

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

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

EMPLOYMENT 2010-2011

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
P. Gail Chesler	Student Math/Chemistry Assessment Contract Education	5/19/11 – 6/30/11	\$ 500.00 stipend
Helen Dominguez	Mail Courier Substitute (as needed)	5/19/11 – 6/30/11	\$ 12.68 hour
Jim DeKloe	Teaching/Curriculum Development Workforce/Economic Development SB 70 Grants	5/19/11 – 6/30/11	\$ 500.00 stipend
Edward Re	Contract Education Workforce/Economic Development Contract Education	5/19/11 – 6/30/11	\$ 500.00 stipend
Lisa Romero	Coordinate Student Outreach and Clinical Sites Contract Education	6/19/11 – 6/30/11	\$ 500.00 stipend

Karen H. Ulrich
 Director of Human Resources


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

May 6, 2011
 Date Submitted

May 6, 2011
 Date Approved

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

May 18, 2011

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Professional Experts

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Sherry Currie-Proctor	Co-present, PRIDE Pre-Service for Foster & Adoptive Parents Foster & Kinship Care Education	6/2/11 – 6/9/11	\$ 540.00
Deborah Davis	Present, Special Needs Infants & Toddlers, Foster & Kinship Care Education	6/3/11 (one day)	\$ 250.00
Erica Dumin	Co-present & Support, Kinship Support & Information Foster & Kinship Care Education	6/1/11 – 6/8/11	\$ 360.00
Nancy Pewitt	Co-present & Support, Kinship Support & Information Foster & Kinship Care Education	6/8/11 (one day)	\$ 180.00
D. MaryAnn Turley	Co-present, Kinship Support & Information and Family Night: Summer Fun on a Budget Foster & Kinship Care Education	6/1/11 – 6/10/11	\$ 360.00
Noel Vargas	Co-present & Translate PRIDE Pre-service for Foster & Adoptive Parents, Kinship Support & Information, and Preparing for a New Sibling Foster & Kinship Care Education	5/19/11 – 5/27/11	\$ 720.00
Amalia Wiley	Co-present, Family Night: Summer Fun on a Budget Foster & Kinship Care Education	6/10/11 (one day)	\$ 180.00

Independent Contractors

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Green Education Program (Green Grant) <u>Betsy Julian, Responsible Manager</u>			
Nicholas Carter	Instructional services Funding through Green Grant	5/19/11 – 6/30/11	\$ 70.00 hour Not to exceed \$ 10,000.00

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

May 18, 2011

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Independent Contractors (Continued)

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Roberto Cortez	Instructional services Funding through Green Grant	5/19/11 – 6/30/11	\$ 65.00 hour Not to exceed \$ 5,000.00
Paul Fair	Instructional services Funding through Green Grant	5/19/11 – 6/30/11	\$ 65.00 hour Not to exceed \$ 6,000.00
Paul Fair	Curriculum development & program management Funding through Green Grant	5/19/11 – 6/30/11	\$ 75.00 hour Not to exceed \$ 15,000.00
Willis Gummoe	Instructional services Funding through Green Grant	5/19/11 – 6/30/11	\$ 65.00 hour Not to exceed \$ 5,000.00
Brad Smith	Technical assistance & wind-turbine project management Funding through Green Grant	5/19/11 – 6/30/11	\$ 35.00 hour Not to exceed \$ 5,000.00
Anderson Trotter, Sr.	Outreach, marketing & counseling Funding through Green Education Program	5/19/11 – 6/30/11	\$ 35.00 hour Not to exceed \$ 20,000.00

Fine & Applied Arts/Behavioral Sciences
Leslie Rota, Responsible Manager

Daphne Chamberlain	Program Coordinator	6/8/11 (one day)	\$ 500.00
Cheryl Garnick	Present & certify: CPR & First Aid	5/26/11 (one day)	\$ 840.00
Latosha Garrett	Program Coordinator	6/7/11 – 6/9/11	\$ 750.00

Small Business Development Center
Charles Eason, Responsible Manager

Humboldt State University (HSU)

Michael Basayne	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
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SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

May 18, 2011

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Independent Contractors (Continued)

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
<u>Small Business Development Center</u> <u>Charles Eason, Responsible Manager</u>			
<u>Humboldt State University (HSU)</u>			
Wilbert Cason	Business consulting Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 1,000.00
Anthony Chang	Business consulting Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,400.00
Martha Christopher	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Ervin Hicks	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Steven Howard	Business consulting Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 1,000.00
Jerry Jinnett	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Teri Johnson	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Robert Lane	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Anni Minuzzo	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Tina Montez	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Jill Oyoung	Business consulting Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 800.00
Randall Shores	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

May 18, 2011

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Independent Contractors (Continued)

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
<u>Small Business Development Center</u> <u>Charles Eason, Responsible Manager</u>			
<u>Humboldt State University (HSU)</u>			
Sandy Stelter	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 2,560.00
Greg Weinerth	Business advising Funding through HSU-4 State Funds	5/19/11 – 6/30/11	\$ 1,200.00
Jasmine Williams	Business training Funding through Program Income Account	5/19/11 – 6/30/11	\$ 790.00

GRATUITOUS SERVICE

<u>Name</u>	<u>Assignment</u>	<u>Division/Department</u>
Megan Bradshaw	Assist with Dance Production	PE, Wellness & Athletics
Catherine Floresca	Costume organization & distribution Dance Production	PE, Wellness & Athletics
Tamra Garrett	Dance Production	PE, Wellness & Athletics
Peggy Gravendaal	Alumni Committee	PE, Wellness & Athletics
Maurice Johnson	Choreography, Dance Production	PE, Wellness & Athletics
Lana Manglallan	Dance Production	PE, Wellness & Athletics
Nazia Mostafa	Intern	Counseling
Becky Negrillo	Intern	Counseling
Shari Papadopoulos	Program Design, Dance Production	PE, Wellness & Athletics
Heather Peasley	Dance Production	PE, Wellness & Athletics
Jennifer Shindelus	Choreography, Dance Production	PE, Wellness & Athletics
Elizabeth Urabe	Intern	Counseling

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR
Governing Board Meeting
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RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Brenda Alexander	Administrative Assistant III, Admissions & Records	6/30/11
Freddie Aquitania	Lead Custodian	2/28/11

EMPLOYMENT 2011-2012

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
To be determined	Registration Aides (15 positions) Short-term/temporary (as needed)	7/1/11 – 6/30/12	\$ 10.00 hour
Helen Dominguez	Mail Courier Substitute (as needed)	7/1/11 – 6/30/12	\$ 12.68 hour
P. Gail Chesler	Curriculum Development Workforce/Economic Development SB 70 Grants	7/1/11 – 6/30/12	\$ 1,000.00 stipend
	Student Math/Chemistry Assessment Workforce/Economic Development Contract Education	7/1/11 – 6/30/12	\$ 1,000.00 stipend
Fred Coburn	Contract Education Workforce/Economic Development	7/1/11 – 6/30/12	\$ 52.97 hour
Chad Davisson	Curriculum Development Workforce/Economic Development SB 70 Grants	7/1/11 – 6/30/12	\$ 1,000.00 stipend
Jim DeKloe	Teaching/Curriculum Development Workforce/Economic Development SB 70 Grants	7/1/11 – 6/30/12	\$ 1,500.00 stipend
Martha de Pereira	Contract Education Workforce/Economic Development Contract Education/Travis	7/1/11 – 6/30/12	\$ 56.88 hour

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

May 18, 2011

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Short-term/Temporary/Substitute (Continued)

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Levi Fuller	Curriculum Development Workforce/Economic Development SB 70 Grants	7/1/11 – 6/30/12	\$ 1,000.00 stipend
Kristie Iwamoto	Contract Education Workforce/Economic Development Contract Education	7/1/11 – 6/30/12	\$ 56.88 hour
David Nurot	Contract Education Workforce/Economic Development Contract Education	7/1/11 – 6/30/12	\$ 64.71 hour
James Smith	Curriculum Development Workforce/Economic Development SB 70 Grants	7/1/11 – 6/30/12	\$ 1,000.00 stipend
John Urrutia	Contract Education Workforce/Economic Development Contract Education	7/1/11 – 6/30/12	\$ 71.05 hour
Mike Yeraka	Curriculum Development Workforce/Economic Development SB 70 Grants	7/1/11 – 6/30/12	\$ 1,000.00 stipend

Independent Contractor

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Fine & Applied Arts/Behavioral Sciences <u>Leslie Rota, Responsible Manager</u>			
Dorothea Fair	Administer the Foster Care & Kinship Care Education Program Grant	7/1/11 – 5/30/12	\$ 7,433.00 month Not to exceed \$ 89,196.00

REQUEST FOR A GENERAL LEAVE (Unpaid Leave of Absence)

In accordance with Article 14.12 of the CSEA collective bargaining agreement, Angela Eason, Biology Lab Technician is requesting a General Leave (unpaid leave of absence) from July 15, 2011 through July 28, 2011. The request is recommended for approval.

**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:

03/30/11	Vendor Payment	11030239-11030361	\$290,178.24
03/31/11	Vendor Payment	11030362-11030363	\$ 7,501.23
04/06/11	Vendor Payment	11030364-11030412	\$ 4,759.21
04/06/11	Vendor Payment	11030413-11030492	\$283,532.58
04/06/11	Vendor Payment	11030493-11030499	\$ 11,522.62
04/07/11	Vendor Payment	11030500-11030513	\$361,155.05
04/14/11	Vendor Payment	11030514-11030578	\$139,954.97
04/19/11	Vendor Payment	11030579-11030690	\$280,297.78
04/19/11	Vendor Payment	11030691-11030695	\$ 10,701.41
04/26/11	Vendor Payment	11030731-11030747	\$ 6,652.65
04/27/11	Vendor Payment	11030748-11030888	\$619,941.20
04/27/11	Vendor Payment	11030889-11030898	\$186,668.01
05/02/11	Vendor Payment	11030899-11030901	\$ 925.69

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 Finance & Administration, and Library.

Government Code: Board Policy: 3240 Estimated Fiscal Impact: \$2,203,790.64
ECS 70902 & 81656

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

Yulian I. Ligioso, Vice President
 Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7209

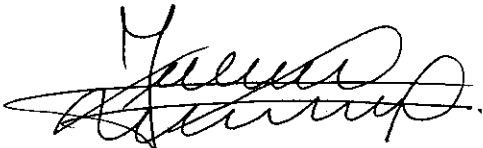
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**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 spring 2011 semester and the months March, April, and May of 2011, 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.

Government Code: Title 5 - Chapter 6, Subchapter 2, §55100

*Board Policy: 6100
Estimated Fiscal Impact: N/A*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Erin Duane, Chair, Curriculum Committee
J. Arturo Reyes, Executive Vice President
Academic and Student Affairs

PRESENTER'S NAME

400 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7102

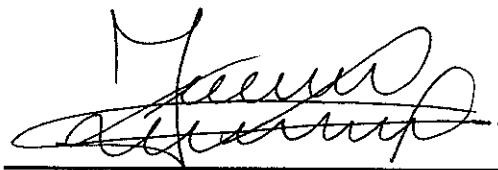
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Spring 2011 semester, and the months March, April, and May of 2011, 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 COURSE PROPOSALS

- (CP-11-025) ENGL 348G-Accelerated English
- (CP-11-026) THEA 108-Advanced Theatre Touring Company
- (CP-11-027) ECE 064-Observation and Assessment
- (CP-11-028) ECE 105-Parenting in a Stressful World
- (CP-11-029) OCED 101-Occupational Soft Skills

COURSE MODIFICATIONS

- (CP-11-030) BUS 181-Business Mathematics-Change in course title, distance education form, textbooks
- (CP-11-031) BUS 182-Small Business Mathematics-Change in course title, distance education form, textbooks
- (CP-11-032) EMT 212 Emergency Medical Technician (Basic)-Change in units, lecture and lab hours, course advisory, pre-requisites, catalog description, student assignments, course content outline, textbooks
- (CP-11-049) FIRE 102 (057) Fire Service Safety and Survival Practices-Change in course number, units, lab hours, catalog description, student performance objectives, reading assignments, GE areas, course content outline, textbook
- (CP-11-033) THEA 010 History of Theatre 1-Change in method of instruction
- (CP-11-034) THEA 011 History of Theatre 2-Change in method of instruction
- (CP-11-035) THEA 030 Voice for the Actor-Change in units, lecture and lab hours, course description, student performance objectives, reading assignments, course content outline, textbooks, co-requisite (removed), pre-requisites (removed)
- (CP-11-036) PSYC 001 Introduction to Psychology-Change in method of instruction, distance education form
- (CP-11-037) WATR 108 Water Treatment II-Change in units, lecture hours, reading assignments

BUSINESS AND CTE CURRICULUM REVIEW

Course Modifications Computer & Information System

- (CP-11-038) CIS 050 Microcomputer Applications-Change in distance education form, textbooks
- (CP-11-039) CIS 052 UNIX Operating System-Change in distance education form, textbooks
- (CP-11-019) CIS 062-Creating Web Interactivity with Flash-Change in distance education form, textbooks
- (CP-11-040) CIS 063 WordPerfect-Change in distance education form, textbooks
- (CP-11-020) CIS 069-Multimedia for the Web – Change in distance education form
- (CP-11-021) CIS 070-Adobe Photoshop for the Web – Change in distance education form
- (CP-11-041) CIS 078 Access-Database Management System-Change in distance education form, textbooks
- (CP-11-042) CIS 083 Web Server Administration-Change in methods of instruction, textbooks

SOLANO COMMUNITY COLLEGE

Request for Approval of Curriculum Committee Curriculum Activities

May 18, 2011

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(CP-11-022) CIS 085-Digital Publishing with InDesign- Change in distance education form, textbooks

(CP-11-023) CIS 087-Adobe Illustrator for the Web – Change in distance education form

(CP-11-043) CIS 091 Microsoft Outlook-Change in methods of instruction, textbooks

(CP-11-044) CIS 093 Microsoft Publisher-Change in methods of instruction, textbooks

(CP-11-045) CIS 110 Wireless LAN's-Change in methods of instruction, textbooks

(CP-11-046) CIS 121 PHP Programming with MySQL-Change in distance education form, textbooks

PROGRAM MAJOR NEW/MODIFICATIONS

(CP-11-047) Mathematics A.S.-T Degree; Associate Degree for Transfer (SB1440) – 21 units for the major

(CP-11-048) Sociology A.A.-T Degree; Associate Degree for Transfer (SB1440) – 18-19 units for the major

(CP-11-049) Computer Forensics A.S. Degree; 34 total units for this degree

(CP-11-050) Computer Forensics Certificate of Achievement; 34 total units for this certificate of achievement

CCBoardInfo05/11/2011:PVH

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: RESOLUTION HONORING DONNA VESSELS
REQUESTED ACTION: APPROVAL

SUMMARY:

Donna Vessels has served the Solano Community College District with distinction since April 16, 1990, when she became the Scheduling Specialist and eventually the Curriculum Analyst in the Curriculum Office. The last three years of her career have been spent in the Office of Research and Planning as the Research and Planning Technician.

Ms. Vessels will retire from her current position as Research and Planning Technician, effective May 31, 2011, after twenty-one (21) years of faithful service to the District.

Best wishes are extended to Donna for a well-deserved retirement, with sincere thanks for her many contributions to Solano Community College.

Government Code Board Policy: 4240 Estimated Fiscal Impact: \$ N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

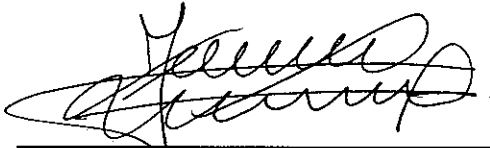
Christopher Myers, Ed.D.
Interim Director, Research and Planning
PRESENTER'S NAME

400 Suisun Valley Road
Fairfield, CA 94534
ADDRESS

707-864-7000, ext 7278
TELEPHONE NUMBER

Administration
ORGANIZATION

May 6, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

May 6, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

1 SOLANO COMMUNITY COLLEGE DISTRICT
2 GOVERNING BOARD
3 RESOLUTION HONORING

4 *Donna Vessels*

5 *Whereas*, Donna Vessels has served the Solano Community College District with
6 distinction for 21 years. Ms. Vessels was hired April 16, 1990, as an Instructional Services
7 Assistant in the Curriculum Office. On July 1, 1996, she assumed the position of Curriculum
8 Assistant; July 1, 2001, Scheduling Specialist, and eventually was promoted to Curriculum
9 Analyst on August 19, 2004. On July 1, 2008, and after 18 years of service in the Curriculum
10 Office, Ms. Vessels transferred and spent the last three years of her career as the Research and
11 Planning Technician in the Research and Planning Office;

12 *Whereas*, Donna Vessels is an exemplary employee, who is conscientious, completes
13 assignments quickly, accurately, and in a timely manner, and takes initiative to improve
14 departmental projects and processes;

15 *Whereas*, Donna Vessels maintains excellent working relationships with her colleagues,
16 including spending her personal time consoling and encouraging other staff who are having
17 difficulties;

18 *Whereas*, Donna Vessels goes out of her way to assist students and campus visitors to
19 obtain needed services through obtaining information for them or helping them to find their
20 destination;

21 *Whereas*, Donna Vessels serves as a role model toward which all Solano College
22 employees should strive: to be caring, efficient, and effective; and

23 *Whereas*, Donna Vessel's dedication and commitment to Solano Community College
24 has earned the respect of the community, the College staff, faculty, and students; now, therefore be
25 it

26 *Resolved*, That Donna Vessels will be sorely missed, and the Governing Board expresses
27 its sincere appreciation for her many contributions and wishes her the best in her well-deserved
28 retirement and future endeavors.

Passed and Adopted, This 18th day of May 2011, by the Governing Board of the Solano
Community College District.

24 _____
25 Denis Honeychurch, J.D., President

_____ A. Marie Young, Vice President

26 _____
27 James M. Claffey

_____ Sarah E. Chapman

28 _____
Pam Keith

_____ Phil McCaffrey

_____ Rosemary Thurston

_____ Lexi Parmer, Student Trustee

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

TO: Members of the Governing Board
SUBJECT: PROPOSED REORGANIZATION PLAN FOR ACADEMIC AFFAIRS
REQUESTED ACTION: APPROVAL

SUMMARY:

Dr. Jowel Laguerre, Superintendent-President, will present the proposed reorganization plan for Academic Affairs, which is to align disciplines with opportunities for succession and offer savings to the District in these critical budgetary times.

This plan has been vetted through forums, College committees, and the President's Cabinet. Approval is requested at this time.

Government Code: Board Policy: 2120 *Estimated Fiscal Impact: Unknown*

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

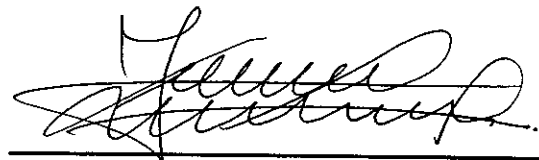
Jowel C. Laguerre, Ph.D.
Superintendent-President
PRESENTER'S NAME

400 Suisun Valley Road
Fairfield, CA 94534
ADDRESS

707-864-7112
TELEPHONE NUMBER

Administration
ORGANIZATION

May 6, 2011
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**


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

May 6, 2011
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

School of Liberal Arts

86 faculty(43/36*)
421 CRN
Lamb (Interim)

- Art
- Cinema
- Music
- Photography^
- Interior Design
- Theater Arts*
- TV
- English^
- ESL^
- Foreign Language
- Journalism
- Library
- Reading^
- Education/Teaching
- Sign Language
- Speech/ Forensics
- History
- Humanities
- International Relations
- Philosophy
- Political Science
- Distance Education*
- Basic Skills English#

School of Sciences

84 faculty (41/35*)
291 CRN
Julian

- Sociology
- Psychology
- Social Science
- Ethnic Studies#
- Human Services#
- Anthropology
- Geography^
- Astronomy
- Biology^
- Bio-Technology^
- Chemistry^
- Engineering^
- Geology^
- Horticulture^
- Meteorology
- Physics^
- Physical Science^
- Water/Wastewater
- Mathematics^
- MESA*
- Learning Communities#
- Basic Skills Math#

School of Career Technical Education and Business

68 faculty (31/28*)
238 CRN
Morinec

- Accounting
- Business
- CIS^
- Economics
- Management
- Marketing
- Nursing
- EMT^*
- Fire Technology^#
- Air Cond & Refrig
- Aeronautics^
- Automotive^
- Cosmetology^
- Criminal Justice#
- Drafting^
- Industrial Education^
- Maintenance Tech^
- Occ Ed/Work Exp
- CA/OT^
- Real Estate
- Welding^
- Green Grant
- Electronics

School of Human Performance and Development

31 faculty (17/10*)
167 CRN
Myers

- Children's Programs*
- Early Childhood Ed
- Human Development
- Foster Care Program
- Athletics*
- Health Ed
- Nutrition
- Physical Education
- Dance
- Sports Med/ Fitness Sci
- Athletic Skills Center
- Tutoring
- Facilities Use: Partner with VP of F/A
- Community Education

Executive Vice President

- Accreditation#
- Curriculum
- Basic skill Initiative#

NOTE:
Can increase duties for Directors
*: FT/PT (difference from total is FT overload)
^: Discipline has a lab
*: Discipline has a director
#: Discipline has a coordinator

Vallejo Center Dean Kea

- SBDC*
- Workforce Development and Continuing Education
- Tech Prep
- Adjunct evaluations
- Petition signing
- Student discipline
- Student complaints

Vacaville Center Dean Lewis

- Outcomes Assessment#
- Grant liaison
- Adjunct evaluations
- Petition signing
- Student discipline
- Student complaints

SAVINGS

Total: 414,000 Salaries and benefits

- > Dean of FAABS
- > Dean of CTE and Business
- > Dean of Humanities

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: PUBLIC HEARING AND ADOPTION OF THE DISTRICT'S
INITIAL PROPOSAL TO CALIFORNIA SCHOOL
EMPLOYEES ASSOCIATION, CHAPTER #211

REQUESTED ACTION: HOLD PUBLIC HEARING AND ADOPT PROPOSAL

SUMMARY:

At the Board meeting on May 4, 2011, the Governing Board accepted the District's initial proposal to the California School Employees Association, Chapter #211 for a successor agreement for the period of 2011-2012. In accordance with Government Code Section 3547, public comment on such proposal shall be received and a public hearing be held. The hearing will provide members of the public with an opportunity to express their views regarding the proposal.

After sufficient time has been allotted for public response, it is recommended that the Board President close the hearing, reconvene the regular meeting and receive the proposals for negotiations.

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Karen Ulrich
Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

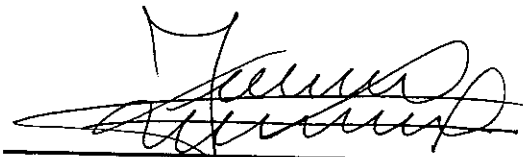
ADDRESS

707-864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

May 6, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

May 6, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**INITIAL PROPOSAL FROM THE
SOLANO COMMUNITY COLLEGE DISTRICT
TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA),
CHAPTER #211**

May 4, 2011

The collective bargaining proposals submitted by the Solano Community College District are expressly pursuant to the Educational Employment Relations Act and Article XXIX (Negotiations) of the parties' collective bargaining agreement. It is the intention of the Solano Community College District to bargain in good faith over the proposals submitted by the respective parties to the Collective Bargaining Agreement. Any article proposed for amendment by the Exclusive Representative shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

**ARTICLE IX
PAY AND ALLOWANCES**

The provisions of ARTICLE IX – PAY AND ALLOWANCES shall remain unchanged except for amendments derived from the following:

The District is concerned about its ability to fund educational programs and services within the State's operating budget, as well as the negative impact that will be had on the finances, programs and services that are offered by the District. In the context of this unstable and unknown fiscal environment, the District must continue to embrace a conservative approach to the management and allocation of its finite fiscal resources. Accordingly, the District will submit proposals regarding modification to the current structure of the salary schedule.

**ARTICLE XI
HEALTH AND WELFARE BENEFITS**

The provisions of ARTICLE XI – HEALTH AND WELFARE BENEFITS shall remain unchanged except for amendments derived from the following:

Costs for health and welfare benefits continue to escalate. The District will submit proposals seeking to control the escalating costs of medical insurance through various approaches, including changes in plan design, cost containment and sharing, and other strategies.

**ARTICLE XXIX - NEGOTIATIONS
ARTICLE XXX - DURATION**

The District will propose that, except as otherwise negotiated, the provisions of Article XXIX – Negotiations and Article XXX – Duration be modified so as to extend the terms and conditions of the collective bargaining agreement, which is currently in effect from July 1, 2008 through June 30, 2011 by one year, or until June 30, 2012. The District will further propose that during that period, all terms and conditions of the current contract shall remain in effect and unchanged, except that either Party may request to reopen negotiations during the 2011-2012 academic year on Article IX – Pay and Allowances and Article XI - Health and Welfare Benefits.

WORK DAYS

In addition to discussions regarding salaries and benefits, the District will submit proposals modifying the number of days worked by unit members.

Signed and entered into this ____ day of _____, 2011.

FOR THE DISTRICT

FOR THE EXCLUSIVE REPRESENTATIVE

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: PUBLIC HEARING AND ADOPTION OF THE DISTRICT'S
INITIAL PROPOSAL TO OPERATING ENGINEERS/
STATIONARY ENGINEERS, LOCAL 39
REQUESTED ACTION: HOLD PUBLIC HEARING AND ADOPT PROPOSAL

SUMMARY:

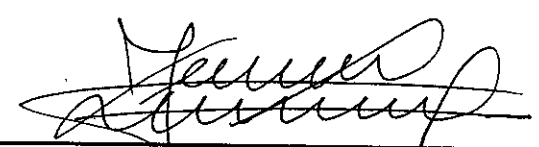
At the Board meeting on May 4, 2011, the Governing Board accepted the District's initial proposal to Operating Engineers/Stationary Engineers, Local 39 for a successor agreement for the period of 2011-2012. In accordance with Government Code Section 3547, public comment on such proposal shall be received and a public hearing be held. The hearing will provide members of the public with an opportunity to express their views regarding the proposal.

After sufficient time has been allotted for public response, it is recommended that the Board President close the hearing, reconvene the regular meeting and receive the proposals for negotiations.

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Karen Ulrich
Director of Human Resources
PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534-3197
ADDRESS
707-864-7122
TELEPHONE NUMBER
Administration
ORGANIZATION
May 6, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

May 6, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**PROPOSAL FROM THE
SOLANO COMMUNITY COLLEGE DISTRICT
TO THE INTERNATIONAL UNION OF OPERATING ENGINEERS (IUOE),
STATIONARY LOCAL 39, AFL/CIO**

May 04, 2011

The collective bargaining proposals submitted by the Solano Community College District are expressly pursuant to the Educational Employment Relations Act and Article 28 - Negotiations of the parties' collective bargaining agreement. It is the intention of the Solano Community College District to bargain in good faith over the proposals submitted by the respective parties to the Collective Bargaining Agreement. Any article proposed for amendment by the Exclusive Representative shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

**ARTICLE 14
PAY AND ALLOWANCES**

The District is concerned about its ability to fund educational programs and services within the State's operating budget, as well as the negative impact that will be had on the finances, programs and services that are offered by the District. In the context of this unstable and unknown fiscal environment, the District must continue to embrace a conservative approach to the management and allocation of its finite fiscal resources. Accordingly, the District will submit proposals regarding modification to the current structure of the salary schedule.

**ARTICLE 15
HEALTH AND WELFARE BENEFITS**

Costs for health and welfare benefits continue to escalate. The District will submit proposals seeking to control the escalating costs of medical insurance through various approaches, including changes in plan design, cost containment and sharing, and other strategies.

**ARTICLE 28
NEGOTIATIONS**

The provisions of ARTICLE 28 – NEGOTIATIONS shall remain unchanged except for the following:

The expiration of the collective bargaining agreement between the Solano Community College District and the International Union Of Operating Engineers (IUOE), Stationary Local 39, AFL/CIO, which is currently in effect from July 1, 2007 through June 30, 2010, shall be extended by two years, or until June 30, 2012.

All terms and conditions of the current contract shall remain in effect and unchanged., except that either Party may request to reopen negotiations during the 2011-2012 academic year on Article 15 - Health and Welfare Benefits.

WORK DAYS

In addition to discussions regarding salaries and benefits, the District will submit proposals modifying the number of days worked by unit members.

Signed and entered into this ____ day of _____, 2011.

FOR THE DISTRICT

FOR THE EXCLUSIVE REPRESENTATIVE

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

TO: Members of the Governing Board

SUBJECT: PUBLIC HEARING AND ADOPTION OF DISTRICT'S
 REQUEST TO OPEN ARTICLES 2, 20, 21 AND 23 TO THE
 SOLANO COLLEGE FACULTY ASSOCIATION (SCFA),
 CCA/CTA/NEA

REQUESTED ACTION: HOLD PUBLIC HEARING AND ADOPT PROPOSAL

SUMMARY:

At the Board meeting on May 4, 2011, the Governing Board accepted the District's request to open Article 2, Article 20, Article 21 and Article 23 to the Solano College Faculty Association (SCFA), CCA/CTA/NEA. In accordance with Government Code Section 3547, public comment on such proposal shall be received and a public hearing be held. The hearing will provide members of the public with an opportunity to express their views regarding the proposal.

After sufficient time has been allotted for public response, it is recommended that the Board President close the hearing, reconvene the regular meeting and receive the proposals for negotiations.

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Karen Ulrich
 Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534-3197

ADDRESS

707-864-7122

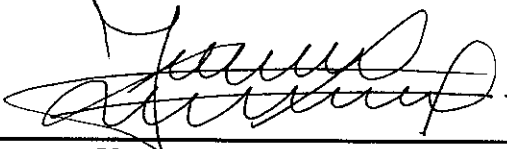
TELEPHONE NUMBER

Administration

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
TO THE
SOLANO COLLEGE CHAPTER CCA/CTA/NEA
May 4, 2011**

The collective bargaining provisions herein by the Solano County Community College District and the Solano College Chapter CCA/CTA/NEA are expressly pursuant to the Education Employment Relations Act and Article 2, NEGOTIATIONS PROCEDURES, of the current Collective Bargaining Contract between the parties. It is the intention of the Solano County Community College District Governing Board to bargain in good faith over the proposal submitted by the respective parties to the Collective Bargaining Contract pursuant to the Educational Employment Relations Act.

**ARTICLE 2
NEGOTIATIONS PROCEDURES**

The District will propose modifications to Article 2 which will better facilitate the ability of the parties to meet and negotiate.

**ARTICLE 20
SALARIES**

The District is concerned about its ability to fund educational programs and services within the State's operating budget, as well as the negative impact that will be had on the finances, programs and services that are offered by the District. In the context of this unstable and unknown fiscal environment, the District must continue to embrace a conservative approach to the management and allocation of its finite fiscal resources. The District intends to offer economic proposals that will allow it to remain solvent and sustain resources of the District necessary for its continued existence.

**ARTICLE 21
HEALTH AND WELFARE BENEFITS**

Costs for health and welfare benefits have continued to escalate for nearly 25 years. The District will submit proposals seeking to control the escalating costs of medical insurance through various approaches, including changes in plan design, cost containment and sharing, and other strategies.

**ARTICLE 23
ACADEMIC CALENDAR AND HOLIDAYS**

In addition to discussions regarding salaries and benefits, the District will submit proposals modifying the number of work days and staff development days.

SOLANO COMMUNITY COLLEGE
DISTRICT

SOLANO COLLEGE CHAPTER
CCA/CTA/NEA

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

TO: Members of the Governing Board

**SUBJECT: APPROVE REAPPOINTMENT TO THE MEASURE G
CITIZENS' BOND OVERSIGHT COMMITTEE**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested to reappoint one current member to the Measure G Citizens' Bond Oversight Committee (CBOC). Current member Melvin Jordan, from Benicia representing a Civic Organization, is requesting to be reappointed to a second two-year term.

Proposition 39 mandates the existence, purpose, duties, membership and meeting standards of the oversight committee which are contained in its adopted Bylaws.

Government Code: ECS 15278 Board Policy: 3390 Estimated Fiscal Impact: \$ N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 14.(f)
MEETING DATE May 18, 2011

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: PROPOSED AGREEMENT WITH MOORE IACOFANO
GOLTSMAN, INC. (MIG) FOR THE EDUCATIONAL
MASTER PLAN

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for an agreement with Moore Iacofano Goltsman, Inc. (MIG) to update the District's Educational Master Plan (EMP). Mindy Craig, partner with MIG, provided the Board with information on its proposed services at the Board's May 4 meeting. MIG and the District will finalize an agreement that contains the EMP update project and all tasks as outlined in the attached scope of work and tasks, process for updating the EMP, and estimated budget.

Government Code: N/A Board Policy: 2140, 3225, 3900 Estimated Fiscal Impact: \$150,936
(non-general fund)

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

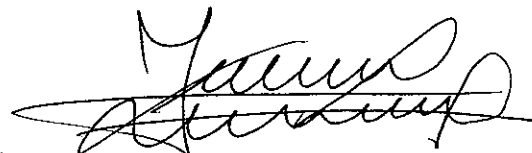
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

May 6, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

May 6, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
Educational Master Plan Update

Preliminary Scope Outline and Tasks

EDUCATIONAL MASTER PLAN UPDATE

1. Align Strategic Plan and Educational Master Plan (EMP)

- 1.1 Hold kick off meeting (March 24) with Executive Team and Deans to discuss and identify key successes and challenges for College
- 1.2 Develop Process outline and description for distribution to Deans, Faculty and Administrators
- 1.3 Map EMP Strategies and Goals to the Strategic Plan
 - Address any gaps and inconsistencies
 - Prepare Updated EMP Strategies and Goals with graphic of connection to Strategic Plan

MIG Role: Lead all tasks and development of products; facilitate and graphically record Kick Off Meeting and provide meeting summary

SCCD Role: Identify meeting location; invite and provide appropriate notice for the meeting participants

MIG Deliverables:

- Kick off meeting Summary
- Process Outline
- Updated EMP Goals and Graphic

2. Community Outreach

- 2.1 Prepare Agendas and Materials for Town Halls
- 2.2 Facilitate and Record Town Hall Meetings (3) – approximately 2.5 hours each (locations to be determined)
- 2.3 Produce Summaries (3)
- 2.4 Prepare Agendas and Materials for Faculty/Staff Forums (2)
- 2.5 Facilitate and Record Faculty/Staff Forums (2) – approximately 2.5 hours each (at Fairfield Campus)
- 2.6 Community Outreach Kit – provide a kit for the College Staff to hold meetings in the community and on campus. Includes powerpoint presentation, comment cards, and agenda. Provide one set electronically for duplication by the College.

MIG Role: MIG will facilitate and graphically record all town hall meetings, and Student/Faculty Forums and provide meeting materials such as wallgraphic paper, sign in sheets, name tags, and agendas.

SCCD Role: Identify and secure meeting locations, distribute and send out invitations and provide noticing for all meetings. Staff to utilize Outreach Kit for additional meetings.

MIG Deliverables:

- Meeting Agenda and materials
- Summaries of Town Hall meetings (3)
- Community Outreach Kit

3. Update Environmental Scan (Internal & External)

- 3.1. Demographic & Trend Analysis: Update EMP demographics with 2010 census data; provide updated trends analysis including evaluation of economic and business environment
- 3.2. Internal Enrollment and Data Evaluation: Utilizing information and tables from the College, MIG will review internal enrollment, participation and growth items identified in current EMP and update accordingly

SOLANO COMMUNITY COLLEGE DISTRICT

Educational Master Plan Update

Preliminary Scope Outline and Tasks

- 3.3. Staff Coordination Meetings (2): Includes two in person meetings with staff to update Scan and conference calls as needed.
- 3.4. Produce Environmental Scan Update: MIG will utilize the current Environmental scan as a format and baseline and update information to reflect new data and trends

MIG Role: MIG will provide an updated environmental scan based upon existing materials.

SCCD Role: Provide data for internal scan data in excel data files and offer ongoing consultation from the Research and Planning Department to assist and interpret materials and data.

MIG Deliverables:

- Updated Environmental Scan

4. Program Assessment Tools

- 4.1. Program Assessment Templates and Update: Build upon existing College Program Review process and EMP Program Assessment and provide set of tools for faculty and Deans to update Program Direction and rationale for growth.

MIG Role: MIG will provide templates and instructions for faculty and deans to update their Educational Programs Assessment. The information and format used in the existing plan will be provided for updates and additions. MIG will provide updated program assessment section.

SCCD Role: Facilitate distribution and gathering program assessment information from Deans and Faculty in a timely manner.

MIG Deliverables:

- EMP Program Assessment Templates
- Updated Program Assessment (based on Faculty input)

5. Interdisciplinary Faculty Strategic Conversations (3)

- 5.1. Prepare Agendas/Materials
- 5.2. Facilitate and Record Meetings: MIG will facilitate a series of three meetings with Faculty and Deans to inform and direct the EMP update and the development of the Facility Master Plan.
 - Additional meetings may be held and facilitated by College staff to continue discussion and collaboration.
- 5.3. Produce Summaries (3)

MIG Role: MIG will develop agendas, facilitate and graphically record three meetings; provide meeting summaries for each meeting.

SCCD Role: Identify meeting locations; invite and provide appropriate notice for the meeting participants. If desired, the College will facilitate additional ongoing meetings.

MIG Deliverables:

- Meeting Agendas
- Three Meeting Summaries

SOLANO COMMUNITY COLLEGE DISTRICT Educational Master Plan Update

Preliminary Scope Outline and Tasks

6. Assess Programs and Identify New Opportunities

- 6.1. Program Assessment and Memo: MIG will review Updated Program Assessment in light of revised Environmental Scan, Meetings and information to date and provide evaluation of programs and identify new program opportunities. Specifically review and evaluate Center (Vacaville, Vallejo and Travis) programs and effectiveness
- 6.2. Staff Coordination Meetings (3): Includes three in person meetings – one each at Vallejo and Vacaville Center and one at Fairfield campus and conference calls to coordinate.
- 6.3. Update Growth Projections – utilizing current information and input from the College, MIG will update the current Growth Projections Section of the EMP.
- 6.4. Update Educational Master Plan – Review entire plan and make appropriate tweaks and edits consistent with changes identified during this process.
- 6.5. Board Presentation

MIG Role: MIG will develop presentation of the Program Evaluation and possible new opportunities. In addition, MIG will update the growth projections and overall plan.

SCCD Role: Review and provide input into program evaluation and new program opportunities.

MIG Deliverables:

- Program Evaluation Memo for inclusion into EMP
- Presentation of Program Evaluation
- Updated Growth Projections
- Updated Educational Master Plan – Electronic copy for College printing and distribution.

COMMUNICATION MATERIALS

7. Develop Bond Measure/EMP Report Card (Spring 2011)

- 7.1. Develop Concept, writing and Design: Work with Public Relations to translate recent successes and positive trends into a 4-color marketing and communications piece for constituents, businesses and stakeholders. Includes one in person meeting to discuss and review as well as telephone conference call.
- 7.2. Produce Final Brochure (provide print ready electronic file for printing)

MIG Role: MIG will draft content, develop designed based on colors and theme of current EMP to provide consistency; provide two reviews and provide printable file.

SCCD Role: Review document with appropriate staff and stakeholders; print and distribute piece.

MIG Deliverables:

- SCCD Report Card print ready file

SOLANO COMMUNITY COLLEGE DISTRICT

Educational Master Plan Update

Preliminary Scope Outline and Tasks

8. Communications Plan and Materials

- 8.1. Develop Communications Plan: Develop an ongoing communications plan for Solano CCD to target external and internal stakeholders for immediate Bond Measure as well as for ongoing planning, operations and reporting needs.
- 8.2. Develop Marketing and Communications Materials:
Develop promotional materials for the College specific to the past and future Bond Program that may include Poster, mailing piece, Bond Measure brochure, online ads and other similar materials. Budget offers a not to exceed cost that will cover several of these items. It is assumed that identity will follow existing look and feel of the Existing Educational Master Plan and build from there. Brand assets will be provided to SCCD to provide the ability for ongoing materials development and management.
- 8.3. Staff Coordination Meetings: Includes two in person meetings for strategy development and concept review as well as ongoing conference calls for coordination.

MIG Role: MIG will provide strategy, writing and concept development for communications. MIG will develop up to three marketing pieces and prepare print ready files.

SCCD Role: Provide all printing and distribution of marketing materials.

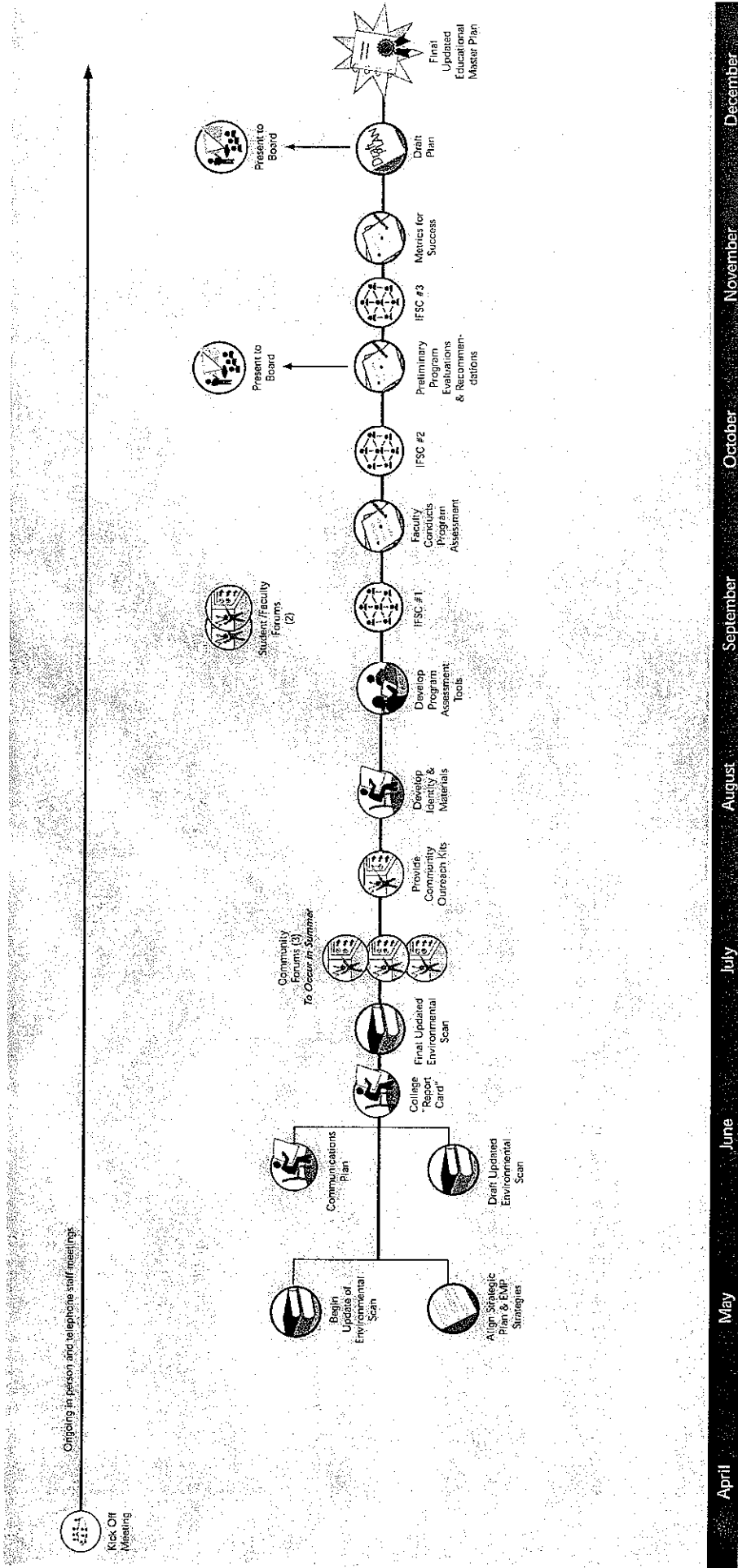
MIG Deliverables:

- Communications Plan
- Three Marketing materials in print ready form.
- Brand Assets for future materials development

9. Ongoing Project Management and Coordination



Solano Community College District EDUCATIONAL MASTER PLAN UPDATE PROCESS



May 10, 2011

Solano Community College District
 EMP UPDATE
 Budget Estimate

Educational Master Plan Update	Daniel Iacofano \$295	MindyCraig \$190	Ryan Mattau \$125	Sr. Facilitator \$150	Associate \$100	Subtotal Labor
1 Align Strategic Plan and Educational Master Plan						
1.1 Kick off Meeting	1 \$295	6 \$1,140	8 \$1,000	\$0	6 \$600	\$3,035
1.2 Process Outline	1 \$295	2 \$380	6 \$750	\$0	\$0	\$1,425
1.3 Updated EMP Goals and Graphic	2 \$590	4 \$760	8 \$1,000	\$0	\$0	\$2,350
Subtotal	4 \$1,180	12 \$4,280	22 \$2,750	0 \$0	6 \$600	\$6,810
2 Community Outreach						
2.1 Prepare agendas/ materials for Town Halls	\$0	8 \$1,520	6 \$750	4 \$600	12 \$1,200	\$4,070
2.2 Facilitate and Record Meetings (3)	\$0	\$0	30 \$3,750	15 \$2,250	\$0	\$6,000
2.3 Produce Summaries (3)	\$0	4 \$760	12 \$1,500	4 \$600	\$0	\$2,860
2.4 Prepare agendas/ materials for Student/Faculty Forums	\$0	4 \$760	8 \$1,000	1 \$150	12 \$1,200	\$3,110
2.5 Student/Faculty Forums (2)	\$0	\$0	20 \$2,500	10 \$1,500	\$0	\$4,000
2.6 Community Outreach Kit	\$0	4 \$760	8 \$1,000	\$0	16 \$1,600	\$3,360
Subtotal	0 \$0	20 \$3,800	84 \$10,500	34 \$5,100	40 \$4,000	\$23,400
3 Update Environmental Scan (internal and external)						
3.1 Demographic & Trend Analysis	\$0	4 \$760	40 \$5,000	\$0	8 \$800	\$6,560
3.2 Internal Enrollment and Data Evaluation	\$0	4 \$760	20 \$2,500	\$0	8 \$800	\$4,060
3.3 Staff Coordination Meetings (2)	\$0	8 \$1,520	12 \$1,500	\$0	8 \$800	\$3,820
3.4 Produce Updated Environmental Scan	\$0	4 \$760	40 \$5,000	\$0	16 \$1,600	\$7,360
Subtotal	0 \$0	20 \$3,800	112 \$14,000	0 \$0	40 \$4,000	\$21,800
4 Program Assessment Tools						
4.1 Program Assessment Templates and Update	1 \$295	8 \$1,520	30 \$3,750	\$0	8 \$800	\$6,365
Subtotal	1 \$295	8 \$1,520	30 \$3,750	0 \$0	8 \$800	\$6,365
5 Interdisciplinary Faculty Strategic Conversations (3)						
5.1 Prepare agendas/materials	6 \$1,770	\$0	24 \$3,000	\$0	12 \$1,200	\$5,970
5.2 Facilitate and Record Meetings	15 \$4,425	\$0	18 \$2,250	\$0	\$0	\$6,675
5.3 Produce Summaries (3)	\$0	\$0	8 \$1,000	\$0	12 \$1,200	\$2,200
Subtotal	21 \$6,195	0 \$0	50 \$6,250	0 \$0	24 \$2,400	\$14,845

Solano Community College District
 EMP UPDATE
 Budget Estimate

Educational Master Plan Update	Daniel Iacofano \$295	MindyCraig \$190	Ryan Mattau \$125	Sr. Facilitator \$150	Associate \$100	Subtotal Labor			
6 Assess Programs and Identify New Opportunities									
6.1 Program Assessment & Memo	1	\$295	24	\$3,000	4	\$600	16	\$1,600	\$7,015
6.2 Staff Coordination Meetings (3)		\$0	18	\$2,280		\$0		\$0	\$4,530
6.3 Update Growth Projections		\$0	20	\$2,500		\$0	8	\$800	\$4,820
6.4 Update Educational Master Plan Document		\$0	40	\$5,000		\$0	8	\$800	\$6,560
6.5 Board Presentation (incl. presentation materials)		\$0	12	\$1,520		\$0	8	\$800	\$3,820
Subtotal	1	\$295	114	\$14,250	4	\$600	40	\$4,000	\$26,745
7 Develop Bond Measure/EMP Report Card									
7.1 Develop Concept, Writing and Design	1	\$295	8	\$1,000	24	\$3,600		\$0	\$5,085
7.2 Produce Final Brochure		\$0	24	\$3,000	8	\$1,200		\$0	\$4,390
Subtotal	1	\$295	32	\$4,000	32	\$4,800	0	\$0	\$9,475
8 Communications Plan and Materials									
8.1 Develop Communications Plan	2	\$590	4	\$500	8	\$1,200	8	\$800	\$3,850
8.2 Develop Marketing and Communication Materials	2	\$590	80	\$10,000	12	\$1,800	4	\$400	\$13,550
8.3 Staff Coordination Meetings (2)		\$0	8	\$1,000	2	\$300	8	\$800	\$2,860
Subtotal	4	\$1,180	92	\$11,500	22	\$3,300	20	\$2,000	\$20,260
9 Ongoing Project Management									
9.1 Coordination and Project Management	4	\$1,180	58	\$7,250		\$0	12	\$1,200	\$11,910
Subtotal	4	\$1,180	58	\$7,250	0	\$0	12	\$1,200	\$11,910
Total Professional Labor Costs	36	\$10,620	594	\$74,250	92	\$13,800	190	\$19,000	\$141,610
Direct Costs (Travel, Communications, materials)									\$12,745
Total Estimated Cost									\$154,355

AGENDA ITEM 14.(g)
MEETING DATE May 18, 2011

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONDUCT REQUEST FOR PROPOSAL (RFP) FOR
OUTSOURCING BOOKSTORE SERVICES

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested to conduct a Request for Proposal (RFP) for the proposed outsourcing of bookstore services. Yulian Ligioso, Vice President of Finance and Administration, will explain the economic rationale for outsourcing the bookstore to an outside vendor; the campus dialogue that has taken place with bookstore employees, faculty, staff, and students; and the process and timeline necessary to ensure a seamless transition so that services to students and faculty will not be minimized or compromised. The RFP specifications will contain language to protect the current bookstore employees so their employment status, compensation, and benefits are not affected. As a result of VP Ligioso's conversations with students, faculty, and administrative staff, the concerns expressed relative to the diverse services and contributions provided by the bookstore will be taken into consideration and incorporated into the RFP.

Government Code: N/A Board Policy: 3700 Estimated Fiscal Impact: \$ N/A

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

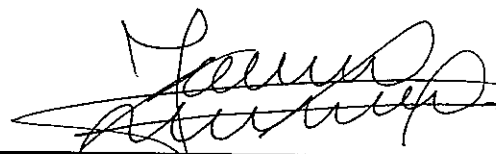
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

May 6, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

May 6, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

**SUBJECT: ACCEPTANCE OF BIDS FOR REPAIRS TO FIRE
 DAMAGE IN HORTICULTURE FACILITY**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for acceptance of the following bids received for repairs to fire damage in the Horticulture facility:

Bid # 11-004-Earthwork and Tree Removal

- | | |
|--|----------------------------------|
| 1. Earthstone Construction, Inc. | \$47,350.00 |
| 2. Atlas Tree Surgery, Inc. | \$15,993.00 |
| 3. Labat's Tree Care | \$27,950.00 |
| 4. Keller Engineering | \$19,780.00 |
| 5. <i>The Professional Tree Care Company</i> | \$11,668.00 Lowest Bidder |
| 6. Solano Shade Tree | \$15,339.00 |

Bid # 11-003-Chain Link Fence Replacement

- | | |
|--------------------------------------|---|
| 1. <i>Morgan Fence Company, Inc.</i> | \$13,945.00 Lowest and Only Bidder |
|--------------------------------------|---|

It is requested that the low bidders of The Professional Tree Care Company and Morgan Fence Company, Inc., be accepted at this time in order that repairs may begin.

<i>Government Code:</i>	<i>Board Policy: 3225</i>	<i>Estimated Fiscal Impact: \$ 25,613 from Insurance claim</i>
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SUPERINTENDENT'S RECOMMENDATION:

<input checked="" type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
<input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE

Dr. Betsy Julian, Dean
 Math Science Division

PRESENTER'S NAME

400 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7110

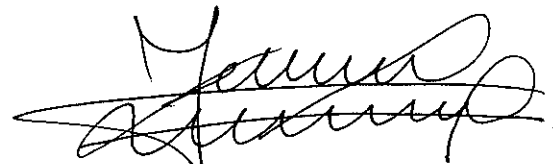
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: BUILDING PERFORMANCE INSTITUTE TRAINING COURSE

REQUESTED ACTION: APPROVAL

SUMMARY:

Solano Community College has been using funds from the Green Education Grant to train Solano County students in a variety of energy conservation techniques, alternative energy programs, and other green technology fields for the past year. As this grant is drawing to a close, an opportunity has arisen to provide some students with additional training and certification in the weatherization and energy saving retro-fitting of residential properties. The Energy Conservation Institute will provide all equipment, field tests, and certification exams for students to obtain professional certification from Building Performance Institute, Inc. (BPI) for residential energy efficiency retrofit work. This opportunity is only available the week of May 16, 2011.

Approval is requested for this program.

<i>Government Code:</i>	<i>Board Policy: 3225</i>	<i>Estimated Fiscal Impact: \$ 19,450</i>
		<i>From Green Grant</i>

SUPERINTENDENT'S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
---	---

Dr. Betsy Julian, Dean	Paul Fair
Math Science Division	Green Education Coordinator

PRESENTER'S NAME

400 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7110

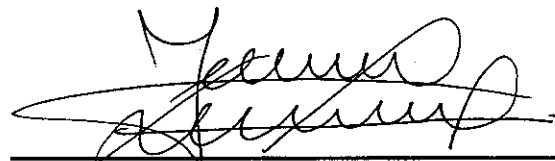
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**ENERGY CONSERVATION INSTITUTE
TRAINING AGREEMENT**

This agreement is entered into this 2nd day of May 2011 by and between Energy Conservation Institute ("ECI") and Solano Community College.

ECI will provide Solano Community College with a one week on-site training and testing program that coincides with BPI Building Analyst (BA) and Building Envelope Professional (BEP) standards, procedures and protocols. Training has been developed to prepare students for BPI Building Analyst written and field exams. Included in the cost ECI will provide:

1. One instructor for each day of classroom lecture and two instructors for each day of field instruction
2. ECI Mobile Building Performance Lab for field training and testing
3. Student Lecture Guide, Field Guide, and Residential Energy Book
4. Access to GUTS online precursor course for 60 days
5. Smoke Test Generator and Spillage Mirror
6. Written and field test proctoring (BPI imposed fees additional)
7. All test equipment necessary for field training and testing

Training components to include:

- Introduction to Building Performance
- Customer and Occupant Interviews
- Site and Exterior Evaluations
- Appliances and Lighting Considerations
- Combustion and CAZ Testing
- Measuring Building Leakage with a Blower Door
- Thermal Imaging
- Ventilation
- Insulation
- Heating and DHW Systems
- Air Conditioning / Cooling Systems
- Distribution Systems
- Windows and Doors
- Review of BPI standards
- Hands-on study using ECI mobile training lab

Upon completion of the course, students have the option of taking the BPI written and field tests for certification through BPI (additional BPI fees required). Windows PC/laptop and internet connection required and not included.

Training Costs

- \$1,595/per student Classroom and Field Instruction based on 10 students minimum and maximum
- \$3,500 Travel and transportation costs

Training to begin Monday, May 16, 2011 at a suitable location as determined by Green Build Education Group. Internet access and adequate seating required. All training and testing to be completed no later than May 22, 2011.

See page two for PAYMENT & CANCELLATION ADDENDUM

ACCEPTED & AGREED

BG

SOLANO COMMUNITY COLLEGE
4000 Suisun Valley Rd. Fairfield, CA 94534

ENERGY CONSERVATION INSTITUTE
4848 Colt St Suite 11, Ventura CA 93003

By *[Signature]*

By _____

Printed YULIAN LIGIOSO

David C. Brown

Title VP, FINANCE & ADMINISTRATION

President

ADDENDUM
PAYMENT AND CANCELLATION AGREEMENT

This agreement is entered into this 2nd day of May 2011 by and between Energy Conservation Institute ("ECI") and Solano Community College.

Based upon the agreed training and BPI testing fees described in the **ENERGY CONSERVATION INSTITUTE TRAINING AGREEMENT**, Solano Community College hereby agrees to the following payment schedule and cancellation clause:

1. Upon execution of the **ENERGY CONSERVATION INSTITUTE TRAINING AGREEMENT**, a non-refundable deposit of \$5,000 is required to secure the training dates.
2. Final payment is due the first day of class
3. Cancellations within (30) days prior to the first day of training will result in a 50% cancellation fee. After 30 days no other refund is applicable.
4. A \$125 payment (per BPI test administered) is required at the time of testing.

ACCEPTED & AGREED

BG

SOLANO COMMUNITY COLLEGE

By _____
Printed _____
Title _____

ENERGY CONSERVATION INSTITUTE

By _____
David C. Brown
President

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: AGREEMENT BETWEEN CALIFORNIA COMMUNITY COLLEGES CAREER TECHNICAL EDUCATION PATHWAYS INITIATIVE AND SOLANO COMMUNITY COLLEGE DISTRICT TO MANAGE COMMUNITY COLLABORATIVE GRANT ACTIVITIES

REQUESTED ACTION: APPROVAL

SUMMARY:

Solano Community College District Contract is in receipt of two CTE Community Collaborative Grants for FY2010/11 in the amount of \$530,000.00. This item is being presented to the Governing Board for approval

The grant funds will be used to develop and deliver curriculum, provide professional development opportunities for teachers, and to build career pathways in Water/Wastewater and Entrepreneurship for Solano County high schools and middle schools. The District will manage all grant activities while further developing our partnership with Solano County schools.

A copy of the Agreement will be available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of Workforce and Economic Development.

Government Code: 78021 Board Policy: 3520 Estimated Fiscal Impact: \$530,000 revenue

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Deborah Mann, Director
Workforce and Economic Development

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7195

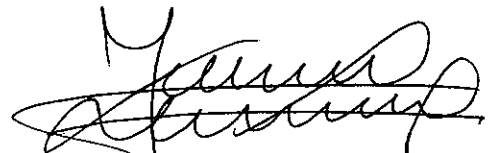
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

Grant Numbers: 10-140-281
10-141-281

Fiscal Year: 2010-2011

Project Abstract

The Solano program is continuing its successful strategy of connecting the county's middle and high schools to Solano Community College CTE programs that prepare students for middle/high skill/wage and high demand careers. An excellent foundation has been developed with the current implementation of career exploration curriculum into all 6 school districts.

With an initial focus on Advanced Manufacturing, and Wind Energy careers, Solano expanded to include careers in Water/Wastewater and Entrepreneurship in order to continue to increase the number of options available to students in Solano County. These career areas map to regional demand and career informational content has been developed with industry partners to create student awareness of the opportunities.

Solano Community College has a robust for-credit water/wastewater training program. During the next 10 years there will be an exodus or a "silver tsunami" of baby boomers moving into retirement, leaving many openings in the water/wastewater field. The Solano program, one of only two credit programs in the northern half of California, is currently training operators for these high wage/middle/high skill/high demand jobs throughout the Bay area.

Water/Wastewater is a career path that is not routinely encouraged nor even considered. Our program prepares students to both work successfully in these careers and to pass required state exams leading to certifications in wastewater, distribution, treatment, conservation, and collections.

As part of the renewal of the Solano Community Collaborative grant, the project was expanded to include entrepreneurship as a career path. The purpose of the focus on Entrepreneurship is to increase awareness of self-employment as a legitimate lifetime career path providing living wages, as well as to teach students who opt for more traditional careers how to be entrepreneurs.

The college/SCOE/middle and high school/industry, employer partnership is creating awareness, curriculum, and clear linkages between middle and high schools, Solano CC and regional employers.

Justification

Need Statement

The Water/Wastewater industry is currently facing a talent deficit of epic proportion. Documentation of this fact is readily available and easily corroborated. 1000 plus new and replacement workers will be needed in the Bay Area during the next 10 years. A high priority for SCC, local school districts, and employers is to provide an engaging academically rigorous curriculum which acts as an incentive for students to graduate with marketable skills in a rewarding career path.

The W/W industry provides high wage, middle/high skill, high demand careers that keep communities safe and healthy. The need for skilled and experienced workers will become even more critical in the future.

Entrepreneurship as a career pathway is very important to our economy as at least 2/3 of new jobs are created by small business. Entrepreneurship skills such as planning, critical thinking and communication are also important for anyone working in an organization.

A. Scope of problem being addressed

- Local**
- Regional**
- Statewide**

B. Reference source(s) for substantiation of need statement

CCC Centers of Excellence

Solano County 2008 Index of Economic and Community Progress by Solano EDC and Collaborative Economics

O-Net Online

Baywork

Regional and Statewide job forecasts (EDD)

C. Target groups - summary of anticipated outcomes

Middle School

Continue to implement sector specific career exploration and project/work based learning into middle schools in Solano County serving a minimum of three middle schools. Integrate W/W and entrepreneurship career information into existing curriculum. At least 2 middle school teachers will participate in externships/work-based learning opportunities.

K-12

Extend career exploration activities and project based learning into additional regional high schools effectively linking middle schools and highs schools to careers in W/W and Entrepreneurship.

Professional development activities will be provided for 7-12 staff to provide a better understanding of the W/W pathway and jobs available.

CCC

SCC and SCOE, with input from industry partners, will develop career awareness materials and project based learning opportunities designed to inform students about career options that provide clear pathways toward achieving success in the W/W industry and in Entrepreneurship.

D. Inventory of existing CTE related resources within proposed service area

Funded CTE Pathways Initiative (SB 70/SB 1133) projects

07.140: Community Collaborative-Core

08.140: Community Collaborative-Core

08.141: Community Collaborative-Supplemental

09-140: Community Collaborative-Supplemental

09.141: Community Collaborative-Supplemental

09.142: Workforce Innovation Partnership

Economic Workforce Development Projects

SCC has a Director of Workforce and Economic Development and a Small Business Development Director. The college works with local business and industry to develop education and training opportunities for new and incumbent workers. Projects include working with W/W utilities, manufacturing, distribution companies, and child care organizations, as well as the WIB and SCOE. The SBDC works with new and developed businesses to assist them with growth and development.

Tech Prep Pathways

Pathways include: Arts, Media and Entertainment; Education, Child Development and Family Services; Energy and Utilities; Engineering and Design; Finance and Business; Health Science and Medical Technology; Information Technology; Manufacturing and Product Development; Marketing, Sales and Service; and Public Services.

Partnership Academies

Apache Engineering Academy - Vallejo USD

Biotechnology Academy - Vallejo USD

Computer Academy for Business and Public Services - Fairfield-Suisun USD

Hospitality and Tourism Academy - Vallejo USD

Multimedia Academy - Fairfield-Suisun USD

Under development: ECH2O Academy, Benicia USD

ROCP programs and secondary programs

In the 6 school districts in Solano County, there are over 50 CTE programs (formerly ROP). Of these CTE programs, 3 are relevant to Biotech/Water/Wastewater. There are 6 Virtual Enterprise, 2 SAGE and 2 Marketing programs relevant to Entrepreneurship. These programs will serve as excellent entry points in preparing students for careers in water/wastewater and entrepreneurship.

Project Implementation Detail

a. Describe proposed methodologies and solutions that will address the identified need:

In collaboration with industry experts, expand career exploration and awareness, develop curriculum and project based learning, and provide industry exposure through field trips, for middle and high school students in W/W and Entrepreneurship. Provide professional development for teachers and counselors, including externships. Build Water/Wastewater pathways and articulate at least one high school course to SCC W/W program.

b. Describe the CTE Community Collaborative and the roles partners play:

SCC has implemented SB70 grants since 2007. We are currently working in W/W and Entrepreneurship, with robust partnerships with SCOE, middle and high school teachers, counselors, principals and district administration, industry partners, college faculty, Tech-Prep, SBDC, the Solano EDC and the WIB. SCC provides project management, curriculum and professional development, faculty, website and industry outreach. SCOE and schools provide career awareness, professional development, faculty release time, curriculum development, and marketing. Industry sits on advisory committees, develops curriculum, and provides externships and sites and staff for field trips. Tech-Prep provides articulations and pathway development. SBDC provides trainers and program development. WIB and EDC provide data and support.

c. Describe the capacity of the applicant to successfully implement the project:

SCC successfully administers over \$16 million in federal and state grants. SCC enjoys a strong and active relationship with SCOE and the Solano K-12 system. SCC has an extraordinary and very productive partnership with 19 bay area water and wastewater utilities and plants. Fourteen W/W plant and utility managers serve as college faculty. We have successfully developed and implemented SB70 grants since 2007.

Check here if the project includes a "Green" theme.

Green is a term used to imply that a service, product or technology is environmentally friendly (i.e. Sustainable). For additional resources on it, please visit the Chancellor's Office website

Partner Information

	Partner Name	CAT	Contact Name	Contact Title	Phone	Contact Email	Address	CalPass Notes
Delete	Armijo High, Fairfield-Suisun Unified	K12	Dan Gutowski	Virtual Enterprise Instructor	707-438-3459 Ext.	dang@fsusd.k12.ca.us	824 Washington Street , Fairfield CA 94533	
Delete	Benicia High, Benicia Unified	K12	Josh Bradley	Instructor	707-747-8325 Ext.	jbradley@beniciaunified.org	1101 Military West , Benicia CA 94510	
Delete	Benicia Middle School	O	Tom Horne	Instructor	707-747-8340 Ext.	thorne@beniciaunified.org	1100 Southhampton Road , Benicia CA 94510	
Delete	City of Vacaville	O	Michael Palombo	Economic Development Manager	707-449-5114 Ext.	mpalombo@cityofvacaville.com	650 Merchant Street , Vacaville CA 95688	
Delete	City of Vallejo	O	Annette Taylor	Senior Community Development Analyst	707-649-3510 Ext.	annette@ci.vallejo.ca.us	P.O. Box 3068 , Vallejo CA 94590	
Delete	Contra Costa Central Sanitation District	B	Gail Chesler	Professional Engineer	925-229-7294 Ext.	gchesler@centralsan.dst.ca.us	5019 Imhoff Place , Martinez CA 94553	
Delete	Delta Diablo Sanitation District	B	Steven Dominguez	Plant Manager	925-756-1967 Ext.	steved@ddsd.org	2500 Pittsburg-Antioch Highway , Antioch CA 94509	
Delete	Diablo Water District	B	Mike Yeraka	General Manager and Chief Engineer	925-625-8159 Ext.	mikegm1@aol.com	PO Box 127 , Oakley CA 94561	
Delete	Dixon High, Dixon Unified	K12	Sarah Erhman	Instructor	707-693-6330 Ext.	SEhrman@dixonusd.org	555 College Way , Dixon CA 95620	
Delete	Dublin San Ramon Services District	B	Levi Fuller	Chief Plant Operator	925-875-2300 Ext.	fuller@dsrsd.com	7399 Johnson Drive , Pleasanton CA 94588-3862	
Delete	East Bay Municipal Utility District	B	James F. Smith	Superintendent of Water	510-287-1967 Ext.	jfsmith@ebmud.com	PO Box 629 , Orinda CA 94563	
Delete	Golden West Middle School	O	Karin Van Klaveren	Instructor	707-437-8240 Ext.	kvanklaveren@travisusd.k12.ca.us	2651 DeRonde Drive , Fairfield CA 94533	
Delete	Jesse M. Bethel High, Vallejo City Unified	K12	Susann Evans	Instructor	707-556-5700 Ext.	sevans@vallejo.k12.ca.us	1800 Ascot Parkway , Vallejo CA 94591	
Delete	Oro Loma Sanitary District	B	Paul Zoffarelli	Director of Water Quality Services	510-481-6970 Ext.	pzoffarelli@oroloma.org	2655 Grant Avenue , San Lorenzo CA 94580	
Delete	Richmond Municipal Sewer District	B	Chad Davisson	Wastewater/Stormwater Manager	510-620-5486 Ext.	chad_davisson@ci.richmond.ca.us	450 Civic Center Plaza , Richmond CA 94504	
Delete	SOLANO	CCC	Debra Berrett	Faculty	707-864-7139 Ext.	debra.berrett@solano.edu	4000 Suisun Valley Road , Fairfield CA 94705-3197	
Delete	SOLANO	CCC	James DeKloe	Bio-Tech Instructor	707-864-7000 Ext. 4351	james.dekloe@solano.edu	4000 Suisun Valley Road , Fairfield CA 94534-3197	

Delete	SOLANO	CCC	Jowel Laguerre	Superintendent/President	707-864-7110 Ext.	jowel.laguerre@solano.edu	4000 Suisun Valley Road , Fairfield CA 94534-3197	
Delete	SOLANO	CCC	Julia May	Tech Prep Director	707-410-6006 Ext.	juliamay1@mac.com	4000 Suisun Valley Road , Fairfield CA 94534-3197	
Delete	SOLANO	CCC	Charles Eason	Director-Solano SBDC	707-864-3382 Ext.	charles.eason@solano.edu	360 Campus Lane, Suite 102, Fairfield CA 94534-3197	
Delete	SOLANO	CCC	Deborah Mann	Director of Workforce and Economic Development	707-864-7195 Ext.	deborah.mann@solano.edu	4000 Suisun Valley Road , Fairfield CA 94534-3197	
Delete	SOLANO COMMUNITY COLLEGE	CTE	Alberta Lloyd	Consultant	206-660-1812 Ext.	lloydmartin@yahoo.com	7001 Sunne Lane , Walnut Creek CA 94597	
Delete	Solano County Office of Education	COE	Gillie Miller	Manager, CTE/Workforce Development	707-399-4802 Ext.	GMiller@Solanocoe.net	2460 Clay Bank Road , Fairfield CA 94533	
Delete	Solano County Office of Education	COE	Janet Harden	Assistant Superintendent of HR/CTE/WD	707-399-4411 Ext.	jharden@solanocoe.net	5100 Business Center Drive , Fairfield CA 94534	
Delete	Solano Economic Development Corporation	O	Michael Ammann	President	707-864-1855 Ext.	mike@solanoedc.org	360 Campus Lane, suite 102 , Fairfield CA 94534	
Delete	Travis Credit Union	B	Rayanne Berry	Business Services Manager	707-469-1964 Ext.	rberry@traviscu.org	One Travis Way , Vacaville CA 95687	
Delete	Travis Education Center	O	Doug Ivie	Instructor	707-437-8265 Ext.	divie@travisusd.k12.ca.us	2785 DeRonde Drive , Fairfield CA 94533	
Delete	Vacaville Christian School	O	Bernard Perconti	Virtual Enterprise Instructor	707-446-1776 Ext.	bernie.perconti@govcs.com	1117 Davis Street , Vacaville CA 95687	
Delete	Vallejo High, Vallejo City Unified	K12	Jaime Ulloa	After School Coordinator	707-333-8491 Ext.	JUlloa@vallejo.k12.us	840 Nebraska Street , Vallejo CA 94590	
Delete	Vanden High, Travis Unified	K12	Kristin Shields	Instructor	707-437-8000 Ext.	kshields@travisusd.k12.ca.us	2951 Markeley Lane , Fairfield CA 94533	
Delete	Vanden High, Travis Unified	K12	Lisa Leone	Virtual Enterprise Instructor	707-437-8000 Ext. 627	lleone@travisusd.k12.ca.us	2951 Markeley Lane , Fairfield CA 94533	
Delete	Will C. Wood High, Vacaville Unified	K12	Debbie Garcia	Teacher	707-453-6900 Ext. 2404	debbieg@vacavilleusd.org	998 Marshall Road , Vacaville CA 95687	
Delete	Workforce Investment Board of Solano County	O	Robert Bloom	Executive Director	(707) 863-3501 Ext.	rbloom@solanowib.org	320 Campus Lane , Fairfield CA 94533	

Fiscal Agent Contact

Fiscal Agent: SOLANO COUNTY CCD

Address: 4000 Suisun Valley Road Fairfield CA 94534-3197

Admin. Role	Name	Title	Phone	Fax	Email
District Superintendent/President (or authorized Designee)	Jowel C. Laguerre	Superintendent/President	707-864-7112, Ext.	707-646-2085	jowel.laguerre@solano.edu
Responsible Administrator (Appropriate Program Area - Cannot be the same as Project Director)	Arturo Reyes	Executive Vice-President of Academic and Student Affairs	707-864-7102, Ext.	707-863-7836	arturo.reyes@solano.edu
Project Director (Person responsible for conducting the daily operation of the grant)	Deborah Mann	Director of Workforce and Economic Development	707-864-7195, Ext.	707-646-2063	deborah.mann@solano.edu
Business Officer	Yulian I. Ligioso	Vice President Finance and Administration	707-864-7209, Ext.	707-646-2056	yulian.ligioso@solano.edu
Grant Writer	Deborah Mann	Director of Workforce and Economic Development	707-864-7195, Ext.	707-646-2063	deborah.mann@solano.edu

SECTOR Sector Description

Energy and Utilities: The pathway includes Electromechanical Installation and Maintenance, Energy and Environmental Technology, Public Utilities, and Residential and Commercial Energy and Utilities. Water/Wastewater is a component.

Activity:01 Academic Counseling

Current status, including – as appropriate – quantitative descriptions

The Water Wastewater advisory group has been meeting regularly for the past 2 of years and seeks to develop a more formal approach to CTE in order to meet current and future industry demand.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Grow and develop our BACWWE advisory committee. A subcommittee for the SB70 grants works closely with SCC, SCOE and teachers to develop curriculum and outreach strategies.

Meetings take place at SCC, SCOE and at WWW utilities.

Activity:05 Career Exploration Development for 7th & 8th Graders

Current status, including – as appropriate – quantitative descriptions

We are developing career development activities with our partners, including industry, SCOE, schools and college faculty.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

We are planning guest speakers, career days, job shadowing, and field trips. With school partners, we are also looking at alternatives to the Real Game, which we will purchase if successful.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity:08 Curriculum development

Current status, including – as appropriate – quantitative descriptions

Middle and High School teachers in collaboration with industry partners and SCC faculty are developing curriculum for our schools. We are developing a career pathway in W/W in Benicia as well as curriculum to infuse in other district science classes.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Articulated W/W pathway and developed W/W curriculum and lesson plans to share with other school districts.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity:12 Education and business partnerships - Develop/Improve

Current status, including – as appropriate – quantitative descriptions

SCC has very active and robust relationships with industry partners. Relationships continue to grow as we enhance our outreach with new employers.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

SCC engages employers in Water/Waste Water to help guide and develop appropriate curriculum and outreach with the goal of strengthening and increasing the number relationships between business and education in Solano County.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity:16 Instructional Materials Purchase/Replacement (including software)

Current status, including – as appropriate – quantitative descriptions

We are developing curriculum, lesson plans and project based learning activities. We will need instructional student and teacher supplies.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Our contextualized project based learning activities will result in high student interest and success.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity:20 Meeting Expenses

Current status, including – as appropriate – quantitative descriptions

We hold regular advisory committee, sub-committee and curriculum development meetings. We supply any needed meeting materials as well as food.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

We will continue to provide all needed meeting materials to assure productive meetings resulting in a new pathway, curriculum and outreach materials.

Activity:26 Professional and Consultant Services

Current status, including – as appropriate – quantitative descriptions

SCC will hire consultants to do project management, marketing and curriculum development activities.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Improved BACWWE and student websites, timely reports, robust partnerships and excellent curriculum and career pathways.

Activity:29 Professional Development (in-service) for teachers, and/ or faculty

Current status, including – as appropriate – quantitative descriptions

Working on curriculum to infuse in middle and high school science classes.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Provide professional development for middle and high school teachers to learn how to deliver contextualized learning based activities for their students.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity:31 Program Marketing and Outreach

Current status, including – as appropriate – quantitative descriptions

We are developing materials on careers and educational opportunities in W/W including an outreach brochure, website, posters, student announcements, and other collaterals for students, counselors, teachers and parents.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Additional students will develop awareness and interest in this high wage/high skill industry. Industry partners will have a more skilled and educated workforce from which to hire.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity:33 Publication and Printing Costs

Current status, including – as appropriate – quantitative descriptions

We are developing and will need to print outreach materials, including brochures and posters.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

We intend to generate a lot of program enthusiasm and participation with our outreach materials.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity:34 Supplies/Materials

Current status, including – as appropriate – quantitative descriptions

We buy supplies and materials as needed to manage/coordinate the project.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

We will continue to need supplies and materials for grant management, curriculum development, outreach, etc.

Activity:35 Teacher and Faculty Externships in Business and Industry

Current status, including – as appropriate – quantitative descriptions

The college has 19 active industry partners. We plan to develop externships at WW utilities.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Externship opportunities will include job shadowing, tours, and exposure to the industry and industry professionals. Short industry externships will be pursued, but due to insurance liability issues, could be problematic.

Meetings are at WW facilities.

Activity:36 Travel - In state

Current status, including – as appropriate – quantitative descriptions

The project director and manager regularly attend state and local meetings to share information and learn best practices from other practitioners. SCOE and school district staff and teachers will also attend meetings to do same.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

We intend to attend CCCAOE and visit other community collaborative projects to incorporate their best practices into our activities.

Meetings are at SCC, SCOE, schools and WW utilities.

Activity:37 Travel - Out of state

Current status, including – as appropriate – quantitative descriptions

We have not traveled out of state to learn about other w/w teaching/learning activities including project based learning, curriculum and industry/school projects, partnerships and successes.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Should an important opportunity arise, we would like to be able to move forward.

Meetings are at SCC, SCOE, schools and W/W utilities.

Activity: 39 Work-based Learning (internships, cooperative education, school-based enterprises, job shadowing, etc.)

Current status, including – as appropriate – quantitative descriptions

We are currently providing industry tours for teachers, counselors and middle and high school students. We are developing contextualized project based learning activities for students with industry and college and school district faculty.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Provide middle and high school teachers and students with opportunities to visit and tour water and wastewater treatment plants and meet with professionals in the field. At least 10 opportunities during the length of the grant.

Meetings are at SCC, SCOE, schools and W/W utilities.

SECTOR SUMMARY

Enrollment Detail: Career Technical Education Course Program of Study.

- 1) Indicate course(s) anticipated within the CTE sector.
- 2) Not all enrollment possibilities need be reflected – only representative examples of typical anticipated enrollment patterns.
- 3) If the K-12 course is offered through dual enrollment/concurrent enrollment in a community college course, provide details in the “Methodology” description within this project online application.

SECTOR BUDGET

Budget Lines	Classification	Amount
1100	Academic Salaries, Instructional, Contract or Regular Status	0
1210	Academic Salaries, Noninstructional, Contract or Regular Status	25000
1220	Academic Salaries, Noninstructional, Contract or Regular Status	0
1230	Academic Salaries, Noninstructional, Contract or Regular Status	0

1240	Academic Salaries, Noninstructional, Contract or Regular Status	0
1410	Academic Salaries, Noninstructional, Other - Supervisor	0
1420	Academic Salarie , Noninstructional, Other - Project Director	0
1430	Academic Salaries, Noninstructional, Other - Counselor	0
1440	Academic Salaries, Noninstructional, Other - Other	0
2110	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Supervisor	0
2120	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Project Director	10000
2130	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Counselor	0
2140	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Other	0
2200	Classified and Other Nonacademic Salaries, Instructional Aides, Regular Status	0
2310	Classified and Other Nonacademic Salaries, Noninstructional, Other - Supervisor	0
2320	Classified and Other Nonacademic Salaries, Noninstructional, Other - Project Director	0
2330	Classified and Other Nonacademic Salaries, Noninstructional, Other - Counselor	0
2340	Classified and Other Nonacademic Salaries, Noninstructional, Other - Other	5000
2400	Classified and Other Nonacademic Salaries, Instructional Aides, Other	0
3000	Employee Benefits	10000
4000	Supplies and Materials	25370
5010	Other Operating Expenses and Services - Dues and Membership	0
5020	Other Operating Expenses and Services - Contract, Personal and Consultant Services	250000
5030	Other Operating Expenses and Services - Travel and Conference Expenses	20000
5040	Other Operating Expenses and Services - Other	0
6000	Capital Outlay	21000
7000	Other Outgo	0
	Direct Total	366370

	Indirect Total (not exceed 4% of Direct Total)	14630
	Total	381000

SECTOR DESCRIPTION
Sector: 13 Marketing, Sales, and Services

Activity:03 Advisory Councils

Current status, including – as appropriate – quantitative descriptions

SBDC and Community Collaborative Advisory Councils in place.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Council members will continue to develop activities, work with teachers and students, and meet on a quarterly basis.

Some meetings will take place at schools, career fairs, SCC, on the telephone, or at other facilities.

Activity:05 Career Exploration Development for 7th & 8th Graders

Current status, including – as appropriate – quantitative descriptions

Conducts Youth Business Plan competition.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Continue with Youth Business Plan competitions; one for middle school students, one for high school students and one for college students.

Meetings are at SCC and other facilities.

Activity:06 Career Guidance

Current status, including – as appropriate – quantitative descriptions

Provide 1 on 1 counseling for hs students.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Expand the number of students served.

Activity:23 Outreach Strategies to Encourage Student Participation

Current status, including – as appropriate – quantitative descriptions

The SBDC is involved in entrepreneurial activities with middle and high school teachers and students. The schools work with students to encourage their participation in Virtual Enterprise and Business Plan competition activities.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

The SBDC and advisory committee members will continue working with teachers and students to increase the number of student participants.

Meetings are at SCC and at other facilities.

Activity:30 Program External Coordination - Consultation with Business, Industry, Institutions of Higher Education, and Labor Organizations

Current status, including – as appropriate – quantitative descriptions

Work with business leaders and other colleges to provide one-on-one counseling for students, and judging for VE Trade fairs.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Will continue with same, while recruiting additional business leaders.

Meetings are at SCC and at other facilities.

Activity:33 Publication and Printing Costs

Current status, including – as appropriate – quantitative descriptions

Prints materials for meetings, events and outreach.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Will continue with same above.

Activity: 39 Work-based Learning (internships, cooperative education, school-based enterprises, job shadowing, etc.)

Current status, including – as appropriate – quantitative descriptions

This is an on-going activity. SBDC Business advisors will participate in the annual Bay Area International Virtual Enterprise Trade Fair.

Anticipated improvement or outcome, including – as appropriate – quantitative descriptions

Continue to support the Virtual Enterprise Trade Fair, which gives students an opportunity to experience real world entrepreneurship activities. Provides prof dev activities for Advisors by bringing them together with educators and students.

Meetings are at SCC and at other facilities.

SECTOR SUMMARY

Enrollment Detail: Career Technical Education Course Program of Study.

- 4) Indicate course(s) anticipated within the CTE sector.
- 5) Not all enrollment possibilities need be reflected – only representative examples of typical anticipated enrollment patterns.
- 6) If the K-12 course is offered through dual enrollment/concurrent enrollment in a community college course, provide details in the “Methodology” description within this project online application.

SECTOR BUDGET

Budget Lines	Classification	Amount
1100	Academic Salaries, Instructional, Contract or Regular Status	0
1210	Academic Salaries, Noninstructional, Contract or Regular Status	0
1220	Academic Salaries, Noninstructional, Contract or Regular Status	0
1230	Academic Salaries, Noninstructional, Contract or Regular Status	0
1240	Academic Salaries, Noninstructional, Contract or Regular Status	0
1410	Academic Salaries, Noninstructional, Other - Supervisor	0
1420	Academic Salarie , Noninstructional, Other - Project Director	0
1430	Academic Salaries, Noninstructional, Other - Counselor	0
1440	Academic Salaries, Noninstructional, Other - Other	0
2110	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Supervisor	0
2120	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Project Director	0
2130	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Counselor	0
2140	Classified and Other Nonacademic Salaries, Noninstructional, Regular Status - Other	0
2200	Classified and Other Nonacademic Salaries, Instructional Aides, Regular Status	0
2310	Classified and Other Nonacademic Salaries, Noninstructional, Other - Supervisor	0
2320	Classified and Other Nonacademic Salaries, Noninstructional, Other - Project Director	0

2330	Classified and Other Nonacademic Salaries, Noninstructional, Other - Counselor	0
2340	Classified and Other Nonacademic Salaries, Noninstructional, Other - Other	0
2400	Classified and Other Nonacademic Salaries, Instructional Aides, Other	0
3000	Employee Benefits	0
4000	Supplies and Materials	2000
5010	Other Operating Expenses and Services - Dues and Membership	16000
5020	Other Operating Expenses and Services - Contract, Personal and Consultant Services	0
5030	Other Operating Expenses and Services - Travel and Conference Expenses	0
5040	Other Operating Expenses and Services - Other	270
6000	Capital Outlay	0
7000	Other Outgo	0
	Direct Total	18270
	Indirect Total (not exceed 4% of Direct Total)	730
	Total	19000

PROJECT BUDGET SUMMARY

Budget Lines	Object of Expenditure	Amount
1000	Instructional Salaries	25,000
2000	Non-instructional Salaries	15,000
3000	Employee Benefits	10,000
4000	Supplies and Materials	27,370
5000	Other Operating Expenses & Services	286,270
6000	Capital Outlay	21,000
7000	Other Outgo	0
	Total Direct Costs	384,640
	Total Indirect Costs (Not to exceed 4% of Direct Costs)	15,360
	Total Costs	400,000

Please provide background on how project will meet the minimum 10% matching funds requirement (cash or in-kind).

Solano Community College will provide facilities, materials, faculty and staff resources to this project. Utilities and plants will provide tours and staff time. SCOE and our partner schools will provide facilities, materials and staff time. In-kind contributions will total at least \$40,000.

PROJECT BUDGET SUMMARY

Budget Lines	Object of Expenditure	Amount
1000	Instructional Salaries	1,000
2000	Non-instructional Salaries	15,000
3000	Employee Benefits	5,250
4000	Supplies and Materials	9,108
5000	Other Operating Expenses & Services	94,642
6000	Capital Outlay	0
7000	Other Outgo	0
	Total Direct Costs	125,000
	Total Indirect Costs (Not to exceed 4% of Direct Costs)	5,000
	Total Costs	130,000

Please provide background on how project will meet the minimum 10% matching funds requirement (cash or in-kind).

Solano Community College will provide facilities, materials, faculty and staff resources to this project. Utilities and plants will provide tours and staff time. SCOE and our partner schools will provide facilities, materials and staff time. In-kind contributions will total at least \$13,000.

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

TO: Members of the Governing Board

SUBJECT: MEMORANDUM OF UNDERSTANDING BETWEEN SOLANO COMMUNITY COLLEGE AND AMERICAN PUBLIC UNIVERSITY SYSTEM (APUS)

REQUESTED ACTION: INFORMATION/ACTION

SUMMARY:

This item is to inform the Board that the Superintendent/President will sign a Memorandum of Understanding with American Public University System (APUS) to allow students from Solano Community College to transfer credits earned at SCC to APUS with ease. Under the agreement, students meeting graduation requirements for CSUs and UCs are eligible for transfer as a block in certain chosen fields of study. For our students who are pursuing online studies, APUS provides the continuity they may seek.

APUS is a regionally accredited higher education institution serving the military and more recently the civilian population. Because of the tie to the military, APUS tuition is fixed at \$225 per unit and books are provided free of charge. APUS gives Solano Community College students an option among private institutions and a choice if they are not able to matriculate to one of the state institutions.

In the future, and working with the Academic Senate, the College may pursue a partnership with APUS. More time is needed to develop the partnership.

Government Code: _____ *Board Policy:* 6200 *Estimated Fiscal Impact:* \$ N/A
CEO Goal - Access and Retention: _____

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534-3197

ADDRESS

(707) 864-7112

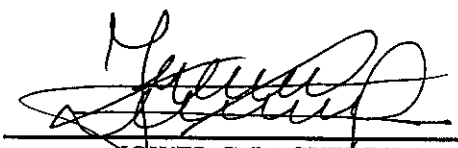
TELEPHONE NUMBER

Administration

ORGANIZATION

May 6, 2011

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



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

May 6, 2011

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**TRANSFER AGREEMENT BETWEEN AMERICAN PUBLIC UNIVERSITY SYSTEM
AND
SOLANO COMMUNITY COLLEGE**

THIS TRANSFER AGREEMENT is made and entered into this May 15, 2011 by and between Solano Community College (SCC), and American Public University System ("APUS") (individually a "Party" and collectively the "Parties").

DESCRIPTION OF THE PARTIES

American Public University System includes American Public University (APU) and American Military University (AMU) and serves more than 80,000 learners worldwide. APUS's relevant curriculum, affordability, and flexibility help students pursue degrees in subjects ranging from homeland security to management and liberal arts. American Public University System is regionally accredited by the Higher Education Commission (HLC) of the North Central Association and nationally accredited by the Accrediting Commission, Distance Education and Training Council. The APUS mission includes expanding access to higher education and preparing graduates for service and leadership in a diverse, global society.

Solano Community College is part of California's public community college system of 112 campuses in 72 districts across the state. The College's service area encompasses the communities of Benicia, Dixon, Fairfield, Suisun, Vacaville, Vallejo and Travis Air Force Base as well as Winters in Yolo County. Flexible scheduling, designed for students' convenience, includes day, evening and Saturday classes, held on and off the campus, and via the Internet, television, home study and travel study. The current student population of over 12,000 is evenly divided between day and evening. SCC is accredited by the Accrediting Commission of the Western Association of Schools and Colleges. The SCC mission is to provide the highest quality academic, occupational, cultural, developmental, and continuing education programs that are dedicated to the achievement of student learning outcomes and responsive to the needs of our community.

AGREEMENT

American Public University System and Solano community College hereby agree as follows:

1. Eligibility

- a. Students who were conferred a designated transfer AA or AS degree (IGETC) by SCC on or after May 1, 2010 and enrolled at APU into an eligible Baccalaureate degree without selecting a concurrent minor or certificate.

SCC who graduated prior to May 1, 2010 may benefit from a credit review from the Transfer Credit Evaluation (TCE) Center.

- b. Only SCC students who are admitted to APU on or after May 15, 2011 are eligible for this block agreement. Students already enrolled at APU prior to May 15, 2011 are not eligible for the block transfer. Students enrolled prior to May 15, 2011 may benefit from a TCE review.
 - c. SCC students are eligible for this block transfer agreement regardless of where they completed all of their previous courses for their SCC degree, as long as the degree was earned from SCC per the eligibility requirements above.
2. **Award**
- a. Eligible SCC graduates will be granted junior status at APU and the degrees will transfer as a block.
 - b. SCC students transferring under a block agreement are not eligible for any other transfer credit outside of the block award, and will not receive course credit to fulfill any specific course requirements outside of the block award, regardless of what courses student previously completed.
 - c. Any program academic changes made by APU will not affect SCC students CURRENTLY ENROLLED at APU at the time of the program change and they will be subject to original requirements that were in effect at the time the student enrolled in an APU program.
3. **Graduate School Voucher** - APUS will extend to SCC full-time employees a graduate studies book voucher.
4. **Length of Agreement** – This agreement will become effective upon the execution of signatures by the responsible authority for each institution and will last for a maximum of three (3) years, after which time both institutions will undertake renegotiation of the agreement.
- a. Both APUS and SCC agree to provide written notice of at least one full academic year in advance of termination.
 - b. APUS reserves the right to alter the format of the transfer block, based on a change of APU program requirements, as long as the SCC graduate is awarded 60 hours upon transferring to APU and is granted junior standing.
5. **Non – Competition** - APUS will not market or promote to SCC students any lower division courses that SCC is scheduled to teach during the period of the Transfer Agreement.
6. **Transfer Feedback** – Starting at the end of the second year of the agreement APUS will provide aggregate statistical reports on students who transfer from SCC to APUS. This report will contain at a minimum: GPA of the transferred class, graduation, and degree achieved.

In Witness whereof, the Parties hereto have executed this MOU as of the date first mentioned above by their authorized representatives.

Solano Community College

By:

Name: Jowel C. Laguerre, Ph.D.

Title: Superintendent-President

Date:

American Public University System

By:

Name: Wallace E. Boston, Jr., Ed. D.

Title: President and CEO

Date:

APU DEGREE	Eligible SCC Degree	Hours Awarded*
General Studies	Any AA or AS Degree (IGETC)	60
History	Any AA or AS Degree (IGETC)	60
Intelligence Studies	Any AA or AS Degree (IGETC)	60
Management	Any AA or AS Degree (IGETC)	60
Marketing	Any AA or AS Degree (IGETC)	60
Security Management	Any AA or AS Degree (IGETC)	60
Information Systems Security	Any A.S. Degree (IGETC)	60
Sports and Health Sciences	Any A.S. Degree (IGETC)	60

APU DEGREE	Eligible SCC Degree	Hours Awarded*
Business Administration	AS, Business-General (IGETC)	60
Child & Family Development	AS, Early Childhood Education (IGETC)	60
Criminal Justice-General	AS, Criminal Justice (IGETC)	60
Criminal Justice-Other	AS, Criminal Justice (IGETC)	60
English	AA, English (IGETC)	60
International Relations	AA, International Relations (IGETC)	60
Political Science	AA, Political Science (IGETC)	60
Psychology	AA, Psychology (IGETC)	60
Sociology	AA, Sociology (IGETC)	60
Transportation and Logistics Management	AS, Management (IGETC)	60
Information Technology Management	AS, Computer & Information Science (IGETC)	60
Fire Science Management	AS, Fire Technology (IGETC)	60

* Students must select remaining courses at APU at the upper level (300-499)

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CHILDREN'S PROGRAM FUNDING
REQUESTED ACTION: INFORMATION

SUMMARY:

Christie Speck, Director of the Children's Programs, will present information about the impact of the California State Budget trailer bills signed into law in March 2011. A 25% reduction to the general childcare funding and a 19% reduction to the preschool funding will result in changes to the service delivery options.

The Governing Board will be given an approximate idea of how the program plans to operate in 2011-2012 as a result of the loss of funding from the California Department of Education Child Development Division.

Government Code: Board Policy: Estimated Fiscal Impact: \$160,000.00

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Christie Speck, Director
Children's Programs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7183

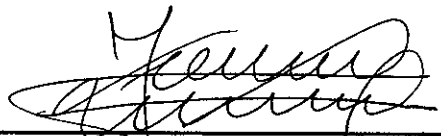
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

May 6, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

May 6, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: RESPONSES TO 2009-10 DISTRICT AUDIT FINDINGS
REQUESTED ACTION: INFORMATION

SUMMARY:

The Board accepted the District's 2009-10 annual financial audit report at its February 16, 2011 regular meeting. The issuance of the audit report contained five current year findings and one from the prior year. At the direction of Dr. Jowel Laguerre, Superintendent-President, the Fiscal and Compliance Council (FCC) created an Audit Compliance Checklist to document staff's response in addressing and resolving the 2009-10 financial audit findings. Each area's responsible manager provided a status update to the FCC and reported full compliance and resolution of the finding or substantial progress towards full completion. Attached for the Board's information is the checklist.

Government Code: *N/A* Board Policy: *3005 & 3070* Estimated Fiscal Impact: *\$ N/A*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

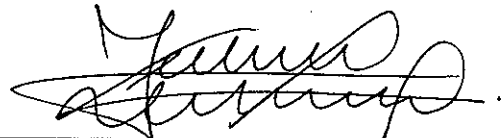
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

May 6, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

May 6, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

FISCAL & COMPLIANCE COUNCIL – 2009-10 AUDIT COMPLIANCE CHECKLIST

2009-10 Audit Item	Responsible Area / Managers	Date FCC Reviewed	Date Sent to Manager	Date for Status Update to FCC	Comments	Date for Status to Governing Board	Final Target Date of Completion
2010-1 Finding: Internal Control-Safeguarding of Assets. Significant Deficiency	VP Yulian Ligioso, Director Susan Foft	3/2/11	3/9/11	4/13/11	Susan reported on status of bank reconciliations. By June all bank recon's should be caught up.	5/18/11	6/30/11
2010-2 Finding: Year-End Closing Process. Material Weakness	VP Yulian Ligioso, Director Susan Foft	3/2/11	3/9/11	4/13/11	Susan reported on year-end campus memo, internal procedures being created and staff getting trained.	5/18/11	6/30/11
2010-3 Finding: R2T4 Issue: Student Financial Aid Cluster, Pell Grants-CFDA#84.063. Significant Deficiency, Internal Control Over Compliance	EVP Arturo Reyes, Arthur Lopez, Interim Dean of Enrollment Management/Financial Aid	3/2/11	3/9/11	4/13/11	Art Lopez reported full compliance with required reporting. Staff training conducted and correct Banner set-up done.	5/18/11	6/30/11
2010-4 Finding: Concurrent Enrollment. Significant Deficiency	EVP Arturo Reyes and Barbara Fountain, Director of Admissions & Records	3/2/11	3/9/11	4/27/11	Barbara Fountain reported finding is fixed and resolved in Banner. K-12 students taking 12 or more units are automatically assessed full fees, per Ed. Code. Seven students were affected, over three terms.	5/18/11	6/30/11
2010-5 Finding: Health Fee Exemptions. Significant Deficiency	EVP Arturo Reyes, Curriculum Office, Mostafa Ghous, Director of Student Development, Shirley Lewis, Dean, Vacaville Center	3/2/11	3/9/11	4/27/11	Mostafa Ghous reported verbiage exists online on the website under the following links. Under Fees/Refunds: http://www.solano.edu/oar/fees_refunds.html	5/18/11	6/30/11

PRIOR YEARS' FINDING: Bank Reconciliation-Internal Controls	VP Yulian Ligioso, Director Susan Foft	3/2/11	3/9/11	4/27/11	<p>See Health Fee and click on "Health Fee Exemptions" http://www.solano.edu/oar/0910/Health%20Fee%20Exemptions.pdf</p> <p>Also reported information was forwarded to be published in the in the 2011-12 catalog under the fees section. Because catalog is issued every other year, FCC directed publishing info in the class schedule—starting with spring 2012.</p> <p>Susan Foft reported Judy Yu, new Acctng Manager, has immediately begun working on recon's. Both Susan & Judy to document the process for the staff for training purposes.</p>	5/18/11	6/30/11
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AGENDA ITEM 16.(c)
MEETING DATE May 18, 2011

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CCFS-311Q FINANCIAL REPORT, THIRD QUARTER,
FY 2010-11
REQUESTED ACTION: INFORMATION

SUMMARY:

AB 2910, Chapter 1486, Statutes of 1986, requires California Community College Districts to report quarterly on its financial condition. The CCFS-311Q quarterly financial report for the third quarter of FY 2010-11 is attached for the Board's review and information.

Government Code: California Code of Regulations (CCR) 58305(d) *Board Policy: 3020* *Estimated Fiscal Impact: N/A*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

May 6, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

May 6, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD 

Fiscal Year: 2010-2011

Quarter Ended: (Q3) Mar 31, 2011

District: (280) SOLANO

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Yulian Ligioso

CBO Phone: 707-864-7000

CBO Signature: 
Date Signed: 5/12/2011

Chief Executive Officer Name: Jewel C. Laguerre

CEO Signature: _____
Date Signed: _____

Electronic Cert Date: 05/12/2011

District Contact Person

Name: Susan Foft

Title: Director/Fiscal Services

Telephone: 707-864-7000

Fax: 707-646-2066

E-Mail: susan.foft@solano.edu


California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 atalig@ccco.edu or Tracy Britten (916)323-6899 tbritten@ccco.edu
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**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD 

Fiscal Year: 2010-2011

Quarter Ended: (Q3) Mar 31, 2011

District: (280) SOLANO

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected 2010-2011
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	48,967,691	50,379,704	49,621,228	49,809,107
A.2	Other Financing Sources (Object 8900)	1,001,646	-98,637	12,500	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	49,969,337	50,281,067	49,633,728	49,809,107
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	50,216,581	51,089,894	51,585,037	50,268,166
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	140,493	220	69,914	0
B.3	Total Unrestricted Expenditures (B.1 + B.2)	50,357,074	51,090,114	51,654,951	50,268,166
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-387,737	-809,047	-2,021,223	-459,059
D. Fund Balance, Beginning					
D.1	Prior Year Adjustments + (-)	0	-1,275,440	1,808,627	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	5,891,820	4,228,643	5,228,223	3,207,000
E.	Fund Balance, Ending (C. + D.2)	5,504,083	3,419,596	3,207,000	2,747,941
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	10.9%	6.7%	6.2%	5.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	9,101	9,369	9,620	9,398
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2007-08	2008-09	2009-10	2010-2011
H.1	Cash, excluding borrowed funds		832,064	462,194	3,584,790
H.2	Cash, borrowed funds only		1,900,000	0	5,007,750
H.3	Total Cash (H.1+ H.2)	3,048,660	2,732,064	462,194	8,592,540

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget {Col. 1}	Annual Current Budget {Col. 2}	Year-to-Date Actuals {Col. 3}	Percentage {Col. 3/Col. 2}
Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	49,809,107	49,809,107	34,678,669	69.6%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	49,809,107	49,809,107	34,678,669	69.6%
Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	50,268,166	50,268,166	37,227,048	74.1%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	0	0	0	
J.3	Total Unrestricted Expenditures (J.1 + J.2)	50,268,166	50,268,166	37,227,048	74.1%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-459,059	-459,059	-2,548,379	
L.	Adjusted Fund Balance, Beginning	3,207,000	3,207,000	3,207,000	
L.1	Fund Balance, Ending (C. + L.2)	2,747,941	2,747,941	658,621	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	5.5%	5.5%		

V. Has the district settled any employee contracts during this quarter?

NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled	Management	Academic	Classified

(Specify) YYYY-YY	Permanent				Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPS, etc.)? YES

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

The 03/31/2011 cash balance was positive, meaning the district did not need to invoke provisions of Government Code section 23010, Subdivision (b), authorizing the County to advance up to 85% of the District F 2010/11 anticipated revenues. Fiscal year to date apportionments totaling 28,392,159 were received by the end of the third quarter. Cash flow remains a matter of concern for the district and assistance from the County, under the provisions of Article XVI, Section 6 of the California Constitution is a continuing resolution for the 2010/11 fiscal year.

VII. Does the district have significant fiscal problems that must be addressed? This year? YES
Next year? YES

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

Student access remains a priority while resources continue to decline. The District budget was adopted by the Board on September 15, 2010. The adopted budget included no COLA once again, and due to the uncertainty of state revenue and the possibility of the state budget discussions being reopened midyear in 2010/11, no growth funding was included. This is the third year of essentially level revenue budgets as certain fixed costs continue to rise for the District. In order to stay even under these circumstances, the district continues to seek ways to cut discretionary expenditures by approximately \$1M per year to maintain a balanced budget. In the 3rd quarter 2010/11 the District issued a mandatory cut to discretionary spending. There is no question this ultimately impacts quality and quantity of service delivery.

In anticipation of potential cash shortfalls, and pursuant to Education Code Section 85220, the District petitioned the Solano County Board of Supervisors to invoke Article XVI, Section 6, of the California Constitution, to permit temporary transfers of funds of up to eighty-five percent of the District's anticipated annual revenues. The petition was granted in mid April 2011.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: PROPOSED 2011-2012 GOALS FOR SOLANO
COMMUNITY COLLEGE DISTRICT GOVERNING
BOARD AND SUPERINTENDENT-PRESIDENT

REQUESTED ACTION: INFORMATION

SUMMARY:

Preliminary discussion of goals for the 2011-2012 academic year began at the April 20, 2011, Board Retreat. The attached proposed 2011-2012 goals for the Governing Board and Superintendent-President of the Solano Community College District are the result of the work conducted at that time.

The goals, as presented, have been reviewed by the Superintendent-President's Cabinet.

This item will return to the Board for approval at the June 15, 2011, meeting.

*Government Code: 54957(b) Board Policy: 1057 and 2030 Estimated Fiscal Impact: \$ N/A
California Education Code Section 71020.5*

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

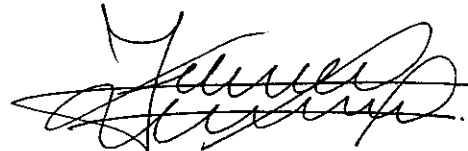
ADDRESS

(707) 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

May 6, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

May 6, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT



OFFICE OF THE SUPERINTENDENT/PRESIDENT

BOARD OF TRUSTEES GOALS
2011-2012

Goals	Activity and Expected Outcomes	Timeline	Outcomes and Results
Support Board development	<ul style="list-style-type: none"> a. Four presentations on issues of national importance to be presented to the board b. Four work sessions to be held for issues of importance to the college community, involving all stakeholders c. Conduct a formal survey of Board for interests in development activities 	<ul style="list-style-type: none"> June 2011 October 2011 January 2012 April 2012 September 2011 November 2011 February 2012 May 2012 July 2011 March 2012 (for following year) 	
Provide opportunities for Board advocacy	<ul style="list-style-type: none"> a. Fifty percent of board members to participate in advocacy at local, state and national levels b. Clarify relationships between Board of Trustees and Foundation Board 	<ul style="list-style-type: none"> April 2012 September 2011 	

		<ul style="list-style-type: none"> c. Hold joint meeting between Foundation Board and Board of Trustees once or twice a year d. Participate in resource identification for the foundation 	<p>November 2011</p> <p>April 2012</p>	
Improve meeting efficiency	<ul style="list-style-type: none"> a. Reform agenda to allow time for board in-depth discussions b. Reduce presentations times for board meetings c. Discuss long-term ideas for board understanding prior to votes 	<p>June 2011</p> <p>June – October 2011</p> <p>August 2011</p>		
Assist and support CEO	<ul style="list-style-type: none"> a. Provide timely and no surprise feedback to CEO b. Support CEO's actions by providing policy directions and support 	<p>June 2011-April 2012</p> <p>May 2011-April 2012</p>		
Lead the college to fiscal stability	<ul style="list-style-type: none"> a. Support college efforts that improve fiscal picture b. Provide support for college budget challenges 			

Submitted to Governing Board for Information May 18, 2011



SUPERINTENDENT-PRESIDENTS GOALS

2011-2012

Goals	Activity and Expected Outcomes	Timeline	Outcomes and Results
Explore recruitment of international students	Develop a concept for the recruitment and matriculation and service for International students.	March 2012	
Ensure fiscal stability of the district	Provide leadership for a balanced budget for the 2011-2012 fiscal year.	December 2011	
Prepare accreditation report	Provide leadership for the completion of the report and for the site visit	August and October 2011	
Complete reorganization of Academic Affairs	Provide leadership for the completion of the reorganization: a. Deans' assignments b. Classified assignments	August 2011	
Improve quality access for students	Engage Student Services in re-examining its processes for students' intake	April 2012	
Improve retention opportunities for students	Funding permitted, explore avenues to improve student retention and completion	January 2012	
Explore the initiation of Middle College High Schools	Visit similar schools and present a plan to the board	January 2012	



SUPERINTENDENT-PRESIDENTS GOALS

2011-2012

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