



AGENDA

~ PLEASE NOTE ~

The **Governing Board Audit Subcommittee** will meet prior to the Board Meeting at 3:30 p.m., in the Administration Building, Room 626, Solano Community College, located at 4000 Suisun Valley Road, Fairfield, CA 94534, to discuss the 2010-11 District Financial Audit. Members of the public will be permitted to directly address the Committee on this item prior to its consideration of the item.

SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

Notice of Regular Meeting
Wednesday, December 21, 2011

7:00 p.m.

Solano Community College
Administration Building, Room 626
4000 Suisun Valley Road
Fairfield, CA 94534-3197

Please Note: SCCD Governing Board Meetings are **recorded** per Government Code Sections 54953.5 and 54953.6 and Education Code Section 72121(a). Recordings shall be subject to inspection by members of the public in accordance with the California Public Records Act, Government Code Section 6250. Members of the public may address the Board on any item within the Board's jurisdiction. Cards which must be completed requesting to address the Board are available at the press table and must be submitted to the Board Secretary at the meeting. Persons addressing items included on the agenda will be heard at the time the item is considered. Persons requesting to address items or subjects that are not on the agenda will be heard under the agenda item, "Comments from Members of the Public." **Except as extended by the Board President or action of the Board, individuals shall be limited to three (3) minutes on any one (1) topic or item. (SCCD Board Policy 1042).** The Board cannot take action on any items not on the agenda unless authorized by law. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on a future agenda. The Board reserves the right to modify the order of business in the manner it deems appropriate. As a courtesy to others, please turn off cell phones or pagers.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**
3. **ROLL CALL**

Denis Honeychurch, J.D., President
A. Marie Young, Vice President

Sarah E. Chapman
James M. Claffey
Pam Keith
Phil McCaffrey
Rosemary Thurston
Student Trustee - Vacant
Jowel C. Laguerre, Ph.D., Secretary

4. APPROVAL OF AGENDA

5. ANNUAL ORGANIZATIONAL MEETING OF THE GOVERNING BOARD, Page 1

- (a) Election of Governing Board Officers for the 2011-12 Year – President, Vice President and Appointment of Secretary
- (b) Establishment of Dates, Time, and Location of Governing Board Meetings
- (c) Selection of Representative to the Solano County School Boards Association

6. COMMENTS FROM MEMBERS OF THE PUBLIC

7. REPORTS (NO ACTION REQUIRED):

- (a) Academic Senate
- (b) Shared Governance Council
- (c) Superintendent

8. CONSENT AGENDA – ACTION ITEMS

All matters listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff or the public request specific items to be discussed and/or removed from the Consent Agenda. Time will be provided before the vote for clarification questions on any item under the Consent Agenda. Clarification questions may be asked without removing an item from the Consent Agenda.

Superintendent-President

- (a) Minutes for the Board Study Session held December 7, 2011, will be approved at a future meeting.

Human Resources

- (b) Employment – 2011-2012; Gratuitous Service; Approval of Reclassifications, CSEA, Chapter #211, Page 3

Finance and Administration

- (c) Personal Services Agreements, Page 8
- (d) Professional Services Contract, Page 11
- (e) Warrant Listings, Page 17

Academic and Student Affairs

- (f) Contract Amendment Small Business Development Center (SBDC) Jobs Bill Funding, Page 18
- (g) Contract Amendment for Small Business Development Center (SBDC) SBA Funding, Page 22
- (h) Memorandum of Understanding Between Bay Area Clean Water Agencies and Solano Community College District, Page 26
- (i) Renewal of the Agreement to Provide Services Between Solano Community College District and the Regents of the University of California, Page 29

9. ITEMS REMOVED FROM CONSENT AGENDA

10. RETIREMENTS OF STAFF WITH 10 OR MORE YEARS OF SERVICE

- (a) Resolution Honoring Shirley Gunn, Page 39
- (b) Resolution Honoring Maria Panduro, Page 41
- (c) Resolution Honoring Sheryl Scott, Page 43

11. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

- (a) Proclamation from Solano Community College District Commemorating the Seventieth Anniversary of Pearl Harbor Day and Honoring all World War II Veterans, Resolution 11/12-11, Page 46
- (b) Resolution in Support of Senate Constitutional Amendment (SCA 5), Resolution No. 11/12-12, Page 49

Finance and Administration

- (c) Change Order No. 01 to PALS (Professional Asbestos & Lead Services, Inc.), Page 52
- (d) Designation and Disposal/Disposition of District Surplus Equipment and Property, Resolution No. 11/12-13, Page 53

Academic and Student Affairs

- (e) Aldea Children and Family Services, Page 55
- (f) Sabbatical Leave Recommendations for Academic Year 2012-2013, Page 57

12. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

- (a) New Job Descriptions – Admissions & Records Analyst and Student Services Customer Service Representative, Page 58

13. INFORMATION ITEMS – NO ACTION REQUIRED

- (a) Report on the Status of Solano Community College Employee Evaluations, Page 68
- (b) First Reading – Review of Student Services Policies, Series 5000, Page 69

14. ANNOUNCEMENTS

15. ITEMS FROM THE BOARD

16. CLOSED SESSION

Closed Session may be held as authorized by law for matters including, but not limited to conference with labor negotiator, public employment (public employee discipline, dismissal and release); potential litigation, purchase, sale, exchange or lease of real property.

- (a) Conference with Labor Negotiator
Agency Negotiator: Sandra Dillon
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release
(Additional information required.)
- (c) Public Employee Performance Evaluations (Government Code 54954.5(e))
Title: Executive Vice President, Academic and Student Affairs
Vice President, Finance and Administration

Executive Director, Institutional Advancement
Center Dean, Vacaville
Center Dean, Vallejo

17. **RECONVENE REGULAR MEETING**
18. **REPORT OF ACTION TAKEN IN CLOSED SESSION**
19. **ADJOURNMENT**

Non-confidential materials related to an item on this Agenda submitted to the Board of Trustees after distribution of the agenda packet are available for public inspection in the Office of the Superintendent-President in the Administration Building, Room 621, 4000 Suisun Valley Road, Fairfield, California 94534. Non-confidential materials provided at time of publication are available on the Solano College Web site at www.solano.edu for public inspection.

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