

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES  
October 1, 2014

1. CALL TO ORDER

A Board Study Session of the Solano Community College District Governing Board was called to order at 7:00 p.m., on Wednesday, October 1, 2014, in the Back-Half of the Cafeteria, located at 4000 Suisun Valley Road, Building 1400, Fairfield, California 94534, by Board President Pam Keith.

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

At the request of Board President Keith, Dr. Shirley Lewis, Chief Student Services Officer, led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Pam Keith, President  
A. Marie Young, Vice President  
Monica Brown  
Sarah E. Chapman, Ph.D.  
Denis Honeychurch, J.D.  
Michael A. Martin  
Rosemary Thurston  
Naser J. Baig, Student Trustee  
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

None

Others Present:

Shirley Lewis, J.D., Chief Student Services Officer  
Yulian Ligioso, Vice President, Finance and Administration  
Leigh Sata, Executive Bonds Manager  
Diane M. White, Interim Vice President, Academic Affairs  
Judy Spencer, Chief of Staff

4. APPROVAL OF AGENDA

Dr. Jowel Laguerre, Superintendent-President, made the following specific corrections to the Agenda:

Item 10.(c) – Report on Transfer and Articulation Agreements was pulled.

Item 12.(a) - Service Contract with Paul Cheng for International Student Marketing and Recruitment, Page 12, was pulled.

Moved by Vice President Young and seconded by Trustee Thurston to approve the Agenda as corrected. The motion carried unanimously.

Board President Keith announced the order of business on the Agenda would be modified. Agenda Item 11.(a) Accreditation Midterm Report was discussed first on the agenda after comments from members of the public.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Keith recognized Professor Jim DeKloe, President, Solano College Faculty Association, who requested to comment on the Accreditation Midterm Report.

Professor DeKloe commended Dr. Dambrosio for her efforts in completing the Midterm Report. Having recently broken her leg; (“thankfully not her hand,” he said), she continued writing with a District laptop. We are currently off all sanctions, and about 40% of the colleges in our area cannot say that. As the document is currently written, it accurately reflects our situation at the College. Professor DeKloe thanked Dr. Dambrosio and her coworkers for their hard work on behalf of the College.

Board President Keith recessed the Board Study Session at 7:30 p.m.

6. CLOSED SESSION

(a) Conference with Labor Negotiator

Agency Negotiator: Yulian Ligioso, Vice President, Finance and Administration

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

(b) Public Employee Discipline/Dismissal/Release

(c) Public Employee Performance Evaluation – Superintendent-President

Board President Keith called the Closed Session to order at 7:35 p.m.

7. RECONVENE REGULAR MEETING

Board President Keith reconvened the Board Study Session at 8:17 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

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

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

Board President Keith reported the Board discussed Public Employee Performance Evaluation – Superintendent/President in Closed Session, and no action was taken.

9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

There were no comments from members of the public.

10. REPORTS (NO ACTION REQUIRED):

(a) AT&T Presentation for Academic Success Center and SCC Educational Foundation Annual Report

*Facilitated by Rhunette Alums, AT&T External Affairs, AT&T Corporation; and Curt Johnston, Executive Director, Solano Community College Educational Foundation*

Mr. Johnston introduced Ms. Rhunette Alums who presented a ceremonial check from AT&T in the amount of \$10,000 to support the Academic Success Center. This is a continuation of support from AT&T, who funded our Trailblazers program in the amount of \$25,000. AT&T continues to seek ways in which to support the College. It is clear that their priority is to support students in areas where there is the most need. This \$10K contribution allows focus on Math and Science for our students.

Ms. Alums commented that it is a delight for AT&T to support students at Solano Community College. “AT&T made this contribution because we believe in what the College is trying to do,” she said. In terms of how we connect with the college, a couple of weeks ago AT&T opened up their newly designed retail “Store of the Future” in Vallejo—one of three in the state. There was opportunity to hold a job fair and AT&T was able to hire students from Solano College to work in the new store. One of the things AT&T is always looking to identify are talent pools, and right now it is in their retail stores, and those employees are eligible for tuition reimbursement and transfer, taking them to places they never dreamed they could go. Ms. Alums again thanked the College for this relationship. There was applause from those present in the audience,

Curt Johnson gave a PowerPoint presentation on the Educational Foundation Annual Report. The Foundation was established in 1985 to support students and educational excellence at SCC. The College provides funds and the Foundation reimburses the College through fundraising. Foundation activities are continued development of organizational resources, i.e., three Board

members recruited; currently 14 voting members with a goal of 25, plus the Advisory Board. A Web site has been established for Foundation marketing, i.e., foundation.solano.edu. Handouts have expanded information about the Foundation, programs, and the golf tournament; together with compelling stories from former students, instructors, and featuring of the Biotech program. A report was given on Foundation business outreach, public outreach, scholarship awards, assistance to the College, and special events/graduation--past and future. Mr. Johnston gave an update on the finances of the Foundation, together with the many monetary contributions to the College.

In conclusion, Mr. Johnston stated the Foundation supports the College in intangible ways, as well as with good will generated through outreach to the local Chambers and businesses; creation of “Celebrate SCC” and Distinguished Alumni Awards. Branding and an image campaign will set the stage for the annual endowment fund campaigns. The 2014-2015 Foundation budget includes full reimbursement to the College per the Master Agreement.

Next year, the Foundation will commemorate “Celebrate SCC 2015” – our 70<sup>th</sup> Anniversary. The luncheon formerly enjoyed will be turned into an anniversary gala, in combination with the awards banquet. The date will be sometime in May 2015 with more details to come.

*A full and complete copy of the PowerPoint presentation is available for review in the Office of the Superintendent-President and the Office of the SCC Educational Foundation..*

(b) Office of Admissions and Records (OAR) Update

*Facilitated by Barbara Fountain, Associate Dean, Admissions, Assessment & Scheduling*

Associate Dean Fountain reported to the Board on the current areas of emphasis in the Office of Admissions and Records, i.e., exceptional customer service, stability, and future plans. The turning point was back in 2008 when Banner went live. “Many things have changed since then. We are proud of the good work we have accomplished since that time, and are still working to be better,” she said.

Quality and efficiency is always a focus. We still have challenges for students, but with a team approach and collaboration with constituents across the campus, we are making it better for students on a regular basis.

Phones were a major controversy this past year. We were losing calls each semester, together with fairly long wait times, which were unacceptable. We continue to embrace the relationship with the Centers’ staff, who have quieter and more downtimes during their work cycle, who are trained to answer all the same questions that would normally be addressed in A&R. It is a paradigm shift for staff, but work continues in order to assist them in their new roles.

Ms. Fountain distributed to the members of the Board a packet that identifies the daily tasks performed by A&R—things that have to happen on a daily basis, along with the identified projects. The reorganization in A&R has been controversial at times, especially since there have

been two in the past five years, but the sole purpose remains constant—“to do a better job to work more strongly as a team and serve students better.”

Board President Keith thanked Ms. Fountain for her update to the Board.

(c) Transfer and Articulation Agreements

*Facilitated by Jocelyn Mouton, Interim Dean, Counseling/Special Services; and Robin Arie-Donch, Counselor*

This item was pulled from the agenda.

(d) Senate Bill 850 Offering Baccalaureate Degrees at California Community Colleges

*Facilitated by Jowel C. Laguerre, Ph.D., Superintendent-President*

Dr. Laguerre reported that Governor Brown has signed SB 850 into law. This historic legislation makes California the 22<sup>nd</sup> state to authorize the community college Bachelor’s degree option. The bill authorizes 15 community college districts to offer Bachelor’s degrees that do not duplicate those offered by U.C. or CSU institutions in select workforce majors starting January 1, 2015 and ending July 1, 2023. At some point in time, fairly soon, Solano Community College will need to make a decision if the College is interested in participating in this pilot program. If the Board wants us to do this, programs to be offered will be identified and will apply for System approval. Dr. Laguerre commented that it was disappointing that nursing was not included in this opportunity. Although SB 850 initiates a pilot, the success of these programs and student demand will inevitably cause the pilot to expand into more colleges and more programs, which is exactly what has happened in other states.

A resolution will come to the Board for approval October 15 that encourages Chancellor Brice Harris and the Board of Governors of the California Community Colleges to proceed with an ongoing dialogue with the California State University and the University of California systems regarding this opportunity, while also establishing collaboratively the criteria and processes for individual colleges to offer baccalaureate degrees.

11. NON-CONSENT AGENDA – ACTION ITEMS

(a) Accreditation Midterm Report

The College has been working on a Midterm Report in response to the ACCJC action letter dated February 7, 2014, requiring that the College demonstrate recent changes implemented have resolved deficiencies and standards have been sustained.

Dr. Annette Dambrosio, Accreditation Coordinator, presented to the Board for approval the Accreditation Midterm Report to be submitted to the ACCJC by October 15, 2014. A copy was provided to the Board under separate cover. A complete copy was available for review on the Solano College Web Site at: [http://www.solano.edu/governing\\_board/meetings.php](http://www.solano.edu/governing_board/meetings.php).

Dr. Dambrosio reported that late Tuesday afternoon she received a call from Trustee Chapman with some suggested changes that would infer a special meeting will be necessary for the Board to approve the final Midterm Report as revised. Vice President Young also had “hard copy “of suggested changes that she wanted to be included. In order to have adequate time to make the recommended changes by trustees, edit, prepare flash drives, and format charts, Dr. Dambrosio suggested a special called meeting was necessary, and that she could have the final revisions available for review by the Board and public by October 6. She stated any additional changes by the Board were welcome and offered her cell number to Board members that would like to discuss the report further.

Moved by Vice President Young and seconded by Trustee Chapman to hold a special meeting on Wednesday, October 8, 6:30 p.m., at 360 Campus Lane, Fairfield, California, to approve the final Midterm Report. The motion carried unanimously.

12. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

- (a) Service Contract with Paul Cheng for International Student Marketing and Recruitment

This item was pulled from the agenda.

13. INFORMATION ITEMS – NO ACTION REQUIRED

- (a) Memorandum of Understanding between Solano Community College District and Dixon Unified School District for Collaborative Educational Opportunities

Solano Community College District (SCCD) and Dixon Unified School District (DUSD) have been working on an agreement to implement collaborative educational opportunities. This program started last January, and both DUSD and SCCD are interested in furthering this collaborative partnership.

This was the first reading of the amended MOU. Since the initial review in June, the MOU has been shared with constituent groups and vetted by legal counsel. The recommended changes by the Board will be incorporated into the final MOU that will come back to the Board for approval October 15, 2015.

14. ITEMS FROM THE BOARD

Dr. Jowel Laguerre announced that we will begin the scheduling process for Counseling 101 prior to approval of the policy on these courses, but will not offer them (run them) until after the Board has voted on them.

Dr. Laguerre asked the Board to please RSVP with Judy Spencer as soon as possible their interest in attending the 4<sup>th</sup> Annual Stars and Stripes Salute to Doolittle to be held Saturday, October 18, 5:30 – 9:30 p.m., aboard the USS Hornet Museum located at 707 W. Hornet Avenue, Pier 3, in Alameda, California.

The Board was reminded of the Solano Community College Ribbon Cutting Ceremony for the temporary automotive facility in Vallejo on Thursday, October 9, 2014 at 5:00 p.m., 1301 George Street, Vallejo.

Vice President Young reported that she attended the following College and community events:

September 2014

- 20** - SCCD Employees Picnic sponsored by Kaiser Permanente at Fairfield Campus.
- 20** - Vallejo Symphony performance at Hogan Middle School in Vallejo.
- 22** - Vallejo Interagency Committee meeting.
- 23** - Lunch at the Front Room in Vallejo with I/VP Diane White, Leigh Sata, Bonds Executive; Dr. Jowel Laguerre, Superintendent-President; President Ruben Armiñana, Sonoma State University President, and Andrew Rogerson, Provost, Vice President for Academic Affairs and Chief Academic Officer for SSU.
- 23** - Vallejo City Unified School District (VCUSD) Measure E Bond Campaign Committee meeting.
- 26** - SCCD Fall Principals' Breakfast at the Vallejo Center.
- 26** - Presenter at SCCD Scholarship Foundation Annual Scholarship Awards event that was held in the cafeteria at the Fairfield campus.
- 27** - Welcome event for new staff members at home of Dr. Laguerre.
- 27** - Annual Sister City Association Dinner at the USA World Classic Event Center in Vallejo.
- 28** - As a past local, regional, and national officer of Jack and Jill of America, Incorporated, participated in Greater Vallejo Chapter's Jack and Jill Day Celebration activities. VP Young is a charter (1988) member of Greater Vallejo Chapter of Jack and Jill of America, Incorporated.
- 29** - As SCCD's representative on Vallejo's Participatory Budgeting Committee, VP Young worked at the voting booth at City Hall assisting voters who were voting on cycle 2 projects.
- 29**: VCUSD Measure E Bond Campaign Committee meeting
- 30** - Toured Solano Community College District Auto Tech Center at 1301 Georgia Street in Vallejo.

October 2014

- 01** - Mathematics tutor to Vallejo High School athletes in an after school mathematics tutorial program.
- 01** - SCCD's Board dinner with faculty in faculty/staff lounge in building 1400, Fairfield campus.

15. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:14 p.m.

JCL:js

BOARD STUDY SESSION MINUTES.10.01.14.FINAL

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PAM KEITH  
BOARD PRESIDENT

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

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