

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: AUTHORIZATION OF PAYMENT FOR BOARD MEMBERS' ABSENCE, RESOLUTION NO. 09/10-09

REQUESTED ACTION: APPROVAL

SUMMARY:

According to Board Policy No. 1014, Compensation, Payment of Expenses and Benefits, and Education Code 72024(d), "A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board." Past Board authorization has limited compensation to two absences per calendar year. The proposed resolution will apply only for absences occurring during the 2010 calendar year.

Fiscal Impact: General Fund - \$21,960.00 Annually.

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

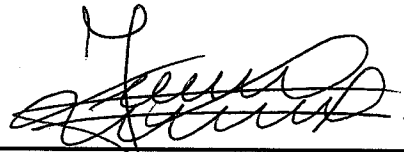
ADDRESS

(707) 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

January 8, 2010
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

AUTHORIZATION OF PAYMENT FOR BOARD MEMBERS' ABSENCE

RESOLUTION NO. 09/10-09

WHEREAS, _____ Governing Board member, found it necessary to be
(Trustee Name)
absent from the _____ Governing Board meeting due to his/her
(Board Meeting Date)
attendance at _____ for Solano Community College;
(College Function/Conference)

WHEREAS, Education Code 72024(d) states that "A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board"; and,

WHEREAS, Past Board authorization limits the compensation to two (2) absences per calendar year;

NOW THEREFORE, BE IT RESOLVED, That the Solano Community College District Governing Board affirms that _____ absence on _____
(Trustee Name) (Date of Absence)
was of a nature to warrant full payment to him/her for that meeting not to exceed two (2) absences per calendar year.

PASSED AND ADOPTED, This 20th day of January 2010, by the Governing Board of the Solano Community College District.

DENIS HONEYCHURCH, J.D., PRESIDENT

JOWEL C. LAGUERRE, Ph.D., SECRETARY

**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

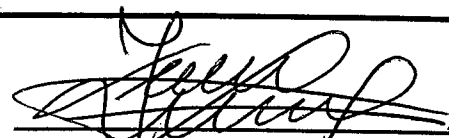
Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Barbara Gravely	Cosmetology Lab Assistant 174 workdays/20 hours week	1/21/10

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Susanna Crawford	From 100% Math Instructor To 40% Basic Skills Coordinator/ 60% Math Instructor	January 14, 2010 through June 30, 2012
Joshua Scott	From 100% Reading/English Instructor To 20% English/Humanities Basic Skills Coordinator/80% Reading/English Instructor	January 14, 2010 through June 30, 2012
Diane White	From 100% History Instructor To 20% Humanities Division Coordinator/80% History Instructor	January 14, 2010 through June 30, 2012

Trudy Largent, J.D.
Director of Human Resources



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

January 8, 2010
Date Submitted

January 8, 2010
Date Approved

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR**Governing Board Meeting****January 20, 2010****Page 2****Short-term/Temporary/Substitute**

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Hourly Rate</u>
To be determined (5)	Office Assistants, Fiscal Services	1/21/10 – 6/30/10	\$ 9.60
Tina Abbate	Substitute Student Services Assistant III, Banner Backfill	1/4/10 – 6/30/10	\$ 16.65
Susan Beavers	Substitute Student Services Assistant III, Banner Backfill	1/4/10 – 6/30/10	\$ 15.91
Gilda Butler	Cosmetology Lab Assistant	1/21/10 – 6/30/10	\$ 16.65
James Darling	Assistant Fire Instructor	1/20/10 – 6/30/10	\$ 8.60
Patricia Eisen	Bookstore Cashier	1/4/10 – 6/30/10	\$ 8.00
Melinda Grefaldia	Substitute Extended Campus Assistant	1/11/10 – 1/31/10	\$ 14.01
Joseph Lewis, Jr.	Substitute Custodian	1/21/10 – 6/30/10	\$ 12.20
	Substitute Warehouse Operator	1/21/10 – 6/30/10	\$ 13.87
Susan Messina	English Instructor	1/20/10 – 6/30/10	\$ 67.26
	<u>Grant Funded Green Education Program</u>		
Beverly Pfeiffer	Substitute Administrative Asst III, Green Education Program	1/21/10 – 3/31/10	\$ 21.74
Bryen Robinson	Registration Aide	1/5/10 – 6/30/10	\$ 10.00
	Substitute Extended Campus Assistant	2/1/10 – 4/30/10	\$ 14.01
Elizabeth Starbuck	Registration Aide	1/5/10 – 1/31/10	\$ 10.00
	Registration Aide (Banner backfill)	1/5/10 – 6/30/10	\$ 10.00
Kaitlyn VanDerWende	Bookstore Cashier	1/4/10 – 6/30/10	\$ 8.00

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

January 20, 2010

Page 3

Professional Experts

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount/ Hourly Rate</u>
Debbie Barlow	Accompanist	1/20/10 – 3/9/10	\$ 750.00
	Accompanist	3/16/10 – 5/10/10	\$ 750.00
Christopher Cronin	Art Model, Art 19	2/19/10	\$ 133.00
Teri Lamb	Co-present, PRIDE pre-service for Foster & Adoptive Parents Foster & Kinship Care Education	1/21/10 – 1/25/10	\$ 360.00
		2/1/10 – 2/26/10	\$ 1,080.00
Nancy Pewitt	Co-present and Support, Kinship Support and Information Foster & Kinship Care Education	2/10/10 – 2/25/10	\$ 360.00
Lisa Quinterro	Art Model, Art 19	1/22/10	\$ 80.00
Gregory Smith	Journey Level Assistant Fire Instructor	1/20/10 – 6/30/10	\$ 25.00 hour
Rachael Staudt	Art Model, Art 19	1/29/10	\$ 133.00
Erin Stone	Art Model, Art 19	2/5/10	\$ 133.00
Barbara Tooma	Art Model, Art 19	2/26/10	\$ 133.00
D. Mary Ann Turley	Co-present, PRIDE pre-service for Foster & Adoptive Parents and Co-present and Support, Kinship Support and Information Foster & Kinship Care Education	1/21/10 – 1/28/10	\$ 720.00
		2/3/10 – 2/25/10	\$ 1,260.00

Independent Contractors

<u>Name</u>	<u>Service</u>	<u>Dates of Contract</u>	<u>Amount</u>
Contract Education <u>Deborah Mann, Responsible Manager</u>			
Erika Smith	Set up electronic/electrical/computer labs for classes, tutor students, inventory/ order supplies and materials, participate in team meetings, and assist instructors with program administration.	1/21/10 – 6/15/10	\$ 840.00

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

January 20, 2010

Page 4

Independent Contractors (Continued)

<u>Name</u>	<u>Service</u>	<u>Dates of Contract</u>	<u>Amount</u>
	Human Resources Department <u>Trudy Largent, Responsible Manager</u>		
Peter Menzel	Flex Cal Guest Speaker	1/15/10	\$ 750.00
	Student Development <u>Shirley Lewis, Responsible Manager</u>		
Adrienne Cary	Facilitate and assist in the preparation of Tech Prep activities for 2009-10	1/21/10 – 3/26/10	\$ 500.00

GRATUITOUS SERVICE

<u>Name</u>	<u>Assignment</u>	<u>Division/Department</u>
Jacqueline Cruz	Assist women's basketball coach	PE/Athletics

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:

12/10/09	Vendor Payment	11016713-11016777	\$ 9,657.50
12/10/09	Vendor Payment	11016778-11016855	\$ 504,290.29
12/11/09	Vendor Payment	11016856-11016875	\$1,800,778.45
12/15/09	Vendor Payment	11016876-11017159	\$ 811,606.64
01/07/10	Vendor Payment	11017160-11017172	\$ 7,841.21
01/08/10	Vendor Payment	11017173-11017336	\$ 21,612.96

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

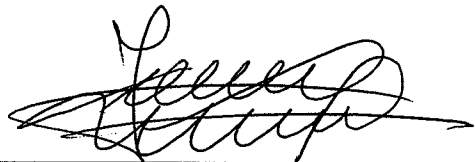
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CHANGE ORDER NO. 4 TO AMERICAN RIVER
CONSTRUCTION, INC., BUILDING 100 INTERIM
REMODEL**

REQUESTED ACTION: APPROVE CHANGE ORDER

SUMMARY:

Board approval is requested for Change Order No. 4 to American River Construction, Inc.'s base contract for the Building 100 Interim Remodel Project. The revised contract amount is as follows:

Contract Award Amount	\$	593,000.00	
Prior Change Orders	\$	66,716.10	
Change Order No. 4	\$	1,146.27	
Total Change Orders	\$	67,862.37	11.4% of Contract Award Amount
Revised Contract Amount	\$	660,862.37	

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

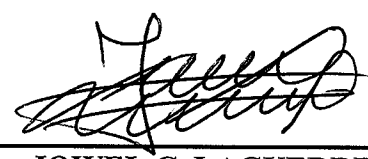
TELEPHONE NUMBER

Facilities

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

01/20/10 AMERICAN RIVER CONSTRUCTION, INC. - BUILDING 100 INTERIM REMODEL

PCO	Description	Negotiated Amount	Reason	CO
6	The electrical drawings did not include necessary demolition of conduit, wiring and switches in Rooms 103, 103A, 125, 126, 162, and 173. The Contractor performed the electrical demolition necessary to complete the demolition and new electrical installation throughout the building.	\$ 3,166.28	Error/Omission	4
35	The architectural drawings did not show new rubber wall base where work was performed in Room 124. The owner directed the Contractor to furnish and install the additional new rubber wall base.	\$ 557.82	Error/Omission	4
36	It was determined during construction that the existing flooring at the east and west building entries were in good condition and not in need of replacement. The owner directed the Contractor to provide a credit proposal for installation of the flooring at the east and west entries. The flooring materials were turned over to the District.	\$ (339.36)	Owner Request	4
38	Some flooring in Room 124 was removed during asbestos abatement. The architectural drawings did not include patching the carpet where it had been removed. The owner directed the Contractor to patch the areas of Room 124.	\$ 494.03	Owner Request	4
39	A credit is due based on non-functional fire alarm installation by the Contractor. The newly-installed fire alarm system was not installed correctly and the District used an alternate Contractor to correct the deficient work.	\$ (2,732.50)	Owner Request	4
TOTAL		\$ 1,146.27		

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

TO: Members of the Governing Board

**SUBJECT: CHANGE ORDER NO. 13 TO ROEBBELEN
CONTRACTING, INC., CONSTRUCTION OF VACAVILLE
CAMPUS – NEW CLASSROOM BUILDING**

REQUESTED ACTION: APPROVE CHANGE ORDER

SUMMARY:

Board approval is requested for Change Order No. 13 to Roebbelen Contracting, Inc.'s base contract for the Vacaville Campus - New Classroom Building. Revised contract amount is as follows:

Contract Award Amount	\$	14,059,000.00	
Prior Change Orders	\$	722,312.00	
Change Order No. 13	\$	45,450.00	
Total Change Orders	\$	767,762.00	5.46% of Contract Award Amount
Revised Contract Amount	\$	14,826,762.00	

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

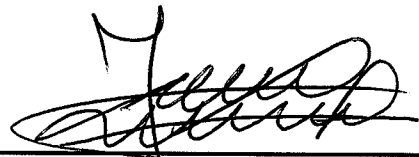
TELEPHONE NUMBER

Facilities

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

01/20/10 ROEBBELEN CONTRACTING, INC. - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
102	The Contractor was directed by the District to install venting in the laboratory casework, enabling the casework to be actively vented to the exterior of the building, as required.	\$4,896	Error/Omission	13
103	The Contractor was directed by the District to provide and install boost transformers and disconnects for the autoclave and glassware washer in the laboratory prep room.	\$10,929	Owner Request	13
105	To address the window to wall intersection in the laboratory prep room and maintain window viewing area while still providing sound insulation, the Contractor was directed to modify the drywall finish at the ends and provide U channels at the closures.	\$788	Error/Omission	13
106	The Contractor was directed by the District to proceed with remediation of unstable subgrade at the south parking lot entrance due to overly moist soil conditions.	\$5,227	Unforeseen Condition	13
063	The Contractor was directed by the District to install a sliding window in the wall separating the Reception and Director's office and relocate the mail storage casework to the Staff Lounge. The Contractor was also directed to change one light pole at the west side of the lecture hall from pedestrian to parking lot light pole, and add an additional head to the light pole.	\$5,092	Owner Request	13
107	To address a gap between the bottom of a steel member and end of metal roof assembly at the east wall "popouts," the Contractor was directed to furr out the steel member with a wood member for metal soffit attachment.	\$2,123	Error/Omission	13
108	The Contractor was directed, as a result of a DSA site visit report, to install a drywall shaft bottom enclosure at the first floor hallway in front of Room 112 (Science Lab).	\$1,466	Agency Requirement	13
109	To address a conflict between the specified storefront doors (at exterior pairs) and specified door hardware, the Contractor was directed to provide a wide stile door in lieu of the originally specified medium stile door, resulting in an additional cost.	\$2,773	Error/Omission	13
121	To obtain the level of structural stability in the high volume spaces, additional straps were necessary from the second floor diaphragms into the shearwalls. The District directed the Contractor to provide the additional straps.	\$3,063	Error/Omission	13

01/20/10 ROEBBELEN CONTRACTING, INC. - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
110	The original contract drawings showed plumbing pipes being run vertically through a second floor student study area that is open to the first floor. The discrepancy was not noticed until the plumbing pipes were already installed per original contract drawings. The Contractor was directed to remove and relocate the pipes.	\$9,093	Error/Omission	13
	TOTAL	\$ 45,450.00		

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

TO: Members of the Governing Board

**SUBJECT: AMENDMENT TO SERVICE AGREEMENT WITH
KAPLAN MCLAUGHLIN DIAZ ARCHITECTS (KMD) FOR
THE VACAVILLE CENTER**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for additional design services from Kaplan McLaughlin Diaz (KMD Architects) for the Vacaville Center Project. The additional services were owner requested/directed, and attached is a table outlining the proposed amendment to the KMD contract with specific details regarding the proposed additional services in the amount of \$6,520.00.

Staff will be at the meeting to answer any questions by the 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

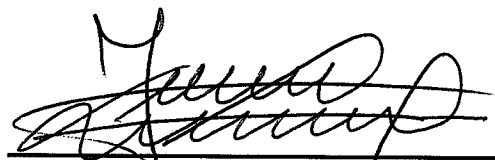
TELEPHONE NUMBER

Facilities

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

AMENDMENT TO CONTRACT AGREEMENT WITH KMD ARCHITECTS

<u>PROJECTS</u>	<u>CURRENT CONTRACT AMOUNT</u>	<u>PROPOSED FEE INCREASE</u>	<u>REVISED CONTRACT TOTAL</u>
1 Vacaville Center	\$2,174,805.40	\$6,520.00	\$2,181,325.40

	<u>Project</u>	<u>Description</u>	<u>Cost</u>
1	Scope Item 1. Additional Data and Furniture, Fixtures & Equipment (FF&E) Coordination	The Architect has been authorized by the District to add wireless access points throughout the building and modify the power and data locations at computer labs, offices, and public spaces to accommodate the chosen furniture locations. This work was expedited so the construction schedule would not be impacted.	\$5,520.00
2	Scope Item 2. Flag Pole Design	The Architect has been authorized to design a flag pole and hardscape for the center of the round-about to accommodate the District's request. This work was expedited so the construction schedule would not be impacted.	\$1,000.00
	TOTAL		\$6,520.00

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

TO: Members of the Governing Board

**SUBJECT: ESTABLISHMENT OF THE NONRESIDENT TUITION
FEE FOR 2010-11, RESOLUTION NO. 09/10-10**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for Resolution No. 09/10-10, Establishment of the Nonresident Tuition Fee for 2010-11. The 2009-10 current nonresident tuition fee is \$190.00 per unit. Per Education Code Section 76140, the Governing Board must adopt a nonresident tuition fee before February 1 of each year.

The Board may adopt one of four rates: (a) a rate based on the District's Current Expense of Education per FTES, (b) the statewide average rate, (c) no more than the highest rate of a contiguous district, or (d) any rate within a range that is not more than the District's Current Expense of Education per FTES and not less than the statewide average.

Based on the current statewide average and the rate of contiguous districts, it is recommended that the District's 2010-11 nonresident tuition fee remain at \$190.00 per unit.

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

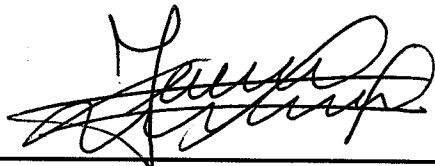
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**ESTABLISHMENT OF NONRESIDENT TUITION FEE
FOR ACADEMIC YEAR 2010-11
RESOLUTION NO. 09/10-10**

TO COMPLY WITH REQUIREMENTS OF EDUCATION CODE SECTION 76140

WHEREAS, Such tuition fee may be based upon (a) the local district's current expense of education per unit of Full Time Equivalent Student (FTES); (b) the statewide average rate per unit of FTES; (c) the highest rate of a contiguous district or, (d) any rate within a range that is not more than the District's current expense of education per FTES and not less than the statewide average;

WHEREAS, The existing nonresident tuition fee, based upon the rate charged in a contiguous district is \$190.00 per unit; and

WHEREAS, Education Code Section 76140 mandates that the proposed tuition fee be increased by the United States Consumer Price Index (U.S.C.P.I.) for two fiscal years, as determined by the Department of Finance, State of California, which results in a factor of 1.047; now therefore be it

RESOLVED, That the District nonresident tuition fee for the academic year 2010-11, beginning with the summer session, be established at \$190.00 per unit based on the current statewide average and the rate of contiguous districts; be it further

RESOLVED, That tuition may be paid in two installments with the total payment made by the end of the third month of each semester.

PASSED AND ADOPTED This 20th day of January 2010, by the Governing Board of Solano Community College District.

DENIS HONEYCHURCH, J.D., PRESIDENT

JOWEL C. LAGUERRE, Ph.D., SECRETARY

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

TO: Members of the Governing Board

SUBJECT: AGREEMENT BETWEEN CTE PATHWAYS INITIATIVE
AND SOLANO COMMUNITY COLLEGE DISTRICT TO
MANAGE GRANT ACTIVITIES

REQUESTED ACTION: APPROVAL

SUMMARY:

Solano Community College District Contract Education is in receipt of two CTE Pathways Initiative Grants for FY 2009-10 in the amount of \$427,750.00. This item is being presented to the Governing Board for approval.

The grant funds will be used to develop and deliver curriculum to Solano County high schools and middle schools, introducing students and teachers to Water/Wastewater and Entrepreneurship career opportunities. The District will manage all grant activities while further developing our partnership with Solano County schools.

Copies of the renewal grant modifications 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

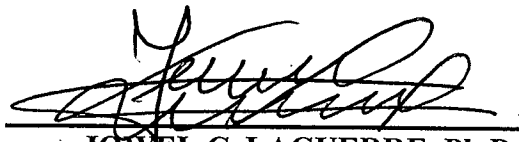
ADDRESS

707-864-7195

TELEPHONE NUMBER

Academic Affairs
ORGANIZATION

January 08, 2010
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**


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

January 08, 2010
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

**THIS FORM MAY BE REPLICATED
BUT UNDER NO CIRCUMSTANCES CAN THE LANGUAGE BE ALTERED**

BOG, California Community Colleges
Chancellor's Office

District: SOLANO COCC
College: SOLANO COMMUNITY COLLEGE
RFA Specification Number: 09-141

Grant Agreement

TO BE COMPLETED BY COCCC

CTE Pathways Initiative

Grant Agreement No: 09-141-281

Career Technical Education Community Collaborative Supplemental

Total Amount to be Encumbered: \$ _____

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, the Grantee's completed online application, and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of the RFA Specification; this Grant Agreement face sheet, the Grantee's application, with all required forms; and the Grant Agreement Legal Terms and Conditions, (Articles I, Rev. 11/09 and II, Rev. 04/09), as set forth in the RFA Instructions. All of these items are incorporated into this grant by reference.

The online application is completed once it is submitted online at <https://mlsweb.coccc.edu/path/pathlogin.aspx> and approved by the Chancellor's Office.

The total amount payable for this grant under each performance/funding period shall not exceed the amounts shown above as "Amount Encumbered"; and the total amount payable under this agreement shall not exceed the amount shown above as "Total Amount to be Encumbered."

The term of this grant shall be from February 01, 2010, to and including March 31, 2012. All performance under this grant must be completed by February 29, 2012. The Final Report must be submitted within 30 days from the grant end date.

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.

STATE OF CALIFORNIA				GRANTEE	
Item	Chapter	Statute	Fiscal Year	Grant Funds Requested:	\$ 78,874
6870-101-0001(21)	751	2009	2009-2010	Match Funds, if Applicable:	\$ 7,887
				Total:	\$ 86,761
Object of Expenditure (Code and Title) 3233-751-27010				Project Director John Urrutia	
Signature, Accounting Officer (or authorized Designee)				District (Grantee) Address:	
Project Monitor				4000 Suisun Valley Road Fairfield, CA 94534-3197	
Agency:					
1102 Q Street Sacramento, CA 95811-6549					
Signature, Executive Vice Chancellor (or authorized Designee)			Date	Signature, Chief Executive Officer (or authorized Designee)	Date
Printed Name of Person Signing				Printed Name of Person Signing	
Title				Jowel C. Laguerre, Ph.D.	
				Title	
				Superintendent/President	

**THIS FORM MAY BE REPLICATED
BUT UNDER NO CIRCUMSTANCES CAN THE LANGUAGE BE ALTERED**

BOG, California Community Colleges
Chancellor's Office

District: ~~SOLANO CCD~~
College: SOLANO COMMUNITY COLLEGE
RFA Specification Number: 09-140

Grant Agreement

TO BE COMPLETED BY COCCC

CTE Pathways Initiative

Grant Agreement No: 09-140-281

Career Technical Education Community Collaborative Projects

Total Amount to be Encumbered: \$ _____

This grant is made and entered into, by and between, the Chancellor's Office of the California Community Colleges, the Grantee's completed online application, and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of the RFA Specification; this Grant Agreement face sheet, the Grantee's application, with all required forms; and the Grant Agreement Legal Terms and Conditions, (Articles I, Rev. 11/09 and II, Rev. 04/09), as set forth in the RFA Instructions. All of these items are incorporated into this grant by reference.

The online application is completed once it is submitted online at <https://misweb.cccco.edu/path/pathlogin.aspx> and approved by the Chancellor's Office.

The total amount payable for this grant under each performance/funding period shall not exceed the amounts shown above as "Amount Encumbered"; and the total amount payable under this agreement shall not exceed the amount shown above as "Total Amount to be Encumbered."

The term of this grant shall be from February 01, 2010, to and including March 31, 2012. All performance under this grant must be completed by February 29, 2012. The Final Report must be submitted within 30 days from the grant end date.

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.

STATE OF CALIFORNIA				GRANTEE	
Item	Chapter	Statute	Fiscal Year	Grant Funds Requested:	\$ 309,990
6670-101-0001(21)	751	2009	2009-2010	Match Funds, if Applicable:	\$ 30,999
				Total:	\$ 340,989
Object of Expenditure (Code and Title)				Project Director	
3233-751-27010				John Urrutia	
Signature, Accounting Officer (or authorized Designee)				District (Grantee) Address:	
Project Monitor				4000 Suisun Valley Road	
Agency:				Fairfield, CA 94534-3197	
1102 Q Street					
Sacramento, CA 95811-6549					
Signature, Executive Vice Chancellor (or authorized Designee)			Date	Signature, Chief Executive Officer (or authorized Designee)	Date
Printed Name of Person Signing				Printed Name of Person Signing	
Title				Jowel C. Laguerre, Ph.D.	
				Title	
				Superintendent/President	

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CLINICAL SITE CONTRACT RENEWAL BETWEEN
SOLANO COMMUNITY COLLEGE AND SUTTER
HEALTH SACRAMENTO SIERRA REGION

REQUESTED ACTION: APPROVAL

SUMMARY:

A renewal agreement between Solano Community College and Sutter Health Sacramento Sierra Region is being presented for review and approval by the Governing Board. The approval of this renewal contract benefits the nursing program at Solano Community College by providing students with additional clinical sites in which to practice.

The CCR for the Board of Registered Nursing, Section 1427 requires "A program that utilizes agencies and/or facilities for clinical experience shall maintain written agreements with such facilities." These agreements must be current, reviewed periodically, and revised as indicated.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Maire Morinec, Dean
Health Occupations, Public Safety,
and Family Studies

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707.864.7108


TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**



**AGREEMENT FOR FURNISHING CLINICAL AND/OR
NON-CLINICAL EXPERIENCES AND THE USE OF CLINICAL FACILITIES**

This Agreement is between **SUTTER MEDICAL FOUNDATION, SUTTER HEALTH SACRAMENTO SIERRA REGION (SHSSR)**, a California nonprofit public benefit corporation d.b.a. Sutter Amador Hospital, Sutter Auburn Faith Hospital, Sutter Center for Psychiatry, Sutter Davis Hospital, Sutter Medical Center, Sacramento, Sutter Roseville Medical Center and Sutter Solano Medical Center (hereafter collectively referred to as "SHSSR") and **SOLANO COMMUNITY COLLEGE DISTRICT** (hereafter referred to as "SCHOOL") and is effective as of **JANUARY 1, 2010**.

RECITALS

- A. SHSSR owns and operates general acute care hospitals, a psychiatric hospital and various outpatient facilities' (collectively referred to as "FACILITIES"). See EXHIBIT A for a list of all FACILITIES included in this Agreement.
- B. The SCHOOL has various academic programs (hereafter "Program(s)") for its students, and these Program(s) require clinical and/or non-clinical experience at SHSSR's FACILITIES.
- C. It is to the mutual benefit of the parties to this Agreement that student(s) participating in SCHOOL's Program may use the FACILITIES of SHSSR for clinical experience.

NOW, THEREFORE, the parties agree as follows:

1. GENERAL INFORMATION

- A. Primary Contacts. Both parties shall designate primary contacts ("Primary Contact") respectively, who shall coordinate with each other in the planning of the Program(s) to be provided to the students.
- B. Preliminary Information. Both parties, before the beginning of the training, shall agree upon the location(s), the number and identity of the students participating under this Agreement, and the period of time for each student's clinical experience.

Supervision. SCHOOL shall maintain responsibility for student activities and conduct while in the SHSSR, and shall maintain supervision over the Program(s). However, SHSSR shall retain all professional and administrative responsibility for the services rendered pursuant to this Agreement to the extent required to comply with Title 22 of the California Code of Regulations.

2. SCHOOL'S RESPONSIBILITIES

- A. Student Contact Information. SCHOOL shall complete and send to SHSSR information for each student enrolled in the Program(s), which shall include the student's name, address and telephone number prior to the beginning of the planned clinical experience. SHSSR shall regard this information as confidential.
- B. Schedule of Assignments. SCHOOL shall notify the SHSSR of its planned schedule of student assignments and/or any changes in student assignments, including the name of the student, level of academic preparation, and length and dates of clinical experience not less than 5 working days prior to the planned experience.
- C. Records. SCHOOL shall maintain all attendance and academic records of the students participating in said Program(s).
- D. Rules and Regulations. SCHOOL shall enforce rules and regulations governing the student as mutually agreed upon by SCHOOL and SHSSR.
- E. Health Policy. SCHOOL shall provide SHSSR, prior to a student's arrival at the FACILITY, with proof of immunity consistent with SHSSR employee health policy and notify the SHSSR if student is a known carrier of an infectious or communicable disease. If such information indicates that patients of SHSSR would be placed at risk if treated by a particular student, SHSSR reserves the right to refuse to allow such student to participate in experiences at SHSSR. Immunity documentation shall include at a minimum a TB screening, and vaccinations or titers for rubeola, rubella, varicella, Hepatitis B and influenza. TB screening (two-step process) requires that students have a negative PPD skin test, or, if known to be PPD positive, a negative chest x-ray, and no symptoms of TB. SHSSR is not financially responsible for providing these tests for students. SHSSR has the same requirements for any SCHOOL instructors participating under this Agreement.
- F. Student/Instructor Responsibilities. SCHOOL shall notify the student and instructor that he/she is responsible for:
- 1) Following the policies, procedures, rules and regulations of SHSSR, including the dress code of the SHSSR.
 - 2) Arranging for his/her own transportation and living arrangements when not provided by SCHOOL.
 - 3) Arranging for and assuming the cost of his/her own health insurance.
 - 4) Assuming responsibility for care for his/her personal illness, necessary immunizations, tuberculin test and initial drug screening.
 - 5) Maintaining confidentiality of patient information. No student or instructor shall have access to or have the right to receive any medical record, except when necessary in the regular course of the experience. The discussion, transmission or narration in any form by students or instructors of any patient information of a personal nature, medical or otherwise, obtained in the regular course of the Program(s) is forbidden except as a necessary part of the practical experience. Students and instructors shall use de-identified information only in any discussions with SCHOOL, its employees or agents, unless the patient has first given express authorization using a form approved by SHSSR that complies with applicable state and federal law, including the Health Insurance Portability and Accountability Act ("HIPAA") and regulations thereunder. To preserve patient confidentiality, students and instructors shall not be permitted to use any cameras or camera cell phones in the Facilities.
 - 6) Wearing photo ID name badges identifying him/herself as a student/instructor of the SCHOOL.

- 7) Attending an orientation to SHSSR facilities, as mutually agreed upon by the Primary Contacts. This orientation must be fully completed prior to student assignment for patient care.
 - 8) Providing services to the SHSSR's patients under the direct supervision of a faculty provided by SCHOOL or SHSSR-provided preceptors.
 - 9) Notifying SHSSR immediately of any perceived or suspected violation of federal or State laws at the SHSSR.
- G. Backgrounds. SHSSR requires SCHOOL to provide proof of a lawful background check for each student and instructor before the planned clinical experience. SHSSR is not financially responsible for the background check. The background check shall include at a minimum: a drug and alcohol screening in accordance with SHSSR policy; a social security number trace (used to identify additional names and or locations of residence); a county criminal background search in each county where the student/instructor has resided in the seven (7) years prior to the clinical experience (This search shall also include a search of any additional names utilized by the candidate (ex: other first or last names); a national registry search of violent sexual offenders and predators; and a sanction search of the Department of Health and Human Services, Office of Inspector General and General Services Administration, for listing as debarred, excluded or otherwise ineligible for federal program participation (<http://oig.hhs.gov/fraud/exclusions.html>).
- H. Withdrawal of Students. SHSSR may request SCHOOL to withdraw from the Program(s) any student or instructor whom SHSSR determines is not performing satisfactorily, or who refuses to follow SHSSR's policies, procedures, rules and/or regulations, or violates federal or State laws. SHSSR may also deny participation in the Program(s) to any student in accordance with the provisions of California Labor Code sections 432.7 and 432.8. SHSSR reserves the right to suspend from participation immediately any student or instructor who poses an imminent danger of harm to patients or others.

3. SHSSR'S RESPONSIBILITIES

- A. Experience. SHSSR shall accept from SCHOOL the mutually agreed upon number of students enrolled in the Program(s), and shall provide these students with supervised and appropriate clinical experience.
- B. Patient Care & Staffing. To the extent required by law, SHSSR shall retain ultimate responsibility for patient care and services in its Facilities. SHSSR shall provide staff of adequate number and quality to insure the safe and continuous health care services of the patients.
- C. Accreditation. SHSSR shall maintain the Facilities used for the experience in such a manner that the Facilities shall conform to the requirements of the appropriate accreditation agency. Upon request, SHSSR shall permit the appropriate accreditation agency to make site visits to the facility to verify the instructional and clinical/non-clinical experience of the SCHOOL's students.
- D. Access to Facilities. SHSSR shall permit instructors and students enrolled in the Program(s) access to SHSSR facilities as appropriate and necessary for the Program(s), provided that the presence of the instructors and students shall not interfere with the activities of SHSSR. Facilities include space for conferences, as available, and access to SHSSR's Medical Resource Library during normal Library hours.
- E. Emergency Health Care/First Aid. SHSSR shall, on any day when student/instructor is receiving training at its Facilities, provide to student/instructor necessary emergency health care or first aid for accidents or conditions arising out of or in the course of said student's or instructor's participation in the experience at the SHSSR. Except as provided regarding such emergencies, SHSSR shall have no obligation to furnish medical or surgical

care to any student or instructor. Students and instructors will be financially responsible for all such care rendered in the same manner as any other patient.

- F. Training Capacity. Students shall perform in a training capacity only and shall not be utilized to treat patients in lieu of trained professionals employed by SHSSR. Students shall perform services for patients only when under the supervision of a qualified professional.

4. NON-DISCRIMINATION

The parties agree that all students participating in the clinical experience pursuant to this Agreement shall be selected without discrimination on account of race, color, religion, national origin, ancestry, disability, marital status, gender, sexual orientation, age, veteran status, medical condition (cancer related or genetic characteristic) as defined in section 12926 of the California Government Code, citizenship, or any other protected status, within the limits imposed by law or agency policy.

5. STATUS OF SCHOOL AND SHSSR

It is expressly agreed and understood by SCHOOL and SHSSR that students and instructors under this Program(s) are in attendance for educational purposes, and such students and instructors are not considered employees of SHSSR or SCHOOL for any purpose, including, but not limited to, compensation for services, employee welfare and pension benefits, or workers' compensation insurance.

6. INDEMNIFICATION

- A. SCHOOL shall defend, indemnify and hold harmless SHSSR and its affiliates, parents and subsidiaries, and any of their respective directors, trustees, officers, agents, employees and volunteers from any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the SCHOOL, its officers, employees, agents, instructors or students.
- B. SHSSR shall defend, indemnify and hold harmless SCHOOL, its officers, employees, agents and trainees from any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the SHSSR, its officers, employees, or agents.

7. INSURANCE

- A. SCHOOL shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, professional and general liability insurance from an insurance company acceptable to SHSSR in amounts that are reasonably necessary to protect it and SHSSR against liability arising from or incident to the use and operation of the SHSSR by the SCHOOL's students or instructors.

- B. Coverage under such insurance shall be not less than One Million Dollars (\$1,000,000) for each occurrence and Three Million Dollars (\$3,000,000) aggregate for each professional liability insurance and comprehensive general liability insurance. If such insurance is made on a "claims-made" basis, and such coverage is later terminated or converted to an "occurrence" coverage (or vice versa), SCHOOL shall also acquire "prior acts" or "tail" coverage in the above amounts, covering all periods that this Agreement is or has been in effect.
- C. The SCHOOL shall also maintain and provide evidence of workers' compensation and disability coverage as required by law. In the event SCHOOL does not carry workers' compensation insurance on the students, SCHOOL shall maintain and provide evidence of student accident insurance on each student with benefits that are no less than \$10,000.
- D. SCHOOL shall provide SHSSR, upon SHSSR's request, with proof of insurance evidencing the insurance coverage required under this section. The SCHOOL shall also notify the SHSSR within ten (10) days of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.

8. TERM AND TERMINATION

- A. Term. This Agreement shall be effective as of the date first written above, and shall remain in effect for three (3) years thereafter.
- B. Renewal. This Agreement may be renewed for subsequent three (3) year terms, by either party giving the other at least 30 days prior written notice of their desire to renew, or the other party agreeing to such a renewal prior to the expiration of the then current term of the Agreement.
- C. Termination.
 - 1) Mutual Agreement. This Agreement may be terminated at any time upon the written concurrence of the parties.
 - 2) Without Cause. This Agreement may be terminated without cause with 30 days prior written notice by either party. Such termination shall not take effect, however, with regard to students already enrolled until those students have completed their training for the SCHOOL semester during which such termination notice is given, unless such completion would cause an undue financial hardship on the SHSSR or the unit in which student is assigned ceases to operate.

9. CONFIDENTIALITY

All parties shall protect the confidentiality of each other's records and information, and shall not disclose confidential information without the prior written consent of the other party. All patient records, reports and information obtained, generated or encountered relating to the training shall at all times be and remain the property of SHSSR. SCHOOL shall warrant to SHSSR that each student has received appropriate training in the student's duty to maintain the confidentiality of patient and SHSSR proprietary information at all times, and to comply with all federal and California laws relating to the privacy of individually identifiable health information. Such laws include, without limitation, the Health Insurance Portability and Accountability Act of 1996, and its attendant regulations, as amended from time to time ("HIPAA"), and the California Confidentiality of Medical Information Act. SHSSR reserves the right to provide appropriate confidentiality training to the students and SCHOOL faculty, and to designate the students and SCHOOL faculty as members of SHSSR's workforce, as defined by HIPAA.

10. GENERAL PROVISIONS

- A. Entire Agreement. This agreement constitutes the entire agreement between the parties with respect to the subject matter of this agreement, and replaces all prior existing experience agreements, amendments and addenda between the parties, regarding SCHOOL's Program(s) and use of SHSSR's Facilities.
- B. Amendments. This Agreement may be amended at any time by mutual agreement of the parties in writing and signed by the parties. Notwithstanding the foregoing, should any provision of this Agreement be in conflict with a governing State or federal law, it should be deemed amended accordingly.
- C. Assignment; Binding on Successors. Neither party shall voluntarily nor by operation of law, assign or otherwise transfer this Agreement without the other party's prior written consent. Any purported assignment in violation of this Section shall be null and void. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and their successors and assigns, except as otherwise provided in this Agreement.
- D. Dispute Resolution. If the parties cannot resolve a dispute between them relating to this Agreement after using good faith efforts to resolve the dispute informally, the parties shall submit the dispute to binding arbitration in accordance with the then prevailing Commercial Arbitration Rules of JAMS or such other organization as the parties mutually agree. The parties shall bear the arbitrator's fees and expenses equally. The arbitration shall take place in the county where SHSSR is located. Judgment upon the award may be entered and enforced in the appropriate state or federal court sitting in that same county.
- E. Attorney's Fees. In the event that any action, including arbitration, is brought by either party to enforce or interpret the terms of this Agreement, the prevailing party in such action shall be entitled to its costs and reasonable attorney's fees in accordance with California Civil Code §1717, in addition to such other relief as the court or arbitrator may deem appropriate.
- F. Headings. The headings of sections in this Agreement are for reference only, are solely for the convenience of the parties, are not a part of this Agreement, and shall not be used for the interpretation or determination of validity of this Agreement or any provision hereof.
- G. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.
- H. Force Majeure. Neither party shall be liable nor deemed to be in default for any delay or failure in performance under this Agreement or other interruption of service or employment deemed resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, failure of transportation, machinery or supplies, vandalism, strikes or other work interruptions beyond the reasonable control of either party. However, both parties shall make good faith efforts to perform under this Agreement in the event of any such circumstances.
- I. Governing Law. The validity, interpretation and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.
- J. Notices.

(1) Notices required under this Agreement shall be sent to the parties by certified or registered mail to the addresses set forth below:

**SUTTER HEALTH SACRAMENTO SIERRA REGION,
a California nonprofit public benefit corporation**

SOLANO COMMUNITY COLLEGE DISTRICT

Anette Smith-Dohring
Manager, Workforce Development
2700 Gateway Oaks Drive, Suite 1100
Sacramento, CA 95833
Phone: 916.924.7644
Email: smitha2@sutterhealth.org.

Maire Morinec
Dean, Health Occupations
4000 Suisun Valley Road, Room 805
Suisun, CA 94585-3197
Phone: 707.864.7108
Email: Maire.Morinec@solano.edu

or ACUTE CARE

Kathryn (Kay) Jelten, RN, BSN, MBA
Director, Nursing Education
Sutter Medical Center, Sacramento
5151 F Street
Sacramento, CA 95819
Phone: 916.733.0396
Email: jeltenk@sutterhealth.org

or AMBULATORY

Michael Phillips, PharmD
Manager, Sutter Medical Foundation Training and
Development
1201 Alhambra Boulevard, Suite 10
Sacramento, CA 95816
Phone: 916.731.7783
Email: phillipm@sutterhealth.org

- K. **Remedies.** The various rights, options, elections, powers, and remedies of the respective parties hereto contained in, granted, or reserved by this Agreement, are in addition to any others that said parties may be entitled to by law, shall be construed as cumulative, and no one of them is exclusive of any of the others, or of any right or priority allowed by law.
- L. **Severability.** In the event any portion of this Agreement is declared invalid or void by a court or arbitrator, such portion shall be severed from this Agreement, and the remaining provisions shall remain in effect, unless the effect of such severance would be to alter substantially the agreement or the obligations of the parties, in which case this Agreement may be immediately terminated.
- M. **Waiver of Provisions.** Any failure of a party to insist upon strict compliance with any term, undertaking or condition of this Agreement shall not be deemed to be a waiver of such term, undertaking or condition. To be effective, a waiver must be in writing, signed and dated by the parties to this Agreement. A waiver of any term or condition hereof shall not be construed as a future waiver of the same or any other term or condition hereof.
- N. **Recitals and Exhibits.** Any recital and/or exhibit attached hereto is hereby incorporated into this Agreement by this reference.

- O. Compliance with Law and Regulatory Agencies. SHSSR and SCHOOL shall comply with all applicable provisions of law and other valid rules and regulations of all governmental agencies having jurisdiction over: (i) the operation of the SHSSR; (ii) the licensing of health care practitioners; and (iii) the delivery of services to patients of governmentally regulated third party payors whose members/beneficiaries receive care from SHSSR. This shall specifically include compliance with applicable provisions of Title 22 of the California Code of Regulations. SCHOOL shall also comply with all applicable standards and recommendations of The Joint Commission; bylaws and rules and regulations, and policies and procedures of SHSSR, its Medical Staff and Medical Staff departments; and the rules regarding services provided to patients covered by Medicare and/or Medi-Cal.
- P. No Referrals. Nothing in this Agreement is intended to obligate and shall not obligate any party to this Agreement to refer patients to any other party.
- Q. No Third Party Beneficiaries. Unless otherwise set forth herein, nothing contained herein is intended nor shall be construed to create rights running to the benefit of third parties.

11. EXECUTION

By their signatures below, each of the following represent that they have authority to execute this Agreement and to bind the party on whose behalf their execution is made.

SHSSR

**Sutter Medical Foundation and
Sutter Health Sacramento Sierra Region,**
a California nonprofit public benefit corporation,
d.b.a. Sutter Amador Hospital, Sutter Auburn
Hospital, Sutter Center for Psychiatry, Sutter
Davis Hospital, Sutter Medical Center,
Sacramento, Sutter Roseville Medical Center
and Sutter Solano Medical Center

SOLANO COMMUNITY COLLEGE DISTRICT

By: _____
Jeffrey Szczesny
Vice President, Human Resources

By: _____
Jowel Laguerre, PhD
Superintendent/President

Date: _____

Date: _____



Exhibit A – The following SHSSR facilities are included in this agreement:

Sutter Health Sacramento Sierra Region Inpatient Facilities

Facility	Address	City, State	Zip Code
Sutter Amador Hospital	200 Mission Boulevard	Jackson, CA	95642
Sutter Auburn Faith Hospital	11815 Education Street	Auburn, CA	95602
Sutter Center for Psychiatry	7700 Folsom Boulevard	Sacramento, CA	95826
Sutter Davis Hospital	2000 Sutter Place	Davis, CA	95617
Sutter Medical Center, Sacramento			
Sutter General Hospital	2801 L Street	Sacramento, CA	95816
Sutter Memorial Hospital	515 F Street	Sacramento, CA	95819
Sutter Roseville Hospital	One Medical Plaza	Roseville, CA	95661
Sutter Solano Medical Center	300 Hospital Drive	Vallejo, CA	94589

Sutter Health Sacramento Sierra Region Ambulatory Care Facilities

Address	City, State	Zip Code	Address	City, State	Zip Code
3123 Professional Dr.	Auburn, CA	95603	2068 John Jones Rd.	Davis, CA	95616
3133 Professional Dr.	Auburn, CA	95603	635 Anderson Rd.	Davis, CA	95616
3288 Bell Rd.	Auburn, CA	95603	125 North Lincoln	Dixon, CA	95620
404 Auburn-Folsom Rd.	Auburn, CA	95603	8170 Laguna Blvd.	Elk Grove, CA	95758
11795 Education St.	Auburn, CA	95602	2575 East Bidwell St.	Folsom, CA	95630
13300 New Airport Rd.	Auburn, CA	95602	10058 Wolf Rd.	Grass Valley, CA	95949
1801 Hanover Dr.	Davis, CA	95616	685 Twelve Bridges Dr.	Lincoln, CA	95648
1340 Lake Blvd.	Davis, CA	95616	11121 Sun Center Dr.	Rancho Cordova, CA	95670
1970 Lake Blvd.	Davis, CA	95616	1160 Sunset Blvd.	Rocklin, CA	95765
2000 Sutter Place	Davis, CA	95616	Three Medical Plaza	Roseville, CA	95677
2020 Sutter Place	Davis, CA	95616	3100 Douglas Blvd.	Roseville, CA	95661
2030 Sutter Place	Davis, CA	95616	568 North Sunrise Av.	Roseville, CA	95661
			5765 Greenback Ln.	Sacramento, CA	95841
			1014 N. Market Blvd.	Sacramento, CA	95834
			2210 Del Paso Rd.	Sacramento, CA	95834
			7420 Greenhaven Dr.	Sacramento, CA	95831
			5301 F St.	Sacramento, CA	95819
			1020 - 29th St.	Sacramento, CA	95816
			1201 Alhambra Blvd.	Sacramento, CA	95816
			2800 L St.	Sacramento, CA	95816
			2801 K St.	Sacramento, CA	95816
			111 East Grant	Winters, CA	95694
			475 Pioneer Ave.	Woodland, CA	95776
			460 & 480 Plumas Blvd.	Yuba City, CA	95991



Sutter Health

Sacramento Sierra Region

With You. For Life.

Exhibit B – FACILITY and SCHOOL Contact Persons:

Facility	Contact	Title	Email	Phone
Sutter Amador Hospital	Tamara Harding	Staff Educator	hardintp@sutterhealth.org	209.223.7478
Sutter Auburn Faith Hospital	Cecilia Brownlee	Director of Education	brownlec@sutterhealth.org	530.888.4513
Sutter Center for Psychiatry	Patricia Prentice	Director, Patient Care Services	prentip@sutterhealth.org	916.386.3014
Sutter Davis Hospital	Amanda Perez	Nurse Educator	pereza4@sutterhealth.org	530.759.7474
Sutter Medical Center, Sacramento	Kay Jelten	Director, Nursing Education	jeltenk@sutterhealth.org	916.733.0936
Sutter Roseville Medical Center	Susan Rutledge	Director of Education	rutleds@sutterhealth.org	916.781.1587
Sutter Solano Medical Center	Therese Frank	Education Coordinator	frankt1@sutterhealth.org	707.554.5092
Sutter Medical Foundation (Ambulatory)	Michael Phillips	Manager, Training and Development	phillim@sutterhealth.org	916.731.7783



Exhibit C

BACKGROUND SCREENING PROCESS:

Background Screening Requirements

Selected applications are required to provide proof of a lawful background check **at least 30 days** prior to the start of the clinical experience. SHSSR is not financially responsible for the background check. The background check shall include at a minimum: a drug and alcohol screening in accordance with SHSSR policy; a social security number trace (used to identify additional names and or locations of residence); a county criminal background search in each county where the student has resided in the seven (7) years prior to the clinical experience (This search shall also include a search of any additional names utilized by the candidate (ex: other first or last names); a national registry search of violent sexual offenders and predators; and a sanction search of the Department of Health and Human Services, Office of Inspector General, for listing as debarred, excluded or otherwise ineligible for federal program participation (<http://oig.hhs.gov/fraud/exclusions.html>).

Proof of the health screen and an attestation of the satisfactory completion of the background checks shall be provided to the SHSSR Workforce Development Manager, electronically or via facsimile, no less than **15 days** prior to student placement.

Demonstrate the absence of tuberculosis (Annually)

- Two-step process
- Individual with a documented PPD response must undergo a chest x-ray
- The local medical examiner may accept a document negative chest x-ray received within the past 12 months with a current negative symptomatology survey or as required by the authorized Public Health Agency

Demonstrate immunity to (serological testing or proof of adequate vaccination or current immunization to:

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Rubella • Rubeola • Mumps • Varicella zoster • Tetanus and Diphtheria
(inoculation within ten (10) years) | <ul style="list-style-type: none"> • Hepatitis B status screening
(can be declined) • Influenza (proof of shot or declination required)
Required between October and April |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Demonstrate the absence of controlled substances:

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Cocaine • Barbiturates • Amphetamines • Cannabinoids | <ul style="list-style-type: none"> • Opiates • Benzodiazepines • Phencyclidine |
|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|

Preferred Background Check Vendor

Corporate Screening: www.CorporateScreening.com / www.VerifyStudents.com

EXHIBIT D

Sample Letter of Attestation

VIA FACSIMILE TO: 916.924.7650 or
VIA EMAIL TO: EducationContracts@sutterhealth.org

Date

Anette Smith-Dohring
Manager, Workforce Development
Sutter Health Sacramento Sierra Region
2700 Gateway Oaks Drive, Suite 1100
Sacramento, CA 95833

Dear Ms. Smith-Dohring:

Please accept this letter as **SCHOOL's** attestation that the students scheduled to begin clinical experience with Sutter Health Sacramento Sierra Region (SHSSR) on **DATE** have successfully completed the background, drug and health-screening requirements as outlined in the "Agreement for furnishing clinical experiences and the use of clinical facilities."

Please note that SHSSR will be contacted under separate cover regarding any students that do not meet the background, drug and/or health-screening requirements as outlined in the aforementioned agreement document.

Sincerely,

Program Director
School Information

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

TO: Members of the Governing Board
**SUBJECT: EXTENSION OF LEASE AGREEMENT WITH SIERRA
BAY PROPERTIES, INC., FOR THE VACAVILLE CENTER**
REQUESTED ACTION: APPROVAL

SUMMARY:

During the holiday break, the following service contract was due to expire and was re-negotiated and extended, subject to Board approval:

- Vacaville Center Lease: This was originated in October 1997 and subsequently extended twice, due to expire on 12/31/2009. A simple six-month (1/1/10-6/30/10) extension was negotiated at the same lease rate (\$1.36 sq. ft. or \$18,958.40 per month). The contract extension is with Sierra Bay Properties, Inc.

Attached is a copy of the agreement. 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

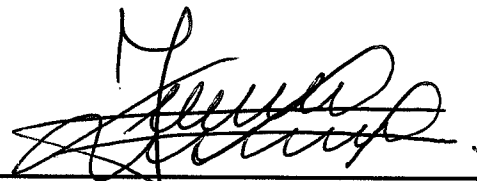
TELEPHONE NUMBER

Facilities

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

THIRD AMENDMENT TO LEASE
December 17, 2009

This Third Amendment to Lease ("**Amendment**") is dated for reference purposes only and is made by and between **SIERRA BAY PROPERTIES, INC.**, a California corporation, successor-in-interest to **MISSION VACAVILLE LIMITED PARTNERSHIP**, a California limited partnership, ("**Landlord**"), and **SOLANO COMMUNITY COLLEGE DISTRICT**, a California community college district ("**District**").

RECITALS

This Amendment is made with reference to the following facts and objectives:

- A. Landlord and District entered into a written Interim College Facility Lease dated May 1, 1996, ("**Original Lease**"), in which Landlord leased to District and District leased from Landlord certain premises which is approximately 13,940 rentable square feet, located at 2000 North Village Parkway, Vacaville, California 95688 ("**Premises**").
- B. The Original Lease was implemented by Memorandum of Lease Commencement dated October 10, 1997, First Amendment to Lease dated August 11, 2006, and Second Amendment to Lease dated June 19, 2008. Original Lease, together with the three (3) aforementioned documents shall be hereinafter referred to collectively as the "**Lease**".
- C. The Second Extended Term is scheduled to expire December 31, 2009. District wishes to extend the Lease for one (1) additional period of six (6) months.
- D. Landlord and District, therefore, wish to amend the Lease, as provided in this Amendment.

AGREEMENT

NOW THEREFORE, in consideration of the mutual provisions herein contained and the detriment to be suffered by each of the parties, Landlord and District agree as follows:

- 1. Definitions. All capitalized terms not defined herein shall have the meanings defined in the Lease.
- 2. Extended Term. The Term of the Lease is hereby extended for one (1) period of six (6) months, commencing **January 1, 2010** and expiring **June 30, 2010** ("**Third Extended Term**").
- 3. Base Rent. The Base Rent for the Third Extended Term shall be as follows:

<u>Period</u>	<u>Monthly/SF</u>	<u>Monthly</u>	<u>Annually</u>
1/1/10-6/30/10	\$1.36	\$18,958.40	\$227,500.80
- 4. Future Options. There shall be no renewal or extension options in the future available to District.
- 5. Notices. In accordance with Section 21.8 of the Lease, all future notices to Landlord shall be addressed as follows:

Sierra Bay Properties, Inc.
c/o Sierra Pacific Properties, Inc.
1800 Willow Pass Court
Concord, CA 94520
Attn: President

6. Effectiveness of Lease. Except as set forth in this Amendment, all provisions of the Lease shall remain unchanged and in full force and effect.

WHEREOF, the parties hereto have executed this Third Amendment to Lease this _____ day of _____, 20__.

LANDLORD:

SIERRA BAY PROPERTIES, INC., a California Corporation, successor-in-interest to **MISSION VACAVILLE LIMITED PARTNERSHIP**, a California limited partnership

By: _____
Albert D. Seen0, Jr.
Its: Executive Vice President

By: _____
Douglas W. Messner
Its: Vice President

Date: _____

DISTRICT:

SOLANO COMMUNITY COLLEGE DISTRICT, a California Community College District

By: _____
Name: Jowel C. Laguerre, Ph.D.
Its: Superintendent/President

By: _____
Name: _____
Its: _____

Date: _____

AGENDA ITEM 12.(b)
MEETING DATE January 20, 2010

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

TO: Members of the Governing Board
**SUBJECT: EXTENSION OF AGREEMENT WITH KITCHELL
CONSTRUCTION MANAGEMENT SERVICES**
REQUESTED ACTION: APPROVAL

SUMMARY:

During the holiday break, the following service contract was due to expire and was re-negotiated and extended, subject to Board approval:

- Kitchell Construction Management Services Contract: This was a 2003 original agreement with one subsequent contract extension due also to expire on 12/31/2009. The new one-year contract extension gradually reduces the staffing levels from eight down to two at the completion of the Vacaville project. Billing rates were negotiated to remain the same as last year, and the total not to exceed amount for 2010 as \$457,628.

Attached is a copy of the agreement. 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

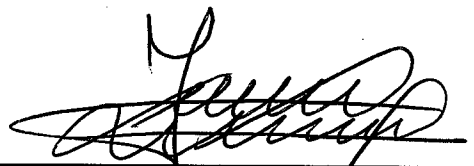
TELEPHONE NUMBER

Facilities

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
BOND PROGRAM PLANNING AND MANAGEMENT CONSULTING AMENDMENT 2**

Title	2010 Rates
Program Director	\$ 149.98
Program Manager	\$ 128.55
Project Engineer	\$ 96.42
Technical Support Manager	\$ 133.91
Registered Architect	\$ 102.84
Civil Engineer	\$ 102.84
Structural Engineer	\$ 102.84
Mechanical Engineer	\$ 102.84
Electrical Engineer	\$ 102.84
Scheduler	\$ 89.42
Estimator	\$ 89.42
Clerical	\$ 48.20

**SUMMARY OF PROJECT LABOR HOURS FOR THE PERIOD
1/1/2010-12/31/2010**

Title	Name	Rate	Hours	Amount
Program Manager	Lester Young	\$128.55	1920	\$246,816.00
Program Manager	Jennifer Davlin	\$128.55	680	\$87,414.00
Project Engineer	Kevin Scott	\$96.42	160	\$15,427.20
Project Engineer	Justin Hall	\$96.42	160	\$15,427.20
Clerical	Mary Lancaster	\$48.20	1920	\$92,544.00
				\$457,628

**Amendment No. 2
January 20, 2010**

**THE SOLANO COMMUNITY COLLEGE DISTRICT & KITCHELL CEM, INC.
FOR BOND PROGRAM PLANNING and MANAGEMENT SERVICES**

Amendment to the Agreement between Solano Community College District and Kitchell CEM, Inc., approved by the Board of Trustees on September 4th, 2003.

Solano Community College District and Kitchell agree as follows:

- A.1. Section 4.2 Program Management Fee for Basic Services: The Owner will pay Kitchell an additional not to exceed maximum fee of \$457,628.00 (Four Hundred Fifty-Seven thousand, Six Hundred Twenty-Eight dollars). Owner will make payments for the fees monthly, based on the revised exhibit "B". The revised agreement shall remain in effect until December 31, 2010.
- A.2. Section 4.3 Additional Services: Exhibit "B" shall be replaced by Revised Exhibit "B".
- A.3. Section 4.4 Program Manager Billings to District: Exhibit "B" shall be replaced by Revised Exhibit "B".

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have executed this Amendment effective on the date first above written.

Date: _____

Russell A. Fox, President
Kitchell CEM, Inc.

Date: _____

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

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: DISTRICT INDEPENDENT AUDIT REPORT
FOR FISCAL YEAR 2008-09
REQUESTED ACTION: ACCEPTANCE

SUMMARY:

The Governing Board is required to provide for an independent audit of the District's financial statements and to evaluate the management controls. Perry-Smith LLP, Certified Public Accountants, has been engaged to conduct the District's annual audit for Fiscal Year 2008-09. Tina Treis, Partner with Perry-Smith, will present the report to the Board.

The Board's Audit Subcommittee met to review the audit document with District staff and the representative from Perry-Smith LLP.

At this time, District staff requests acceptance of the District Independent Audit Report for Fiscal Year 2008-09. The audit report is provided under separate cover.

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

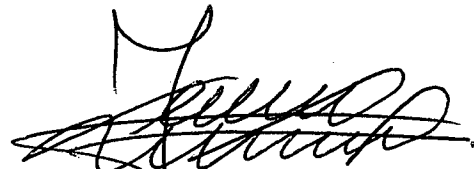
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CALIFORNIA CLEAN ENERGY WORKFORCE
TRAINING PROGRAM GRANT**

REQUESTED ACTION: APPROVAL

SUMMARY:

A grant/agreement between Solano Community College District and the State of California, Employment Development Department, Workforce Services Division, is being presented for review and approval by the Governing Board. This 18-month grant, in the amount of \$418,750, will be used to support the development and implementation of the Solano College Green Education Program.

A copy of the full agreement is available for public review in the offices of the Superintendent/President, Dean of Business, Computer Science & Career Technical Education, and the Office of Administrative and Business Services.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

John Urrutia, Dean
Business, Computer Science &
Career Technical Education

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

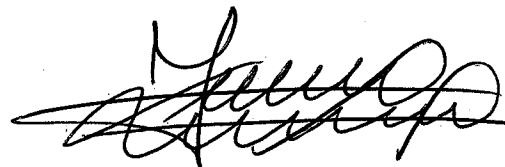
ADDRESS

707 864-7179

TELEPHONE NUMBER

Academic Affairs
ORGANIZATION

January 8, 2010
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

**CALIFORNIA CLEAN ENERGY WORKFORCE TRAINING PROGRAM
PROPOSAL APPLICATION
COVER/SIGNATURE PAGE**

EDD Use Only	
Proposal No. _____	
<input type="checkbox"/> LWIA	<input type="checkbox"/> Community College/District

Funding Select ONE Category Below	Funding Source	Amount Request
Category 1. Green Building or Clean Energy <i>Retraining</i> Partnerships <input type="checkbox"/> 1a–Green Building Retraining Partnerships, or <input type="checkbox"/> 1b–Clean Energy Retraining Partnerships	WIA	\$
	SEP	\$
	Total	\$
Category 2. Green Building or Clean Energy <i>Pre-Apprenticeship</i> Partnerships <input checked="" type="checkbox"/> 2a–Green Building Pre-Apprenticeship Partnerships, or <input type="checkbox"/> 2b–Clean Energy Pre-Apprenticeship Partnerships	WIA	\$ 83,543.94
	SEP	\$335,206.86
	Total	\$418,750.80
Category 3. <input type="checkbox"/> Alternative and Renewable Fuel and Vehicle Technology Workforce Development Partnerships	WIA	\$
	AB 118	\$
	Total	\$
Amount of Match (must be equal to or greater than amount of request):	\$419,587.48	

Lead Organization (applicant) Name:	Solano Community College		
Address:	4000 Suisun Valley Road		
City & Zip Code:	Fairfield, CA 94534		
County:	Solano		
Designated Contact Person and Title:	John Urrutia, Dean Business & Comp. Sci & Career Tech Ed.		
Telephone:	(707) 864-7179	Fax:	(707) 864-7190
E-mail:	john.urrutia@solano.edu		
DUNS Number:	071680730		

Proposal Title:	Green Education Program
-----------------	-------------------------

Approval of Authorized Representative (Submit two original signature copies)		
Name: Jowel C. Laguerre, Ph.D.		
Title: Superintendent/President	Signature	Date

The Proposal Summary is limited to one page and must contain the description of the targeted region, targeted industries, primary partners, target population and number of participants to be served, proposed training activities, and a description of the career pathways or occupations that individuals will be placed in.

Applicant Name:	Solano Community College
-----------------	--------------------------

Proposal Summary

Targeted Region = Solano County: Square Miles - 909.4 Square Miles; Population - 426,729 (Jan 2009); 21 of the 58 Counties; Medium Age – 34.8; Average Annual Wage - \$43,383; Total Vehicle Registrations – 329,534. Travis AFB is located in Solano County, and 14,000 people are assigned to the Base – (Wing Performance Report – April 2008).

Targeted Industries – “Green” Construction and “Green” Development (Architectural; Engineering; Contracting; Pre-Design; Design; Construction; Property Management; Operations and Maintenance; Renewable Energy; Water Efficiency; Energy Auditing; and Weatherization)

Primary Partners – WIB of Solano County, County of Solano, Travis AFB, Cities of Fairfield, Vacaville, & Vallejo, Pacific Gas & Electric, Green Employer Council, & Private Business Partners

Target Population – The Primary Target Group is the Travis AFB Veterans and Reservists. There are approximately 3,250 Reservists stationed at Travis and an additional 522 Veterans processed through the Solano Community College Veteran Affairs office annually. Additionally, the current Unemployment Rate for Solano County is 11.5%, or 25,000 people. The total of these groups equals 28,772 possible students.

Number of Participants to be served – Our proposed program will include 3 simultaneous programs. We will host one program on our main campus along with classes located at Travis AFB, our Vacaville Center, and our Vallejo Center. Each of our core programs will be offered to and accommodate 40 students per semester, for a total of 120 students per semester. Our program within the 18-month Grant duration will provide 2 Semesters, for a total of 240 students. In addition, we will offer 5 Specialty Classes per semester for shorter-duration classes that enable larger groups of people (40 people per specialty class) to return to work. The specialty programs will be Weatherization and Energy Upgrades; Energy Auditing; Solar PV, Water Heating, and Space Heating; Rain Water Harvesting; and Entrepreneurial Training. The Specialty Classes will target the Unemployed.

Proposed Training Activities – Training activities will contain: Classroom and hands-on skill training in Environmental Literacy Training, Soft Skill Development, and Further Educational Pursuits. Specifically, the training will include an Introduction to Green Building (LEED GA Credentialing – particularly Sustainable Sites, Energy Conservation, Water Conservation, Resource Conservation, and Indoor Air Quality.) In addition, specific training will consist of Energy Fundamentals; Retrofits & Energy Efficiency; Water Efficient Buildings and Retrofits; Solar Hot Water and Space Heating; Solar – PV; along with the short duration specialties that are listed above. Supportive classes addressing the basic skills of Math, Reading, and Writing will be available to those students requiring such training through the already existing Basic Skills Program at SCC.

Career Pathways or Occupations for the Graduates – The following are the Career Pathways or Occupations for the Graduates: Field Construction and Marketing skills in: Weatherization; Green Plumbing; HERS Rater; Energy Auditing; PV and Wind Energy; Solar Water and Space Heating; Rain Water Harvesting and Gray Water Reuse; Geo Thermal; Building Operations and Maintenance; LEED GA project participation; Sustainable Project Consulting; and further Education within Sustainable Development including Architectural and Engineering pursuits.

**CALIFORNIA CLEAN ENERGY WORKFORCE TRAINING PROGRAM SFP
 PROPOSAL NARRATIVE FORM
 CATEGORY 2**

STATE USE ONLY	Exhibit A
Subgrant Number	
Project Number	
Initial Plan	
Modification Date	Month/year

Organization Name: Solano Community College

**California Clean Energy Workforce Training Program SFP
 Category 2–Green Building or Clean Energy Pre-Apprenticeship Training Partnerships
 Proposal Narrative Form**

Select Industry Sector Focus (Identify One)

2a.Green Building	<input checked="" type="checkbox"/>	2b.Clean Energy	<input type="checkbox"/>
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Section I – Statement of Need

1. Describe the targeted region and why the region was selected in developing the industry sector strategy.

Solano County was selected primarily due to the location of Solano Community College (SCC). The College has the main campus located in Fairfield on Suisun Valley Road. Additionally, the College has 3 satellite facilities located in Vacaville, Vallejo, and Travis Air Force Base (Travis AFB). Consequently, the College has broad interaction with all of the County residents and represents a County-wide educational opportunity for post-secondary education.

Secondarily, Travis AFB provides unique opportunities to retrain the retiring Veterans and train the Reservists that are stationed at the Base. In addition to the Air Force personnel assigned to the Base, there are service members of the Army and Navy that are also assigned to the base. Incidentally, the Department of Defense is aggressively pursuing upgrading their existing Bases with Sustainable Rehabs and Sustainable New Construction. Consequently, we have the unique opportunity to train the Military Veterans and Reservists with new skills and new career opportunities and potentially reemploy them at the Base as Travis AFB pursues Sustainable transformation.

2. Describe the energy and/or water efficiency or renewable energy industry sector that will be targeted. Demonstrate how this industry was selected. Include employer involvement and how it will contribute to the economic recovery and stability of the region. Cite sources of data.

The Solano Community College "Green Education Program" aims directly at the Green Building Industry, provides needed skills, and equips graduates with new sustainable methods of development and construction. Secondarily, the "Green Education Program" will provide students with necessary skills to enter a Labor Pre-Apprenticeship Program or continue their education in Architectural and Engineering Disciplines.

The specific energy and/or water efficiency industry sectors that will be targeted are derived from the following information: Solano County has several unique, natural sustainable resources. The first natural and sustainable resource is the wind. The "delta wind" enters from the Bay Area (blowing west to east) through Vallejo, Cordelia, Suisun, and Travis AFB, and exits between Rio Vista and Vacaville. Several wind projects are currently planned for our County. Sacramento Municipal Utility District (SMUD) is currently pursuing Phase 3 of a wind turbine project to be constructed in Solano County, which is included in the 6,775 acres that SMUD currently owns. The Phase 3 project would double the amount of energy that is currently being produced with Phases 1 & 2 (VACAVILLE REPORTER, August 24, 2009). The second natural renewable resource is

sunshine. The bulk of Solano County located north and east of Vallejo is blocked by the coastal mountains that stop the coastal fog and marine cloud layer. Solano County has more sunshine than our coastal neighbors; consequently, we are a prime location for Solar Electricity, Solar Hot Water, and Solar Space Heating. The County of Solano recently completed a 746 kw solar (Photovoltaic (PV)) array located on a parking shelter. The County produces and contracts 57% of the energy it consumes from alternative energy sources, and plans are underway to be over 70% by 2011 (County of Solano Website). The third natural resource for Solano County is our average winter rainfall of 18" that falls between October and April. The abundance of rainfall in the winter provides significant opportunities for Rain Water Harvesting, and the lack of rainfall in the summer mandates water conservation practices and Rain Water Reuse. The educational and vocational needs and opportunities are great. Solano County has 358,000 acres of farm land, and the opportunities for rain water harvesting and efficient irrigation practices within the farming industry are extraordinary.

Therefore, there are current and future opportunities for students to be working in the following areas: Wind turbine energy; Solar (Photovoltaic); Solar Heating; Rain Water Harvesting; Xeriscaping Landscaping; Irrigation; Grey Water Reuse; Low Flow Fixtures; Storm Water Quantity and Quality Management; Energy Auditing; Property Management including Operations, Maintenance, and Weatherization; Green Plumbing; and Geo Thermal Energy.

3. Using supported data and analysis, describe the current and projected employment opportunities in the targeted industry sector and the skills gap between what is needed by the industry and the skill levels of job seekers. If possible, provide number of jobs available in the targeted industry.

Recent survey results on the growing demands for energy efficiency by green collar and renewable energy professionals found that 41% of the current energy professionals surveyed plan to retire in the next 10 years, 72% of energy professionals indicated an increasing shortage of qualified professionals in the energy efficiency and renewable energy fields in the next 5 years, and 70% of energy professionals indicated a need for national and state training for "Green Jobs" to address job shortages that are impairing growth in green industries, such as energy-efficient buildings and construction, renewables, electric power, smart grid, energy-efficient vehicles and biofuels development. According to the Alliance to Save Energy, the energy efficiency measures will create 100,000 or more new energy jobs in the next two years. (Source: www.ase.org)

According to the Solar Energy Industries Association, a total of 119,000 jobs over the next two years will be created for solar panel installation, manufacturing components, and solar power plant construction. (Source: www.seia.org) As stated in a recent fact sheet from Speaker of the House Nancy Pelosi, 500,000 energy jobs will be created for a new smart grid, advanced battery technology, and energy efficiency measures.

Making homes and offices more energy and water efficient not only saves money and energy, but also represents opportunities to train individuals to perform these evaluations and make the necessary recommendations. With the right training, green jobs can be made available to everyone entering or currently in the workforce.

The Skills Gap within the existing construction workforce (design and construction practices) and Green Construction Technologies exists primarily due to a lack of education and experience. Typical construction projects are designed and built with the existing educational and experiential technologies and techniques. Sustainable Concepts and Technology are not involved due to the lack of Green education and experience. Consequently, it is imperative that Sustainable or Green Building Concepts and Technologies are taught to both the existing construction workforce and the new Green construction workforce in order to transform the Built Environment. The Solano

Community College "Green Education Program" will fill the educational and skills gap currently existing in the lack of Green education and hands-on training, which are essential elements required to shift the construction industry in Solano County to the new sustainable building practices.

Section II – Target Group

1. Describe the characteristics of the target population that will be served by this project. Include information on demographics, education, skills level, and workforce challenges. Explain how the target group was identified and how this proposal will address the workforce challenges of this population.

The primary target groups are Air Force, Army, Navy Veterans and Reservists stationed at Travis AFB. There are 522 Veterans (Source: Solano Community College Veteran Affairs Center) that are current students at Solano Community College. Also, the College has a satellite facility located at Travis AFB, which has a current capacity of 160 students per semester. Additionally, there are 3,250 reservists stationed at Travis AFB. A current national statistic (9/15/09) indicates that 20% of current Veterans are unemployed. (Source: Ms. Karen Mills, Administrator, Small Business Administration, Washington, DC) Added to the Veteran and Reservist populations are the 25,000 unemployed workers currently in Solano County. SCC has a current Student Body of 11,000 (Source: SCC Fall 2009 Enrollment Statistics). Also worth noting is the fact that Solano Community College has an active Umoja Program that provides mentoring, counseling, and encouragement to young African American males at the College to complete their education and establish careers. This Green Education Program will provide another occupation avenue for those students to consider. Lastly, the SCC partnership with the local WIB provides additional student referrals.

Consequently, adding the 522 Veterans + 3,250 Reservists + 25,000 unemployed + 11,000 current students at SCC, we have a total of 39,772 (+ the WIB referrals) potential students that currently exist in Solano County and will benefit from the SCC "Green Education Program." The training will prepare them for current construction projects in Wind; PV; Weatherization; Rain Water Harvesting; Green Plumbing; and Energy Auditing. The Training also prepares the students for Pre-Apprenticeship Programs and continuing education opportunities.

The Veteran population are exiting the military with a variety of military work skills and educational backgrounds; however, these Veterans face the workforce challenge of transitioning their military work skills into careers in the civilian workforce. Approximately 74% of the the Veteran student demographic is between the ages of 19 - 29 years old--53% are male and 47% are female. The next largest group, 25%, are between 40 - 50 years old. 95% of the Reservists are from 25 - 50 years old--65% are males and 35% are females. The added benefit of selecting the Veterans and Reservists is the available Federal VA Education Benefit Programs that include the G.I. Bill, which will serve to enable and support the sustainability of Solano Community College's "Green Education Program" beyond the 18-month grant period of performance. Non-veterans will have access to Federal financial aid or California Community Colleges' Board of Governors' fee waiver. The educational background of the Veterans and Reservists require, as a starting point, high school graduation or an equivalent accomplishment. Consequently, the workforce entry skills and education (Math, Reading and Writing, Verbal Communication, Workforce Skills and Vocational English) are in place with the targeted Veterans and Reservists. Prior to entering the "Green Education Program," a student assessment evaluation will be processed on all of the potential "Green Education Program" participants. Those students requiring basic skills training will be directed to the Basic Skills Program already in existence at SCC. The SCC "Green Education

Program" will provide a tangible path to future employment for the Veterans and Reservists that are transitioning to civilian life. The largest group of these Veterans are the young families that will be entering the workforce in search of long-term career opportunities. The SCC "Green Education Program" provides that opportunity.

2. Identify the outreach and recruitment methods that will be used to contact and recruit the target population. Demonstrate how these methods will enable you to reach the targeted population.

Outreach and recruitment will be primarily handled through the Veteran Affairs Center located at the SCC Fairfield Campus along with the interaction with the students at the Travis AFB satellite facility. The current staff meets with 40 Veterans per week, and the Travis Center has 160 students per semester. The advertising will be face to face utilizing the Veteran Affairs Center along with the current students. Additionally, we will post the class information in the Class Schedules as well as in local newspapers, brochures describing the Program, SCC Website, Solano Economic Development Corporation, current employers, career fairs, WIB referrals, and Union Halls. We anticipate significant student interest and class enrollment in this emerging field.

3. Bonus Points - Complete the following chart and below the chart describe the special needs populations that will be served.

Planned Total Number Served	Planned Number of Participants from Special Populations	Percentage of Participants from Special Populations
400	200	50%

The special needs population participants will primarily be the Military Veterans and Reservists along with the unemployed and at-risk Umoja Program students at SCC. We described the current demographical statistics of our target populations earlier in this narrative, and we recognize that there are significant numbers of potential students that are listed in the special needs populations. We also recognize that we could fill the classes with Veterans and Reservists; however, we will pursue other people groups, such as the unemployed (contractors or construction employees) and the at-risk students participating in the Umoja program in order to offer a more "balanced" demographic of students and assist other special needs populations.

**Section III – Category 2a Green Building Pre-Apprenticeship Partnerships
Planned Approach**

1. Describe the specific types of services and training that will enable participants to improve their vocational and job readiness skills and prepare them for registered apprenticeship programs or jobs in the building retrofit field. Provide a list of registered apprenticeship programs individuals will be placed in. Identify who will be providing the services/training. Include a service process flowchart.

As the economy recovers from the current recession, the demand for a highly trained workforce that can fill job opportunities in the new Green economy will continue to grow. Individuals with skills in Green construction, energy efficiency, renewable energy, water efficiency, and, hence, LEED Core Concepts will be in high demand in the Green economy.

Solano Community College will focus on the following key areas to prepare Veterans and Reservists, as well as the unemployed citizens of Solano County, for employment and business opportunities in the new Green economy:

1. Local Labor Partnership: Develop a solid working relationship between the "Green Education Program" and local Labor Unions. SCC will work with the Napa-Solano Building and Construction Trades Council to build a working relationship. The Union representatives will be invited to participate in providing input on both curriculum and program design. SCC will work with the Unions to transfer "Green Education Program" graduates into the existing and planned Green apprenticeship programs of the Unions. The current Apprenticeship Programs are:
 - Carpenter: Napa & Solano Counties Carpenters Training Committee
 - Electrician: Western Electrical Contractors Association
 - Stationary Engineers: N. California and the N. Nevada Stationary Engineers
2. Curriculum Information: During the two school semesters, the students will receive over 108 hours of course work per semester. They will also have the opportunity for an additional 200 hours of Specialty Classes (Solar Energy: PV, Hot Water, Space Heating; Rain Water Harvesting; Weatherization Projects; & Energy Auditing). The curriculum will prepare the students to enter the existing Green workforce. Local Union-sponsored apprenticeship programs, along with the planned Green apprenticeship programs, will be available to the graduating students, further preparing them for careers in the Green industry. In addition, the SCC "Green Education Program" will prepare students with the skills, technology, and education that are necessary to open or start new Green businesses. The "Green Education Program" will also provide a Green foundation for students who will pursue further education, as well as provide additional qualifications and skills to the unemployed currently in the construction industry.
3. Soft Skills and Entrepreneurial Skills Training: Employment Soft Skills and Entrepreneurial Training are also included in the SCC curriculum. This training will address barriers that program participants face with employment opportunities and Small Business start-ups. The training will prepare the students to enter the emerging field of Green or Sustainable Employment as employees or business owners.
4. Outreach: The SCC Program Director will work with the students, Union representatives, local businesses, the Green Employer Council, and the County Municipalities to ensure that the graduates transition into Green employment.
5. Training Components: The SCC program will include the following training components (See Attachment A):
 - Classroom Green Core Concepts and Technology (108 hours per semester)
 - 5 short-duration Specialty Classes (40 hrs per each class) that will be offered during each semester. The classes are: Solar Energy: PV, Hot Water, and Space Heating sales, design, installation, and maintenance; Rain Water Harvesting and Water Efficient Landscaping sales, design, installation and maintenance; Existing Building Weatherization Technology and Energy Auditing; and Entrepreneurial Training
 - Hands-on training, with actual projects to complete on the SCC campuses upon graduation.
6. Service and Education Providers: The service and education providers will be Green Build Education Group, Vacaville; Go Green Biofuels, Vallejo; Monarch Engineers, Vallejo; Solano Community College; CalCERTS, Sacramento; Contracting Services, Vacaville; SCC Small Business Development Center.

2. Complete the chart below listing the training provider and length of training for each required training component. List additional training components that are applicable including basic skills or "soft skills" training. Provide a narrative below the chart explaining how basic skills/soft skills training will be integrated into your program design.

Training Component	Training Provider	Length of Training
Environmental Training	Green Build Education Group	12 hrs/sem.
Introduction to Green Building	Green Build Education Group	21 hrs/sem.
Energy Fundamentals	Monarch Engineering	12 hrs/sem.
Retrofits & Energy Efficiency	Green Build Education Group	21 hrs/sem.
Water Efficient Building And Retrofits	Green Build Education Group	9 hrs/sem.
Solar Hot Water Installation and Design Principles	Green Build Education Group	6 hrs/sem.
Solar Electricity Installation and Design Principles	Green Build Education Group	12 hrs/sem.
Other	Soft Skills - SCC Specialty Classes	15 hrs.sem. 200 hrs. sem.

Students requiring basic skills training will be directed to the Basic Skills program already in existence at SCC. Soft skills training is included in the Green Education Program curriculum.

3. Describe how the regional partnership has actively engaged the Green Employer Council to provide industry-based advice on curricula, program delivery, and employment opportunities.

The Green Employer Council we have put together consists of professionals who represent the various industries that cover the classes contained in our "Green Education Program." They will be providing oversight of the program to ensure it reflects relevant training for real-world jobs in the energy conservation area. In addition, they will provide industry-based advice on curricula and program delivery for our "Green Education Program" and serve as employment opportunities for the graduates of this program. A list of the members of our Green Employer Council follows:

Toni Turnbull, CalCERTS, Sacramento, HERS Training expertise; Rich Wulff, Wulff Electric, Vacaville, Electric Contracting expertise; Gary Andrews, Amos & Andrews, Inc., Fairfield, Plumbing and Civil Engineering expertise; Ken Williams, Landscape Architect Instructor, Fairfield, Water Conservation expertise; Paul Fair, Green Build Education Group, Vacaville, Program Coordinator; Rodney Pitts, Go Green Biofuels, Vallejo, Alternative Energy expertise; Jay Salazar, City of Vacaville, Vacaville, Code Compliance expertise; Clay Schmidt, PG&E - Public Utility Company; Bryce Robicheau, PetersenDean Roofing & Solar Systems, PV Installation.

4. Complete the chart below with occupations in which participants will be trained or employed. Provide a short explanation below the chart on how these occupations were determined including data source.

Occupations in identified industry sector in which participants will be trained or employed	Expected Wage Range	Industry recognized certificates or degrees
Certified Rain Water Harvesting Technician	\$18.00 - \$24.00/hr	SCC Certificate of Completion
Certified PV, Solar Water Heating, Solar Space Heating Technician	\$18.00 - \$24.00/hr	SCC Certificate of Completion
Certified Weatherization Technician	\$18.00 - \$24.00/hr	SCC Certificate of Completion
Energy Auditing	\$25.00 - \$40.00/hr	HERS Rater Certification

Occupations: These programs are geared to create the technician workforce that will be in demand in the new Green economy. Government continues to create the groundwork to establish a high demand of Green technology. The following are examples of the local and state influence towards a Green economy: local solar ordinances or programs such as the City and County of San Francisco has implemented; available subsidies and solar grants toward the installation of Solar PV systems; the emerging PV lease financing programs that provide affordable funding to end users; the recent 60-page Green Addendum to the California Building Code, which will be mandatory in 2010; and the current Sonoma County Solar Initiative. Three years ago, California passed AB 32, which is projected to increase the demand of Solar PV systems and energy-efficiency projects at state and school properties. The Federal Government is expected to pass the Clean Air Act in the last quarter of 2009, and it will increase the demand for Green technology and energy efficiency at government and commercial properties. Currently Government entities are creating the base for Green jobs. It is expected that local, State and Federal laws will create the demand for the following technical and professional jobs:

Technicians: Photovoltaic panel installation and testing; Residential weatherization and energy efficiency; Residential and commercial duct testing & sealing; Lighting retrofits; HVAC maintenance and testing; Installation of Rain Water Harvesting Systems; and Installation of Solar Water and Space Heating

Professional: Contractors specialized in green building practices; Energy-efficiency retrofit design and Installation; Control systems design and troubleshooting; Sustainable Design and

Construction practices; Water-efficient landscaping design; Mechanical and Civil Sustainable designs and Installations; Green building designers

Small Business: Opportunities for new and existing contractors in the areas of Green building and energy and water efficiency; Solar heating, Solar Photovoltaic, and Wind Turbine Installers; Green technology developers; and Rain Water Harvesting Design and Installers

5. Describe how your service delivery plan will achieve the goals and objectives of the project in a timely manner. Complete and attach the Project Work Plan (SFP Form 1) that includes detailed objectives/activities and timelines.

- A. The SCC service delivery plan will accomplish the following goals and objectives:
 - 1) Provide pre-apprenticeship training for Military Veterans, Reservists, and unemployed and underemployed citizens.
 - 2) Provide "Green" Education and Hands-on Skill training for the Students
 - 3) Provide Employment referrals for the Program Graduates
 - 4) Provide new skills to the currently unemployed and underemployed workforce that is located in Solano County, which will enable them to return to work.
- B. The Service Delivery Plan will achieve the goals and objectives in a timely manner by:
 - 1) Beginning the training on January 20, 2010 and completing the training on May 18, 2011
 - 2) The Core Curriculum training will be provided at all 4 SCC sites and consists of basic construction practices in green building, energy, and water efficiency. The first semester will be offered in spring 2010. The 2nd semester, which will be a repeat of the first semester, will be offered in fall 2010. There will be 5 Specialty Classes that will be offered during the 1st semester and repeated in the 2nd semester. The Specialty Classes are: Solar: PV, Hot Water, & Space Heating Sales, Design, Installation, and Maintenance; Rain Water Harvesting and Water Efficient Landscaping Sales, Design, Installation, and Maintenance; Existing Building Weatherization Technology and Installation; Energy Auditing; and Entrepreneurial Training.

**Section III – Category 2b Clean Energy Pre-Apprenticeship Partnerships
Planned Approach**

1. Describe the specific types of services and training that will enable participants to attain or retain jobs, advance in the targeted industry sector, improve their vocational and job readiness skills and link to career pathways in the Clean Energy sector. Identify who will be providing the services/training. Include a service process flowchart.

2b does not apply to SCC. We have focused on 2a - Green Building.

2. Below the chart, describe the utility-scale renewable energy field that this project will focus on. Describe the classroom and hands-on skills training that will be provided and demonstrate how this training will enable an individual to obtain employment involving the renewable energy technology. Complete the chart below listing the training component, training provider and length of training for each offered training.

Training Component	Training Provider	Length of Training
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Does Not Apply

3. Describe how your training is aligned with a public or investor-owned utility company. If training is not aligned with a public or investor-owned utility company, provide documentation that the training will be delivered through either 1) an apprenticeship program that has been approved by the Division of Apprenticeship Standards and that qualifies enrollees to take the certification examination under Labor Code Section 3099.2(d) prior to graduation; or 2) a curriculum of classroom instruction that has been approved under Labor Code Section 3099.4 or for which such approval is pending.

Does not Apply

4. Complete the chart below with occupations in which participants will be trained or employed. Provide a short explanation below the chart on how these occupations were determined including data source.

Occupations in identified industry sector in which participants will be trained or employed	Expected Wage Range	Industry recognized certificates or degrees

Does not Apply

5. Describe how the regional partnership has actively engaged the Green Employer Council to provide industry-based advice on curricula, program delivery, and employment opportunities.

Does not Apply

6. Describe how your service delivery plan will achieve the goals and objectives of the project in a timely manner. Complete and attach the Project Work Plan (SFP Form 1) that includes detailed objectives/activities and timelines.

Does not Apply

Section IV – Performance Goals

1. Complete the Performance Goals Matrix (SFP Form 2). If the planned project goals are below the State goals, provide an explanation below.

The planned project goals are within the State Goals. (See SFP Form 2).

2. Provide a description of how the project goals will be measured and provide further clarification to demonstrate the impact on the targeted industries and participants.

The project goals (listed on page 8, section 5.B.2) will be measured utilizing SCC's Integrated Database System, which will automatically track all aspects of the Program. We will monitor and record the following data points: Student Name and Contact Information, Classes Attended, Contact Hours of Instruction, Enrollment and Completion Dates, Certifications Achieved, Employer Contact Information, Employment Start Dates, Wage at Placement, Employment Outcome Data, and Program Expenditures. This information will provide the statistical information that will be used to measure and verify the project goals.

The targeted industries are: Landscape Design, Installation, and Maintenance; Weatherization and Building Rehabs; Solar: Photovoltaic, Water Heating, and Space Heating Sales, Design, Installation, and Maintenance; Wind Turbines Sales, Design, Installation, and Maintenance; Rain Water Harvesting Sales, Design, Installation, and Maintenance; Gray Water Reuse; and Energy Auditing, HERS Rater.

These industries are in a growth period and will require more workers and provide numerous start-up business opportunities as contained in the East Bay Green Economy Industry Cluster Study, July 2008. "Nationally, the Green economy is a rapidly growing, multi-billion dollar sector that includes renewable energy, organic and natural products, Green building, alternative fuels, and more. According to the LOHAS Journal, which tracks Green economic trends, about 30% of U.S. adults--more than 63 million consumers--now purchase goods and services with attention to the product's health, environmental, social justice, and sustainability value. The LOHAS marketplace, currently worth \$227 billion a year, is expanding at a healthy pace and is projected to reach \$1 trillion annually by 2020." (Source: East Bay Green Economy Industry Cluster Study, July, 2008)

Solano Community College will play a major role by providing trained workers to fill the current and emerging demands. The participants of our "Green Education Program" will be provided an excellent and comprehensive education, with practical hands-on experience, to apply their new skills in the emerging Sustainable Environment.

Section V – Local Partnerships and Leveraged Resources

1. Describe how the lead applicant has successfully formed effective partnerships with the following required partners: Local Workforce Investment Boards and Community Colleges. Provide descriptions of any formal or informal agreements that exist with the partners. Complete and attach the Partner Roles, Responsibilities, and Resources Chart (SFP Form 3). In Section 1, Required Partners, list the name of the required partner in Column B and describe their role and responsibilities in conjunction with this proposal in Column C. Roles and responsibilities should be clearly defined in terms of specific tasks, services or support that they will provide.

The Lead Applicant will be Solano Community College. As required by the Grant, Solano Community College will be partnering with the Solano County Workforce Investment Board (WIB). Robert Bloom, Executive Director of the Solano County WIB, has provided a letter of commitment to act as a WIB partner on this project (See attached letter). The Solano County WIB and Solano Community College already have an existing partnership and have worked on similar projects in the past. Solano Community College is a mandatory member of the WIB Executive Board, and Superintendent/President Dr. Laguerre has been appointed by the Solano County Board of Supervisors to serve on the WIB Executive Board. The College also has two seats on the Solano Employment Connection Board (SEC), which is a steering committee under

the WIB for the Solano County One-Stop Employment Center. Solano College recently renewed a memorandum of understanding (MOU) for its participation on the SEC. Past participation on the SEC included coordination with the Travis AFB Transition Assistance Center, which also had a seat on the SEC.

2. Complete Section 2, Employers, on the Partner Roles, Responsibilities, and Resources Chart (SFP Form 3) identifying the companies that comprise the Green Employer Council. Below describe the representation from the targeted industry sectors represented on the Green Employer Council, including companies name and council member names. Attach letters of commitment from employers represented on the Green Employer Council and others that pledge to hiring program graduates. In order to receive the maximum points, applicants must attach a minimum of two employer letters.

The members of the Green Employer Council represent the following targeted industry sectors: Energy Auditing and HERS Rater, Toni Turnbull, CalCERTS; Energy Efficiency, Rich Wulff, Wulff Electric; Alternative Energy, Rodney Pitts, Go Green Biofuels; Civil Engineering and Green Plumbing and Technology, Gary Andrews, Amos & Andrews; Water Efficiency, Ken Williams, Landscape Architect; LEED AP, LEED GA, Biofuels, General Engineering, General Contracting, Electrical and Haz Materials Licenses, Paul Fair, Green Build Education Group; Code Compliance Expertise and Green Training Provider; Jay Salazar, City of Vacaville; Electrical and Nat Gas Utility Provider, Clay Schmidt, PG&E; PV Installation and Operation, Bryce Robicheau, PetersenDean.

3. Complete Section 3, Other Partners, on the Partner Roles, Responsibilities and Resources Chart. Identify in columns B and C other partner agencies that will be used to coordinate and provide services under this proposal. Roles and responsibilities should be clearly defined in terms of specific tasks, services or support that they will provide. At a minimum, partnerships should include at least three other partners.

(No Narrative Required)

4. A dollar-for-dollar match is required. Complete columns D-F in the Partner Roles, Responsibilities and Resources Chart (SFP Form 3) identifying the cash/in kind match that will be used to support activities and/or expand or sustain the proposed project. Attach a letter of commitment from the partner describing the match, specifying the dollar amount and identifying a contact person and phone number.

(No Narrative Required)

5. Bonus points—Describe how the applicant will partner with a collaboration of local governments or a local government entity that has developed a clean energy regional sector strategy and/or is committing Recovery Act or other local resources to deploy comprehensive building retrofit and financing programs to create jobs and drive the demand for training initiatives.

In July 1999, the City of Vacaville, Solano County, started a very successful Electric Vehicle Incentive Program for residents of Vacaville, neighboring cities, and the unincorporated area. This was continued with the residential Compressed Natural Gas (CNG) Vehicle Incentive Program in September 2003. Both programs remain active today under the umbrella of the Alternative Fuel Vehicle (AFV) Incentive Program.

In 2002, Vacaville's Transportation Systems Manager started working with SCC's Director of Facilities in an effort to successfully apply for and receive Transportation Fund for Clean Air (TFCA) funding from the Bay Area Air Quality Management District (BAAQMD) via the

Solano Transportation Authority (STA), to expand the electric vehicle public charging infrastructure throughout Solano County, including charging stations at SCC. At the time, there were over 100 participants in the Residential Electric Vehicle Incentive Program driving Electric Vehicles (EV's). Several were students at SCC or attended events at SCC. The new charging stations were important to provide enough EV electrical charge for round trips home and were very well received. Three inductive charging stations and one conductive charging station were installed with appropriate signage, reserving four spaces for individuals driving electric vehicles who want to take advantage of the opportunity to charge while attending classes or events at SCC. The four chargers were installed in 2003.

Another area where SCC continues to partner with Vacaville and surrounding Solano County cities, is the development of expertise needed to maintain the infrastructure that supports EV and CNG vehicles. Recently approved Federal vehicle emission standards, place a renewed emphasis by car manufacturers in the research and development of vehicle battery technology for a new generation of EV's as well as for the refinement of CNG cars and buses. Vacaville is utilizing its solar installation at Vacaville's Bell Vista Park and Ride to power a Tepco charger, using a 45-kilowatt solar array to run a 50-kilowatt charger. This application of two different energy technologies creates the ability to "Solarcharge" the existing EV's as well as the next wave of EV's. This type of training skill is applicable under this Grant proposal.

Training in solar technology will also be beneficial in the maintenance of solar installations on top of Solano County's new administration building (Silver LEED certified) as well as at municipal facilities in Vacaville and Vallejo.

The link to the SCC charging station site on the EV Charger News website is: http://www.evchargernews.com/regions/94534_1.htm

Section VI – Budget Summary Narrative and Plan

1. Complete and attach the Budget Summary Plan (SFP Form 4).

(No Narrative Required)

2. Provide a detailed justification below for all line items contained in the Budget Summary Plan. Explanations should include how the proposed costs are necessary and reasonable in terms of benefits to participants.

A. Staff Salaries

The project will require a half-time (0.5 FTE) administrative support person to handle the processing of participant registrations, scheduling instructors and facilities, processing service agreements for independent contractor instructors, generating requisitions for purchase orders, and processing payments of invoices related to the project. Salary for the position will set at an Administrative Assistant III level (Range 13, Step 6) on the Solano College Salary Schedule.

Total staff salary - \$25,000.

Solano College will also provide an in-kind contribution of Solano College Staff. The Dean of Business, Computer Science and Career Technical Education will devote 0.05 FTE for management of the project. The Solano College Program Developer (Contract Education) will devote 0.10 FTE managing tasks related to curriculum development and hiring of instructors. The Solano College Small Business Development Center Director will devote 0.10 FTE managing the entrepreneurial training and counseling component of the project for those participants who choose to pursue self-employment opportunities related to clean Green building.

Total in-kind contribution - $\$109,915 \cdot 0.05 + \$92,657 \cdot 0.1 + \$89,094 \cdot 0.1 = \$23,670.85$

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California Clean Energy

Workforce Training Program SFP

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C. Staff Benefits

The 0.5 FTE Administrative Support person assigned to the project will receive the standard benefits offered by Solano College (Social Security, Medicare, Disability, Health, Dental, Vision, CalPERS or STRS).

Total Staff Benefits - \$25,000 X 0.39 = \$9,750

Solano College will provide an in-kind contribution of the prorated benefits of the Dean of Business, Computer Science, and Career Technical Education, Solano College Program Developer (Contract Education), and Solano College Small Business Development Center Director.

Total in-kind contribution – (\$109,915*0.05+\$92,657*0.1+\$89,094*0.1)*0.39 = \$9,231.63

G. Operating Expenses

Solano College will provide an in-kind contribution for the classroom space at \$75/hr (the rate the college charges to outside organizations).

Total in-kind contribution - 108 hours of Core Training offered 3 times each semester for 2 semesters plus 200 hours of specialty training classes offered one time per semester for 2 semesters \$75/hour = \$78,600

H. Furniture and Equipment

The following Equipment will be needed for the project:

PV System Equipment	\$12,600.00
Solar Hot Water and Space Heating Equipment	\$10,500.00
Weatherization Equipment	\$7,700.00
Rain Water Harvesting Equipment	\$9,100.00
Total Equipment	\$39,900.00

I. Consumable Testing and Instructional Materials

The project will require the following instructional materials for each of the participants;

Class Text Book - United States Green Building Council - Core Concepts -	\$35.00
Class Text Book - United States Green Building Council - Ref. Guide -	\$175.00
Class Text Book - PPI LEED Prep GA -	\$80.00
Total	\$290.00

Participants in the specialty classes will require \$60 in materials fees.

The following instructional materials will be needed for the on-the-job training portion of the project:

PV System Materials	\$5,400.00
Solar Hot Water and Space Heating Materials	\$4,500.00
Weatherization Materials	\$3,300.00
Rain Water Harvesting Materials	\$3,900.00
Total	\$17,100.00

Total Instructional Materials - \$290 per participant times 240 participants plus \$60 times 320 specialty participants plus \$17,100 in OTJ project materials= \$105,900

J. Tuition Payments/Vouchers

Most of the training will be offered as not-for-credit. However, some of the basic skills courses will consist of existing credit classes at the College. An estimated 50% of the project participants will require an estimated 48 hrs (3 units) of credit classes at \$26/unit. An optional 40-hour not-for-credit NxLevelL Entrepreneurial Training Program will also be made available through the Solano Collge Small Business Development Center for those participants who desire to pursue self-employment opportunities in the field of Green Building (an estimated 40 participants will pursue this option). The tuition cost for the NxLevelL Entrepreneurial Training program is \$375.

Total tuition payments - (400) participantss X 50% X 3 units X \$26/unit + 40 NxLevelL Participants X \$375/person = \$30,600

An in-kind contribution in the form of apportionment from the Chancellor's Office for each Full Time Equivalent Student (FTES) will be generated for those participants taking credit classes. This will provide an additional \$4,564 for each FTES (525 hours).

Total in-kind contribution - 400 participants X 50% X (48 /525) X \$4,564 = \$83,456.

M. Participant Support Services

Each participant who chooses to participate in the 40-hr NxLevelL Entrepreneurial Training Program will also be assigned a Small Business Development Center (SBDC) Business Advisor to provide one-on-one counseling (10 hrs of counseling per participant). SBDC Business Advisors are paid \$40/hr. Twenty-five percent of the Solano College Veterans Certification Specialist position will be charged to the grant for tasks associated with outreach and support services to the target group of veterans and reservists.

Total Participant Support Services - 40 Participants X 10 hrs X \$40/hr = \$16,000

25% of Veterans' Certification Specialist's Salary and Benefits = \$17,375

Total \$33,375

The Solano College Small Business Development Center will secure \$16,000 in Small Business Administration (SBA) funds to support the one-on-one counseling. In addition, as the primary WIB partner on the project, the Solano Workforce Investment Board (WIB) will provide \$5,000 of in-kind match in the form of assessment and support services to unemployed participants. Solano College will also contribute 20% of the salary and benefits of the Veterans Certification Specialist as in-kind match.

Total in-kind contribuiton - \$16,000+\$5,000+\$13,900=\$34,900

O. Contractual Services

Instructors will be paid as independent contractors at \$65/instruction hour. Contracting Services (Paul Fair) will be contracted as the Project Coordinator at a rate of \$75/hr (10 hrs per week). We are using consultants who are industry experts to ensure compliance with delivery deadline requirements. This also will assist in our transition of the Program to a sustainable program at SCC.

Total Contractual Services - (108 hours of core classes offered 3 times a semester for 2 semesters plus 200 hrs of specialty training classes offered once a semester for 2 semesters) X \$65/hr plus 800 hours for project coordinator (80 weeks X 10 hours/week) X \$75/hr = \$128,120.

Contracting Services (Paul Fair) will provide an in-kind contribution equivalent to the difference

between his market rate for contracting services of \$150/hour and the \$75/hour paid on this project. Total in-kind contribution - 80 weeks X 10 hours/week X \$75/hour=\$60,000.

P. Indirect Cost

Solano College does not have a federal negotiated indirect rate. However, the college does have an approved indirect rate of 24% with the Small Business Administration (SBA) for state and federal contracts that the Solano College Small Business Development Center manages. For these contracts, the College currently takes a 4% indirect rate and contributes 20% as inkind match in the form of waived indirect. Solano College will also take only 4% for indirect (\$16,106) and contribute 20% (\$80,529) as waived indirect on this project.

Q. Training Materials Development Cost

Solano College will contract with Green Build Education Group to develop the curriculum for the project. The level of effort will be 20 hours per week for the first 5 months of the project at \$75/hour. Total Training Materials Development Cost – 20 hrs X 20wks X \$75/hr = \$30,000.

Green Build Education Group will provide an in-kind contribution in the form of a discount of \$75/hr off their normal billing rate of \$150/hour for a total in-kind contribution of \$30,000.

R. Green Employer Council

The eight Green Employer Council members will provide an in-kind donation of their time to participate at quarterly advisory meetings.

Total inkind contribution - 8 members X 6 advisory board meetings X 4 hrs/meeting X \$100/hour = \$19,200

Administrative costs for the project include the 4% indirect above and 50% of the 0.5 FTE Administrative Assistant III position for a total of \$32,786 (8.18%)

3. Demonstrate how the program will plan for future sustainability beyond the first year of funding.

The plan for sustainability beyond the first year of funding will be to convert the not-for-credit classes developed in this project to for-credit classes, which are eligible for apportionment funding at a rate of \$4,564 per Full Time Equivalent Student (FTES). This will provide sufficient funding for the College to hire instructors who meet minimum qualifications and cover indirect costs. In addition, the credit classes will be submitted to the Veterans Administration for approval under G.I. Bill benefits for veterans. This will allow Veterans taking the classes to request reimbursement of tuition costs and books. This process will involve submitting the class to the State approving agency, which maintains a list of classes eligible for Veterans G.I. Bill benefits.

4. Complete the biannual cumulative plan below for expenditures and cash/in-kind match.

	Period Ending Mar 2010	Period Ending Oct 2010	Period Ending Mar 2011
Expenditures	\$83,750	\$167,500	\$167,500
Match Funds	\$83,917	\$167,834	\$167,834

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: AGREEMENT BETWEEN LOS RIOS COMMUNITY COLLEGE DISTRICT AND SOLANO COMMUNITY COLLEGE DISTRICT TO DELIVER SOFTWARE TRAINING TO KAISER EMPLOYEES

REQUESTED ACTION: APPROVAL

SUMMARY:

Solano Community College District Contract Education will contract with Los Rios Community College District to provide MS Office training for six cohorts of Kaiser employees. This item is being presented to the Governing Board for approval.

The District will deliver six (6) sixteen (16) hour classes. Classes will be held at Solano Community College Vallejo and Vacaville centers or at Kaiser facilities. Class schedule will be determined by Kaiser. Los Rios will compensate the District for all services rendered and expenses at a rate of thirty three thousand two hundred and forty dollars and no cents (\$33,240.00). The cost is inclusive for all instruction and teaching/training materials.

A copy of the purchase order for training is 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

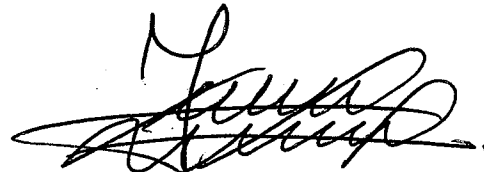
TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

January 08, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 08, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASING: (916) 568-3071 ACCOUNTING: (916) 568-3065

FAX: (916) 568-3145

PURCHASE ORDER NO

0001054394

PLEASE SEE REVERSE SIDE FOR SPECIAL INSTRUCTIONS, TERMS AND CONDITIONS.

RECEIVED

2009 DEC -3 A 10:02

Vendor: 0000005195
 SOLANO COMMUNITY COLLEGE
 4000 SUISUN VALLEY RD
 SUISUN CA 94585

Date 11/30/2009	Revision	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Metho
Reference: 752060 COMINS KARNITZK		

Ship To: SACRAMENTO CITY COLLEGE
 RECEIVING
 3835 FREEMONT BLVD
 SACRAMENTO CA 95822-1386
 United States

Bill To: 1919 Spanos Court
 Sacramento CA 95825-3981
 United States

Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	IMPLEMENT MODULAR PC CLASSES FOR THE KAISER PERMANENTE RESPONSIVE WORKER TRAINING GRANT	1.00	EA	33,240.00	33,240.00	12/14/2009

PAYABLE UPON CLASS COMPLETION BY INVOICE

SERVICE TO BEGIN JANUARY 1, 2010 AND BE COMPLETED BY JUNE 30, 2010

PO & INVOICES: DEBORAH MANN 707-864-7195

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

TO: Members of the Governing Board

**SUBJECT: REQUEST FOR APPROVAL OF CURRICULUM ACTIONS
AS SUBMITTED BY THE CURRICULUM COMMITTEE, A
SUBCOMMITTEE OF THE ACADEMIC SENATE**

REQUESTED ACTION: APPROVAL

SUMMARY:

During the months of November and December 2009, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

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

Erin Duane, Chair, Curriculum Committee
Robin L. Steinback, Ph.D.
Vice President Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7226

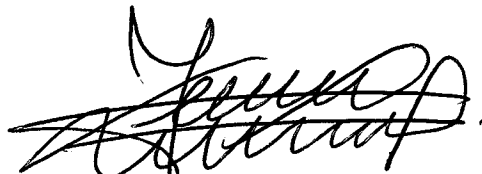
TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the months of November and December 2009, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by the California Community Colleges Systems Office.

New Courses

(CP-09-283) ACCT 050 – Computer Accounting

Units: 3 Units
Weekly Class hours: 3 Lecture
Prerequisites: ACCT 001
Corequisites: None
Course advisory: SCC minimum English and Math standards
Repeatability: Not repeatable
Catalog description: A hands-on course covering a complete computerized accounting system. Topics include a review of basic accounting concepts, preparation of business reports and graphs, and the creating of an accounting system for a company.

(CP-09-284) ART 030 – Architectural Ceramics, Murals and Tiles

Units: 2 or 3.5 Units
Weekly Class hours: 1-2 Lecture; 3-4.5 Lab
Prerequisites: None
Corequisites: None
Course advisory: SCC minimum English standard; ART 023 or ART 026 (one college level ceramics course)
Repeatability: Repeatable 3 times
Catalog description: This course will investigate the history, contemporary examples, materials, techniques and the vast range of artistic expression possible in architectural ceramics, ceramic murals and tiles. The course will not cover basic ceramic construction techniques. Students should already be familiar with basic hand building or wheel throwing techniques.

(CP-09-285) ART 036 – Ceramic Surfaces – Drawing and Painting on Clay

Units: 2 or 3.5 Units
Weekly Class hours: 1-2 Lecture; 3-4.5 Lab
Prerequisites: None
Corequisites: None
Course advisory: SCC minimum English and Math standards
Repeatability: Repeatable 3 times
Catalog description: This course in ceramic surface design will explore the vast range of artistic expression possible with ceramic slips, stains, glazes and firing techniques at low, medium and high temperature ranges. The course will not cover basic ceramic construction techniques. Students should already be familiar with basic hand building or wheel throwing techniques.

(CP-09-286) ART 044 – Kiln Design and Operation

Units:	2 or 3.5 Units
Weekly Class hours:	1-2 Lecture; 3-4.5 Lab
Prerequisites:	None
Corequisites:	None
Course advisory:	SCC minimum English and Math Standards; ART 023 or ART 026 (one college level ceramics course)
Repeatability:	Repeatable 3 times
Catalog description:	This course in kiln design and operation will investigate the vast range kiln designs, their operation and the opportunities each offers for artistic expression. Kiln designs covered will include natural gas, propane, electric, raku, salt, wood, and alternative kilns. Students will be able to determine which kilns and which firing strategies are best suited to their current artistic vision. The course will not cover basic ceramic construction techniques. Students should already be familiar with basic hand building or wheel throwing techniques.

(CP-09-287) ART 045 – Art Studio Concepts

Units:	2 or 3.5 Units
Weekly Class hours:	1-2 Lecture; 3-4.5 Lab
Prerequisites:	None
Corequisites:	None
Course advisory:	SCC minimum English standard
Repeatability:	Repeatable 3 times
Catalog description:	Intensive study in visual arts studio. Exposure to contemporary art, directions, trends, and selected topics. Different studio problems will be investigated each semester.

(CP-09-288) ART 046A – Portfolio Development – Artistic Inquiry

Units:	3.5 Units
Weekly Class hours:	2 Lecture; 4.5 Lab
Prerequisites:	None
Corequisites:	None
Course advisory:	SCC minimum English standard. At least 3 courses in designated studio art focus of the semester or instructor consent.
Repeatability:	Repeatable 3 times
Catalog description:	This is an advanced course designed to serve the student in the preparation of a professional fine art portfolio consisting of a body or series of work. Emphasis is placed on 1) individual expression of an artistic vision, 2) idea development, 3) artistic inquiry, 4) setting and meeting artistic goals and timelines for the production of a body or series of work. For this course the student should have the necessary skills, art making experience and motivation to work independently, with expert consultation by the instructor, on developing a coherent body of work. This course is the first in a two part course offering completed by Portfolio Development-Documentation.

(CP-09-289) ART 046B – Portfolio Development Documentation

Units:	3.5 Units
Weekly Class hours:	2 Lecture; 4.5 Lab
Prerequisites:	None
Corequisites:	None
Course advisory:	SCC minimum English standard. At least 3 courses in designated studio art focus of the semester.
Repeatability:	Repeatable 3 times
Catalog description:	This is an advanced course designed to serve the student in the preparation of a professional fine art portfolio consisting of a body or series of work. Emphasis is placed on 1) individual expression of an artistic vision, 2) professional quality documentation and presentation of artwork, and 3) capacity to communicate both verbally and in writing about artwork produced. For this course the student should have the necessary skills, art making experience and motivation to work independently, with expert consultation by the instructor, on developing a coherent body of work. This course is the second in a two part course offering following Portfolio Development-Artistic Inquiry.

(CP-09-290) ART 047A – Professional Practices for Artists

Units:	3 Units
Weekly Class hours:	3 Lecture
Prerequisites:	None
Corequisites:	None
Course advisory:	SCC minimum English standard
Repeatability:	Repeatable 2 times
Catalog description:	This course is designed to provide the skills and information to serve the student in developing a professional art career. Topics include: How to approach galleries, institutions, universities, art schools, and potential employers. Techniques for promoting art for employment or transfer to four year schools, portfolio preparation, resume writing, artist statement and biography composition, sales and pricing of art, business basics, entrepreneurship, public relations, art on the internet, planning and goal setting, contracts, taxes, grant getting, display, shipping, sustaining creativity. Evaluation of marketing and promotional concepts. Recommended for all art and design majors seeking to become professionals.

(CP-09-291) ART 047B – Art on Site

Units:	3 Units
Weekly Class hours:	3 Lecture
Prerequisites:	None
Corequisites:	None
Course advisory:	SCC minimum English standard
Repeatability:	Repeatable 3 times
Catalog description:	Art on Site is a movable feast. We will visit artists, gallery owners, museum curators and art administrators on site, at their studios galleries museums and offices. This will be a forum for students to hear first hand from artists, arts scholars and other art professionals discussing and contextualizing their work within the contemporary art

field. Includes multiple lecturers by visitors and additional class lectures providing further context. Exposure to contemporary art directions, trends and job markets.

(CP-09-465) – BIO 160 – Review of Scientific Principles of Pre-Nursing

Units:	2 Units
Weekly Class hours:	8 Lecture
Prerequisites:	CONDITION OF ENROLLMENT: Current acceptance or on the waiting list of an RN Program
Corequisites:	None
Course advisory:	None
Repeatability:	Not repeatable
Catalog description:	This course focuses on science and mathematics topics that are critical to success for students entering an RN program. This course provides a review of select anatomy, physiology, chemistry, nutrition, microbiology, and mathematics topics for students entering nursing school. This course is especially designed for students that have had an extended time period between finishing their pre-nursing requirements and entering nursing school. (Same as MATH 160).

(CP-09-292) COUN 064A – Practicum I

Units:	4 Units
Weekly Class hours:	2 Lecture; 6 by Arrangement
Prerequisites:	COUN 062, HS 051, HS 053
Corequisites:	None
Course advisory:	SCC minimum Math standards. Eligibility for ENGL 001.
Repeatability:	Not repeatable.
Catalog description:	The first of a two-course sequence in a supervised Human Services practicum experience at an approved agency or educational setting. In order to develop and apply culturally sensitive and ethically sound helping skills, students will work a minimum of 100 hours and participate actively in a two hour weekly seminar.

(CP-09-293) COUN 064B – Practicum II

Units:	4 Units
Weekly Class hours:	2 Lecture; 6 by Arrangement
Prerequisites:	COUN 064A
Corequisites:	None
Course advisory:	SCC minimum Math standard. Eligibility for ENGL 001. HS 055.
Repeatability:	Repeatable 2 times
Catalog description:	The second semester to a two course sequence in a supervised Human Services Practicum, required for Human Services majors. Students will further develop culturally and ethically competent helping skills as they continue to work in their approved site or work in a new approved site. Students will continue to hone and apply more advanced and educationally informed helping skills. This additional 100 hours in an approved site and its supporting 2 hour weekly seminar, will meet the Human Services certificate and Associates degree requirement and will help students further clarify their potential for a longer range educational and career path in Human Services, Social Work or Counseling.

(CP-09-294) INTD 065 – Kitchen and Bathroom Design

Units: 3 Units
Weekly Class hours: 3 Lecture
Prerequisites: INTD 050
Corequisites: None
Course advisory: SCC minimum English and Math standards
Repeatability: Not repeatable.
Catalog description: This course covers the design of efficient and aesthetic kitchens and baths including space considerations, equipment, appropriate materials, building codes, and human factors.

(CP-09-402) JOUR 099 – Journalism Honors: Field Study

Units: 1 - 3 Units
Weekly Class hours: 3 - 9 By Arrangement
Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of B or better; an ability to work independently; and permission of the Division Dean based on instructor.
Corequisites: None
Course advisory: SCC minimum Math standard. Eligibility for ENGL 001
Repeatability: Repeatable 1 time
Catalog description: An independent study class designed for students who have successfully completed at least two journalism classes and wish to do field work. The student works by arrangement with the instructor.

(CP-09-466) MATH 160 – Review of Scientific Principles of Pre-Nursing

Units: 2 Units
Weekly Class hours: 8 Lecture
Prerequisites: CONDITION OF ENROLLMENT: Current acceptance or on the waiting list of an RN Program
Corequisites: None
Course advisory: None
Repeatability: Not repeatable
Catalog description: This course focuses on science and mathematics topics that are critical to success for students entering an RN program. This course provides a review of select anatomy, physiology, chemistry, nutrition, microbiology, and mathematics topics for students entering nursing school. This course is especially designed for students that have had an extended time period between finishing their pre-nursing requirements and entering nursing school. (Same as MATH 160).

(CP-09-434) OT 060 – Administrative Medical Assistant

Units: 3 Units
Weekly Class hours: 3 Lecture
Prerequisites: None
Corequisites: None
Course advisory: Eligibility for ENGL 001
Repeatability: Not repeatable.

Catalog description: This course introduces the student to the responsibilities of an Administrative Medical Office Assistant including: HIPPA (legal and ethical considerations), interpersonal-skills, scheduling appointments in person and by telephone, records and file management, written communications, and financial duties.

(CP-09-435) OT 061 – Health Insurance

Units: 3 Units
Weekly Class hours: 3 Lecture
Prerequisites: None
Corequisites: None
Course advisory: Eligibility for ENGL 001
Repeatability: Not repeatable.
Catalog description: Introduces health insurance claims processing and reimbursement issues. Discusses the major health care insurance programs and the impact of federal regulations. The course introduces the use of diagnosis and procedures coding. Teaches the student how to accurately complete a claim.

(CP-09-436) PE 005Q – Elite Fitness Training

Units: 1 Unit
Weekly Class hours: .5 Lecture; 2.5 Lab
Prerequisites: None
Corequisites: None
Course advisory: SCC minimum English and Math Standards
Repeatability: Not repeatable.
Catalog description: Kokoro is “unbeatable spirit” in Japanese. This is the ultimate goal of Elite Fitness Training for the serious person who wants to find the warrior within; it includes training the mind, body, emotions, senses and spirit.

(CP-09-437) PE 005R – Core Conditioning Training

Units: 1 Unit
Weekly Class hours: .5 Lecture; 2.5 Activity
Prerequisites: None
Corequisites: None
Course advisory: SCC minimum English and Math Standards
Repeatability: Not repeatable.
Catalog description: A fitness course focusing on core conditioning in which students in physically demanding sports, fitness activities and professions learn to balance their conditioning over the entire body. This course will help improve performance by developing and utilizing the principles of power, agility, core strength, and speed.

(CP-09-244) PLSC 048G – Human Rights: A Global Perspective

Units: 3 Units
Weekly Class hours: 3 Lecture
Prerequisites: None
Corequisites: None
Course advisory: Completion of ENGL 001

Repeatability: Not repeatable.
Catalog description: An Introduction to the developing systems, laws and norms for the promotion and the protection of human rights in the world today. This course will also provide a foundation for understanding legal, political, and economic aspects of human rights. Topics will include ideological and cultural perspectives; sources of violations; the United Nations, regional, and national systems; women's human rights; and the role of non-governmental organizations. Overall the course will be looking at prevailing concepts, institutions, rules, procedures, problems, and Human Rights potentialities.

(CP-09-295) WATR 101 – Basic Chemistry for Water and Wastewater

Units: 4 Units
Weekly Class hours: 4 Lecture
Prerequisites: None
Corequisites: None
Course advisory: SCC minimum English and Math standards
Repeatability: Not repeatable.
Catalog description: Through lecture and demonstrations, the student will develop the ability to analyze and determine if proper levels of purification, content of acidity, alkalinity, hardness, and other water quality criteria have been achieved for water or wastewater treatment.

(CP-09-296) WATR 103 – Biological Principles of Water and Wastewater

Units: 3 Units
Weekly Class hours: 3 Lecture
Prerequisites: None
Corequisites: None
Course advisory: SCC minimum English and Math standards
Repeatability: Not repeatable.
Catalog description: This course examines the biological and ecological properties of the bacteria, protozoa, fungi, algae, viruses, and animals whose control is important to the provision of safe drinking water supplies and environmentally safe wastewater. The course emphasizes the microbiology of drinking water, wastewater, and activated sludge, and examines the microbial sampling, analysis, and treatment strategies important in this industry.

(CP-09-297) WATR 108 – Water Treatment II

Units: 2 Units
Weekly Class hours: 2 Lecture
Prerequisites: WATR 104
Corequisites: None
Course advisory: SCC minimum English and Math standards
Repeatability: Not repeatable.
Catalog description: This course covers advanced topics in the control of ions and disinfecting chemicals in drinking water. In addition it covers the issues of safety, regulation, administration, and maintenance of a water treatment plant.

(CP-09-298) WATR 112 – Wastewater Treatment III

Units:	2 Units
Weekly Class hours:	2 Lecture
Prerequisites:	WATR 105
Corequisites:	None
Course advisory:	SCC minimum English and Math standards
Repeatability:	Not repeatable.
Catalog description:	This course will cover advanced topics appropriate to a wastewater treatment facility including activated sludge, residual solids management, solids removal from secondary effluents, phosphorus and nitrogen removal, enhanced biological (nutrient) control, wastewater reclamation and recycling, and odor control.

Course Modifications

(CP-09-300) BIO 005 – Introductory Physiology – Change in prerequisites and textbooks.

(CP-09-301) BIO 012 – Environmental Science – Add online form.

(CP-09-302) BIO 014 – Principles of Microbiology – Change in prerequisites, course advisory, and textbooks.

(CP-09-303) BIO 016 – Introduction to Human Biology – Add online form.

(CP-09-304) CIS 080 – SQL Database Management Systems – Change in prerequisites and course advisory.

(CP-09-404) COSM – 175 – Cosmetology Education Practicum – Change in units, total weekly hours, catalog description, and other catalog information.

(CP-09-405) FIRE 148EE – Pre-Fire Fuels Management – Change in course number and textbooks.

(CP-09-406) FIRE 148FF – Fire Operations in the Wildland Urban Interface – Change in course number and corequisite.

(CP-09-407) FIRE 189 – Fire Command 2E Wildland Fire Fighting Tactics – Change in units and textbook.

(CP-09-306) GEOG 001 – Physical Geography – Add online form.

(CP-09-408) GEOG 010 – Introduction to Geographic Information Systems – Change in method of instruction, other catalog information, and other assignments. Add online form; add hybrid form.

(CP-09-409) GEOL 010 – Introduction to Geographic Information Systems – Change in method of instruction, other catalog information, and other assignments. Add online form; add hybrid form.

(CP-09-410) MATH 102 – Elementary Algebra – Change in course number, applicability, method of instruction, and textbook. Add online form; add hybrid form.

(CP-09-411) MATH 103 – Plane Geometry – Change in prerequisites, writing assignments, content outline, and textbook.

(CP-09-412) MATH 104 – Intermediate Algebra – Change in method of instruction, prerequisites, other assignments, and textbooks. Add online form; add hybrid form.

(CP-09-413) MATH 107 – Elementary Algebra Part I – Change in course number, applicability, method of instruction, other catalog information, and textbook. Add online form; add hybrid form.

(CP-09-414) MATH 108 – Elementary Algebra, Part II – Change in course number, applicability, method of instruction, prerequisites, and textbook. Add online form; add hybrid form.

(CP-09-415) MATH 112 – Algebraic Reasoning – Change in prerequisites and textbook.

(CP-09-416) MATH 114 – Math for Health Occupations – Change in prerequisites and textbook.

(CP-09-417) MATH 118 – The Beauty of Mathematics – Change in prerequisites and textbook.

(CP-09-418) NURS 050A – Fundamentals of Nursing – Change in units, total weekly hours, method of instruction, prerequisites, catalog description, other catalog information, student performance objectives, methods of evaluating student achievement, reading assignments writing assignments, other assignments, content outline, and textbooks.

(CP-09-419) NURS 050B – Basic Human Needs – Change in units, total weekly hours, method of instruction, catalog description, other catalog information, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, and content outline.

(CP-09-420) NURS 052 – Pharmacology for Nursing – Change in course title, method of instruction, course advisory, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, other assignments, content outline, and textbooks.

(CP-09-421) NURS 054 – Maternal-Child Nursing – Change in total weekly hours, method of instruction, student performance objectives, content outline, and textbook.

(CP-09-422) NURS 055 – Nursing of Adults I – Change in total weekly hours, method of instruction, student performance objectives, methods of evaluating student achievement, writing assignments, other assignments, content outline, and textbooks.

(CP-09-423) NURS 060 – Nursing of Adults II/Medical-Surgical – Change in method of instruction, catalog description, student performance objectives, methods of evaluating student achievement, writing assignments, content outline, and textbook.

(CP-09-424) NURS 061 – Psychiatric and Mental Health Nursing – Change in total weekly hours, method of instruction, other catalog information, student performance objectives, reading assignments, writing assignments, other assignments, content outline, textbooks.

(CP-09-461) NURS 063 – Nursing of Adults III/Advanced Medical Surgical Nursing and Community Health Nursing – Change in course title, units, course length, total weekly hours, method of instruction, catalog description, student performance objectives, methods of evaluating student achievement, writing assignments, content outline, and textbook.

(CP-09-462) NURS 064 – Issues and Trends in Nursing – Change in course title, units, course length, total weekly hours, method of instruction, corequisites, catalog description, student performance objectives, methods of evaluating student achievement, writing assignments, other assignments, content outline, and textbook.

(CP-09-463) NURS 065 – Role Transition, Management Theory and Practice – Change in course title, units, course length, total weekly hours, method of instruction, corequisites, prerequisites, catalog description, methods of evaluating student achievement, writing assignments, content outline and textbook.

(CP-09-425) NURS 111 – Medical Terminology – Change in student performance objectives, reading assignments, and textbook.

(CP-09-308) WATR 100 – Introduction to Wastewater Treatment – Change in course title, method of instruction, and textbooks.

(CP-09-309) WATR 104 – Introduction to Water Supply and Treatment – Change in course title, total weekly hours, method of instruction, catalog description, methods of evaluating student achievement, reading assignments, and textbook.

(CP-09-310) WATR 105 – Water Treatment – Change in course title, total weekly hours, method of instruction, reading assignments, and textbook.

(CP-09-311) WATR 106 – Instrumentation and Controls – Change in method of instruction and textbook.

(CP-09-312) WATR 107 – Mathematics of Water and Wastewater Treatment – Change in method of instruction, catalog description, methods of evaluating student achievement, writing assignments, content outline, and textbooks.

PROGRAM MAJOR MODIFICATIONS

(CP-09-299) Accounting – Change in required courses and total units.

(CP-09-426) Human Services – Change in required courses in major.

(CP-09-464) Medical Front Office Clerk Program – Change in required courses and total units.

(CP-09-427) Water and Wastewater – Change in required courses in major.

COUNSELING/GUIDANCE AND DSP CURRICULUM REVIEW

Course Modifications

(CP-09-313) COUN 007 – College Study Techniques – Change in units, total weekly hours, catalog description, student performance objectives, methods of evaluating student achievement, writing assignments, other assignments, content outline, and textbooks. Add online form.

(CP-09-314) COUN 050 – Career-Life Planning – Change in method of instruction, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, other assignments, content outline, and textbooks. Add hybrid form.

(CP-09-315) COUN 055 – Valuing Diversity – Change in student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbooks. Add online form.

(CP-09-316) COUN 060 – Strategies for Re-Entry Success – Change in total weekly hours, method of instruction, catalog description, student performance objectives, writing assignments, other assignments, content outline, and textbooks.

(CP-09-317) COUN 061 – Math without Fear – Change in reading assignments, writing assignments, content outline, and textbooks.

(CP-09-318) COUN 062 – Helping Skills: Creating Alliances & Facilitating Change – Change in course advisory, catalog description, content outline, and textbooks.

(CP-09-319) COUN 068 – University Transfer Success – Change in units, course length, total weekly hours, method of instruction, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbooks.

(CP-09-320) COUN 083 – Applied Psychology – Change in course advisory, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbooks. Add online form.

(CP-09-322) COUN 101 – Orientation for College Success – Change in method of instruction, student performance objectives, methods of evaluating student achievement, content outline, textbook level, and textbook.

(CP-09-323) COUN 102A – Time Management & Goal Setting – Change in course length, total weekly hours, method of instruction, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbooks. Add online form.

(CP-09-324) COUN 102C – Test Taking, Test Anxiety & Memory – Change in course number, course length, total weekly hours, method of instruction, catalog description, student performance objectives, content outline, and textbooks. Add online form.

(CP-09-325) COUN 102D – Study Systems – Change in course number, course length, total weekly hours, method of instruction, catalog description, student performance objectives, content outline, and textbooks.

(CP-09-326) COUN 148B – Math, Engineering and Science Achievement (MESA) Enrichment – Change in course number, applicability, method of instruction, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbooks.

(CP-09-328) LS 350 – Learning Skills Assessment – Change in units and textbooks.

Course Deletions

(CP-09-429) COUN 071 – Student Athlete Academic Success Strategies

(CP-09-430) COUN 510 – Matriculation Assessment/Orientation

(CP-09-329) LS 301A – General Learning Strategies

(CP-09-330) LS 301D – Math Concepts and Strategies

Curriculum Review Verification Form

(CP-09-428) Counseling Curriculum Review Verification Form
(CP-09-401) Learning Skills Curriculum Review Verification Form

FINE AND APPLIED ARTS/BEHAVIORAL SCIENCE CURRICULUM REVIEW

Course Modifications

(CP-09-204) ECE 101 – Sensitive & Critical Topics in ECE – Change in method of instruction, repeatability, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbooks.

(CP-09-205) ECE 102 – Curriculum Development – Change in method of instruction, repeatability, catalog description, writing assignments, and textbooks.

(CP-09-212) HUDV 075 – Children with Special Needs – Change in units, course advisory, repeatability, student performance objectives, writing assignments, other assignments, content outline, and textbooks.

(CP-09-331) MUSC 001 – Beginning Theory – Change in total weekly hours, method of instruction, and textbook.

(CP-09-332) MUSC 002 – Beginning Theory – Change in total weekly hours, method of instruction and textbook.

(CP-09-333) MUSC 003 – Advanced Theory – Change in total weekly hours, method of instruction, and textbook.

(CP-09-334) MUSC 004 – Advanced Theory – Change in total weekly hours, method of instruction, writing assignments, and textbooks.

(CP-09-335) MUSC 005 – Music Fundamentals – Change in methods of evaluating student achievement, reading assignments, writing assignments, other assignments, and textbooks.

(CP-09-336) MUSC 007 – Jazz and Popular Music in America: Ragtime to Rock – Change in method of instruction, student performance objectives, and textbook.

(CP-09-245) MUSC 008 Music Appreciation – Change in catalog description, methods of evaluating student achievement, writing assignments, other assignments, and textbooks.

(CP-09-246) MUSC 009 – Wind Ensemble – Change in catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments.

(CP-09-247) MUSC 010 – Concert Band – Change in catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, and writing assignments.

(CP-09-248) MUSC 011 – Symphonic Band – Change in catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, and textbooks.

(CP-09-249) MUSC 013 – Multicultural Music in America – Change in reading assignments, writing assignments, and textbooks.

(CP-09-337) MUSC 016 – Symphony Orchestra – Change in course advisory, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, and textbooks.

(CP-09-338) MUSC 017 – Chamber Orchestra – Change in catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, and textbooks.

(CP-09-339) MUSC 018 – Beginning Steel Drum Band – Change in catalog description, writing assignments, and textbook.

(CP-09-250) MUSC 019 – Instrumental Ensemble – Change in reading assignments.

(CP-09-251) MUSC 020 Choir – Change in methods of evaluating student achievement.

(CP-09-340) MUSC 021 – Chorus – Change in catalog description, methods of evaluating student achievement, and textbook.

(CP-09-341) MUSC 022 – Musical Theatre – Change in department, course number, units, total weekly hours, course advisory, and repeatability.

- (CP-09-252) MUSC 023 – Handbell Ensemble – Change in student performance objectives.
- (CP-09-253) MUSC 024 – Master Works Chorale – Change in catalog description and methods of evaluating student achievement.
- (CP-09-342) MUSC 025 – Chamber Choir – Change in prerequisites, catalog description, methods of evaluating student achievement, and textbooks.
- (CP-09-254) MUSC 026 – Vocal Jazz Ensemble – Change in catalog description, methods of evaluating student achievement, and textbook.
- (CP-09-343) MUSC 027 – Elementary Piano Part I – Change in course advisory, reading assignments, writing assignments, other assignments, and textbooks.
- (CP-09-344) MUSC 028 – Elementary Piano Part II – Change in course advisory, writing assignments, other assignments, and textbooks.
- (CP-09-345) MUSC 029 – Intermediate Piano Part I – Change in course advisory, writing assignments, other assignments, and textbooks.
- (CP-09-346) MUSC 030 – Intermediate Piano Part II – Change in course advisory, writing assignments, other assignments, and textbooks.
- (CP-09-347) MUSC 031 – Class Lessons in Woodwinds – Change in methods of evaluating student achievement, writing assignments, other assignments, content outline, and textbooks.
- (CP-09-348) MUSC 032 – Class Lessons in Brass – Change in methods of evaluating student achievement, other assignments, and textbook.
- (CP-09-349) MUSC 033 – Class Lessons in Strings – Change in total weekly hours, method of instruction, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbook.
- (CP-09-350) MUSC 034 – Class Lessons in Percussion – Change in units, total weekly hours, course advisory, methods of evaluating student achievement, writing assignments, and textbooks.
- (CP-09-351) MUSC 035A – Beginning Voice I – Change in total weekly hours, method of instruction, catalog description, student performance objectives, writing assignments, other assignments, and textbooks.
- (CP-09-352) MUSC 035B – Beginning Voice II – Change in total weekly hours, method of instruction, course advisory, catalog description, student performance objectives, writing assignments, other assignments, and textbook.
- (CP-09-353) MUSC 036A – Intermediate Voice I – Change in total weekly hours, method of instruction, student performance objectives, reading assignments, writing assignments, other assignments, and textbooks.
- (CP-09-255) MUSC 036B – Intermediate Voice II – Change in total weekly hours and student performance objectives.
- (CP-09-354) MUSC 038 – Class Lessons in Beginning Guitar – Change in total weekly hours, methods of evaluating student achievement, writing assignments, other assignments, and textbooks.
- (CP-09-355) MUSC 039 – Class Lessons in Intermediate Guitar – Change in total weekly hours, writing assignments, other assignments, and textbooks.
- (CP-09-356) MUSC 041A – Music Majors Piano – Change in other assignments and textbook.
- (CP-09-357) MUSC 042A – Jazz and Pop Piano – Change in other assignments and textbook.
- (CP-09-358) MUSC 042B – Jazz and Pop Piano – Change in other assignments and textbook.
- (CP-09-359) MUSC 049 – Music Honors – Change in repeatability.
- (CP-09-360) MUSC 051 – Jazz and Popular Solo Voice – Change in other catalog information, student performance objectives, other assignments, and textbooks.
- (CP-09-361) MUSC 052 – Sound Recording – Change in student performance objectives, reading assignments, content outline, and textbooks.
- (CP-09-362) MUSC 053 – Advanced Sound Recording – Change in student performance objectives, content outline, and textbooks.
- (CP-09-363) MUSC 055 – Introduction to Jazz Improvisation – Change in course advisory, repeatability, reading assignments, writing assignments, other assignments, and textbooks.
- (CP-09-364) MUSC 056 – Jazz Improvisational Ensemble – Change in writing assignments, other assignments, and textbooks.

- (CP-09-365) MUSC 060 – Computer Assisted Music Lab – Change in units, total weekly hours, and textbook.
- (CP-09-366) MUSC 061 – MIDI and Computer Music Sequencing and Scoring – Change in total weekly hours, repeatability, and textbooks.
- (CP-09-367) MUSC 062 – Introduction to Electric Guitar – Change in other assignments and textbook.
- (CP-09-368) MUSC 063 – Introduction to Electric Bass – Change in reading assignments, other assignments, and textbooks.
- (CP-09-369) MUSC 064 – Marching Band – Change in total weekly hours.
- (CP-09-217) PSYC 049 – Psychology Honors – Change in repeatability.
- (CP-09-370) SOCS 030 – Peace, Non Violence and Conflict Resolution – Change in method of instruction and textbooks.
- (CP-09-371) SOCS 049 – Honors – Change in repeatability.
- (CP-09-372) SOCS 051 – Mediation – Change in method of instruction and textbooks.
- (CP-09-373) SOCS 053 – Civil Rights, Non-Violence and Race Relations – Change in repeatability, reading assignments, content outline, and textbooks.
- (CP-09-256) THEA 001 – Principles and Theory of Acting – Change in reading assignments, writing assignments, and textbooks.
- (CP-09-374) THEA 002 – Principles and Theory of Acting – Change in reading assignments, writing assignments, and textbooks.
- (CP-09-375) THEA 003 - Stagecraft – Change in method of instruction, course advisory, repeatability, catalog description, other catalog information, student performance objectives, methods of evaluating student achievement, writing assignments, content outline, and textbooks.
- (CP-09-431) THEA 004 – Stage Movement – Change in total weekly hours, repeatability, methods of evaluating student achievement, writing assignments, other assignments, and textbooks.
- (CP-09-376) THEA 005 – Applied Drama – Change in course number, units, course length, total weekly hours, prerequisites, repeatability, catalog description, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, and content outline.
- (CP-09-257) THEA 006 – Introduction to Theatre: Understanding Drama – Change in method of instruction and textbooks.
- (CP-09-377) THEA 007 - Directing – Change in prerequisite and textbooks.
- (CP-09-378) THEA 010 – History of Theatre 1 – Change in method of instruction and textbooks.
- (CP-09-379) THEA 011 – History of Theatre 2 – Change in method of instruction and textbook.
- (CP-09-258) THEA 020 – Lighting – Change in repeatability, catalog description, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, content outline, and textbooks.
- (CP-09-380) THEA 021 – Introduction to Theatre Design – Change in total weekly hours, repeatability, reading assignments, writing assignments, and textbooks.
- (CP-09-381) THEA 030 – Actor Training 1 – Change in content outline and textbooks.
- (CP-09-382) THEA 031 – Actor Training 2 – Change in catalog description and content outline.
- (CP-09-383) THEA 032 – Actor Training 3 – Change in content outline.
- (CP-09-384) THEA 047 – Technical Production – Change in total weekly hours, repeatability, and textbooks.
- (CP-09-385) THEA 106 – Teen Touring Company – Change in course title, total weekly hours, prerequisites, course advisory, repeatability, catalog description, and other catalog information.

Program Major Modifications

- (CP-09-432) Interior Design – Change in required courses in major and major total units.

Curriculum Review Verification Forms

- (CP-09-386) Music Curriculum Review Verification Form
(CP-09-387) Social Science Curriculum Review Verification Form
(CP-09-433) Theatre Curriculum Review Verification Form

Revalidation of Prerequisites and/or Corequisites Only

(CP-09-388) MUSC 006 – Composition, Arranging, Songwriting – Revalidate prerequisite of: MUSC 001 and 002, or equivalent experience.

(CP-09-389) MUSC 041B – Music Majors Piano – Revalidate prerequisite of: MUSC 041A.

(CP-09-390) THEA 033 Actor Training 4 – Revalidate prerequisite of: THEA 032 with a grade of “C” or better.

Course Deletions

(CP-09-259) FDES 031 - Textiles

(CP-09-260) FDES 060 – Clothing Selection

(CP-09-261) FDES 061 – Fitting and Grading Patterns

(CP-09-262) FDES 064 – Advanced Construction/Tailoring

(CP-09-263) FDES 066 – Fashion Design by Flat Pattern and Draping

(CP-09-264) FDES 067 – Designing Children’s Clothes

(CP-09-265) FDES 068 – CAD in Apparel Design (Same as DRAFT 068)

(CP-09-266) FDES 100 – Fashion 1

(CP-09-267) FDES 104 – Beginning Clothing Construction

(CP-09-268) FDES 152 – Special Clothing projects

(CP-09-269) FMER 053 – Fashion Merchandising

(CP-09-270) FMER 054 – Visual Merchandising

(CP-09-271) FMER 055 – Visual Merchandising Lab

(CP-09-272) FMER 056 – Fashion Buying and Department Management Procedures

(CP-09-273) FMER 057 – Fashion Sales Promotion

(CP-09-274) FMER 059 – Fashion Coordination

(CP-09-391) HMEC 099 – Honors

(CP-09-392) HMEC 501 – Home Decorating Skills for Seniors

(CP-09-275) MUSC 037 – Elementary Organ

(CP-09-276) MUSC 046 – Instrumental Conducting

(CP-09-277) MUSC 047 – Choral Conducting

(CP-09-278) THEA 009 – Stage Management

(CP-09-279) THEA 105 – Solano Youth Theatre

(CP-09-280) THEA 107 – Actor Training for Youth

Program Major Deletions

(CP-09-281) Fashion Design

(CP-09-282) Fashion Merchandising

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/ACTION

SUMMARY:

For several years, 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. Subsequent to an appraisal of the property in question, numerous discussions and negotiations, the city of Fairfield in exchange for the easement is offering:

- Paving of all four lanes of the affected roadway, essentially the full length of the south perimeter road, bordering the south edges of Parking Lots, 1, 3, and 5.
- Payment of the sum of \$40,000, which equates to the appraised value of the property in question.

A copy of the proposed "Easement Deed and Purchase Agreement" will be provided under separate cover. This document has been reviewed and finalized by the attorneys of both parties.

Staff members will be at the meeting to answer any questions.

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

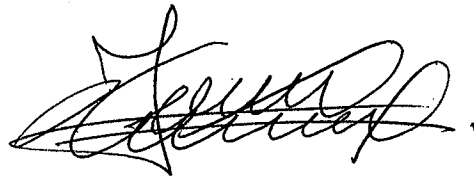
TELEPHONE NUMBER

Facilities

ORGANIZATION

January 8, 2010

DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT



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

January 8, 2010

DATE APPROVED BY
SUPERINTENDENT/PRESIDENT

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

TO: Members of the Governing Board
SUBJECT: RETIREE HEALTH BENEFIT UPDATE
REQUESTED ACTION: INFORMATION

SUMMARY:

Ms. Kimi de los Reyes, Director, District Services for the Community College League of California, will give a retiree health benefit update on the status of Solano Community College's investments with the JPA irrevocable trust fund.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Carey C. Roth, Vice President
Administrative and Business Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

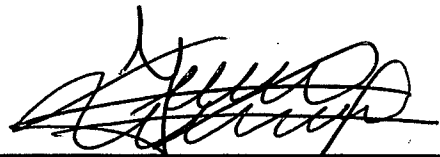
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: DISTRICT BUDGET PROJECTIONS FOR 2010-11
REQUESTED ACTION: INFORMATION

SUMMARY:

As a result of the recent release of the Governor's proposed 2010-11 budget and the ACCCA Budget Workshop held in Sacramento on January 15, Vice President Carey C. Roth, Administrative and Business Services, will provide the Board with an update and highlights on the forecast for the District's 2010-11 budgets.

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

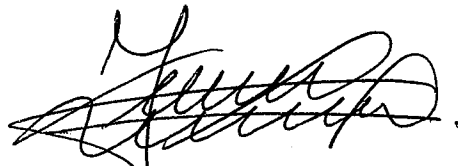
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

January 8, 2010

DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT



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

January 8, 2010

DATE APPROVED BY
SUPERINTENDENT/PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: PROPOSED REVISION OF THE 6000 SERIES OF THE BOARD POLICIES – POLICY NO. 6203

REQUESTED ACTION: INFORMATION

SUMMARY:

Proposed revisions to policy and associated administrative procedures were reviewed and endorsed by the Executive Cabinet and Shared Governance Council.

The Office of Academic Affairs submits to the Governing Board for information revisions to Board Policy Series 6000 – Policy No. 6203 - Honorary Degrees.

Note: Administrative procedures have been included for information only.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road

ADDRESS

707-864-7226

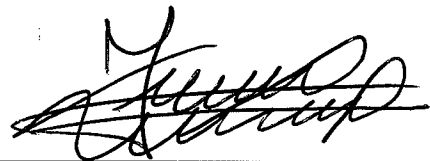
TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

January 8, 2010

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

January 8, 2010

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

HONORARY DEGREES

6203

POLICY: Honorary degrees may be awarded at commencement or some other equally appropriate time. ~~The names of persons receiving honorary degrees must be approved by the Board.~~

The Board of Trustees Governing Board may award an honorary associate degree to an individual who has distinguished him or herself by outstanding personal or professional achievement, or philanthropic contribution to the District, community, or county in continuance of educational excellence and the District's mission and goals.

Criteria for awarding the honorary degree include the following:

- 1) Extraordinary support of the district or its college to further its programs, activities, or capital construction;**
- 2) Extraordinary service to the community or county served by the district;**
- 3) Extraordinary achievement in the individual's chosen field of endeavor.**
- 4) The Superintendent/President or Designee shall establish procedures and criteria for the award of honorary degrees.**

**REFERENCES/
AUTHORITY:**

California Education Code Section 70902, 72122

RLS:nb
BP6203

ADOPTED: December 19, 2001
REVISED: January 17, 2007

Reviewed EC: 9-29-09; 10-13-09, 11-24-09 Reviewed SGC: 10-28-09, 12-9-09 Information to Board: January 2010 Scheduled for Board approval:

SOLANO COMMUNITY COLLEGE DISTRICT

HONORARY DEGREES

AP6203

PROCEDURE: The ~~Board of Trustees~~ Governing Board may award an honorary associate degree to an individual whose outstanding personal, professional, or philanthropic ~~donation~~ contribution to the District, community, or county has provided for the continuance of excellence in educational programs, facilities, or any activity associated with the District's mission and goals.

- **Criteria for awarding the Honorary degree include:**
 - extraordinary support of the District to further its programs, activities, or capital construction;
 - extraordinary service to the community served by the District;
 - extraordinary achievement in the individual's chosen field of endeavor;
 - other extraordinary reasons deemed worthy of recognition, as determined by the Governing Board.
~~Board of Trustees.~~

- **Procedures for nominations and selection:**
 - Nominations for recipients of honorary degrees must be submitted in writing to the Academic Senate; ~~to be placed on the Agenda at its January meeting.~~
 - The written statement must adhere to the criteria for awarding honorary degrees;
 - ~~The committee may request further documentation as deemed necessary.~~
 - The College Superintendent/President shall meet with the ~~College Executive Vice Presidents~~ Superintendent/President Cabinet and the President of the Academic Senate for review, validation of merits, and final recommendation;
 - Final selection of candidate(s) must be mutually agreed upon by the Academic Senate and the Superintendent/President;
 - Approved honorary degrees shall specify "Honorary" on the diploma;
 - The Superintendent/President will forward to the ~~Board of Trustees~~ Governing Board the name(s) of successful candidate(s) for their approval.

**REFERENCES/
AUTHORITY:**

California Education Code Section 70902, 72122

RLS:nb
AP6203

**ADOPTED:
REVISED:**

Reviewed EC: 9-29-09; 10-13-09, 11-24-09
Reviewed SGC: 10-28-09, 12-09-09
Information to Board:
Scheduled for Board approval: