

The Governing Board invites the public to a holiday reception from 6:00 p.m. - 6:30 p.m. outside of the Denis Honeychurch Board Room, Administration Building, 4000 Suisun Valley Road, Fairfield, California 94534. Light refreshments will be served.



# AGENDA

## SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

### Notice of Regular Meeting (Solano Community College District Governing Board)

Wednesday, December 16, 2015

6:30 p.m. Open Session

6:35 p.m. Closed Session

7:00 p.m. Open Session

4000 Suisun Valley Road, Room 626

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, each speaker coming before the Board is limited to one presentation per specific agenda item and to one presentation per meeting on non-agenda matters. The three minutes time allotted for speaking per topic is only allotted for the individual whose name is on the Public Comment Card that is submitted at the beginning of the meeting. No speaker can yield their three minutes or a portion of their three minutes to another speaker.(SCCD Board Policy 1043).** 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 (6:30 PM)**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**3. ROLL CALL**

A. Marie Young, President  
Michael A. Martin, Vice President  
Lawrence Bartlow, Student Trustee  
Monica Brown  
Sarah E. Chapman, Ph.D.  
Denis Honeychurch, J.D.  
Pam Keith  
Rosemary Thurston  
Stan R. Arterberry, Secretary

**4. APPROVAL OF AGENDA**

**5. ANNUAL ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

- (a) Election of Governing Board Officers for the 2015-2016 Year - President, Vice President, and Appointment of Secretary
- (b) Selection of Representative to the Solano County School Boards Association
- (c) Establishment of Dates, Time, and Location of the Governing Board Meetings
- (d) Board Retreat Date for 2016

**6. COMMENTS FROM MEMBERS OF THE PUBLIC (CLOSED SESSION)**

**7. CLOSED SESSION (6:35 PM)**

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.
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- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)  
Agency Negotiator: Wade Larson, D.M., Associate Vice President, Human Resources  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel—Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code §54956.9:  
one potential case
- (d) Conference with Legal Counsel—Existing Litigation  
(Subdivision (a) of Govt. Code §54956.9):  
Case #: FCS045285 and Case #: FCS045360
- (e) Public Employee Appointment (Gov. Code, § 54957)  
Title: Dean of Social and Behavioral Science
- (f) Public Employee Performance Evaluation (Govt. Code §54957)  
Gregory Brown, Vice President Student Services  
Wade Larson, Associate Vice President Human Resources  
Yulian Ligioso, Vice President Finance & Administration  
Leslie Minor, Vice President Academic Affairs

**8. RECONVENE REGULAR MEETING (7:00 PM)**

**9. REPORT OF ACTION TAKEN IN CLOSED SESSION**

**10. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)**

**11. REPORTS (NO ACTION REQUIRED)**

- (a) Associated Students of Solano College (ASSC)
- (b) Academic Senate
- (c) College Governance Council
- (d) Superintendent-President
  - Solano Showcase Faculty Presentation

**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.

**12. Superintendent-President**

- (a) Minutes for the Regular Meetings Held on December 2, 2015

**13. Human Resources**

- (b) Consent Agenda-Human Resources, Page 12

**14. Finance and Administration**

- (c) Warrants, Page 15
- (d) Personal Services Agreements, Page 16

**15. Academic Affairs**

- (e) Sabbatical Leave Approvals for 2016-17, Page 18
- (f) TRiO Student Support Services STEM grant, Page 19

**16. Student Services**

- (g) KPS3 Service Contract Amendment , Page 26

**17. ITEMS REMOVED FROM CONSENT AGENDA**

**NON-CONSENT AGENDA ITEMS – ACTION ITEMS**

**18. Superintendent-President**

- (a) Memorandum of Understanding with Vallejo City Unified School District and Solano Community College, Page 28
- (b) Solano Community College District Governing Board Committee Assignments for 2016, Page 36
- (c) Recognition of Stan R. Arterberry, Page 37

**19. Human Resources**

- (d) Resignation to Retire, Page 38

(e) Human Resources-New Faculty Release Time Position, Page 39

**20. Finance and Administration**

- (f) Continental Service Group, Inc. D/B/A ConServe contract to provide debt recovery and administrative services on delinquent student receivables., Page 42
- (g) Extension Agreement with Thomas A. Beckett for Consulting Services, Page 46
- (h) Extension of Agreement with Aerotek, Inc., Page 48
- (i) Renewal Agreement with DataSafe, Inc. for Document Destruction Services, Page 58
- (j) Contract Amendment to Dovetail for Furniture, Fixtures, and Equipment Consulting Services for the Biotechnology and Science Building Project, Page 65
- (k) Contract Amendment with Strata Information Group for Consulting Services for the Information Technology Infrastructure Improvements Project, Page 67
- (l) Contract Award to Dovetail for Furniture, Fixtures and Equipment Consulting Services for the B100 Academic Success Center Expansion Project, Page 68
- (m) Contract Award to Kate Keating Associates, Inc. for Graphic Design Services for Interior Signage Standards Project, Page 69
- (n) Contract Award to MADI Architects for Architectural Services For B100 Academic Success Center Expansion Project, Page 70
- (o) Contract Award to Optima Inspections, Inc., for Project Inspection Services for the Biotechnology and Science Building Project, Page 71
- (p) Contract Award to Premier Chemical & Environmental Solutions for Biotechnology Project Consulting Services, Page 73
- (q) Contract Award to TPA Construction, Inc. for Construction Services for B1200 Renovation Swing Space Project, Page 74
- (r) Contract Award to Wallace Kuhl & Associates, for Geotechnical Services for the Vacaville Workforce Development and Aeronautics Building Project, Page 75

**21. Academic Affairs**

- (s) Amendment to Farmbudsman Program Operating Agreement, Page 76
- (t) City of Fairfield Consultant Services, Page 79
- (u) Consultant Services Agreement With the City of Vallejo and SCC SBDC, Page 90
- (v) Contract Services with City of Benicia, Page 112
- (w) MOU with North Bay Employment Connection, Page 124
- (x) November 2015 Curriculum Actions, Page 130
- (y) Sonoma State MOU for BA Liberal Studies Degree Program, Page 133

**22. Student Services**

- (z) COMEVO Contract Award for Online Orientation Software Program, Page 136
- (aa) Student Equity Plan 2015-2016, Page 142

**23. INFORMATION ITEMS – NO ACTION REQUIRED**

- (a) Academic Calendars for 2016-17, 2017-18, 2018-19, Page 196
- (b) District Furniture, Fixtures & Equipment Standards Update, Page 200
- (c) Horticulture Site Project Update, Page 201

**24. ANNOUNCEMENTS**

**25. ITEMS FROM THE BOARD**

**26. CLOSED SESSION - (CONTINUED IF NECESSARY)**

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.

**27. RECONVENE REGULAR MEETING (IF NECESSARY)**

**28. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**

**29. 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, 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](http://www.solano.edu) for public inspection.*

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