

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: ANNUAL ORGANIZATIONAL MEETING OF THE
GOVERNING BOARD**

REQUESTED ACTION: APPROVAL

SUMMARY:

In accordance with Educational Code Section 72000(c)(2)(A), Board Policy No. 1025 and Board Policy No. 1026, the Governing Board of the Solano Community College District designated the Board meeting of December 16, 2009, as the annual organizational meeting of the Governing Board.

This involves the tasks listed below:

1. Elect a President, Vice President, and appoint a Secretary for 2009-10.
2. Establish the dates, times, and locations of the Governing Board meetings (attached).
3. Select a representative to the Solano County School Boards Association.

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Jowel C. Laguerre, Ph.D.
Superintendent/President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7112

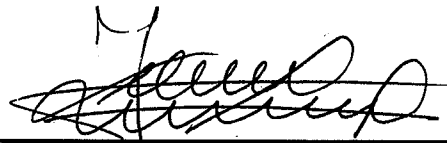
TELEPHONE NUMBER

Administration

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

**SOLANO COMMUNITY COLLEGE
GOVERNING BOARD PROCEDURES**

REGULAR MEETINGS

Policy 1025

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD
CALENDAR OF BOARD MEETINGS FOR 2010**

The Governing Board meets the first and third Wednesdays of each month at **6:00 p.m.** in the Board Room (#626), of the Administration Building. **A Board Study Session will take place the first Wednesday of each month, and a Regular Board Meeting will take place the third Wednesday each month.** The specific calendar of meeting dates is listed below. All meetings, with the exception of Closed Sessions, are open to the public. Minutes of previous meetings and current agendas are available from the Superintendent/President's Office **and on the Solano Community College Web site at www.solano.edu.**

January 20, 2010
February 3, 2010
February 17, 2010
March 3, 2010
March 17, 2010 – Vallejo Center
(April Board Retreat) TBD
April 21, 2010
May 5, 2010
May 19, 2010 – Vacaville Center
June 2, 2010
June 16, 2010
July 21, 2010
August 4, 2010
August 18, 2010
September 1, 2010
September 15, 2010
October 6, 2010
October 20, 2010 – Vacaville Center
November 3, 2010
November 17, 2010 – Vallejo Center
December 1, 2010
December 15, 2010

Bold Black Italics Denotes Regular Board Meeting

JCL:js

BD MTG CAL.2010

Reviewed by Governing Board: 12/02/09

Approved by Governing Board: XXXXXX

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES
REQUESTED ACTION: APPROVAL

EMPLOYMENT 2009-10

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
To be announced	Director, Fiscal Services	To be determined
Corrine Kirkbride	From 100% Math Instructor To 20% Math Basic Skills Coordinator/80% Math Instructor	January 14, 2010 through June 30, 2012
Cynthia Simon	From EOPS/CARE Specialist, Range 13 to EOPS/CARE Coordinator, Range 15 (Categorically Funded)	*July 1, 2009

*This change in position is categorically funded and part of the 2009-10 budget plan and re-organization already approved by the Governing Board. This change in position fulfills the requirement for the EOPS Program Waiver for a full-time Director.

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Arthur Lopez	Interim, Dean of Enrollment Management (Director of Financial Aid)	12/17/09 – until the position is filled	\$ 9,907.13 month

Mr. Lopez will be reassigned from the Interim, Dean of Special Services (Director of Financial Aid) position previously approved at the July 15, 2009 to the position above. Mr. Lopez will continue to perform the duties associated with the Director of Financial Aid.

Trudy Largent, J.D.
 Director of Human Resources


JOWEL C. LAGUERRE, Ph.D.
 Superintendent/President

December 4, 2009
 Date Submitted

December 4, 2009
 Date Approved

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

December 16, 2009

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Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Sandra Rotenberg	Distance Ed Coordinator	12/21/09 – 1/15/10	\$ 60.80 hour

Independent Contractors

<u>Name</u>	<u>Service</u>	<u>Dates of Contract</u>	<u>Amount</u>
Fine & Applied Arts/Behavioral Science			
<u>Leslie Rota, Responsible Manager</u>			
Seán Duggan	One day workshop for photography instructors to provide training on the workflow for digital photography.	1/13/10	\$ 1,200.00

Grant Funded/Green Education Program

Business & Career Technical Education

John Urrutia, Responsible Manager

Paul Fair	Curriculum development and program management services for Solano's Green Education Program	10/15/09 – 6/30/10	Not to exceed \$ 52,500.00 @ \$ 75.00 hour
Paul Fair	Instructional services for Solano's Green Education Program	12/17/09 – 6/30/10	Not to exceed \$ 9,620.00 @ \$ 65.00 hour
Willis Gummo	Instructional services for Solano's Green Education Program	12/17/09 – 6/30/10	Not to exceed \$ 7,020.00 @ \$ 65.00 hour
Dale Pfeiffer	Instructional services for Solano's Green Education Program	12/17/09 – 6/30/10	Not to exceed \$ 7,020.00 @ \$ 65.00 hour

Superintendent/President

Jowel C. Laguerre, Responsible Manager

Leadership Resource Solutions	Finders fee, Interim Dean of Enrollment Management (Director of Financial Aid)	12/17/09 – until position is filled	\$ 1,270.29 month
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The above contract will replace the previously presented Interim, Dean of Special Services (Director of Financial Aid) approved by the Governing Board at its meeting of July 15, 2009.

GRATUITOUS SERVICE

<u>Name</u>	<u>Assignment</u>	<u>Division/Department</u>
Laren Austin	EMT Skills	Health Occupations, Public Safety & Family Studies
Chris Bartow	EMT Skills	Health Occupations, Public Safety & Family Studies
Shannon Batiste	EMT Skills	Health Occupations, Public Safety & Family Studies
Joshua Danner	EMT Skills	Health Occupations, Public Safety & Family Studies
Mary Falcon	EMT Skills	Health Occupations, Public Safety & Family Studies
QT Freytag	EMT Skills	Health Occupations, Public Safety & Family Studies
Rigoberto Garcia	EMT Skills	Health Occupations, Public Safety & Family Studies
Darryl Hall	EMT Skills	Health Occupations, Public Safety & Family Studies
Amy Haug	EMT Skills	Health Occupations, Public Safety & Family Studies
Jase Indrebo	EMT Skills	Health Occupations, Public Safety & Family Studies
Katie Johnson	EMT Skills	Health Occupations, Public Safety & Family Studies
Lindsey Kimmel	EMT Skills	Health Occupations, Public Safety & Family Studies
Maria Loza	Assist women's soccer team goal keepers and other duties.	PE, Wellness & Athletics
George Swint	Assist women's basketball coach	PE, Wellness & Athletics
Olivia Voight	Assist women's basketball coach	PE, Wellness & Athletics

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

December 16, 2009

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APPROVAL OF NEW JOB DESCRIPTIONS

The new position descriptions for **Vice President, Academic & Student Affairs** (educational administrator); **Dean, Enrollment Management** (educational administrator); and **Executive Director, Institutional Advancement** (classified manager) were presented for information at the Board meeting held December 2, 2009, as part of the Administrative Leadership Group Reorganization. In accordance with Governing Board procedures, the descriptions are being presented for approval and are available for review in the Office of the Superintendent/President and the Office of Human Resources.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: WARRANT LISTINGS

REQUESTED ACTION: APPROVAL

SUMMARY:

It is recommended that the following warrants be approved:

11/20/09	Vendor Payment	11016416-11016569	\$ 760,700.01
11/20/09	Vendor Payment	11016570	\$ 2,210.00
11/23/09	Vendor Payment	11016571-11016574	\$ 9,699.57
12/01/09	Vendor Payment	11016613-11016619	\$ 1,610.97
12/01/09	Vendor Payment	11016620-11016637	\$1,069,934.63
12/03/09	Vendor Payment	11016638-11016712	\$ 247,438.75

Copies of the Warrant Listings are available at the Board Meeting and at the following locations: Office of the Superintendent/President, Office of the Vice President of Administrative & Business Services, and Library.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Carey C. Roth, Vice President
Administrative & Business Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

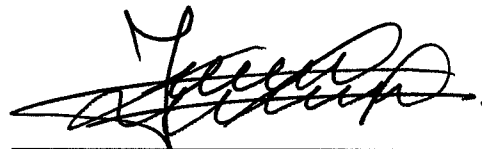
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

AGENDA ITEM 8.(d)

MEETING DATE December 16, 2009

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CHANGE ORDER NO. 9 TO ROEBBELEN
CONTRACTING, INC., VACAVILLE CAMPUS,
NEW CLASSROOM BUILDING**

REQUESTED ACTION: APPROVE CHANGE ORDER

SUMMARY:

Board approval is requested for Change Order No. 9 to Roebbelen Contracting, Inc.'s base contract for the Vacaville Center - New Classroom Building. Revised contract amount is as follows:

Contract Award Amount	\$	14,059,000.00	
Prior Change Orders	\$	396,112.00	
Change Order No. 9	\$	41,615.00	
Total Change Orders	\$	437,727.00	3.1% of Contract Award Amount
Revised Contract Amount	\$	14,496,727.00	

Staff will be at the meeting to answer any questions from the Governing Board.

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

David V. Froehlich
Director of Facilities

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7176

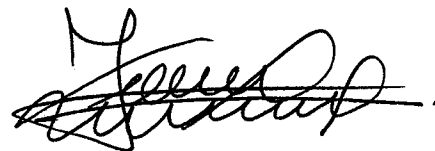
TELEPHONE NUMBER

Facilities

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

12/16/09 ROEBBELEN CONTRACTING, INC - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
081	The Contract Drawings call out a detail for structural connections at the eastside popouts that did not work in the field. The structural connections needed to be shortened and relocated at the popout locations. The District directed the Contractor to proceed with the changes.	\$ 3,387.00	Error/Omission	9
082	The Contract Drawings contain a conflict between the edge of the deck steel and the metal stud framing at the curved Lecture Hall wall. The Contractor needed to re-cut the bent plates and weld the vertical portion back to the horizontal portion. The District directed the Contractor to perform the correction.	\$ 2,357.00	Error/Omission	9
083	The Contract Drawings do not show a detail labeled "typical" for exterior plaster termination at a concrete curb. It is only shown at the southeast wall. The Contractor was directed to use the plaster termination detail at all applicable exterior locations.	\$ 5,595.00	Error/Omission	9
084	The Contract Drawings do not indicate a heat trace requiring 120V for operation at three rooftop locations. The District directed the Contractor to install the appropriate power for the heat trace units to function.	\$ 4,714.00	Error/Omission	9
085	The Contract Drawings do not show power to the BMS Control Panel on the roof. The District directed the Contractor to install the required power and circuitry.	\$ 5,488.00	Error/Omission	9
086	Various door opening sizes and layout were changed after work had been completed. The Contractor had to re-drill and epoxy brackets to accommodate those changes. Additionally, edge of slab dimensions had to be field measured due to discrepancies between structural and architectural drawings. The District directed the Contractor to proceed on the changes.	\$ 2,719.00	Error/Omission	9
031	The storm drain and sanitary sewer needed to be realigned and rerouted, due to the existence of live AT & T lines. The District directed the Contractor to trench for the re-routed lines, connect to existing sanitary sewer pipes, and to fill the trenches no longer needed for the two systems.	\$ 15,248.00	Unforeseen Condition	9
087	Per PG & E requirements, bollards need to be located at the main transformer location. The District directed the Contractor to install bollards per PG & E requirements.	\$ 3,212.00	Agency Requirement	9
088	The Contract Drawings do not indicate wood plugs to cover screw holes at the chair rail. The Contractor's bid included provisions for wood putty to fill the holes. The District prefers wood plugs in lieu of wood putty. The District directed the Contractor to install the wood plugs.	\$ 424.00	Owner Request	9

12/16/09 ROEBBELEN CONTRACTING, INC - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
089	The Contract Drawings do not contain a detail that depicts the installation of the guiderail on the south side of the second floor deck area. The Design Team issued a detail that required modifications to the waterproofing and structural steel scopes. The District directed the Contractor to install the guiderail per the detail.	\$ 1,083.00	Error/Omission	9
090	DSA Inspection notes dated 8/5/09 required an added MSTA24 Strap at the splay wall. The wall had already been constructed per Contract Drawings. The District directed the Contractor to install the added strap to comply with DSA requirements.	\$ 692.00	Agency Requirement	9
091	The Contract Drawings specify a waste receptacle unit that contains both a paper towel dispenser and waste receptacle in 5 locations. The District directed the Contractor to install a unit containing a waste receptacle only, per District Standards.	\$ (126.00)	Owner Request	9
092	The Contract Drawings specify a projection screen that is not the District Standard. There is no cost to switch to Da-Lite (District Standard) projection screens.	\$ -	Owner Request	9
093	The Contract Drawings do not clearly show the extent of flashing necessary on various conditions on the building's west elevation. The District directed the Contractor to install the required flashing.	\$ 5,913.00	Error/Omission	9
094	The Contract Drawings call for galvanized metal flashing around structural roof penetrations. The roofing manufacturer will not warranty the roof system with specified flashing. The District directed the Contractor to use Permaflash at the structural roof penetrations, to ensure roof warranty.	\$ 3,139.00	Error/Omission	9
095	The Contract Drawings contain a detail for glulam beam post/wide flange beam connection that was not able to be performed in the field, due to the curved construction of the wall and non-curved beam. The bent plates and angle metal at the condition needed to be re-worked to perform correctly.	\$ 5,773.00	Error/Omission	9
096	The door hardware specified in the Contract Drawings did not fit within the specified storefront door. The glass subcontractor suggest changing the series of the affected doors to mitigate the conflict. The District directed the Contractor to proceed with the change.	\$ 1,585.00	Error/Omission	9
097	The District reviewed the data drop locations throughout the building, and determined there was an average of what is required. The District directed the Contractor to delete selected data drops per marked-up plans approved by the IT Department.	\$ (19,588.00)	Owner Request	9
	TOTAL	\$ 41,615.00		

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CHANGE ORDER NO. 10 TO ROEBBELEN
CONTRACTING, INC., VACAVILLE CAMPUS,
NEW CLASSROOM BUILDING**

REQUESTED ACTION: APPROVE CHANGE ORDER

SUMMARY:

Board approval is requested for Change Order No. 10 to Roebbelen Contracting, Inc.'s base contract for the Vacaville Center - New Classroom Building. Revised contract amount is as follows:

Contract Award Amount	\$	14,059,000.00	
Prior Change Orders	\$	437,727.00	
Change Order No. 10	\$	155,465.00	
Total Change Orders	\$	593,192.00	4.2% of Contract Award Amount
Revised Contract Amount	\$	14,652,192.00	

Staff will be at the meeting to answer any questions from the Governing Board.

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

David V. Froehlich
Director of Facilities

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7176

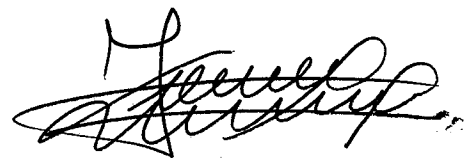
TELEPHONE NUMBER

Facilities

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

12/16/09 ROEBBELEN CONTRACTING, INC - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
098	The original design of the IT infrastructure did not include District requirements and standards. The re-design of the IT infrastructure includes re-routing of conduit to support the revised data distribution through the building, server room and two data rooms (IDF's) and adding power (conduit and receptacles) in various building locations to support the IT needs of the District.	\$ 155,465.00	Owner Request	10
	TOTAL	\$ 155,465.00		

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CHANGE ORDER NO. 11 TO ROEBBELEN
CONTRACTING, INC., VACAVILLE CAMPUS,
NEW CLASSROOM BUILDING

REQUESTED ACTION: APPROVE CHANGE ORDER

SUMMARY:

Board approval is requested for Change Order No. 11 to Roebbelen Contracting, Inc.'s base contract for the Vacaville Center - New Classroom Building. Revised contract amount is as follows:

Contract Award Amount	\$	14,059,000.00	
Prior Change Orders	\$	593,192.00	
Change Order No. 11	\$	109,664.00	
Total Change Orders	\$	702,856.00	4.99% of Contract Award Amount
Revised Contract Amount	\$	14,761,856.00	

Staff will be at the meeting to answer any questions from the Governing Board.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

David V. Froehlich
Director of Facilities

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7176

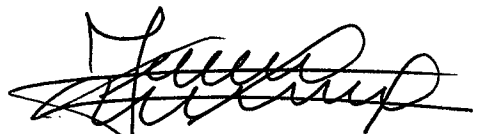
TELEPHONE NUMBER

Facilities

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

12/16/09 ROEBBELEN CONTRACTING, INC. - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
100	To accommodate the furniture design, selection and installation done after the Contract Drawings were complete, power and data had to be relocated at various classroom, office, and public locations throughout the building.	\$ 62,564.00	Owner Request	11
069	To accommodate the District requirements and computer tables in the two computer labs, additional power and data needed to be installed. To increase classroom flexibility (use as an art room), casework and a sink were added in one classroom, along with VCT in lieu of originally-specified carpet. To maximize wall space, brace frames in seven locations were covered with furred walls.	\$ 47,100.00	Owner Request	11
	TOTAL	\$ 109,664.00		

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CHANGE ORDER NO. 12 TO ROEBBELEN
CONTRACTING, INC., VACAVILLE CAMPUS,
NEW CLASSROOM BUILDING**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for Change Order No. 12 to Roebbelen Contracting, Inc.'s base contract for the Vacaville Center - New Classroom Building. Revised contract amount is as follows:

Contract Award Amount	\$	14,059,000.00	
Prior Change Orders	\$	702,856.00	
Change Order No. 12	\$	19,456.00	
Total Change Orders	\$	722,312.00	5.1% of Contract Award Amount
Revised Contract Amount	\$	14,781,312.00	

Staff will be at the meeting to answer any questions from the Governing Board.

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

David V. Froehlich
Director of Facilities

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

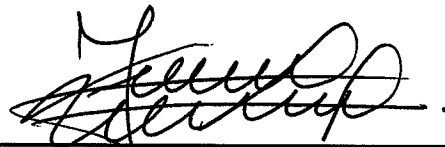
ADDRESS

(707) 864-7176

TELEPHONE NUMBER

Facilities
ORGANIZATION

December 4, 2009
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

12/16/09 ROEBBELEN CONTRACTING, INC. - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
101	To meet District Standards to provide wireless service to the building, wireless access points were added to exterior and interior locations of the building. The District directed the Contractor to install associated power and data outlets at these locations.	\$ 19,456.00	Owner Request	12
	TOTAL	\$ 19,456.00		

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS,
RESOLUTION NO. 09/10-05
REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for Resolution No. 09/10-05, Resolution to Authorize Signatures on Official Financial Documents. Education Code Sections 85232 and 85233 require that orders drawn on the funds of a community college district be signed by a majority of the members of the Board or by a person or persons authorized by the Governing Board to sign orders in its name. The Governing Board shall then cause to be filed with the County Superintendent of Schools the verified signature of each person, including members of the Board, authorized to sign orders in its name. In addition, District Board Policy 3090 states that a formal resolution will be approved when the designated responsible person(s) change.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Carey C. Roth, Vice President
Administrative & Business Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

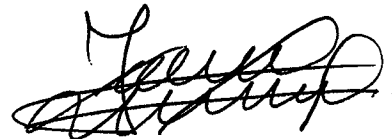
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

December 4, 2009

DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

DATE APPROVED BY
SUPERINTENDENT/PRESIDENT

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**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS**

RESOLUTION NO. 09/10-05

WHEREAS, In accordance with Education Code Sections 85232 and 85233, the Governing Board shall be responsible for authorizing a person or persons to sign official documents in its name and for filing the verified signature of such person or persons with the County Superintendent of Schools; now therefore be it

RESOLVED, That the authorized signatures for all official financial documents of the Governing Board of Solano Community College District include: journal entries, deposit permits, warrant register listing "Form 50," payroll deduction certification summary, retirement detail/summary reconciliation form, payroll pre-lists, and accounts payable transmittal forms, shall be any one of the following:

BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D.
SUPERINTENDENT/PRESIDENT

CAREY C. ROTH
VICE PRESIDENT, ADMINISTRATIVE & BUSINESS SERVICES

ROBIN L. STEINBACK, Ph.D.
VICE PRESIDENT, ACADEMIC AFFAIRS

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SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS

RESOLUTION NO. 09/10-05

(Continuing – Page 2)

LISA J. WAITS, Ed.D.
VICE PRESIDENT, STUDENT SERVICES

DIRECTOR, FISCAL SERVICES

PASSED AND ADOPTED This 16th day of December 2009, by the Governing Board of
the Solano Community College District.

BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D., SECRETARY

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONTRACT AUTHORIZATION AND SIGNATURES FOR
DISTRICT BANK ACCOUNTS,
RESOLUTION NO. 09/10-06

REQUESTED ACTION: APPROVAL

SUMMARY:

Per Board Policy No. 3080, Board approval is requested for Resolution No. 09/10-06, Contract Authorization and Signatures for District Bank Accounts. Due to changes in District administrative staff, it is necessary at this time to recommend that the Board approve the attached resolution authorizing designated staff to sign District bank agreements and accounts.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Carey C. Roth, Vice President
Administrative & Business Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

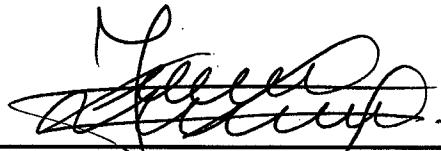
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

December 4, 2009

DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

DATE APPROVED BY
SUPERINTENDENT/PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**CONTRACT AUTHORIZATION AND SIGNATURES
FOR DISTRICT BANK ACCOUNTS**

RESOLUTION NO. 09/10-06

I, _____, President of the Governing Board of the Solano Community College District, do hereby certify that at a duly called meeting of the District Governing Board held on December 16, 2009, at which a quorum was present and acting throughout, the following resolution was adopted, and is now in full force and effect;

WHEREAS, District Board Policy 3080 authorizes the Governing Board to establish and maintain by resolution District bank accounts which are deemed necessary to conduct District business;

WHEREAS, A change in administrative personnel necessitates the revision of authorized signatures on all of the District's bank accounts, effective December 16, 2009; and

WHEREAS, The District maintains the following bank accounts:

Account	Account No.
U.S. BANK ACCOUNTS:	
Solano Community College Bookstore Funds	1-534-0123-3165
Solano Community College County Treasurer's Clearing Account	1-534-0123-3132
Solano Community College Financial Aid Federal Clearing Account	1-534-0123-3173
Solano Community College Federal Financial Aid Funds	1-534-5474-6386
Solano Community College CAL Grant Funds	1-534-9530-4765
Solano Community College Revolving Fund	1-534-9042-7538
Solano Community College Student Body Funds	1-534-5474-8010

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**CONTRACT AUTHORIZATION AND SIGNATURES
FOR DISTRICT BANK ACCOUNTS**

RESOLUTION NO. 09/10-06

(Continuing – Page 2)

Solano Community College ASSC Government Money 1-534-0124-7330
Market Account

Solano Community College Black History Money Market 1-534-0124-7256
Account

STATE OF CALIFORNIA OFFICE OF THE TREASURER:

Solano Community College District Bookstore Local 75-48-001
Agency Investment Fund (LAIF) Account

RESOLVED, That the following officers or agents, individually, are hereby authorized and empowered, in the name of and on behalf of the Solano Community College District, to agree to and sign proposed banking service agreements and amendments thereto from time to time, and to enter into all transactions contemplated in said agreement(s);

Jowel C. Laguerre, Ph.D. Superintendent/President _____
Secretary to Governing Board

Carey C. Roth Vice President, Administrative & _____
Business Services

Robin L. Steinback, Ph.D. Vice President, Academic _____
Affairs

Lisa J. Waits, Ed.D. Vice President, Student Services _____

_____ Director, Fiscal Services _____

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**CONTRACT AUTHORIZATION AND SIGNATURES
FOR DISTRICT BANK ACCOUNTS**

**RESOLUTION NO. 09/10-06
(Continuing – Page 3)**

RESOLVED, That the authorized signatures for disbursements on all District bank accounts, with the exception of the Solano Community College Black History Money Market Account, No. 1-534-0124-7256, shall be any two of the following:

Jowel C. Laguerre, Ph.D.
Superintendent/President

Carey C. Roth
Vice President, Administrative &
Business Services

Robin L. Steinback, Ph.D.
Vice President, Academic Affairs

Lisa J. Waits, Ed.D.
Vice President, Student Services

Director, Fiscal Services

BE IT FURTHER RESOLVED, That the authorized signatures for disbursements on the Solano Community College Black History Money Market Account, No. 1-534-0124-7256, shall be the following:

Carolyn Moore
President, African-American Staff Association

Cheryl Williams
Treasurer, African-American Staff Association

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**CONTRACT AUTHORIZATION AND SIGNATURES
FOR DISTRICT BANK ACCOUNTS**

**RESOLUTION NO. 09/10-06
(Continuing – Page 4)**

PASSED AND ADOPTED This 16th day of December 2009, by the Governing Board of
Solano Community College District.

BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D., SECRETARY

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: **RESOLUTION TO APPOINT THE OFFICIAL
PRIMARY AND ALTERNATE REPRESENTATIVE TO THE
NORTHERN CALIFORNIA COMMUNITY COLLEGES
SELF-INSURANCE AUTHORITY,
RESOLUTION NO. 09/10-07**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for Resolution No. 09/10-07, for the District to appoint official representatives to the Northern California Community Colleges Self-Insurance Authority (NCCC-SIA). The NCCC-SIA is a joint powers authority and it is through the NCCC-SIA that the District has its workers' compensation and property and liability insurance coverage. According to its Bylaws, each member district has a representative who attends quarterly meetings and has voting privileges as a member of the board. The designated primary representative is Carey C. Roth, Vice President of Administrative & Business Services, and the alternate representative is Trudy Largent, J.D., Interim Director of Human Resources.

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Carey C. Roth, Vice President
Administrative & Business Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

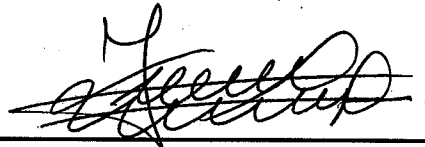
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

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**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION APPOINTING OFFICIAL REPRESENTATIVE
AND ALTERNATE REPRESENTATIVE TO THE
NORTHERN CALIFORNIA COMMUNITY COLLEGES
SELF-INSURANCE AUTHORITY**

RESOLUTION NO. 09/10-07

WHEREAS, Solano Community College District is a member of the Northern California Community Colleges Self-Insurance Authority;

WHEREAS, Northern California Community Colleges Self-Insurance Authority entitles each member district to have a representative attend all meetings of the Board of Directors;

WHEREAS, The Bylaws of the Northern California Community Colleges Self-Insurance Authority entitles each member district to appoint this representative; and

WHEREAS, The Bylaws of the Northern California Community Colleges Self-Insurance Authority entitles each member of the Authority to designate his/her alternate; now therefore be it

RESOLVED, That Carey C. Roth, Vice President of Administrative & Business Services is hereby appointed as Official Representative, and Trudy Largent, J.D., Interim Director of Human Resources is hereby appointed as Official Alternate for Solano Community College District to attend the Northern California Community Colleges Self-Insurance Authority meetings.

PASSED AND ADOPTED This 16th day of December 2009, by the Governing Board of the Solano Community College District.

BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D., SECRETARY

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: RESOLUTION TO APPOINT THE OFFICIAL PRIMARY
AND ALTERNATE REPRESENTATIVE TO THE
RETIREE HEALTH BENEFIT PROGRAM JOINT
POWERS AGENCY (JPA), RESOLUTION NO. 09/10-08**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for Resolution No. 09/10-08, resolution to appoint the official primary and alternate representative to the Retiree Health Benefit Program Joint Powers Agency (JPA). The District has been a member of the JPA since 2005 that is administered by the Community College League of California. The JPA was established by League and provides participating districts: 1) recommendations for the actuarial services required to properly calculate each district's annual post-employment benefit cost and accumulated liability every two years as required; 2) a trust arrangement for accumulating irrevocable benefit funds; and 3) a professionally managed pooled investment program for accumulated benefit funds.

The designated primary representative is Carey C. Roth, Vice President of Administrative & Business Services, and the designated alternate is Trudy Largent, J.D., Interim Director of Human Resources.

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Carey C. Roth, Vice President
Administrative & Business Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

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**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO APPOINT THE OFFICIAL PRIMARY AND ALTERNATE
REPRESENTATIVE TO THE RETIREE HEALTH BENEFIT PROGRAM
JOINT POWERS AGENCY (JPA)
RESOLUTION NO. 09/10-08**

WHEREAS, The Solano Community College District is a participating member of a Retiree Health Benefit Program Joint Powers Agency (JPA);

WHEREAS, From time to time there is a need to certify the appointment of representatives from the Solano Community College District to the Retiree Health Benefit Program JPA; now therefore be it

RESOLVED, That the Solano Community College District hereby appoints Carey C. Roth, Vice President of Administrative & Business Services, to be the representative of the District to the Retiree Health Benefit Program JPA; be it further

RESOLVED, That the Solano Community College District appoints Trudy Largent, J.D., Interim Director of Human Resources, to be the alternate representative of the District to the Retiree Health Benefit Program JPA.

PASSED AND ADOPTED This 16th day of December 2009, by the Governing Board of the Solano Community College District.

BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D.,
SECRETARY

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: AGREEMENT BETWEEN BAY AREA CLEAN WATER AGENCIES (BACWA) AND SOLANO COMMUNITY COLLEGE DISTRICT TO PROVIDE SPECIAL EDUCATION SERVICES PURSUANT TO CONTRACT EDUCATION

REQUESTED ACTION: APPROVAL

SUMMARY:

Solano Community College District Contract Education will provide credit classes, WATER 100, Wastewater Treatment I, WATER 104, Water Treatment I, and WATER 107, Mathematics of Water/Wastewater Treatment, for up to 30 students per class for BACWA member organizations. This item is being presented to the Governing Board for approval.

The District will develop, coordinate, deliver, and evaluate the training. Instruction/training will be delivered at various BACWA sties, to be determined. Classes will begin in January 2010.

BACWA will compensate the District for all services rendered and expenses at a rate of forty thousand five hundred dollars (\$40,500). The cost is inclusive of all instruction and teaching/training materials.

Copies of the agreement are available in the Office of the Superintendent/President, Office of Administrative and Business Services, and the Office of Workforce and Economic Development and Contract Education.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Deborah Mann, Program Developer
Workforce and Economic Development
Contract Education

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7195

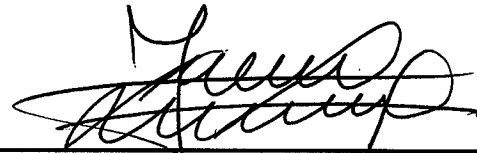
TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

December 4, 2009

DATE SUBMITTED TO SUPERINTENDENT/PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

DATE APPROVED BY SUPERINTENDENT/PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
AGREEMENT FOR EDUCATIONAL SERVICES**

This agreement is entered into by and between **SOLANO COMMUNITY COLLEGE DISTRICT**, hereinafter referred to as "District" and **Bay Area Clean Water Agencies**, hereinafter referred to as "BACWA."

WHEREAS, BACWA desires to engage the District to render special educational services,

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- A. The District will provide credit classes, WATER 100, Wastewater Treatment I, WATER 104, Water Treatment I, and WATER 107, Mathematics of Water/Wastewater Treatment, for up to 30 students per class, for BACWA member organizations.
- B. The District will develop, coordinate, deliver, and evaluate the training. Instruction/training will be delivered at various BACWA sites, to be determined. Classes will begin in January 2010, exact dates to be determined. Additional training can be scheduled as needed with an addendum to this contract.
- C. BACWA will recruit, identify and select all trainees who will participate in training.
- D. BACWA will compensate the District for all services rendered and expenses at a rate of forty thousand five hundred dollars (\$40,500), or thirteen thousand five hundred dollars (\$13,500) per class. The cost is inclusive of all instruction and teaching/ training materials.
- E. Payments by BACWA to the District will be due upon receipt of invoice. An invoice will be generated upon completion of the first month of instruction.
- F. This contract may be terminated by either party with notice of ten (10) business days.
- G. **IT IS MUTUALLY UNDERSTOOD** that BACWA and the District shall secure and maintain in full force and effect during the full term of this Agreement, liability insurance in the amounts and written by carriers satisfactory to BACWA and the District respectively.
- H. The District will indemnify, and hold harmless, in any actions of law or equity, BACWA, its officers, employees, agents and elective and appointive boards from all claims, losses, damage, including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of the District under this Agreement or of any persons directly or indirectly employed by, or acting as agent for the District, but not including sole negligence or willful misconduct of BACWA. This indemnification shall extend to claims, losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve the District from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of the District's operations under this Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

BACWA will indemnify, and hold harmless in any actions of law or equity, the District, its officers, employees, agents and elective and appointive boards from all claims, losses, damage, including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of BACWA under this Agreement or of any persons directly or indirectly employed by, or acting as agent for BACWA, but not including the sole negligence or willful misconduct of the District. This indemnification shall extend to claims losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve BACWA from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of BACWA operations under this Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

- I. BACWA agrees that it will not discriminate in the selection of any student to receive instruction pursuant to the Agreement because of sex, sexual preference, race, color, religious creed, national origin, marital status, veteran status, medical condition, age (over 40), pregnancy, disability, and political affiliation. In the event of BACWA' non-compliance with this section, the Agreement may be canceled, terminated, or suspended in whole or in part by the District.

David W. Tucker
BACWA Chair
6114 LaSalle Avenue, No. 456
Oakland, CA

Jowel C. Laguerre, Ph.D.
Superintendent/President
Solano Community College District
Fairfield, CA

Date _____

Date _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: RESIGNATION TO RETIRE – SHARON PABST

REQUESTED ACTION: APPROVAL

SUMMARY:

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Sharon Pabst	Reading/Writing Lab Technician 22 Years of Service at SCC	May 26, 2010

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Trudy Largent, J.D.
Interim Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7122

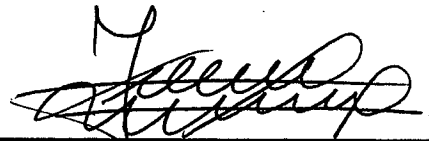
TELEPHONE NUMBER

Administration

ORGANIZATION

December 4, 2009

DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

DATE APPROVED BY
SUPERINTENDENT/PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: 1000 SERIES OF BOARD POLICIES, POLICY NO. 1037 –
ORDER OF BUSINESS (REVISED)

REQUESTED ACTION: APPROVAL

SUMMARY:

The proposed revision to Board Policy No. 1037 – Order of Business, has been reviewed by the Superintendent/President’s Cabinet (SPC) and Shared Governance Council. The purpose of this revision is to give the Board greater latitude in approving informational items without them having to return for approval if there is consensus that the agenda item should move ahead more expediently.

The other revisions are reflective of changes in the proposed reorganization plan.

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Jowel C. Laguerre, Ph.D.
Superintendent/President

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

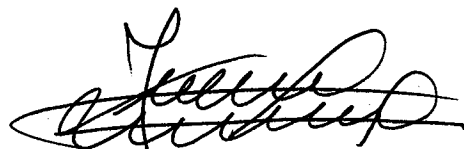
ADDRESS

(707) 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

December 4, 2009
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

ORDER OF BUSINESS

1037

POLICY: The order of business for regular Board meetings is as follows, unless otherwise ordered:

1. Call to Order
2. Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Approval of Agenda
5. Comments from Members of the Public
6. *Closed Session, if called*
7. *Reconvene Regular Meeting*
8. *Report of Action Taken in Closed Session*
9. Reports:
 - Superintendent
 - Associated Students of Solano College (ASSC)
 - Academic Senate
 - Shared Governance Council
10. Consent Agenda – Action Items
 - Superintendent/President
 - Human Resources
 - Administrative and Business Services
 - Academic Affairs
 - Student Services
 - Technology and Learning Resources
 - Information Systems*
 - ~~Workforce and Community Development~~
11. Items Removed from Consent Agenda
12. Retirements of Staff with 10 or More Years of Service

13. Non-Consent Agenda Items – Action Items

Superintendent/President
Human Resources
Administrative and Business Services
Academic Affairs
Student Services
Technology and Learning Resources
Information Systems
~~Workforce and Community Development~~

14. Information/Action Items – Action May Be Taken

15. Information Items – No Action Required

16. Announcements

17. Items from the Board

~~18. Closed Session, if called~~

~~19. Reconvene Regular Meeting~~

~~20. Report of Action Taken in Closed Session~~

21. Adjournment

The President of the Board may rearrange the agenda during a meeting if there is no objection from a majority of the members present.

JCL:js
BP 1037

REFERENCES/
AUTHORITY:

Solano Community College District Governing Board

Reviewed:

Superintendent/President's Cabinet
November 17, 2009
Shared Governance Council November 18,
2009

Adopted:

July 7, 1982

Revised:

March 18, 1987; September 21, 1994;
May 19, 1999; October 20, 1999;
June 6, 2007; XXXXXXXXXXXX

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CITY OF FAIRFIELD REQUEST FOR EASEMENT,
EAST-WEST WATER TRANSMISSION PIPELINE
PROJECT

REQUESTED ACTION: INFORMATION

SUMMARY:

For over a year, the city of Fairfield has been planning and organizing to move forward with their East-West Water Transmission Pipeline, Phase II Project. This will require an easement approximately 20' wide running virtually along the entire southerly edge of the Fairfield campus property line and on/contiguous to one lane of the East-West parking lot perimeter roadway.

Per a previous District request, an independent appraisal has being accomplished to establish a value for the proposed easement property. The Board was provided background information on this item under separate cover for the November 18, 2009, Board meeting.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

David V. Froehlich
Director of Facilities

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7176

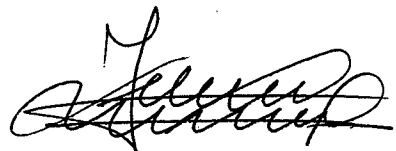
TELEPHONE NUMBER

Maintenance and Operations

ORGANIZATION

December 4, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

December 4, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**