

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES  
November 3, 2010

1. CALL TO ORDER

A Board Study Session of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, November 3, 2010, in the Administration Building, Room 626, at 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Honeychurch.

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

Board President Honeychurch led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Denis Honeychurch, J.D., President  
A. Marie Young, Vice President  
Sarah E. Chapman  
James M. Claffey  
Pam Keith  
Phil McCaffrey\*  
Rosemary Thurston  
John M. Glidden, Student Trustee  
Tom Henry, Special Trustee  
Jowel C. Laguerre, Ph.D., Secretary

*\*Arrived after roll call.*

Members Absent:

None

Others Present:

Peter F. Bostic, Executive Director, Institutional Advancement  
J. Arturo Reyes, Executive Vice President, Academic and Student Affairs  
Roy V. Stutzman, Consultant, Finance and Administration  
Karen H. Ulrich, Director of Human Resources  
Judy Spencer, Executive Coordinator, Superintendent-President and Governing Board

4. APPROVAL OF AGENDA

Moved by Trustee Chapman and seconded by Trustee Keith to approve the Agenda as presented. The motion carried unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Honeychurch recognized Ms. Monica Brown, Fairfield resident and mother of a student at Solano Community College, who requested to speak on the event held on campus September 25, 2010. Ms. Brown commented how much she enjoyed the “Clean and Green Day” activity held on the Fairfield main campus. She expressed how much fun it was, as well as worthwhile for the campus, and encouraged the Board to support it as an annual event. Ms. Brown thanked the District for the opportunity to participate as a member of the public.

*Trustee McCaffrey arrived at 6:35 p.m.*

6. REPORTS (NO ACTION REQUIRED):

(a) Measure G Update

*Facilitated by Mr. David Froehlich, Director of Facilities*

After introductory remarks, Ms. Froehlich introduced Mr. Lester Young, Project Manager for the Bond Projects, from Kitchell CEM. Mr. Young reported that as of June 30, 2010, 24 projects have been completed thus far, with an expenditure amounting to \$90,039,567. Mr. Young also shared with the Board a copy of the DSA closeout assessment summary. The District has been aggressive in their attempts to close out projects. Projects in progress and/or planning were identified, totaling \$34,654,404 as being spent to date, and \$12,878,300 as remaining or committed funds.

Mr. David Froehlich, Director of Facilities, shared with the Board the specifics of the remaining and/or pending original and new projects, commenting on each project, and the priority for completion.

There are several projects in the pipeline, including the renovation of Building 1300, Building 600, new space for the Police Department (the portables are going to be demolished); improving the track around the football field (for community and college events, including commencement in 2011), and parking at Vallejo and perhaps Vacaville.

Mr. Froehlich stated that all the needs have been addressed on some level on all three campuses, with almost one million uncommitted dollars remaining. The original program budget was \$149,181,842, of which \$125,057,347 has been spent to date. Remaining committed funds total \$23,209,771. Dr. Laguerre informed the Board that Mr. Froehlich has been asked to hold Measure G Forums to update the college community at large on the Bond projects sometime in the near future.

Board President Honeychurch thanked Mr. Froehlich and Mr. Young for their thorough and informative report on the status of the Measure G Bond Project.

(b) The Solano College Basic Skills Report

*Facilitated by Susanna Crawford, O.D., Basic Skills Coordinator*

Executive Vice President Reyes introduced Dr. Susanna Crawford, Coordinator for the Basic Skills Program.

Dr. Crawford gave a PowerPoint presentation to the Board, which stated the basis of her presentation, i.e., who our basic skills students are and how they are doing, what our current issues are in Basic Skills education at Solano College, what we currently are doing for our Basic Skills students, and what is planned for our Basic Skills program.

Basic Skills students are those students who need classes below transfer level in Math, English, ESL, or Reading, with the vast majority of our incoming students falling into this category. Dr. Crawford's PowerPoint identified the ethnicity of our general student population at Solano College, and the first, second and third levels below transfer level courses and the 2009-2010 success rates in Math and English. Basically, our Basic Skills students are not doing very well. Our current issues in Basic Skills education at Solano College are: (1) insufficient available sections for incoming students into Basic Skills English and Math courses, and (2) lack of mandatory orientation, accurate assessment, a clearly defined Pathway, and consistent support for our Basic Skills students. However, lack of mandatory orientation and accurate assessment is being addressed with updated online orientation options, mandatory orientations being planned, Math assessment videos, and a summer Math Academy. Also being addressed are: (1) increased number of Basic Skills course offerings; (2) a Humanities faculty mentorship program; (3) Faculty Inquiry Groups (FIGs) in both Math and English; (4) new experimental English class (English 348e for high-level 370 students), and (4) accelerated Math courses. Basic Skills students are also experiencing a Fire Science Learning Community, a Basic Skills Mini Grants program, and online Math Activity Center (MAC). Planned for the Basic Skills program is the completion by Design Grant Application, due November 19<sup>th</sup>, which is hoped to create a Model Pathway to significantly increase completion rates for low income adults. The Pathways Learning Communities program will be assessed, analyzed, and updated this spring. Various options for changing the English labs are currently being considered, with mandatory orientation. There are discussions underway to make Basic Skills the primary focus at the fall 2011 Flex Cal activities.

Board President Honeychurch thanked Dr. Crawford for her presentation that highlighted the current Basic Skills program and the future of the program. New emphasis on Basic Skills most certainly will enhance the success of our students.

*A full and complete copy of Dr. Crawford's PowerPoint presentation is available for review in the Office of the Superintendent-President, and in the Office of the Dean of Student Success and Learning Resources.*

(c) Foundation and Grants

*Facilitated by Mr. Peter Bostic, Executive Director, Institutional Advancement and Ms. Nora O'Neill, Executive Coordinator—Special Projects*

Mr. Peter Bostic and Ms. Nora O’Neill together gave to the Board a PowerPoint presentation highlighting the Solano Community College Educational Foundation and grants.

Mr. Bostic began by stating the SCC Educational Foundation was first established in 1985 and identified the existing structure that functions as an auxiliary foundation with a Master Agreement that was ratified in 1998. The Foundation Board exists with 25 volunteers who serve independently from the District, but are connected to the Board of Trustees.

Mr. Bostic shared the Mission of the Educational Foundation, which states: The Mission of the SCC Educational Foundation is to give members of our community, in concert with the SCCD, the opportunity to assist and invest in the development of SCC through general fundraising, major gifts, business and industry partnerships, special events, alumni development, planned giving, and endowments.

Mr. Bostic stated it is time to restructure the existing Foundation because of the following alleged perceptions of California Community Foundation Board of Directors: (1) Board of Directors tends to be weak; (2) the perception there is lack of prestige to fund raise; (3) infrequent contact by staff; (4) historically fundraising not viewed as a major role at California community colleges; (5) original boards limit recruitment to personal contacts; (6) overloaded with staff advocates, and (7) not asked to raise funds during recruitment. Mr. Bostic stated the plan to restructure itself includes the need to develop a strategic plan, taking a look at the Bylaws and Master Agreement, which should result in a comprehensive fund development plan, with new job descriptions, roles and responsibilities for its board members, resulting in a new commitment, with new results, and new resources. Short-term goals include: the Executive Committee recruiting a new board, development of a Board of Trustees’ liaison; re-launching the President’s Circle, co-sponsoring the 65<sup>th</sup> “Jazzy” Anniversary; pursuing the opportunities associated with the Bernard Osher student scholarship, fundraising technology enhancements, reporting to the community on the Measure G accomplishments, closing the books, and establishing a Heritage Club, which will enable people to put the College in their wills and trusts.

Ms. Nora O’Neill, Executive Coordinator—Special Projects, reported on the reorganizational transition to institutional advancement. Through grant writing efforts, the College experienced success with the Green Grant amounting to \$418,781, with Mr. Paul Fair heading the Green Council that meets once a month and teaching in the Green Grant program. Approximately 190 students will ultimately complete the Green Education program. Through the efforts of Ms. Deborah Mann, the College was awarded a Community Collaborative Grant in the amount of \$388,865, and a Workforce Innovation Partnership in the amount of \$150,000, focusing on local water, wastewater education.

Ms. O’Neill stated that with our successes, there have also been defeats. Recent activity includes the application for a TRIO grant which we did not get, with the main reason given for our being unsuccessful attributed to the fact that we did not have a Dean of Academic Success and Learning Resources in place during the preliminary stages of our application process. Along

with the agony of defeat came the Fund for Improvement of Post Secondary Education (FIPSE) grant, otherwise known as the Haiti Grant.

The Office of Institutional Advancement is currently working on the following opportunities: AT&T “SCC Rocks” (Reach Out for College, Knowledge and Success) that will support high school outreach efforts; Gates Foundation “Completion by Design”—Bill and Melinda Gates’ \$35 million grant to boost graduation rates for low-income students; California Energy Commission (Renewable Fuel/Vehicle Technology), and Federal Appropriations, which, if we are fortunate to be awarded funds, will equip a Science Lab at the Vacaville Center.

Ms. O’Neill reported that the short-term goals include: (1) integrating grants further into the SCC Integrated Planning Process (IPP); (2) enhancing the technical expertise of the SCC grant writing and reporting process; (3) establishing a SCC Grant Cohort Resource Team, and (4) strengthening the fiscal oversight and monitoring of grants.

Long-term goals include: (1) mentoring individual gifts; (2) improving the Foundation, and (3) promoting planned giving, as well as corporate giving through foundations.

Dr. Jowel Laguerre announced that the Solano Community College 65<sup>th</sup> Anniversary Celebration is being planned for May 2011, with more information to be made available at a future date.

Board President Honeychurch thanked both Mr. Bostic and Ms. O’Neill for their report on the Foundation and grants currently functioning through the Office of Institutional Advancement.

*A full and complete copy of Mr. Bostic’s and Ms. O’Neill’s PowerPoint presentation is available for review in the Office of the Superintendent-President, and in the Office of Institutional Advancement.*

(d) OCED 90/91 Work Experience Program

*Facilitated by Ms. Debra Berrett, Occupational Education Coordinator, Work Experience*

Ms. Debra Berrett thanked the Board for the opportunity to talk about the Occupational Education (OCED) program, which is also known as Work Experience or Cooperative Work Experience. Students work in either paid or unpaid opportunities, with established learning objectives with their supervisor and instructor, and attend weekly soft skills seminars to earn transferrable credits.

Ms. Berrett stated that at Solano Community College we have both occupational work experience, which means a student is working or volunteering in a job directly related to their declared major, and general work experience, which means students are working or volunteering in a position not related to their major. She continued by stating that the value of OCED programs is well documented in that the Chancellor’s Office funded a study to assess the influence of OCED programs on the education and earning outcomes of graduates from California community colleges. The results were gratifying. For example, students participating in OCED programs were more likely to go beyond a certificate and earn an

Associates degree. And once they have graduated, they demonstrate consistently higher earnings. OCED program graduates earn 50-71% more annually than non-CTE graduates, and 43-58% more than CTE graduates who have not participated in OCED programs. At Solano Community College, we average 150-180 OCED students every semester, offering full semester, 12-week, and 8-week course start dates.

Ms. Berrett mentioned two students in particular who have been successful in the SCC OCED program, e.g., a drafting/surveying student who interned with a surveyor and passed his licensing test on the first try, which is apparently very rare, and is now a licensed surveyor working for a civil engineer, and a business management student who just started at a local restaurant as a bus boy and spent his work experience hours going in off shift to learn how to order supplies, set schedules, maintain the books, handle employee issues, and when he returned to SCC during his second semester was proud to announce that the owners had opened a new restaurant and he was tapped to be the manager under the continued tutelage of the owner. Ms. Berrett stated that our water wastewater students are required to have 2080 hours of experience before they can meet the criteria for testing and hire. We currently have students interning in 14 Bay Area plants and the rate of hire for these students has been exceptional.

Ms. Berrett was asked to provide the Board members with her Web site that provides more information on the work experience program as a place for current and past students and employers to network and learn how to build a professional online presence. The details of this valuable program are available for review at [www.sccworkexperience.com](http://www.sccworkexperience.com).

Board President Honeychurch thanked Ms. Berrett for sharing the positive experiences and gratification received from this program.

## 7. ANNOUNCEMENTS

There were no announcements.

Board President Honeychurch recessed the meeting at 8:33 p.m.

## 8. CLOSED SESSION

- (a) Conference with Legal Counsel-Existing Litigation (Govt. Code §54956.9[a])

Name of Case: PERB Case No.: SF-CE-2763-E

- (b) Conference with Labor Negotiator

Agency Negotiator: Karen Ulrich

Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39

- (c) Public Employee Discipline/Dismissal/Release

(No additional information required.)

Board President Honeychurch called the Closed Session to order at 8:43 p.m.

9. RECONVENE REGULAR MEETING

Board President Honeychurch reconvened the Regular session at 9:10 p.m.

10. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Honeychurch reported that the Board held Conference with Legal Counsel regarding existing litigation in Closed Session, and no action was taken.

Board President Honeychurch reported that the Board held Conference with Labor Negotiator Karen Ulrich regarding CCA/CTA/NEA, CSEA, Operating Engineers—Local 39, in Closed Session, and no action was taken.

Board President reported that the Board discussed Public Employee Discipline/Dismissal/Release in Closed Session, and no action was taken.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:11 p.m.

JCL:js

BOARD STUDY SESSION MINUTES.11.03.10.DRAFT

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DENIS HONEYCHURCH, J.D.  
BOARD PRESIDENT

APPROVED \_\_\_\_\_  
JOWEL C. LAGUERRE, Ph.D.  
SECRETARY

**SCCD Board minutes are summarized per *SCCD Board Policy 1045 and 1046*. To listen to the full deliberation of the Board, please contact the Office of the Superintendent-President within thirty (30) days**