney, P.E. Athletic Assistant
- Frances Mason, Bookstore Assistant Manager, Retail and Merchandising

Program successes were identified as follows:

- 2004-05 - 1 A.S. Degree - 15 Certificates
- 2005-06 - 17 Certificates
- 2006-07 - 4 A.S. Degrees - 26 Certificates
- SPRING 2007 - 100% pass rate of students taking their Cosmetology State Board Exams

Dean Johnson concluded his presentation by highlighting how fiscally responsible the Cosmetology program has been for Solano College:

- 2004-05 - 153.45 FTES
- 2005-06 - 247.28 FTES
- 2006-07 - 207.70 FTES
- 2007-08 - 223.35 FTES (Estimated)
- Client Revenue for 2006-07 - \$53,920.40

Vice President Ubalde expressed his appreciation to Dean Johnson for the interesting presentation and asked if we could offer a full esthetics program if we had more space. Dean Johnson responded affirmatively by stating that once both Centers are capable of handling the program that we will have room to expand. Vice President Ubalde complimented the department for their outstanding work.

Trustee Claffey stated that this program is the most successful vocational tech program we have and would like to see emphasis on expansion, and that perhaps this should be a division priority.

Trustee Murphy advised he frequents the services in the department and appreciates all the fine work they do.

Board President McCaffrey thanked Dean Johnson for an excellent presentation and congratulated him on an excellent program.

11. ANNOUNCEMENTS

Student Trustee Lillian Nelson expressed her appreciation in being elected as the next ASSC President, as well as President of Phi Theta Kappa. There will be a Phi Theta Kappa Induction Ceremony on Friday, April 18, 2008, from 6:00-7:00 p.m., in the Student Union Building 1400.

12. ITEMS FROM THE BOARD

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

March 2008

- 28** – Congresswoman Ellen Tauscher’s Leadership Luncheon in Concord, California
- 29** – Link’s International Scholastic Awards Luncheon

April 2008

- 03** – Solano County Office of Education Strategic Planning
- 04** – Solano Community College Newly-Tenured Faculty Reception
- 05** – Filipino-American Chamber of Commerce Anniversary Dinner
- 07** – Spoke at “Save the Parks” during a demonstration at the State Capitol

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

March 2008

- 29** – Attended and co-chaired the Solano County Chapter of the Links, Inc., “Pillars of Excellence” Luncheon at the Hilton Garden Inn in Fairfield.

April 2008

- 04** – Attended Barkitecture V, which was an auction sponsored by the Benicia Vallejo Humane Society. It was held at McCormack Hall, Solano County Fairgrounds in Vallejo.
- 05** – Attended the Solano Community College District Governing Board Retreat held at the Staybridge Suites in Fairfield, California.
- 05** – Attended Kappa Omicron Lambda Chapter of Alpha Phi Alpha Fraternity, Inc., 2008 Beautillion, which was held at the Hilton Garden Inn in Fairfield.
- 07** – Attended and chaired the Board’s subcommittee, which was formed to address the institution’s resolution of Recommendation 8: Leadership, which was in the report issued by the Accrediting Commission for Community and Junior Colleges, dated January 31, 2008. Superintendent/President Fisher and Trustees Keith and Claffey were also in attendance.

- 09** – Continued discussions with the Superintendent/President on the institution’s resolution of Recommendation 8: Leadership. Recommendations will be submitted to the full subcommittee on April 21.
- 12** – Attended the 5th Annual Black and White Ball, “Steppin’ to Survive 08”, sponsored by the Over-Flowing Cup Breast Health and Women’s’ Empowerment Organization. It was held at McCormack Hall, Solano County Fairgrounds, Vallejo.

Trustee Honeychurch announced he attended the dedication of the Library at Tolenas Elementary School in Fairfield. The Master of Ceremonies was Judi Honeychurch, Principal.

Board President McCaffrey recessed the regular meeting at 8:32 p.m.

13. CLOSED SESSION

- (a) Student Suspension and/or Disciplinary Matter Pursuant to Education Code 72122
- (b) Conference with Labor Negotiator
Agency Negotiator: Richard Christensen, Ed.D.
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (c) 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 9:05 p.m.

14. RECONVENE REGULAR MEETING

Board President McCaffrey reconvened the regular meeting at 9:06 p.m.

15. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President McCaffrey reported that the Board discussed student suspension and/or disciplinary matters, 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 9:07 p.m., in commemoration of the one-year anniversary of the Virginia Tech shootings.

GFF:js

APPROVED

PHIL McCAFFREY, PRESIDENT

GERALD F. FISHER, SECRETARY