

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: AVIATION PRESENTATION

REQUESTED ACTION: INFORMATION

SUMMARY:

We have an exciting opportunity to form a partnership with the Huameijiadai (Beijing) Investment Fund Management Company to support a total of 96 students to complete the Aviation Mechanics Training Program at Solano Community College within one year. This venture will provide the opportunity for domestic and international students to form relationships, provide opportunity to showcase an exemplary SCC program to the global community, bring additional jobs to students and faculty, contribute to economic development and support SCC with addressing current budget shortfalls. It is a self-supporting project with a dedicated staff and faculty. This project will enhance our current program without taking anything away from it. It fits our mission and is part of our Education master Plan.

This presentation provides the Board the clarity members wanted to see as they approve the agreement.

Government Code: *Board Policy Estimated:* *Fiscal Impact: \$675,000*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

ADDRESS

707 864-7112

TELEPHONE NUMBER

Administration

ORGANIZATION

January 9, 2015

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

January 9, 2015

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: BANKING EDUCATION PRESENTATION

REQUESTED ACTION: INFORMATION

SUMMARY:

An SCC alumnus is the CEO of a Northern California Bank and serves on the Executive Committee for the California Bankers' Association. The Superintendent-President had a conversation with her to ascertain the training needs in the banking industry and how Solano Community College could play a role in it. There is interest on the part of the committee on which she serves to initiate some discussions with the college to see how the two entities could support each other. The potential collaboration fits our mission to educate a workforce. It is within our education master plan to broaden offerings for career technical education. There is no direct cost involved in the exploration of the conversations, except for staff and faculty time. Except for Human Resources, no other resources are needed for this exploration.

We are asking the board for permission to engage in conversations with the California Bankers Association.

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

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE ANDREW J. YOUNG FOUNDATION, INC.
AND
SOLANO COMMUNITY COLLEGE DISTRICT**

This Memorandum of Understanding ("MOU") is made by and between The Andrew J. Young Foundation, Inc., a Georgia non-profit corporation, hereinafter referred to as "AYF," and Solano Community College District, a California non-profit corporation, hereinafter referred to as "SCC". SCC and AYF are sometimes herein referred to collectively as the "Parties" or individually as a "Party".

WHEREAS, the Parties recognize their mutual interests in the fields of research, development, education, training, transfer of technology, and dissemination of knowledge on a long term non-commercial basis;

WHEREAS, SCC plays an important role in the promotion of international collaboration, equality and increased contribution to the development of society;

WHEREAS, the mission of AYF is to preserve the legacy of Ambassador Andrew J. Young and his commitment to the positive development of the global community;

WHEREAS, there already exists formal and informal collaborative efforts between the Parties; and

WHEREAS, the Parties wish to work together in the promotion of international collaboration, social justice and increased contribution to the development of academic excellence and jobs; and strengthening the mission, vision, and sustainability of AYF as it "works to transform the way we understand our people, our global community and our possibilities..."

NOW, THEREFORE, AYF and SCC agree as follows:

Article 1

SCOPE OF WORK

SCC will partner with AYF for the purpose of seeking funding for a proposal, *Andrew Young Global Center of Vallejo, Serving the North Bay Region* (hereinafter "the Project"). Subject to applicable SCC policies, procedures and grantor requirements, AYF and SCC agree to collaboratively administer the Project (See Exhibit A).

1.1 The overall goal of the Project is for the provision of research expertise, operational management, capacity building and technical assistance to SCC and AYF in the development of a sustainable organization. More specifically, the Parties will collaboratively:

- Strengthen the organizational capacity of SCC and AYF through improving management and organizational systems (see Exhibit A);
- Establish an operational infrastructure and stakeholder-informed implementation plan (see Exhibit A);

- Increase the human resource capacity of academic and city programs to integrate social justice and workforce preparedness components in their ongoing programming (see Exhibit A).
- Conduct research and document the legacy of Ambassador Andrew Young to enlarge the data base accessible to students and scholars

1.2 AYW will appoint Dr. Melvinia King and SCC will appoint Dr. Jowel C. Laguerre and Dr. Yashica Crawford to oversee the leadership and execution of day-to-day activities for the project. (Not employees of the other parties)

Article 2

COLLABORATION

- 2.1 In addition to the Project described in the preceding paragraphs, the Parties will explore the development of other cooperative educational and research programs.
- 2.2 Such other collaborations to be performed will be undertaken pursuant to other MOU or contractual agreements which will contain the specific terms and conditions governing the activity. These terms and conditions will be mutually agreed upon by the two institutions on a case-by-case basis.
- 2.3 The mode of ownership of research materials and research findings shall be defined clearly at the commencement of participation and the relevant agreements shall be reflected in the contract entered into for that program or collaborative endeavor.
- 2.4 This MOU is to establish a working relationship only and that may be expanded by additional agreement between parties. Neither party has the authority to bind the other party to any obligations or agreements with other parties.

Article 3

FUNDING AND FINANCE

- 3.1 See Exhibit B

Article 4

REPORTS

- 4.1 SCC agrees to provide AYW with all documentation and reports necessary in a timely manner as contemplated by the funding proposal and AYW.
- 4.2 AYW agrees to provide SCC with all documentation and reports necessary in a timely manner as contemplated by the funding proposal and SCC reporting.

Article 5

MEDIA

AYF and SCC shall use reasonable efforts to ensure that:

- 5.1 Any news releases, print, television, Internet or audio interviews (“Media”) relating to, referring to, or in connection with the Project which is the subject of this Memorandum shall clearly display and identify the Parties;
- 5.2 Any releases to Media regarding this Memorandum and/or projects will be reviewed and approved by both Parties before distribution;
- 5.3 Any written product by personnel or representatives relating to, referring to or in connection with this Memorandum or the Project shall identify each other and shall be subject to the approval by both Parties.

Article 6

AMENDMENT AND TERMINATION OF AGREEMENT

- 6.1 This Agreement may only be amended by a formal written amendment between the Parties.
- 6.2 The Parties may terminate this Agreement in whole or part, at any time by giving fifteen (15) days’ written notice to the other Party specifying the extent of termination and the effective date.

Article 7

MANAGEMENT AND ADMINISTRATION

- 7.1 Negotiation, implementation, and reporting on the progress concerning the Project shall be coordinated by:

<p>Andrea Young, Esq. Executive Director Andrew J. Young Foundation, Inc. Atlanta, GA</p>	<p>Jowel C. Laguerre, Ph.D. President Solano Community College District Fairfield, CA</p>
<p>Melvinia Turner King, Ed.D. CEO, MTK & Associates Andrew Young Foundation, Inc. Atlanta, GA</p>	<p>Yashica Crawford. Ph.D. Chief of Staff Solano Community College District Fairfield, CA</p>

- 7.2 This Memorandum shall be effective from February 15, 2015 through December 31, 2025 and may be renewed upon the mutual written consent of both Parties.
- 7.3 **Resolution of Disputes.** Any disputes relating to this Agreement shall be resolved according to the following procedure:

- a. Meet and Confer. If either Party believes that a dispute exists relating to this Agreement, it shall notify the other Party in writing within ten (10) days of discovering the dispute or alleged breach. The Parties shall meet and confer in an effort to reach agreement.
- b. Mediation. If the Parties are unable to resolve the dispute through the meet-and-confer process within thirty (30) days, the Parties may engage in mediation in an effort to reach agreement.

7.4 This Memorandum shall take effect upon ratification by the signatures of the Executive Director of AYF, the President of SCC and the Governing Board President of SCC.

7.5 The relationship of SCC and AYF under this Agreement shall be that of independent contractors and a Party shall not be deemed, nor hold itself out as being, a partner or agent of the other Party.

7.6 This Memorandum may be simultaneously executed in two or more counterparts, each of which shall be an original, and all of such shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the authorized representatives of the Parties have executed this Agreement the day and year written below.

Andrew J. Young Foundation, Inc.

Solano Community College District

 Andrea Young, Esq.
 Executive Director
 Andrew J. Young Foundation, Inc.
 Atlanta, Georgia

 Jowel C. Laguerre, Ph.D.
 SCC President
 Solano Community College District
 Fairfield, California

Date: _____

Date: _____

 A. Marie Young
 SCC Governing Board President
 Solano Community College District
 Fairfield, California

Date: _____

Exhibit A

Andrew Young Global Center of Vallejo, Serving the North Bay Region *Dedicated to Academic Excellence and Social Justice*

Vision and Benefit to Community:

Aiding in the Process of Resurgence, Reinvention, and Economic Growth

Andrew Young Global Center of Vallejo, Serving the North Bay Region (AYGCV) is a community-inclusive, youth-focused initiative aimed at developing a future workforce which not only possesses market-relevant skills but is engendered with a sense of social responsibility necessary to ensure the socioeconomic growth and well-being of the communities of Vallejo, California.

AYGCV builds from the lessons and legacy of Ambassador Andrew Young as a life-long advocate for civil rights and inclusive economic development, while leveraging efforts by local public officials, civic and business leaders, and residents to rebuild the area and restore public trust. Education is a centerpiece of that strategy and the AYGCV vision aligns with Solano Community College (SCC) and community efforts.

Our goal is to develop a dynamic partnership that succeeds in nurturing youth who earn high school diplomas, enter and graduate college, or fill and create high-growth jobs. Our broader vision is a partnership that succeeds in nurturing youth who see themselves as change agents in a larger, global effort for peace, prosperity, diversity, and inclusion.

Framework and Programmatic Elements:

Augmenting Academic institutions, Businesses, and Local Communities

The AYGCV employs a holistic, user-centered model to reach, engage and support students, teachers and administrators throughout the North Bay Region. Supportive of educational models built around college-career pathways, AYGCV represents an innovative model of how to develop human and intellectual capital to address community needs. However, if communities are to remain competitive in an ever-changing global market, then both businesses and schools must be able to collaborate with interventions to address those changes. AYGCV helps to fill that gap by offering a suite of activities in three core areas:

- ✓ Student Development, including academic enrichment, mentoring, tutoring, leadership development, college and career exposure, internships and similar experiential learning.
- ✓ Curricular and Co-Curricular Development with focus in the sciences, engineering, education, health, information technology, digital media, and other disciplines that complement working with business, industry and colleges to explore tracks that would be critical for near- and long-term career and college advancement.
- ✓ Educators, Community Partners, Business Leaders, and Administrative Staff Professional Development, providing these critical groups with an accessible and robust training vehicle to explore strategies to reach, engage, and graduate students based on positive reinforcement, as well as to increase staff abilities to provide sound management and responsible fiscal oversight.

Uniqueness of Design:

Integrating Academic Enrichment and Skills Training with Social Justice

Integrated into each of AYGCV's core activities is a sustained focus on social justice. By social justice, we are referring to the active and conscious decision to promote a just society by challenging

unfair and unequal treatment and distribution of resources, valuing diversity, and promoting inclusion. Social Justice has and continues to be a defining characteristic and principle of the Andrew Young Foundation and this philosophy will be integrated into all activities under the *AYGCV* effort.

Working with academic institutions and other community stakeholders, *AYGCV* will devise training to allow educators to explore ways to integrate issues of social justice in their courses and allow students to explore the theory and practice of social justice in how they view and carry themselves, engage others, and serve as change agents for community transformation and growth. Activities will be implemented locally, as well as at the Andrew Young Foundation and at historic sites in the city of Atlanta where the Andrew Young Foundation is located. These sites include, but are not limited to, the Martin Luther King, Jr. Center for Nonviolent Social Change and the newly established National Center for Civil & Human Rights.

Program Planning and Development

AYGCV is a 10-year initiative with a Phase I component to support program planning and infrastructure development. A planning team, to be comprised of a representative cross-section of community stakeholders, will lead Phase I efforts.

The planning team will be led by Andrea Young, Esq., Executive Director of Andrew Young Foundation, in partnership with Dr. Melvinia Turner King, Chief Executive Officer of MTK & Associates. Ms. Young brings a wealth of experience and expertise as an attorney advocating civil and human rights, college instructor, scholar and author, while Dr. King leverages her past experiences as a local business owner in Vallejo, Oakland and Los Angeles and her role in building global interdisciplinary programs at the Atlanta, Georgia-based Morehouse College and the University of San Francisco.

Next Steps

The planning team will seek to engage the community to elicit comments and observations about the plan and to include those perspectives in the planning document. We are also using these opportunities to identify individuals who might participate in a Stakeholder retreat to develop the framework for a Strategic Plan, inclusive of critical program details, benchmarks, timeline and required resources.

Additional information available from Andrew Young Foundation at <http://www.andrewyoungfoundation.org> with Dr. Melvinia T. King as primary contact at Melvinia.T.King@gmail.com

Exhibit B

Andrew Young Global Center of Vallejo, Serving the North Bay Region

Dedicated to Academic Excellence and Social Justice

Funding Goals & Timeline in Establishing Strategic Partnership

Fundraising & Global Exposure

- Center is self-funding and operating with international partners
- Center supports the Solano Community College EDUCATIONAL MASTER PLAN with focus on goals A, F, G, H, & I to:
 - Goal A: Develop workforce-ready career and technical graduates
 - Goal F: Improve access to courses, programs, and services that contribute to student success
 - Goal G: Strengthen community partnerships
 - Goal H: Connect students to the college community
 - Goal I: Build alternative funding and revenue sources

Strategic Partnership

Andrew Young Center (AY) & Solano Community College District (SCC)

AY/SCC Plans for 2015-2016

- Infrastructure –SCC New Building in Vallejo
 - Confirmation of AY Global Center as part of new building design
 - Space allocation and cost associated via in kind exchange and hard cost
 - Timeline for construction 24-60 months (fast-track)
- SCC Vallejo - AY Center site for developing planning stages
 - MOU Final Draft approval by Solano Community College Board by 2/10/2015
 - Space allocation and cost associated via in kind exchange and hard cost
 - Timeline for AY Center office setup at Solano Community College Vallejo - move between February 15, 2015 - May 31, 2015
- Steps/Timeline leading to Public Announcement - establishment of Andrew Young Global Center -Solano Community College Vallejo—
 - Notify Key Stakeholders and Elected Officials Feb-May 2015
 - Notify SCC Academy Senate February-March 2015
 - Notify Vallejo Education & Business Alliances Feb-April 2015

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: INSTITUTIONAL EFFECTIVENESS GRANT

REQUESTED ACTION: INFORMATION

SUMMARY:

The goal of this initiative is to help advance colleges' institutional effectiveness and in the process, significantly affect the number of accreditation sanctions and audit issues, and most importantly, the system's ability to effectively serve students. An important focus of the grant is to draw on the exceptional expertise and innovation from within the system in advancing best practices and avoiding potential pitfalls. Dr. Dianne Van Hook, Chancellor of College of the Canyons sent an inquiry to prospective colleges interested in receiving technical assistance related to institutional effectiveness, which may include: planning, research, outcomes, assessment, fiscal planning). This activity comes with its own funding. It fits our mission and accreditation expectations of self-evaluation and improvement.

We are asking the Board for permission to submit an informal letter of interest to receive technical assistance.

Government Code: Board Policy Estimated: Fiscal Impact: Unknown

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

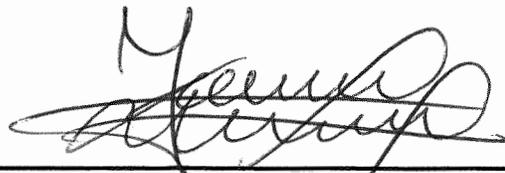
ADDRESS

707 864-7112

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Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD "HOW DO WE RATE CHECKLIST"
SUMMARY – FOURTH QUARTER 2014**

REQUESTED ACTION: INFORMATION

SUMMARY:

In order for the Governing Board to focus on the institution's major issues and questions of policy, the Board of Trustees is encouraged to delegate full responsibility and authority to the President to implement and administer Board policies and the operation of the College. The institutional leaders should likewise foster empowerment, innovation, and institutional excellence through dialogue that builds trust and increases focus on student learning and assessment of learning outcomes, institutional effectiveness, and integrity.

The Accreditation Leadership Adhoc Subcommittee will present for information the results of the fourth quarter "How Do We Rate Checklist" summary for October, November, and December 2014. This checklist is used as a tool in evaluating the progress of the Solano Community College District Governing Board in identifying the institution's resolution of the Accreditation Team recommendations.

Government Code: Board Policy: 1016 Estimated Fiscal Impact: \$ N/A
CEO GOALS 2013-2014 – #1 – Strengthen Accreditation Reports

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

ADDRESS

707 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Solano Community College District Governing Board
 Summary of Responses
Board's Leadership: How Do We Rate Checklist

Name (Optional): Seven Elected Trustees

(October/November/December) January 2015

AREAS	QUESTIONS	ANSWERS		
1.	Have we created an environment in which the CEO has the power to lead the College?	Yes 7	No	Abstain
2.	Have we delegated authority to the CEO to lead and administer?	Yes 6	No 1	Abstain
3.	Are we keeping the CEO informed, adhering to the rule of “no surprises”?	Yes 7	No	Abstain
4.	Are we honoring the CEO as the point of contact for the institution?	Yes 7	No	Abstain
5.	Do we fully consider information and recommendations offered by the CEO?	Yes 6	No 1	Abstain
6.	Are we supporting professional development for the CEO?	Yes 7	No	Abstain
7.	Are we adhering to the standards of Board ethics?	Yes 7	No	Abstain
8.	Are we ensuring that the CEO has the resources needed to do the job?	Yes 7	No	Abstain
9.	Do we respect and support the CEO?	Yes 6	No 1	Abstain
10.	Does the CEO always ask the Board to make major decisions with advance preparation?	Yes 4	No 2	Abstain 1
11.	Do we alert the CEO and Board President about our concerns prior to going public with them?	Yes 7	No	Abstain
12.	Do all Board members receive the same communications from the CEO?	Yes 5	No 1	Abstain 1
13.	Do we make it a practice to share information and questions with other Board members and the CEO?	Yes 5	No 1	Abstain 1
14.	Do we keep the CEO informed about our contacts in the community, discussions with legislators and other policymakers, calls from citizens or College staff, and any visits to the College as related to College business?	Yes 5	No 1	Abstain 1
15.	Do we help the CEO in being effective by not making unnecessary demands on him or her?	Yes 7	No	Abstain
16.	Do we provide guidance, support, dialogue, information, and feedback to our CEO?	Yes 7	No	Abstain
17.	Do we rely on our CEO for leadership and have confidence in his or her recommendations?	Yes 6	No 1	Abstain
18.	Is our time spent in governing, not managing, the institution?	Yes 6	No 1	Abstain
19.	Is the Board sensitive to the concerns of students and employees while maintaining impartiality and support for the CEO?	Yes 6	No 1	Abstain
20.	Do we honor the professionalism of College staff by allowing them to perform their duties?	Yes 7	No	Abstain

21.	As trustees, do we monitor ourselves carefully to ensure that offering opinions to the CEO and staff is not construed as directions?	Yes 6	No 1	Abstain
22.	When issues arise, do we question whether the decision or action we are about to take reinforce our policy role, or is it an administrative decision?	Yes 7	No	Abstain
23.	Do the Board President and the CEO emphasize that individual Trustees' opinions are simply opinions and that the only legitimate direction to the CEO comes from the Board as a whole?	Yes 7	No	Abstain
24.	Do we have a clear understanding as a Board of what responsibilities have been delegated to the CEO?	Yes 7	No	Abstain
25.	Do we recognize that the Board (not a single Trustee) has the legal right to give direction to only one employee, the CEO?	Yes 7	No	Abstain
26.	Have we done anything as a Board this quarter to foster trust? If your answer is "Yes", write on the flipside of this page what we did this quarter as a Board to foster trust.	Yes 5	No 2	Abstain
27.	Do we acknowledge that the CEO directs the staff, not the Board?	Yes 7	No	Abstain
28.	Are we willing to invest the time in planning meetings to ensure success? [generate items; develop criteria; apply criteria]	Yes 7	No	Abstain
29.	Do we model the behaviors that the Board values? [consensus building? starting/finishing on time? moving the agenda forward?]	Yes 7	No	Abstain
30.	Do the CEO, Board President and other Trustees have a cooperative relationship?	Yes 7	No	Abstain
31.	Are we willing to invest the time to create an identity for our Board and a sense of teamwork?	Yes 7	No	Abstain
32.	Does the Board work effectively to move deliberations and operations to the level of setting policy, goals, priorities, processes and frameworks, and monitor implementation?	Yes 7	No	Abstain
33.	Do we provide fair, consistent, and constructive feedback to the CEO?	Yes 7	No	Abstain

TOTAL AVERAGE SCORE: 91.3

SUMMARY OF COMMENTS

- **What are the strong points this quarter?** One Trustee noted keeping the CEO informed (area 3), modeling Board values (area 29) and working effectively (area 32) as strong points.
- **Where do we need to improve?** One Trustee noted reliance on CEO for leadership (area 17), time spent in governing institution (area 18) and Board sensitivity (area 19) as areas to improve. Another Trustee commented the following:
 - "Need to streamline agendas to reduce long hours of meetings. Provide a written narrative of staff reports before meeting and ask staff to shorten presentations."

Grade your perception of the Board's Leadership this quarter with this scale.

Effective: 90 or above – 5 Responses	Good: 78 – 87 – 1 Response
Average: 66 – 75 - 1 Response	Below Average: Under 66 – 0 Responses

CONTINUED: SUMMARY OF COMMENTS

- **Has our Board been an effective leader this quarter?** Four Trustees responded “Yes”, 1 Trustee responded “No”, and 2 abstained from responding.
- **If not, what will it take to become one next quarter?** One Trustee responded as follows:
 - Members of SCC Board of Trustees are in need of returning to being open and willing to share all information received by individual Trustees pertaining to the oversight of Solano Community College, at the time of receipt.
 - We are all capable of being good communicators, that requires being the receiver, interpreter and getting to a place of shared understanding.

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

TO: Members of the Governing Board
SUBJECT: DONATIONS-AUTOMOTIVE TECHNOLOGY
REQUESTED ACTION: APPROVAL

SUMMARY:

<u>NAME AND ADDRESS</u>	<u>ITEM</u>	<u>DEPARTMENT</u>
Carlos Menchu AES Wave 5465 East Hedges Ave Fresno, CA 93727	Scope Diagnostic Equipment Tool	Automotive Tech \$400.00
Eve Nichelini PO BOX 672 Lafayette, CA 94549	1999 Volkswagen Jetta GLS VIN 3VWSC29MXXM035313	Automotive Tech \$2100.00
William Beech 1007 El Capiton Drive Danville, CA 94526	1997 Jaguar XK8 Convertible VIN 5AJX2746VC010425	Automotive Tech \$6500.00

Acceptance of this donation is recommended at this time.

Government Code: *Board Policy: 3350* *Estimated Fiscal Impact: \$ In Kind Gift*

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

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

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Superintendent-President

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES
REQUESTED ACTION: APPROVAL

EMPLOYMENT 2014-2015

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Anne Bevilacqua	Interim Dean, Social and Behavioral Sciences (Range 49/Step 3)	01/16/15 – Until Filled
Teddy Estantino	Lead Engineer (Range 19/Step 3)	01/22/15
Richard MacKenzie	Temporary FT Fire Technology Coordinator/Instructor (Range 2, Step 11)	01/05/15 – 05/29/15
Alexandra Therrien	Executive Assistant, Human Resources (Range 32/Step 2)	01/12/15

Change in Assignment

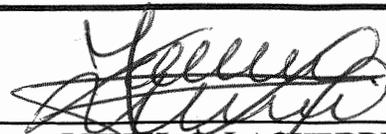
<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Adil Ahmed	From Senior Accountant (Range 21/Step 5) to Interim Accounting Manager (Range 42/Step 7)	01/05/15
Leslie Fay	From Interim Coordinator, Workforce Development and Continuing Education to Interim AB 86 Program Coordinator (Range 35/Step 1)	01/01/15 – 06/30/15
Renee Pegues	From Executive Coordinator, Superintendent President's Office to Business Operations Coordinator, Bond (Range 35/Step 3)	02/01/15
Kelly Penwell	From Director, Small Business Development Center (Range 45/Step 5) to Associate Dean, Workforce Development and Continuing Education (Range 48/Step 3)	01/01/15
Andrea Uhl	From Admin III Workforce Development and Continuing Education to Student Services Generalist, Vacaville (Range 13/Step 6)	01/01/15
Diane White	From Interim Vice President Academic Affairs to Interim Vice President Student Success (Range 53/Step 6)	01/01/15- 06/30/15

Wade Larson, D.M.

Associate Vice President, Human Resources

January 9, 2015

Date Submitted



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

January 9, 2015

Date Approved

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR
 Governing Board Meeting
 January 21, 2015
 Page 2

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Patti Barnes	Cosmetology Project	Perkins	01/20/15 – 03/31/15	\$64.34 hr.
Mildred Biglen	Cosmetology Project	Perkins	01/20/15 – 03/31/15	\$54.57 hr.
Angela Buford	Admin Assistant IV	Student Success and Support Program	01/07/15 – 06/30/15	\$18.90 hr.
Katherine Cartwright	Research Analyst	General Fund	01/05/15 – 03/31/15	\$19.73 hr.
Shaunice Cole	Cosmetology Project	Perkins	01/20/15 – 03/31/15	\$54.55 hr.
Elizabeth Freed	Clinical Instructor	Enrollment Growth Grant	01/05/15 – 05/31/15	\$52.55 hr.
Songhai Deveaux	Instructional Assistant	Student Equity	01/22/15 – 06/30/15	\$14.58 hr.
Lorenzo Hays-Philips	Instructional Assistant	Student Equity	01/22/15 – 06/30/15	\$14.58 hr.
Nancy Moore	Athletic Academic Instructional Lab Assistant	Student Equity	01/01/15 – 05/31/15	\$15.21 hr.
Susan Nygard	Athletic Academic Instructional Lab Assistant	Student Equity	01/01/15 – 05/31/15	\$14.76 hr.
Robert Payawal	Instructional Aid	Student Equity	01/05/15 – 05/19/15	\$16.56 hr.
Daniel Romero	Athletic Academic Instructional Lab Assistant	Student Equity	01/01/15 – 05/31/15	\$15.21 hr.
Barbara Villatoro	AB 86 Project	AB 86	09/01/14 – 05/31/15	\$68.78 hr.
Kenneth Williams	AB 86 Project	AB 86	09/01/14 – 05/31/15	\$64.34 hr.
Curley Wikkeling-Miller	Cosmetology Project	Perkins	01/20/15 – 03/31/15	\$58.60 hr.

Released Time

<u>Name</u>	<u>Assignment</u>	<u>% Released Time</u>	<u>Dates</u>
Tracy Schneider	English Basic Skills Coordinator	20%	Spring 2015 – Fall 2017

GRATUITOUS SERVICE

<u>Name</u>	<u>School/Department</u>	<u>Assignment</u>
Maurice Geddis	Umoja Program	Student Success Coach

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

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION
REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

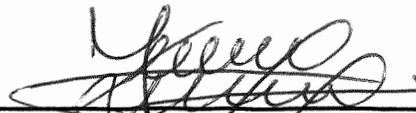
Academic Affairs
Leslie Minor, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Patricia Adams	Drums for Little Shop of Horrors rehearsals and performances	September 1, 2014 – November 2, 2014	Not to exceed \$250.00
Michael Anderson	Perform Small Business Knowledge Communities Convener activities	January 22, 2015 – June 30, 2015	Not to exceed \$4500.00
Davis Bartoe	Bass for Little Shop of Horrors rehearsals and performances	September 1, 2014 – November 2, 2014	Not to exceed \$400.00
Chaz de la Cruz	Guitar for Little Shop of Horrors rehearsals and performances	September 1, 2014 – November 2, 2014	Not to exceed \$350.00
Cynthia Heath	Piano for Little Shop of Horrors rehearsals and performances	September 1, 2014 – November 2, 2014	Not to exceed \$300.00
Keanna Layug	Assistant Volleyball Coach	December 1, 2014 – May 31, 2015	Not to exceed \$1,500.00
Glenn Perseveranda	Assistant Men’s Basketball Coach	October 1, 2014 – May 31, 2015	Not to exceed \$3,000.00

Yulian I. Ligioso

Vice President, Finance and Administration

January 9, 2015
Date Submitted



JOWEL C. LAGUERRE, Ph.D.

Superintendent-President

January 9, 2015
Date Approved

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: WARRANT LISTINGS

REQUESTED ACTION: APPROVAL

SUMMARY:

12/01/14	Vendor Payment	2511059079-2511059081	\$56,899.75
12/01/14	Vendor Payment	2511059082-2511059085	\$40,380.95
12/01/14	Vendor Payment	2511059086-2511059091	\$23,121.22
12/01/14	Vendor Payment	2511059092-2511059093	\$47,385.37
12/01/14	Vendor Payment	2511059094-2511059170	\$674,248.56
12/05/14	Vendor Payment	2511059171-2511059203	\$14,816.69
12/08/14	Vendor Payment	2511059204-2511059207	\$59,750.13
12/08/14	Vendor Payment	2511059208-2511059215	\$34,892.89
12/08/14	Vendor Payment	2511059216-2511059217	\$2,520.00
12/09/14	Vendor Payment	2511059218-2511059295	\$211,743.60
12/15/14	Vendor Payment	2511059296-2511059296	\$2,827.56
12/15/14	Vendor Payment	2511059297-2511059300	\$1,117,375.00
12/15/14	Vendor Payment	2511059301-2511059306	\$569,619.97
12/15/14	Vendor Payment	2511059307-2511059307	\$122,477.80
12/15/14	Vendor Payment	2511059308-2511059401	\$284,772.21

CONTINUED ON NEXT PAGE:

Government Code: ECS 70902 & 81656 Board Policy: 3240 Estimated Fiscal Impact: \$5,327,995.72

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

Yulian Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

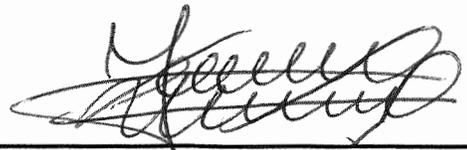
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

January 9, 2015

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: WARRANT LISTINGS

REQUESTED ACTION: APPROVAL

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

12/16/14	Vendor Payment	2511059402-2511059476	\$699,525.49
12/16/14	Vendor Payment	2511059477-2511059478	\$26,233.44
12/16/14	Vendor Payment	2511059479-2511059479	\$110,822.25
01/05/15	Vendor Payment	25811059480-2511059481	\$8,555.25
01/05/15	Vendor Payment	2511059482-2511059485	\$322,008.36
01/05/15	Vendor Payment	2511059486-2511059488	\$11,379.93
01/06/15	Vendor Payment	2511059489-2511059560	<u>\$886,639.30</u>
		TOTAL	\$5,327,995.72

Copies of the Warrant Listings are available at the following locations: Office of the Superintendent-President and Office of the Vice President of Finance and Administration.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: RENEWAL OF AGREEMENT WITH SCHOOL SERVICES OF CALIFORNIA, INC.
REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested to renew the agreement with School Services of California, Inc., for assistance with issues regarding community college finance, legislation, budgeting, capital outlay, and general fiscal issues in the amount of \$3,420.

The agreement shall be for the period of one year, beginning February 1, 2015, terminating January 31, 2016.

A copy of the agreement is attached for review.

Government Code: *Section 53060* Board Policy: *3225* Estimated Fiscal Impact: *\$3,420*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

January 9, 2015

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

January 9, 2015

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

AGREEMENT FOR SPECIAL SERVICES
Community College Update Services

This is an agreement between the **SOLANO COMMUNITY COLLEGE DISTRICT**, hereinafter referred to as “Client,” and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as “Consultant,” entered into as of February 1, 2015.

WHEREAS, the Client needs assistance regarding issues of community college finance, legislation, budgeting, capital outlay, and general fiscal issues; and

WHEREAS, SCHOOL SERVICES OF CALIFORNIA, INC., is professionally and specially trained and competent to provide these services; and

WHEREAS, the authority for entering into this agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

1. Consultant agrees to perform such duties relating to issues of community college finance, including:
 - a. Delivery of one copy of each edition of the *Community College Update* containing information on issues of community college finance, budgets or practices that impact community college district fiscal policies.
 - b. The option to the Client of receiving information on Consultant's Internet website regarding major community college fiscal issues.
 - c. Review and analysis of all major legislative bills that have an impact on community colleges, and that, therefore, are within the Client's area of interest.
 - d. A “quick query” service to provide telephone or email responses to specific fiscal and policy questions of the Client submitted by telephone, email, or on Consultant’s internet website.
 - e. Monitor meetings held by the Chancellor's Office, Board of Governors, and other such organizations, and provide the Client with appropriate updates from these meetings.
2. The Consultant shall provide the Client with services as requested to a total of fifteen (15) direct service hours in a 12-month period at no additional cost beyond the annual fee.
3. The Client agrees to pay Consultant for services rendered under this agreement:
 - a. \$3,420 annually, plus expenses, or payable in equal installments of \$285 per month, plus expenses, for the services listed in Items 1 and 2 above, upon billing from the Consultant.

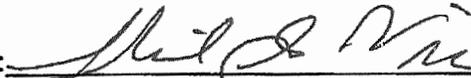
- b. For all requested services in excess of fifteen (15) direct service hours as indicated in Item 3 above in a 12-month period, the applicable hourly rate for the person(s) performing the services shall apply.
 - c. "Expenses" are defined as actual out-of-pocket expenses such as travel, meals, shipping, and duplication (other than for one copy of the *Community College Update*).
4. This agreement shall be for the period of one (1) year, beginning February 1, 2015, and shall be automatically renewed each subsequent year. This agreement may be terminated by either party at any time on thirty (30) days' written notice. The Client shall be liable for any costs accrued to date of cancellation.
5. It is expressly understood and agreed to by both parties that the Consultant, while carrying out and complying with any of the terms and conditions of this agreement, is an independent contractor and is not an employee of the Client.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed as indicated below:

BY: _____

DATE: _____

Solano Community College District

BY:  _____

DATE: December 15, 2014

SHEILA VICKERS
Vice President
School Services of California, Inc.

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO PROFESSIONAL ASBESTOS
 AND LEAD SERVICES INC., FOR HAZARDOUS
 MATERIALS ABATEMENT OF THE PERFORMING ARTS
 BUILDING (B1200) RENOVATION, SWING SPACE
 PROJECT**

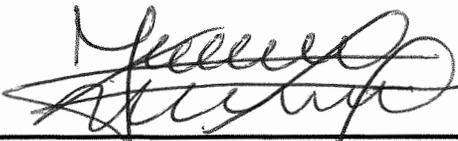
REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for award of contract to Professional Asbestos and Lead Services Inc., for the Performing Arts Building (B1200) Renovation Swing Space Project asbestos abatement services. The scope of work includes the mitigation, demolition and removal of materials containing asbestos from B1100; the existing (long term) temporary trailers placed adjacent to B1200. These trailers may be utilized as swing space and storage space during the renovation of the Performing Arts Building and mitigation is required for their eventual removal.

The Board is asked to approve a contract for Professional Asbestos and Lead Services Inc., in the amount of \$14,975.00

The contract is available online at <http://www.solano.edu/measureq/planning.php>.

<i>Government Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$14,975 Measure Q Funds</i>
SUPERINTENDENT'S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Leigh Sata Executive Bonds Manager		 JOWEL C. LAGUERRE, Ph.D. Superintendent-President
PRESENTER'S NAME		
360 Campus Lane, Suite 201 Fairfield, CA 94534		
ADDRESS		
(707) 863-7855		
TELEPHONE NUMBER		January 9, 2015
Administration		DATE APPROVED BY
ORGANIZATION		SUPERINTENDENT-PRESIDENT
January 9, 2015		
DATE SUBMITTED TO		
SUPERINTENDENT-PRESIDENT		

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO CA ARCHITECTS FOR
PROFESSIONAL SERVICES FOR VACAVILLE
CLASSROOM BUILDING PROJECT

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for award of a professional services contract to CA Architects to provide a comprehensive assessment of the Vacaville Classroom Building (sometimes referred to as the Vacaville Annex). The scope of work includes Architectural and Engineering services to evaluate and assess existing building conditions; review building code requirements, prepare a comprehensive assessment report of the classroom building, and provide cost effective design recommendations for upgrades to achieve certification from the Division of the State Architect (DSA).

The Board is asked to approve a contract to CA Architects in the amount of \$45,000.00.

The contract is available online at <http://www.solano.edu/measureq/planning.php>.

Government Code: N/A Board Policy: Estimated Fiscal Impact: \$45,000 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leigh Sata
Executive Bonds Manager

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

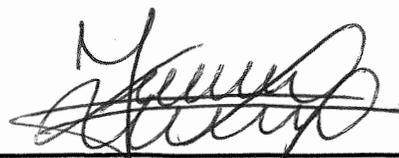
ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONTRACT AWARD TO CSW/ STUBER-STROEH
ENGINEERING GROUP, INC., FOR CIVIL ENGINEERING
SERVICES FOR UTILITY INFRASTRUCTURE
UPGRADES, VALLEJO BELVEDERE SITE UTILITY
MAPPING

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for contract award to CSW/Stuber-Stroeh Engineering Group Inc., to provide civil engineering services for the Utility Infrastructure Upgrade project at the Vallejo Center, Belvedere site. The scope of work includes updating the existing Landmark digital utility mapping system and civil assessment and related services for the Belvedere site.

CSW/Stuber-Stroeh Engineering Group is part of the pre-approved "pool" of civil engineering consultants previously approved by the board.

The board is asked to approve a contract to CSW/Struber-Stoeh Engineering Group in the amount of \$40,830.00

The contract is available online at <http://www.solano.edu/measureq/planning.php>.

Government Code: Board Policy: Estimated Fiscal Impact: \$40,830 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leigh Sata
Executive Bonds Manager

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

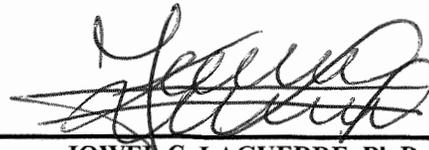
ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

January 9, 2015
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONTRACT AWARD TO RGA ENVIRONMENTAL FOR
HAZARDOUS MATERIALS CONSULTING SERVICES
FOR THE PERFORMING ARTS BUILDING (B1200)
RENOVATION, SWING SPACE PROJECT

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for contract award to RGA Environmental to provide hazardous materials consulting services for the Performing Arts Building, B1200 Swing Space Project. The consultant will provide hazardous materials assessment services and project construction phase oversight as mandated by State and Federal Health and Safety standards during the B1100 hazardous materials abatement work; part of Performing Arts Building B1200 Swing Space Project.

The Board is asked to approve a contract for RGA Environmental in the amount of \$7,500.00.

The contract is available online at <http://www.solano.edu/measureq/planning.php>.

Government Code: N/A Board Policy: Estimated Fiscal Impact: \$7,500 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leigh Sata
Executive Bonds Manager

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

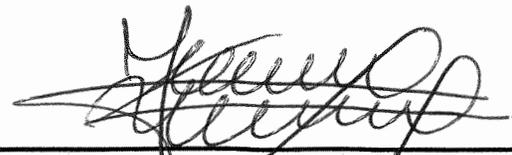
ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONTRACT AWARD TO A PLUS TREE INC., FOR PROFESSIONAL SERVICES FOR A DISTRICTWIDE TREE ASSESSMENT
REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for a contract award to A Plus Tree Inc., to perform a Districtwide comprehensive tree survey and assessment. The scope of work includes a tree survey, assessment and analysis for the Fairfield, Vallejo and Vacaville Campuses. A certified Master Arborist will review all trees; identifying trees that may require removal or pruning, and make recommendations to insure proper protection measures during times of construction.

The board is asked to approve a contract to A Plus Tree Inc. in the amount of \$4,500.00.

The contract is available online at <http://www.solano.edu/measureq/planning.php>.

Government Code: Board Policy: Estimated Fiscal Impact: \$4,500 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leigh Sata
Executive Bonds Manager
PRESENTER'S NAME
360 Campus Lane, Suite 201
Fairfield, CA 94534
ADDRESS
(707) 863-7855
TELEPHONE NUMBER
Administration
ORGANIZATION
January 9, 2015
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT


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

January 9, 2015
DATE APPROVED BY SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO JLC CONTRACTING, INC., FOR VALLEJO AUTOTECH BUILDING SWING SPACE PROJECT

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for award of a construction services contract to JLC Contracting Inc., for the Vallejo Autotech Building Swing Space project. The scope of work includes providing additional electrical and infrastructure connections to accommodate recently installed AT&T fiber optic cabling. The fiber optic cabling is required to provide adequate connectivity to the District's IT system – allowing access to District resources (servers, databases etc.) in order to remain in compliance with accreditation requirements. The contractor will also provide power and air infrastructure connections for equipment procured for the Automotive Technology Program.

The board is asked to approve a contract to JLC Contracting Inc., in the amount of \$8,230.00

The contract is available online at <http://www.solano.edu/measureq/planning.php>.

Government Code: Board Policy: Estimated Fiscal Impact: \$8,230 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leigh Sata
Executive Bonds Manager

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONTRACT AWARD TO SAC VALLEY ELECTRIC FOR LIGHTING DESIGN AND INSTALLATION FOR THE UTILITY INFRASTRUCTURE UPGRADE PROJECT
REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for award of construction services contract to Sac Valley Electric for the Utility Infrastructure Upgrade Project. The contract scope is to furnish and install LED lighting on buildings 1200, 1300 and 1400 roof tops to provide enhanced lighting onto pedestrian pathways and building entrances.

The board is asked to approve a contract to Sac Valley Electric in the amount of \$14,975.00

The contract is available online at <http://www.solano.edu/measureq/planning.php>.

Government Code: Board Policy: Estimated Fiscal Impact: \$14,975 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leigh Sata
Executive Bonds Manager

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

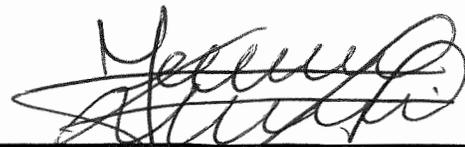
ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

January 9, 2015
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: MODIFICATION OF SUB AWARD AGREEMENT FOR
THE 2014 SMALL BUSINESS DEVELOPMENT CENTER
AWARD, PROJECT NO. F0705

REQUESTED ACTION: APPROVAL

SUMMARY:

This agenda item is to approve the modification of the Sub Award Agreement for the 2014 Small Business Development Center Award, Project No. F0705. The Center's sub award budget for the CY 2014 spending was adjusted based on updated CY 2014 spending. The total funded under this agreement is minimally decreasing from \$94,666 to \$94,395. The required cost match has increased from \$140,883 to \$169,604 due to overspending during the first half of the CY 2014.

Approval of this Sub Award Agreement Modification for Project 2014 Small Business Development Center Award, Project No. F0705 is requested at this time.

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

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Kelly Penwell, Director
Small Business Development Center

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7808

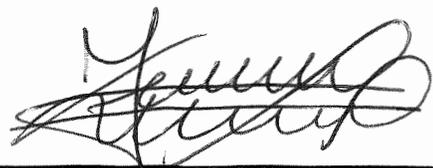
TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

January 9, 2015

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



SUBAWARD AGREEMENT MODIFICATION

**Humboldt State University
Sponsored Programs Foundation
(HSU-SPF)
P.O. Box 1185
Arcata, CA. 95518**

**Solano Community College
(CONTRACTOR)
360 Campus Lane, Suite 201
Fairfield, CA 94534**

P.O. Number:

Amendment Number:

2

PROJECT NAME: 2014 SBDC AWARD
PROJECT NUMBER(S): F0705

MODIFICATION

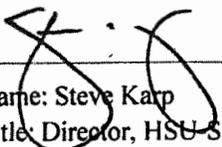
1. The above referenced Subaward Agreement is amended as follows:

The Center's subaward budget for CY 2014 spending was adjusted based on updated projected CY 2014 spending. Attachment 1 is the updated budget reflecting the adjustments to specific cost categories. The total funded under this Agreement is decreasing from \$94,666 to \$94,395. The required cost match is increased from \$140,883 to \$169,604.

2. All other terms and conditions remain in force.

By an Authorized Official of HSU-SPF:

By an Authorized Official of CONTRACTOR:



Name: Steve Karp
Title: Director, HSU-SPF

11/25/14

Date

Name:
Title:

Date

ATTACHMENT 1

Humboldt State University Norcal SBDC Regional Network Proposed Budget - Solano Community College Solano County SBDC CY 2014: January 1, 2014 - December 31, 2014

94,395

DESCRIPTION			SBA	Total CASH Match	IN-KIND	INDIRECT (Waived)	SBDC TOTAL
A. PERSONNEL	FTE 12 mo. Salary	SBDC TimeBase					
Director, Penwell, Kelly	\$ 92,400	0.38	24,903	9,747			34,650
Administrative Support.	\$ 37,652	0.52	4,894	14,539			19,433
Total Personnel			29,797	24,286	-	-	54,083
B. FRINGE BENEFITS							
Director, Penwell, Kelly		41%	10,396	3,996			14,392
Administrative Support, Pegg, M		37%	1,785	3,256			5,041
Total Fringe Benefits			12,181	7,252	-	-	19,433
C. TRAVEL							
In-State	757 miles at	0.560	424	-			424
Other In-State			961	-			961
Total Travel			1,385	-	-	-	1,385
D. EQUIPMENT (For items \$5,000 or more)							
Total Equipment			-	-	-	-	-
E. SUPPLIES							
General Office and Operational				-			-
Total Supplies			-	-	-	-	-
F. CONTRACTUAL							
<i>Interim Director-Reiger</i>			36,000	-			36,000
Total Contractual			36,000	-	-	-	36,000
G. CONSULTANTS							
Business Advisors			7,200	80,830			88,030
SBDC Trainers				-			-
No. of Hours		2,201					
Avg Rate of pay: \$40							-
Total Consultants			7,200	80,830	-	-	88,030
H. OTHER							
Quickbooks software licenses				-	2,449		2,449
<i>Facilities (not eligible for indirect)</i>				-			-
Main Office			5,809	17,706			23,515
Total Other			5,809	17,706	2,449	-	25,964
I. TOTAL DIRECT			92,372	130,074	2,449	-	224,895
J. INDIRECT COSTS							
Waived Indirect						37,081	37,081
4%		SBA Indirect	2,023	-			2,023
24% Total Indirect			2,023	-	-	37,081	39,103
TOTAL BUDGET			94,395	130,074	2,449	37,081	263,998

Humboldt State University Norcal SBDC Regional Network
Budget Narrative: Solano Community College Solano County SBDC
CY 2014: January 1, 2014 - December 31, 2014

94,395

Line Item	Total Budget	Budget Explanation
A. PERSONNEL		
SBDC TimeBase		
Director, Penwell, Kelly	0.38	34,650
Administrative Support, Pegg, M	0.52	19,433
Total Personnel	54,083	Position hired August 18-end of year Part time position
B. Fringe Benefits		
Director, Penwell, Kelly	14,392	Payroll taxes, health, dental, and vision benefits. Institutional rate
Administrative Support, Pegg, M	5,041	
Total Benefits	19,433	
C. TRAVEL		
In-State miles at	424	Travel around region
Other In-State	961	Hotel, meal expenses
Other Out of State/Region		
ASBDC Conference		
Total Travel	1,385	
D. Equipment		
(For items \$5,000 or more)		
Total Equipment		
E. SUPPLIES		
General Office and Operational		
Total Supplies		
F. CONTRACTUAL		
Interim Director-Reiger	36,000	Temporary contracted position from January -July
Rental costs for off site facilities		
Total Contractual	36,000	
G. CONSULTANTS		
Business Advisors	88,030	All SBDC Advisors are Independent Contractors paid at a rate of \$40-\$50/hr
SBDC Trainers		
No. of Hours		
Avg Rate of pay: \$40		
Total Consultants	88,030	
II. OTHER		
Advertising		
Postage		
Quickbooks software licenses	2,449	\$399 each. For advisors/trainings
Facilities (not eligible for indirect)		
Main Office	23,515	The Solano College SBDC subleases 900 sf from the Solano EDC. This includes CAM charges, utilities, janitorial, and 1/2 of the copier lease.
Other Office		
Total Other	25,964	
J. INDIRECT COSTS		
Waived Indirect	37,081	as stated for SBA and CashMatch
4% SBA Indirect	2,023	Cash Taken as stated.
Total Indirect	39,103	
TOTAL BUDGET	263,998	

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: VIRTUAL DESKTOP (VDI) VALLEJO CENTER

REQUESTED ACTION: APPROVAL

SUMMARY:

A part of the Technology Improvement Projects is to provide a high end learning environment for students. This is not limited to just having up to date technology but also includes.

1. The ability to provide quick changes/updates to student systems.
2. Reduce the environmental footprint including "Green Technology" devices.
3. Cost Savings.
- 4.

The Vallejo Center will be the first student lab to deploy this Green Technology to help determine feasibility for all student labs moving forward.

Summary of estimated costs: (Based on Western States Contracting Alliance (WSCA)).

Wyse Zero Clients (VDI Thin Clients)	\$9,185.52
Dell 23" Monitors	\$5,564.00
PowerEdge VRTX Rack (VDI Server Rack)	\$40,665.30
Wyse Mounting Brackets	\$1,049.34
<u>Professional Services</u>	<u>\$19,550.00</u>
Net Cost	\$76,014.16

The District's Chief Technology Officer will be available to answer any questions.

<i>Government Code:</i>	<i>Board Policy</i>	<i>Estimated Fiscal Impact: \$76,014.16 Bond</i>
-------------------------	---------------------	--

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

Roger Clague
Chief Technology Officer

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7264

TELEPHONE NUMBER

Technology Services & Support

ORGANIZATION

January 9, 2015

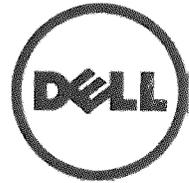
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



Vallejo VDI Training Room Deployment



Contents

1	INTRODUCTION	3
2	TERM	3
3	SCOPE OF SERVICE	3
3.1	Introduction.....	3
3.2	Detailed Description.....	3
3.3	Customer Responsibilities	4
3.4	Assumptions.....	6
3.5	Out of Scope	6
3.6	Schedule / Timeline / Milestones	6
3.7	Service Hours	7
3.8	Deliverables.....	7
3.9	Personnel Skills and Qualifications	7
4	PRICING	7
4.1	Purchase Order Amount.....	7
4.2	Pricing Clauses:	7
5	CHANGE MANAGEMENT PROCESS	8
6	OTHER PROVISIONS	8
7	GENERAL	9
8	SIGNATURES	10

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1 INTRODUCTION

This Statement of Work (“SOW”) sets forth the Services (as defined herein) to be provided by Dell Marketing LP (“Dell”) to Solano County Community College District (“Customer”). The Services are governed by and subject to the terms and conditions specified in Customer’s separate signed master services agreement with Dell to the extent such agreement authorizes Customer to order the Services described herein; or, in the absence of such agreement, the Professional Services Agreement (“PSA”), which is available at www.dell.com/PSATerms and in hardcopy upon request and incorporated by reference in its entirety into this SOW, and the parties acknowledge having read and agree to be bound by such online terms, (the effective agreement shall be deemed the “Agreement”).

2 TERM

The term of this SOW shall begin on the date of the last signature (“Effective Date”) as set forth in the Signature Section of this SOW and unless terminated in accordance with this SOW or the Agreement, shall expire on the date that Dell completes the provision of Services in accordance with this SOW.

3 SCOPE OF SERVICE

3.1 Introduction

- The objective of the Services is to provide end to end VDI turnkey solution for the customer. Along with server side configuration, end points and monitors will also be installed and cabled.

3.2 Detailed Description

Client & Resource Management

- Working session to develop and document goals and objectives, roles and responsibilities, expectations and deliverables
- Review business, technical and functional requirements
- Coordinates Cornerstone resources with Customer’s project manager
- Includes coordination throughout the period of engagement to communicate status, progress and concerns
- Develop tailored project schedule summary

Assessment & Preparation

- Review infrastructure diagrams of existing environment using customer documentation
- Review existing system(s) to be migrated and/or integrated with new system (e.g. AD, File Systems, WAN, etc.)
- Determine utilization and performance to establish a baseline (if applicable)
- Review system policies, standards and restrictions

- General review of system dependencies (e.g. SAN, servers, etc.)

Engineering and Deployment of View infrastructure

- Deploy VDI turnkey solution
- Deploy VRTX
- Configure ESXi on both blades
- Configure HA in VSphere environment
- Install VCenter Server VM
- Setup VMware View Horizon 6 or the latest edition available
- Create desktop pools
- Pool will be configured with non-persistent desktops
 - Configure bases OS images
 - Not to exceed 4 images
 - NOTE: Installation of applications is the responsibility of the Customer
- Leverage existing domain services for view environment

Testing & Verification of the system

- Perform test of system functionality limited to:
 - Access to View Desktop Broker
 - Delivery of VDI to single end point in the lab
 - Persistent VM provisioning
 - Internal access to View desktop
 - Provisioning to multiple sessions
- Review and analyze logs
- Review and analyze performance reports

Testing and Verification of Applications

- Perform base application testing (limited to 8 hours)
- Test each application and validate the functionality (not to exceed 8 hours)
- Application performance testing (not to exceed 8 hours)

Post Deployment Support

- Limited to the initial configuration setup by Dell

3.3 Customer Responsibilities

Customer agrees generally to cooperate with Dell in its delivery of the Services. Customer agrees to the following responsibilities:

- 1) During the term of this SOW, Customer is responsible for promptly notifying Dell in writing of a) any changes Customer makes to its information technology environment that may impact Dell's

delivery of the Services; and b) if Customer becomes aware that any of the Assumptions set forth herein are incorrect.

- 2) Customer will maintain a backup of all data and programs on affected systems prior to Dell performing the Services and during the term of the SOW. Dell will have no liability for loss or recovery of data, programs or loss of use of system(s) arising out of or in connection with the Services provided under this SOW.
- 3) Prior to the start of this SOW, Customer will indicate to Dell in writing a person to be the single point of contact, according to project plan, to ensure that all tasks can be completed within the specified time period. All Services communications will be addressed to such point of contact (the "Customer Contact"). Failure to do so might result in an increase in project hours and/or length in schedule.
- 4) Customer agrees to make available suitable resources, space, personnel, documentation, and systems.
- 5) Customer will provide technical points-of-contact, who have a working knowledge of the enterprise components to be considered during the Services ("Technical Contacts"). Dell may request that meetings be scheduled with Technical Contacts.
- 6) Customer Contact will have the authority to act for Customer in all aspects of the Service including bringing issues to the attention of the appropriate persons within Customer's organization and resolving conflicting requirements.
- 7) Customer Contact will ensure that any communication between Customer and Dell, including any scope-related questions or requests, are made through the appropriate Dell Project Manager.
- 8) Customer Contact will provide timely access to technical and business points of contact and required data/information for matters related to the scope of Service.
- 9) Customer Contact will ensure attendance by key Customer contacts at Customer meetings and deliverable presentations.
- 10) Customer Contact will obtain and provide project requirements, information, data, decisions and approvals within one working day of the request, unless both parties agree to a different response time.
- 11) Customer may be responsible for developing or providing documentation, materials and assistance to Dell and agrees to do so in a timely manner. Dell shall not be responsible for any delays in completing its assigned tasks to the extent that they result from Customer's failure to provide such timely documentation, materials and assistance.
- 12) Customer Contact will ensure the Services personnel have reasonable and safe access to the Project site, a safe working environment, an adequate office space, and parking as required.
- 13) Customer will inform Dell of all access issues and security measures, and provide access to all necessary hardware and facilities.
- 14) Customer is responsible for providing all hardware, software, internet access, and facilities for the successful completion of the Services. Facilities and power must meet Dell's requirements for the products and Services purchased.
- 15) Customer to ensure that infrastructure meets performance requirements specified by architect/engineer.
- 16) Customer will provide notice of events that would cause delays in the specified project timeline.

3.4 Assumptions

Dell has made the following specific assumptions while specifying the Services detailed in this SOW:

- 1) The provision of the Services does not include the development of any intellectual property created solely and specifically for the Customer under this SOW.

3.5 Out of Scope

For the avoidance of doubt, the parties acknowledge that the following activities are not included in the scope of this SOW.

- 1) Any services, tasks or activities other than those specifically noted in this SOW.
- 2) Any Dell training or certification services not specifically described in this SOW.
- 3) Except as set forth herein, Dell is not responsible (including financial responsibility) for any Customer and/or third party personnel, hardware, software, equipment or other assets currently utilized in the Customer's operating environment.

Upon request by Customer, Dell will provide a proposal for such out of scope services pursuant to the Change Management Process as defined in Section 6.

3.6 Timeline

Dell anticipates the Services will span an estimated period of thirteen (13) business days over a period of four (4) weeks.

The table below is an estimate of the general project duration by phase and is intended for planning purposes only. The actual schedule may change as the project progresses.

Estimated Duration Table

Phase	Estimated Duration	Onsite/Offsite
Client & Resource Management	Entire Project	Offsite
Assessment & Preparation	1 Day	Onsite
Engineering and Deployment of View infrastructure	5 Days	TBD
Testing & Verification of the system	5 days	TBD
Post Deployment Support (over 2 Weeks run simultaneously with the rest of the project)	2 Days	Offsite

Once this Service has been scheduled, any changes to the schedule must occur at least 8 business days prior to the scheduled date. If Customer reschedules this service within 7 business days of the scheduled date, this may necessitate invoking the Change Control Process to determine the impact, if any, and any related price adjustments.

3.7 Service Hours

Dell intends to provide the Services during the scheduled hours stated below (the “Service Hours”).

This Service will be performed during normal business hours typically 8:00 a.m. to 5:00 p.m., Monday through Friday, Customer local time and will include travel time to and from the Customer location and excludes local holidays, unless other arrangements have been made in writing between Dell and Customer.

3.8 Deliverables

The following is a list of tangible material provided as part of the Service performed by Dell for Customer under this SOW.

1. Testing and verification reports

3.9 Personnel Skills and Qualifications

Dell, will, at its sole discretion, determine the number of personnel and the appropriate skill sets necessary to complete the Services.

4 PRICING

This section describes the methodology for determining invoice amounts (the “Charges”) for the Services provided under this SOW. Customer hereby agrees to pay the Charges in accordance with the Invoicing and Payment terms of the Agreement and as further supplemented within this SOW.

Charges shall be as follows:

4.1 Purchase Order Amount

Except as otherwise provided below, the Total amount to be noted on the Purchase Order provided to Dell for this SOW is: USD 19,550.00. If this SOW includes estimates, invoices will be based on actuals usage or expenses incurred.

4.1.1 One-Time Charge Following Customer Signature

Dell will invoice Customer upon Customer signature of the SOW the following One-Time Charge:

One-Time Charge: USD 19,550.00.

4.1.2 Expenses

Customer will be responsible for any Service related expenses including actual, reasonable and necessary travel and living expenses Dell incurs in connection with delivering the Services. Expenses are estimated at USD 0.00 and will be invoiced by Dell based on actual expenses incurred.

4.2 Pricing Clauses:

- 1) Pricing - The terms of this SOW (including but not limited to the pricing) shall be valid for thirty (30) days following initial delivery date (“Initial Delivery Date”) of this SOW to Customer. In the event this SOW is executed by Customer and returned to Dell after such thirty (30) day period, Dell may, in its sole discretion, (i) accept the SOW on the stated terms or (ii) reject the SOW and

provide Customer with a revised SOW setting forth any necessary updates to the terms of the previous SOW.

- 2) The price for the Service is based on Customer's environment as disclosed to Dell. If the assumptions, Customer responsibilities and parameters within the scope of the Service used to develop the SOW are found to be incorrect or have changed, the parties agree to pursue resolution through the Change Management Process set forth in this SOW.
- 3) If any of the volumetric assumptions used in this SOW (including, time on task, locations, service consumption, and/or configuration factors and excluding estimated hours or expenses) relied upon by Dell vary by +/- five (5%) percent, Dell has the right to adjust the pricing to reflect such changes.
- 4) Taxes - All prices are in USD and are exclusive of all applicable taxes

5 CHANGE MANAGEMENT PROCESS

The Change Management Process ("Change Management Process") is the process that governs changes to the scope of the Service during the Term of this SOW, as described below. The Change Management Process may be used to modify the Service described in this SOW.

Changes permitted to be made pursuant to this Change Management Process will be limited to changes to Section 3 (Summary of Service) and Section 4 (Scope of Service) and adjustments in Section 5 (Pricing) associated with changes to Sections 3 and 4 of this SOW.

Either party may request a permitted change in the Scope of the Service by completing a Change Order Form at

www.dell.com/servicecontracts/RFC

The receiving party will review the proposed Change Order and will (i) approve it, (ii) agree to further investigation, or (iii) reject it. Changes agreed pursuant to the Change Management Process will not be effective until mutually executed by both parties.

Any desired modifications to this SOW which are not permitted above in this Section 6, will require that a written amendment to this SOW or a new SOW be mutually executed by the parties.

6 OTHER PROVISIONS

- 1) Dell may use affiliates and subcontractors to perform Services.
- 2) Dell may perform all or part of the Services off-site at a Dell or other location.
- 3) Services may be performed outside the country in which Customer and/or Dell is located. From time to time, Dell may change the location where Services are performed and/or the party performing the Services; provided however, Dell shall remain responsible to Customer for the delivery of Services.
- 4) Customer acknowledges that Dell will request Customer's participation in a Customer feedback survey. Additionally, Dell may approach Customer to serve as reference regarding Dell's performance of the Services. If Customer agrees to be a reference, Customer and Dell will agree in writing to the terms of such reference. The Infrastructure Consulting References Program has been developed to facilitate the confidential conversations between Dell customers and prospective accounts.

- a) Customers are invited to join the program at the conclusion of their project for a period of one year.
 - b) We will only share your contact information to a potential customer who is interested in contacting you for a discussion on your previous experiences.
 - c) We limit usage of your reference to no more than once/month.
 - d) We will not publish your name, organization, or any customer identifiable details based on participation in this program.
- 5) If a conflict arises between the terms of the Purchase Order, SOW and Agreement, the following order of precedence shall be followed: first, the SOW; second, the Agreement; and third, the Purchase Order (if any). Provided, however, in no event will any terms and conditions contained in any Purchase Order apply irrespective of whether such terms and conditions are in conflict with or merely ancillary to any terms and conditions in the SOW or Agreement.

7 GENERAL

Dell shall not be responsible for any delay or failure to provide Service to the extent caused by: (1) failures by Customer to perform its responsibilities under this SOW; (2) materially inaccurate assumptions; (3) a defect, deficiency or failure with respect to Customer's network, systems, software, data or other equipment; or (4) modifications to Customer's network, systems, or other equipment made by a party other than Dell or its representatives. In the event that either party becomes aware of the occurrence of one or more of the foregoing events, they shall notify the other party accordingly. Notwithstanding such occurrence, Dell may, following discussion with Customer regarding the impact of such incident, continue to provide the Service and shall use commercially reasonable efforts to perform the Service under this SOW. Customer shall reimburse Dell for its reasonable additional costs of providing the Service and out of pocket expenses for such efforts and only to the extent attributable to the items defined above.

8 SIGNATURES

Dell and Customer have caused this SOW to be signed and delivered by their duly authorized representatives.

Solano County Community College District

Dell Marketing LP

By:

By:

Printed:

Printed:

Title:

Title:

Date:

Date:

Please note that for administrative purposes only, Services may not be scheduled or commenced until Dell receives a Customer's purchase order that references this SOW. Upon receipt and acceptance of the Customer's purchase order, a Dell Project Manager will contact you to begin Services scheduling. Any additional and/or conflicting terms and conditions stated on Customer's purchase order shall be void and have no effect on this SOW.

Please fax a copy of your purchase order and this signed SOW (with all pages in full) to
Fax: 512-283-7899, Attention: ICS Intake Manager, RE: 7608412.
The purchase order amount should include estimated expenses, if they are billable.



Contact Summary

Customer	Solano County Community College District Contact Name: Kimo Calilan Phone: 707-864-7104 Email: james.calilan@solano.edu
Initial Delivery Date	1/8/15
Document Author	Name: Michael Ashton Title: Senior Inside Solutions Architect Organization: Dell Global Solution Design Center Phone: 801-369-9510 Email: Michael_Ashton@Dell.com
Customer Billing Contact	Name: Kimo Calilan Address: 4000 Suisun Valley Road, Fairfield, CA 94534 Phone number: 707-864-7104
Dell Segment Contact	Name: Phil Wolf Phone: 916-365-7320 Email: Phil_Wolf@Dell.com
Locations where work will be performed	4000 Suisun Valley Road, Fairfield, CA 94534
Dell Opportunity Number	7608412



Quote Date: 1/7/15

Order # Product Description

69062200354 VMware Client for VMware 5020 - P25, BTX
69062200354 Dell 23 Monitor - P2314H
69062200354 PowerEdge VRTX Rack

New Red Software and Peripherals

690622163M Dell Wyse Mounting Bracket - For Dell P2414H

Services

QTY	Subtotal	Tax	Shipping	Company
30	\$8,556.00	\$629.52	\$0.00	Customer #
30	\$5,058.30	\$385.70	\$0.00	Extended
1	\$28,333.44	\$2,331.86	\$0.00	
30	\$975.00	\$74.34	\$0.00	\$1,049.34
1	\$19,550.00	\$0.00	\$0.00	\$19,550.00

Pacific Southwest Account Executive

Phil Wolf
Phil.Wolf@Dell.com

Project Totals

Hardware	\$51,947.74
Software and Peripherals	\$20,525.00
Shipping	\$0.00
Sales Tax	\$3,421.42
Grand Total	\$75,894.16

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: VIRTUALIZATION OF HP3000 (LEGACY) SYSTEM

REQUESTED ACTION: APPROVAL

SUMMARY:

The HP 3000, our legacy, system had been the District’s data system for all of our fiscal and student data/records. Even though we have been on Banner for many years we have kept the HP up and running for historical data access. It is now not economically feasible to keep this old equipment running in our data center for the amount of times users access its data. The virtualization of the HP into our current network systems will provide the HP function needed to access historical information but more importantly allow us to remove very old/outdated equipment out of our data center.

Summary of estimated costs:

Licensing	\$9,000.00
Support	\$1,800.00
<u>Startup Services</u>	<u>\$7,500.00</u>
Net Cost	\$19,878.38

The District’s Chief Technology Officer will be available to answer any questions.

Government Code: Board Policy Estimated Fiscal Impact: \$19,878.38 Bond Fund

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

Roger Clague
 Chief Technology Officer

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707 864-7264

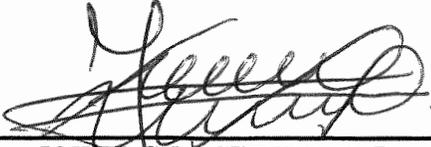
TELEPHONE NUMBER

Technology Services & Support

ORGANIZATION

January 9, 2015

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

QUOTATION

Quote Number: STR-09920

Date : 10 December 2014

FOR

Solano Community College
 Mr. Justin Howell
 4000 Suisun Valley Rd,
 Fairfield, California 94534
 United States

#	Part #	Description	Unit Price	Qty	Total
1.	CHHPA-A40-IP-LI	Unlimited license for CHARON-HPA/A408 for Linux TAX Unlimited license for a single instance of CHARON-HPA/A408 for Linux on one host system, provides the functionality of an HP e3000-A400 with one CPU, 1 GB of Memory, one Ethernet adapter, the ability to configure a total of 7 virtual disks or tapes; limited to 8 MPE sessions.	9,000.00 USD	1	9,000.00 USD
2.	CHHPA-A40-IU-LI	GOLD Support for CHARON-HPA/A408 for Linux TAX GOLD Support for a single license of CHARON-HPA/A408 for Linux for one year.	1,800.00 USD	1	1,800.00 USD
3.	CHHPA-005S-LI	CHARON-HPA Start Up Services TAX CHARON-HPA Startup service. Remote email and telephone support to your technical specialist during the installation and configuration of CHARON-HPA and during data and application transfer. Proof of Concept - 4 Days : Go-live support 1Day	1,500.00 USD	5	7,500.00 USD
4.		Travel Expenses to be billed at actual	0.00 USD	1	0.00 USD
			SUBTOTAL		18,300.00 USD
			SALES TAX		1,578.38 USD
			TOTAL		19,878.38 USD

Bank Transfer to:

Suntrust Bank
 3620 Six Forks Rd
 Raleigh, NC 27609
 Swift Code : SNTRUS3A
 Routing # 061000104
 Acct # 1000137575386

Check to be Issued and sent to:

Stromasys Inc
 2840 Plaza Place Suite 450
 Raleigh
 NC 27612

Tel : 919-239-8450
 Fax : 919-239-8451

Terms and Conditions:

This quotation is valid for 30 days. Payment is upon invoice, 30 days net.

Please use the name STROMASYS Inc. when preparing Purchase Orders dated starting from 1st January 2014.

Additional technical product details and host system requirements are available at www.stromasys.com

Sincerely,

DOUG SMITH
Product Director HP 3000
Direct Phone: 214-632-2333 ; Fax: 919-239-8451
Skype : Doug.Smith.Skype



STROMASYS INC
US Headquarters
2840 Plaza Place, Suite 450
Raleigh, North Carolina 27612
USA

My Office :
4500 Westgrove Drive
Suite 206
Addison, TX 75001
USA

www.stromasys.com

IMPORTANT: This message contains confidential information. Unless you are the addressee (or authorized to receive for the addressee) you may not copy, use, or distribute this information. If you have received it in error, please contact us immediately by return email. Please then delete it and do not disclose its contents to any other person.

Bank Transfer to:

Suntrust Bank
3620 Six Forks Rd
Raleigh, NC 27609
Swift Code : SNTRUS3A
Routing # 061000104
Acct # 1000137575386

Check to be Issued and sent to:

Stromasys Inc
2840 Plaza Place Suite 450
Raleigh
NC 27612

Tel : 919-239-8450
Fax : 919-239-8451

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: AUTHORIZATION OF PAYMENT FOR BOARD MEMBERS' ABSENCE, RESOLUTION NO. 14/15-17

REQUESTED ACTION: APPROVAL

SUMMARY:

According to Board Policy No. 1014, Compensation, Payment of Expenses and Benefits, and Education Code 72024(d), "A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board." Past Board authorization has limited compensation to two absences per calendar year. The proposed resolution will apply only for absences occurring during the 2015 calendar year.

Government Code: Education Code 72024(d) Board Policy: 1014 Estimated Fiscal Impact: N/A

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

ADDRESS

707 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

AUTHORIZATION OF PAYMENT FOR BOARD MEMBERS' ABSENCE

RESOLUTION NO. 14/15-17

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WHEREAS, _____ Governing Board member, found it necessary to be
(Trustee Name)

absent from the _____ Governing Board meeting due to his/her
(Board Meeting Date)

attendance at _____ for Solano Community College;
(College Function/Conference)

WHEREAS, Education Code 72024(d) states that “A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board”; and,

WHEREAS, Past Board authorization limits the compensation to two (2) absences per calendar year. Health and Welfare benefits will continue;

NOW THEREFORE, BE IT RESOLVED, That the Solano Community College District Governing Board affirms that _____ absence on _____
(Trustee Name) (Date of Absence)

was of a nature to warrant full payment to him/her for that meeting not to exceed two (2) absences per calendar year.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

AUTHORIZATION OF PAYMENT FOR BOARD MEMBERS' ABSENCE

RESOLUTION NO. 14/15-17

(Continuing – Page 2)

PASSED AND ADOPTED, This 21st day of January 2015, by the Governing Board of
Solano Community College District.

**A. MARIE YOUNG
BOARD PRESIDENT**

**JOWEL C. LAGUERRE, Ph.D.
SECRETARY**

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SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION,
CHAPTER 211, 2014-2017 COLLECTIVE BARGAINING AGREEMENT

REQUESTED ACTION: ACTION/APPROVAL

SUMMARY:

Tentative agreement has been reached between the California School Employees Association, Chapter 211 and the District. CSEA ratified the tentative agreement on December 9, 2014. The administration recommends approval of the attached agreement.

Government Code: 3540 Board Policy: 4015 Estimated Fiscal Impact:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

SUPERINTENDENT'S RECOMMENDATION:

Wade Larson
Associate Vice President, Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

707-864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

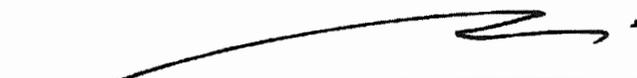
SOLANO COMMUNITY COLLEGE DISTRICT

Proposal – CSEA Article 29 - Negotiations

29.1.2 It is understood that there is nothing in the law that prohibits either party from reverting to an alternative method of submitting reopeners with written notice. In the event this occurs, CSEA, Chapter 211, shall have the annual right to present their proposals no later than January 31st prior to July 1 when the proposals would take effect. *If the previous contract negotiations exceed the timeline (Jan.31st), both parties would agree to a mutual date to submit reopeners.*


Debbie Luttrell-Williams, President
CSEA, Solano Community College Chapter 211

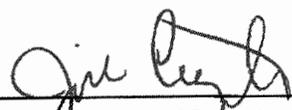
6/19/2014
Date


George Olgin, VP / Negotiations Spokesperson
CSEA, Solano Community College Chapter 211

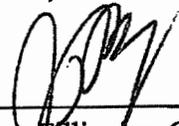
6/19/14
Date


Laurie Cheatham, Negotiator
CSEA, Solano Community College Chapter 211

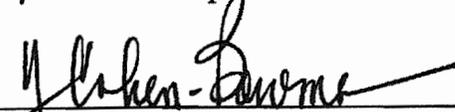
6.19.2014
Date


Jill Crompton, Negotiator
CSEA, Solano Community College Chapter 211

6/19/2014
Date


Jerry Pillingam, CSEA
Labor Relations Representative

6/19/14
Date


Nona Cohen-Bowman, Consultant, Human Resources
Solano Community College

6/19/14
Date


Yulian Ligioso, Chief Negotiator
Solano Community College

6/19/14
Date

SOLANO COMMUNITY COLLEGE DISTRICT

TENTATIVE AGREEMENT

ARTICLE XVII

JOB VACANCIES

17.1 Vacancies: A vacancy is a position that is open to internal and/or external applicants by virtue of resignation, termination, reorganization, or the establishment of a new position.

Job vacancies will be filled according to the following procedures:

17.2 Internal Recruitment

17.2.1 CSEA bargaining unit positions shall be advertised on-campus, and the district has an upward mobility program which is included in the faculty and staff diversity plan approved by the Chancellor of the California Community Colleges. All CSEA employees may apply.

- a. A job notice will be posted for six (6) full working days on District email. Any employee in the bargaining unit may apply by submitting an updated employment application to the Human Resources Department by the closing date.
- b. Any employee on leave during the period of the posting shall be mailed a copy of the notice by first class mail on the date the position is posted if he/she has notified the Human Resources Department in a memo of his/her absence. Any employee on leave or vacation may authorize CSEA or its officers to file a letter of interest and an employment application or resume on the employee's behalf. All interested and qualified employees shall be interviewed.

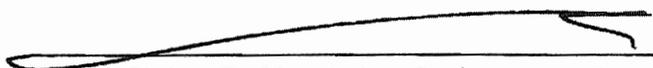
17.2.2 CSEA bargaining unit positions shall first be made available as lateral transfers. A lateral transfer is the opportunity for an employee to apply for a position in the same salary range if they meet the minimum qualifications for the advertised position. (For example, an individual in salary range 13, regardless of the job title, may apply for a vacant position in any of the salary range 13 if they meet the minimum qualifications.)

- a. The Human Resources Department will formally notify all eligible lateral transferees in writing of available positions via District email. They will be given six (6) full working days to submit an employment application to the Human Resources Department. All requests for a transfer shall submit an application.

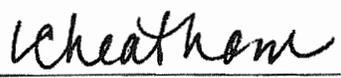
TENTATIVE AGREEMENT -- ARTICLE 17


Debbie Luttrell-Williams, President
CSEA, Solano Community College Chapter 211

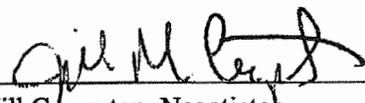
6/26/14
Date


George Olgin, VP / Negotiations Spokesperson
CSEA, Solano Community College Chapter 211

6/26/14


Laurie Cheatham, Negotiator
CSEA, Solano Community College Chapter 211

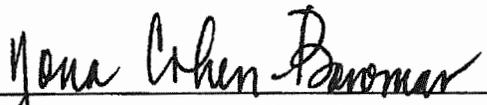

6-25-2014
Date


Jill Compton, Negotiator
CSEA, Solano Community College Chapter 211

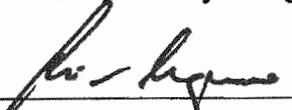
6-26-2014
Date

Jerry Fillingim, CSEA
Labor Relations Representative

Date


Mona Cohen-Bowman, Consultant, Human Resources
Solano Community College

6/26/2014
Date


Yulian Ligioso, Chief Negotiator
Solano Community College

6/26/14
Date

Article 11: Health & Welfare Benefits

District and CSEA agrees to withdraw Article 11: Health & Welfare Benefits for 2014-2017 negotiations.

Wade Z 9/18/14
Paul po 9/18/2014
Nathan Downman 9/18/2014
Chatham 9-18-2014
Jerry Williams 9/18/14
[Signature] 9/18/14
[Signature] 9-18-14
Debbie Luttrell-William 9-18-14

W. Cohen-Bowman 9/18/14

ARTICLE XVI

TRANSFERS/PROMOTIONS

J. [Signature] 9/18/14
S. [Signature] 9/18/14
L. Heatham 9.18.2014
J. [Signature] 9-18-2014
R. [Signature] 9-18-2014
J. [Signature] 9/18/14

16.1 Transfer: A transfer is defined as a change of either the physical location of a position (i.e. job site) or a change of position within the same classification

16.1.1 Job Site Transfers:

16.1.1(a) Temporary Site Transfer: No member shall be assigned to work temporarily in a location other than the normal work site without prior discussion with the member.

16.1.1(b) Permanent Site Transfer: No member shall be assigned to work permanently in a location other than the member's normal work site without prior discussion with CSEA representatives.

16.1.2 Voluntary Transfers: A voluntary transfer is the reassignment of a member, without examination, from one position to another position in the same classification, or a similar position within the bargaining unit.

16.1.2(a) Unit members may, at any time submit to the Human Resources Office a written request, on forms designated for that purpose, for transfer to positions within their current classification. Such requests shall include the classification requested and any special considerations such as particular working hours. The Human Resources Office will notify unit members, who have submitted requests of transfers in the bargaining unit and will refer to the hiring authority the names of all interested unit members who meet the minimum qualification for vacant positions.

16.1.3 District-Initiated (Involuntary) Transfers:

16.1.3(a) Definitions: A District-initiated transfer is an involuntary transfer initiated by the District. In the absence of disciplinary action, a District-initiated transfer does not involve a change in class; however may involve a change in work site.

16.1.3(b) The district may change the work site of unit members within the same job classification, under the same supervisor/manager. The affected unit member shall be given two weeks' notice and a conference will be held with

- 16.3 Mileage:** Employees assigned temporarily to travel to locations other than their normal work site shall be compensated for mileage if the second work site results in mileage greater than the mileage to their normal work site. Transportation time to a second site shall be included in the compensated working day.
- 16.4 Reasons for Denial:** The District shall provide the member with a written statement of reasons of the denial as well as a copy sent to the CSEA Chapter President.

W. Heatham 9-18-2014
Jeon 9-18-2014
9/18/14
9/18/14
9/18/14

Article 25: Contracting Out Work

25.1 The District agrees not to contract out CSEA work except as permitted pursuant to Board Policy 4710 and Education Code 88003. (See Appendix H – BP 4070 & Appendix I – Education Code 88003).

25.2 Human Resources shall provide bi-monthly reports to CSEA detailing and tracking all non-probation and permanent CSEA members that are offered contract for CSEA service. This includes but is not limited to Professional Experts, Short-Term employee, Substitute employee (temporary absence), and substitute employee (vacancy) as defined under Article VII. District agrees not to contract out CSEA work.

Wade 9/18/14
Palmer 9/18/14
N. Cohen-Bowman 9/18/14

ARTICLE 20: DISCIPLINARY AND DISMISSAL PROCEDURES

20.1 STATEMENT OF PURPOSE

DEFINITION: Any unit member designated as a permanent employee shall be subject to disciplinary action only for reasonable cause. "Cause" relating to disciplinary action against classified employees means those grounds for discipline, or offenses enumerated in written rules, regulations and policies of the District.

The decision to initiate disciplinary proceedings and the determination of the type and the amount of recommended discipline are reserved to the District. However, a unit employee shall be subject to disciplinary action only for cause. Grounds for disciplinary action may be based on the causes enumerated in this Article in Sections 20.1.2 and 20.1.3.

20.1.1 **APPLICATION:** This Article applies to permanent unit members only. Probationary unit members may be terminated or subject to other discipline at the discretion of the District. All references to "days" within this Article shall mean working days.

20.1.2 **PROGRESSIVE DISCIPLINE:** It is the intent of the parties to engage in progressive discipline and, before discipline is normally imposed, the unit member will be given an oral or written warning and a reasonable time within which to correct the deficiency or behavior. This warning may be omitted if the cause for discipline is found by management to be intentional or of such a nature that immediate or more severe action is deemed necessary. Management will consider the following elements in making a determination to impose immediate discipline:

1. The nature of the omission, misconduct or deficiency;
2. The probability that the deficiency can be corrected;
3. The harm caused; and
4. The past performance of the unit member.

20.1.3 **CAUSES FOR DISCIPLINARY ACTION:** Causes for discipline are in accordance with Board Policy 4770 and California Education Code.

20.2 **PROCEDURAL STEPS—INFORMAL COUNSELING:** An informal oral discussion(s) may be initiated by a Supervisor with a unit member when, in the opinion of the Supervisor, a performance-related event has become serious enough for the Supervisor to consider discipline. The unit member shall have the right to CSEA representation at said discussion. Following the oral discussion the Supervisor shall, in writing, describe the problem behavior or areas of needed improvement and the desired corrections needed of the employee. A copy shall be provided to the unit member and CSEA.

20.2.1 The unit member shall be given notice that the materials will be placed in personnel file within ten (10) days and the opportunity to attach comments to the notation. No written notation shall be placed in the employee's personnel file at the informal counseling level

20.2.2 The District may consider additional training for the employee as deemed appropriate.

20.3 **WRITTEN WARNING/REPRIMAND:** If the behavior is deemed severe or continues, the Supervisor shall issue to the unit member a clearly identified written letter of warning/reprimand. A copy will be sent to CSEA and the Office of Human Resources. At the request of CSEA, the Office of Human Resources may also be involved at this level.

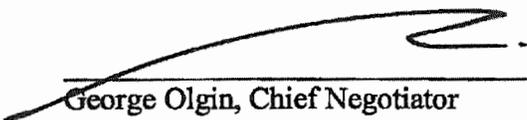
20.3.1 The unit member will have ten work (10) days to request a meeting to contest the written reprimand. The unit member shall have the right to representation by CSEA at this meeting. The Supervisor shall schedule a conference to hear the unit member's response. Following the conference, the Supervisor may recommend that the written warning/reprimand be modified in part or in whole or left as originally written and recommend placement into the unit member's personnel file.

ul
10/30/14

- 20.5.3 The parties may mutually agree to skip steps or accelerate or slow time lines contained in the procedure, dependent upon the facts of an individual case.
- 20.5.4 This Article replaces all other District disciplinary rules, regulations, procedures, policies, customs, or other means of imposing discipline covered herein affecting members of the unit which may now be extant.
- 20.5.5 In situations in which an immediate administrative leave is necessary to avert possible serious harm to the District, its unit members, its students or the public, or for investigations, the administrative leave will be paid leave.

 Debbie Luttrell-Williams, President
 CSEA, Solano Community College Chapter 211

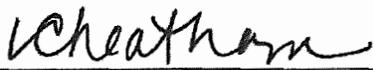
 Date



 George Olgin, Chief Negotiator
 CSEA, Solano Community College Chapter 211

10/30/14

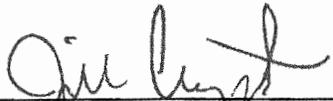
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 Laurie Cheatham, Negotiator
 CSEA, Solano Community College Chapter 211

10-30-2014

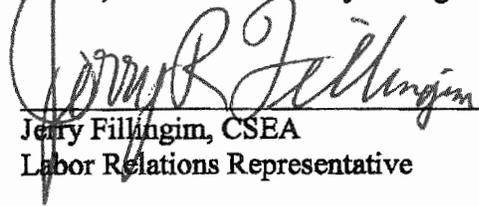
 Date



 Jill Crompton, Negotiator
 CSEA, Solano Community College Chapter 211

10-30-2014

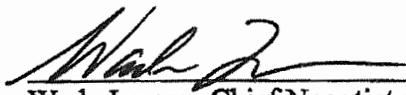
 Date



 Jerry Fillingim, CSEA
 Labor Relations Representative

10-30-14

 Date



 Wade Larson, Chief Negotiator
 Solano Community College

10/30/14

 Date

ARTICLE XIII

Change table to reflect 1 month through 9 years 15 days

13.4.1 The maximum amount of accumulated unused vacation time earned that may be carried over to the next fiscal year (July 1) is a two (2) year entitlement. Vacation accrual over 2 years shall be moved into the excess vacation bank. Excess vacation hours will be applied first when vacation is taken.

CSEA

George Olgin 11/13

Jill Crompton Jill Crompton 11/13/14

Maureen BATES Maureen BATES 11/13/14

Debbie Luttrell-Wilkins Debbie Luttrell-Wilkins 11/13/14

SCC: Wade J...

AMP - HR

11/13/14

3:28 pm

Article 9: Pay & Allowances

November 20, 2014

District counters CSEA's proposal on Initial salary placement with the added language below in red.

New employees may be initially placed beyond the first step, to maximum of step 3, of the salary schedule. Step placement at Step 2 is based on at least three (3) years of related education and/or paid work experience in addition to that needed to meet the minimum requirements for the position. The equivalent of twenty (20) semester units of related course work will equal one (1) year (transcripts must be submitted). While related work experience will be counted on a year-for-year basis. Step placement at step 3 will be based on an addition two (2) years of related education and/or paid work experience above the experience required for step 2 placement. In the event the District has difficulty filling a position, initial salary placement may be placed at a step 4, this initial placement will follow the above criteria up to a step 3. This will be effective on January 1, 2015.

Salary Advancement –

An employee who is hired at a rate above the first step will receive his/her first increment advancement after one (1) year of service on July 1.

DISTRICT



11/20/14

10:08 a.m.

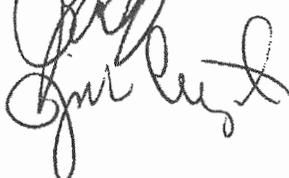
CSEA



George Olson 11/20



Debbie Luttrell-Williams
11/20/14



Jill Crompton

Article 9: Pay & Allowances

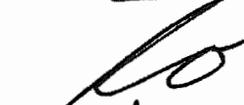
November 20, 2014

District rejects CSEA's request for a pay increase of 1% on the salary schedule. The District proposes should another unit receive a pay increase in compensation, all CSEA unit members shall receive the same increase in compensation.

Upon mutual agreement between CSEA and the District, salary increases may be reopened for negotiations during the contract year.

DISTRICT

11/20/14
10:08

CSEA
 George 11/20
Debbie Lutzall-Williams 11/20
 Jill Crompton 11/20/14

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: APPROVAL OF EMPLOYMENT CONTRACT-
INTERIM VICE PRESIDENT, STUDENT SUCCESS

REQUESTED ACTION: APPROVAL

SUMMARY

This is an employment contract for Diane White, Interim Vice President of Student Success. This position was primarily established to work on the project with Vallejo Unified School District to develop college options for Wall to Wall academies. Diane has a few other projects that she may be working on as well through her assignment. This position is funded through several grants and is a temporary assignment that will work through June 30, 2015 with the possibility of a 6-month extension if there is additional need and if funding is available.

The period of the position is January 1, 2015 to June 30, 2015 an extension is contingent upon budget. We request the Board to approve this employment contract.

Government Code: EC Section 72411 Board Policy: 2100; 2120 Estimated Fiscal Impact: \$ 71,430

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

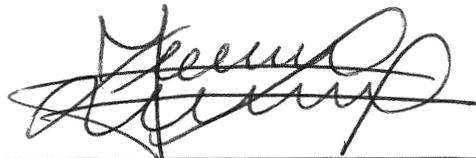
ADDRESS

707 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

January 9, 2015
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE

CONTRACT FOR SERVICES SOLANO COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT ("Agreement") for contracted professional and technical services is made and entered into on January 1, 2015, by and between the Solano Community College District ("District") and Diane White ("Interim Vice President for Student Success" or "Employee"). The purpose of this Agreement is to establish the terms and conditions for the Board's employment of Employee as the Interim Vice President for Student Success.

WHEREAS, Government Code section 53060 authorizes the District to contract for the furnishing of special services and advice in financial, economic, accounting, engineering, legal and administrative matters with persons specially trained, experienced and competent to perform such services; and

WHEREAS, it is acknowledged that Employee possesses special training and experience and can assist the District by providing a significant level of advice and guidance and by making recommendations to the District in administrative matters, particularly in the areas of Administrative and Student Services, and that engaging the services of Employee will assist the District in making significant progress in this and other important areas relating to the operation of the District; and

THEREFORE, In consideration of the promises and the mutual covenants and agreements hereinafter set forth, and for other good and valuable consideration, the receipt and the sufficiency of which hereby are acknowledged, the parties hereto agree that the District shall retain the services of Employee under the terms and conditions set forth below:

IT IS HEREBY AGREED AS FOLLOWS:

1. Position. Employee is hereby employed in the position of Interim Vice President for Student Success, commencing on January 1, 2015 and ending on June 30, 2015, or upon Employee's submission of a notice of termination as set forth below, or until the position is filled with the appropriate notice set forth below, whatever comes first. Employee is an academic employee as defined in Education Code Section 87001(a), and a management employee as defined by Government Code Section 3540.1(g).
2. General Terms and Conditions of Employment. This Agreement is subject to all applicable laws of the State of California, the rules and regulations of the Board of Governors of the California Community Colleges, and the rules, regulations, policies, and procedures of the District, all of which shall be made a material part of the terms and conditions of this Agreement as if set forth in full. This

Agreement shall prevail over any conflicting District rules, regulations, policies or procedures.

3. Powers and Duties. Employee shall perform all of the powers and duties of the position of Vice President for Student Success, as set forth in the official job description, and such other duties as may be assigned. These duties include:

Providing support for the following programs and activities:

- AB 86 – Provide leadership to AB86 Committee; work collaboratively with faculty and staff to implement AB86 plans.
- IBEST Work collaboratively with faculty and staff to research IBEST programs for Career and Technical Education, establish plans and propose budget and activities for piloting of IBEST.
- Academic Success Center – supervise and provide leadership and guidance to the Academic Success Center; guide the planning and evaluation of success workshops; assess financial impact and make recommendations for funding.
- CCPLS Provide leadership and guidance to CCPLS faculty and staff; work collaboratively with faculty and coordinate with regional partners to develop funding and full implementation of CCPLS program.
- Foster Youth Program – Provide leadership and guidance for the Foster Youth program, including program plans, budgets and assessments, including a comprehensive impact report on the program up to the end of Fall 2014.
- Student Support and Success Plan and Budget – Collaborate with and guide Student Services faculty and staff to update and implement 3SP plan and submit required reports; refine budget and be responsible for allocations and financial reports.
- ACE – Academy for College Excellence – Work collaboratively with faculty staff and Academic Affairs administration and coordinate with program directors to develop pilot program centered in Vallejo.
- Work collaboratively with Institutional Research and Planning and the Enrollment Management Committee to develop the Enrollment Management Plan and obtain approval through the governance process.
- Work with the Vallejo City Unified School to develop college options for a variety of academic collaborations.
- Serve on the Superintendent-President's Cabinet.
- Other duties as assigned.

Said services shall be performed at the highest professional level of competence according to standards acceptable as agreed upon by Employee and the District, but in any event, in accordance with California laws and regulations, and the policies, requirements and directives of the Board and District.

3. Salary. While employed pursuant to this Agreement, Employee will be paid a monthly salary of \$11,905.11. The base salary shall be paid in 6 equal monthly installments with proration for periods of less than a full month. The Board, at the recommendation of the District President, shall have the right to adjust the annual salary for any year or any portion thereof during the term of this Agreement, provided that such adjustment will not result in a salary less than that provided in this Agreement. Any such adjustment in salary shall not be construed to be an extension or renewal of this Agreement or the execution of a new agreement. Any adjustment in salary shall be made in writing as an amendment to this Agreement.
4. Professional Schedule, Sick Leave and Vacation. Employee shall be required to render full and regular services to the District during the period covered by this Agreement. Employee shall accrue 1.2 days of sick leave for each full month of employment during the term of this Agreement. The District reserves the right to require medical verification for any absence of more than three consecutive days that is charged as sick leave.

In addition to any local holidays granted by the Board of Trustees to 12-month administrative employees, Employee shall also be entitled to accrue vacation at the rate of 1.83 days for each full calendar month of employment. Employee may accrue vacation days up to the maximum allowed for administrators in accordance with prevailing board policy. Once Employee reaches the maximum amount, she will cease to accrue additional vacation benefits until her balance falls below the maximum amount. Upon termination or expiration of this Agreement, Employee shall be entitled to compensation for unused and accrued vacation days at her then-current base salary rate for no more than that amount of unused vacation that may be accrued under this Agreement, provided Employee has completed six months of employment. All vacation time must be scheduled in advance and approved by the Vice President of Finance and Administration.

5. Performance Evaluations.

The Vice President of Finance and Administration shall provide Employee with periodic opportunities to discuss her working relationship with her supervisor. Employee shall be evaluated by her supervisor in writing during the initial term of her employment. In the event that Employee is reemployed by the District beyond the term of this Agreement, then she shall be evaluated as frequently as required by applicable District policies. The evaluation components and procedure shall be followed in accordance with the general timeline set by the District and the availability of the parties. The adopted District policies and regulations regarding evaluations shall provide guidance for completing the evaluation process.

6. Fringe Benefits. On a pro rata basis during the period of her employment, District shall provide to Employee and her eligible dependents, at District expense, the

same health and welfare benefits package (which presently include medical, dental, vision, and life insurance) as are granted to the District's 12-month administrative employees, including any applicable deductibles and contributions. Benefits shall become effective as of the first day of the calendar month after which service to the District first begins. It is agreed and understood that the fringe benefits under this Agreement are subject to the same amendments, modifications, or elimination as health and welfare benefits offered to 12-month administrative employees as determined by the Board of Trustees.

7. Expenses and Required Memberships. The District shall reimburse Employee, as actually budgeted, and in accordance with District policy and procedures, for all actual and necessary expenses incurred in attending meetings, conferences, and other activities required of Employee in the performance of the duties of Vice President for Student Success .

8. Amendment, Termination, or Non-Renewal.

9.1 Amendments. This Agreement may be amended only by mutual written agreement between the parties.

9.2 Renewal of Agreement. The Board may offer a renewal of this Agreement pending the results of the active recruitment for the regular position.

9.3 Termination. Upon fifteen (15) days written notice to the other party, either party may elect to terminate this Agreement for any reason. The effective date of termination shall not be sooner than 15 days following the receipt of the notice by the other party, unless otherwise agreed to by the District President and Employee.

Unless otherwise provided herein, upon termination of this Agreement pursuant to this provision, all of Employee' duties and obligations hereunder will cease. Employee will be reinstated as faculty and compensated at her standard levels per the Collective Bargaining Agreement with all rights and privileges.

Termination of this Agreement shall terminate all the Board's compensation obligations contained in this Agreement, except that Employee shall be entitled to all amounts due and owing for services rendered as of the date of termination, as well as a lump sum payment for accrued vacation earned under the terms of this Agreement, subject to the limitation on vacation accrual set forth in paragraph 5 of this Agreement.

9. Hold Harmless. Upon the written request of Employee, the District shall provide for the defense of any civil action or proceeding brought against Employee by a person or entity other than the District when the civil action or proceeding is based on an act or omission within the scope of Employee's employment with the District subject to the following:

9.1 The Employee agrees to cooperate with the District and its legal counsel to the extent necessary to provide for the defense.

9.2 The choice of counsel is within the District's discretion.

9.3 The District is required by the Government Code to provide such defense or, when defense is discretionary, the District exercises its discretion to provide for such defense.

10. Entire Agreement. This Agreement is an integrated agreement and constitutes the entire agreement between the parties. It supersedes all prior agreements and understandings of the parties in connection herewith. It is the product of arms-length negotiations between the parties and shall not be interpreted in favor of either party or against the other party on account of such party drafting any of the provisions of this Agreement. Neither party has relied upon any representation, express or implied, not contained in this Agreement.
11. Headings. The headings in this Agreement are inserted for convenience of reference and shall not be considered in the construction of the provisions of this Agreement.
12. Applicable Law. This Agreement is drawn to be effective in, and shall be construed in accordance with the laws of, the State of California.
13. Exempt Status. All educational administrators are exempt from overtime provisions set forth in the District policies and state and federal law.
14. Severability. If any term of provision of this Agreement shall be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the terms or provisions of this Agreement shall remain in full force and effect.
15. Non-Waiver. Non-enforcement of, or exceptions made to any portion of this Agreement shall not constitute a waiver of that provision of this Agreement in the future. Any provision herein may only be waived in writing as an amendment to this Agreement. Any such waiver shall, under no circumstances, be deemed a waiver of any other portion of this Agreement.

IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Agreement on the day and year above written.

Diane M. White
Diane White
Vice President for Student Success

Jowel Laguerre
SCCD President

1/6/2015
Date

Date

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: REVISED JOB DESCRIPTION
VICE PRESIDENT, STUDENT SERVICES

REQUESTED ACTION: APPROVAL

SUMMARY

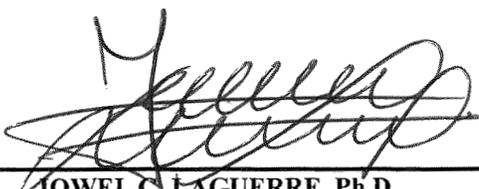
This position is being financially supported by the reallocation of salaries and benefits of a vacant position. The last accreditation team expected the College to establish leadership encompassing the entire student services unit to provide unified services for students. Therefore establishing this position will allow us to better serve the needs of the students.

Approval by the Board of Trustees is requested at this time.

Government Code: 88001, 88009, 88013 Board Policy: 4720 Estimated Fiscal Impact: \$118,000-\$149,850

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Wade Larson, D.M.
Associate Vice President, Human Resources
PRESENTER'S NAME
360 Campus Lane, 201
Fairfield, CA 94534
ADDRESS
707 864-7263
TELEPHONE NUMBER
Administration
ORGANIZATION
January 9, 2015
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT


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

January 9, 2015
DATE APPROVED BY SUPERINTENDENT-PRESIDENT

Job Announcement **Vice President of Student Services**

Solano Community College is a dynamic institution of higher learning that has provided education and opportunities to the community since 1945. Our diverse student body of over 10,000 students, talented faculty and comprehensive programs has been awarded recognition as an outstanding institution. We are seeking a gifted leader to join our institution as Vice President of Student Services. The Vice President of Student Services is responsible to the Superintendent/President of the College for providing leadership in planning, developing, coordinating, and evaluating the College's student services programs; functions as a Chief Student Services Officer of the College, and works closely with the Superintendent-President, Vice President of Academic Affairs, Vice President of Finance and Administration, Chief Technology Officer, and the Associate Vice President of Human Resources.

Under the direction of the Superintendent-President, the Vice President of Student Services:

- Provides leadership, direction, and coordination for enrollment management and student retention to assure maximum student access, progress, and success. Also serves as chair of the Enrollment Management Committee
- Supports continuous improvement and development of departments in the unit, which include: Admissions & Records, Financial Aid, High School Programs, International Student Programs, Veterans Affairs Center, Academic Success Center, Counseling, First Year Experience (e.g. Umoja Program Scholars, Puente Program), Scholarships, Foster Youth, Tutoring Center, Athletics Program, Outreach and Recruitment and the Assessment Center
- Oversees special programs, such as Extended Opportunity Programs and Services (EOPS), Disability Services Program (DSP), California Work Opportunity and Responsibility to Kids (CalWORKs); Student Life, Transfer Center, and Children's Program
- Is responsible for ensuring equitable services for online students and students attending the Vacaville and Vallejo Centers.
- Reviews MIS submissions to ensure accuracy, complete program reports, maintain student files and electronic records in Banner system
- Oversees technology development and implementation related to Student Success and Support Programs (SSSP) delivery and MIS reporting (e.g. assessment, orientation, education plans)
- Directs and oversees a complex student services budget, requiring coordination of categorical and District funds and maintains compliance with federal, state and local regulations, including District policies and procedures and insures submission of timely reports.
- Provides leadership for the implementation and revision of the Student Services aspect of the Education Master Plan and the development of Student Services short and long-term goals.
- Oversees and directs the implementation of the Student Success Act ~~and SSSP~~ including resource development, personnel management, and coordination of student support and success services
- Serves as the Student Equity Coordinator, including development, implementation, and monitoring of progress toward meeting the Student Equity Plan (SEP) goals and activities.
- Assists the Superintendent-President in the development of the total College budget.
- Develops and coordinates in-service training and staff development for student services staff, academic and classified personnel to provide excellent customer service.

- Coordinates student services technologies.
- Oversees commencement ceremony with the assistance of a campus-wide committee.
- Serves as College liaison for Solano Community College with other local and statewide educational institutions, on matters relating to the College's student services program and information systems.
- Works collaboratively with the Associate Vice President of Human Resources in implementing a systematic process for the selection, supervision and evaluation of student services staff.
- Adjudicates student appeals and grievances within areas of responsibility and administers the code of conduct, due process and student discipline.
- Develops initiatives for new student support service programs and participates in development activities and grants and potential growth opportunities, such as student housing.
- Coordinates publication of College catalog, schedules, and other publications in concert with College leadership.
- Performs other duties as assigned by the Superintendent-President.

MINIMUM QUALIFICATIONS

1. Possession of a Master's Degree from an accredited college or university.
2. One year of formal training, internship or leadership experience reasonably related to the administrator's assignment.
3. Knowledge and proficiency in the operation and use of personal computers utilizing various software applications (i.e., word processing, spreadsheet and database management software) including the Internet.
4. Understanding of, sensitivity to and respect for the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of Solano Community Colleges' students, faculty, staff and community.

PREFERRED QUALIFICATIONS

- Possession of a Ph.D. or Ed.D. Degree from an accredited college or university.
- Student personnel services degree.
- Three years of administrative experience at the dean or Vice President level.

Opening Date: First review - February 15, 2015

Closing Date: Until Filled.

Start Date: July 1, 2015

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD

**SUBJECT: CONTRACT AUTHORIZATION AND SIGNATURES
FOR DISTRICT BANK ACCOUNTS,
RESOLUTION NO. 14/15 – 18**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for Resolution No. 14/15 – 18, Contract Authorization and Signatures for District Bank Accounts. Due to changes in District administrative staff, it is necessary at this time to recommend that the Board approve the attached resolution authorizing designated staff to sign District bank agreements and accounts.

Government Code: *Board Policy:* 3080 *Estimated Fiscal Impact:* N/A

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

Yulian Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

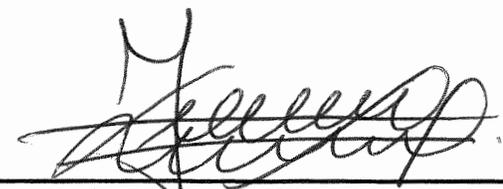
TELEPHONE NUMBER

Finance and Administration

ORGANIZATION

January 9, 2015

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

1 SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

2 CONTRACT AUTHORIZATION AND SIGNATURES FOR
3 DISTRICT BANK ACCOUNTS

4 RESOLUTION NO. 14/15 – 18

5
6 I, A. Marie Young, President of the Governing Board of the Solano Community College
7 District, do hereby certify that at a duly called meeting of the District Governing Board
8 held on January 21, 2015, at which a quorum was present and acting throughout, the following
9 resolution was adopted, and is now in full force and effect;

10 WHEREAS, District Board Policy 3080 authorizes the Governing Board to establish and
11 maintain by resolution District bank accounts which are deemed necessary to conduct District
12 business;
13

14 WHEREAS, A change in administrative personnel necessitates the revision of authorized
15 signatures on all of the District’s bank accounts, effective January 22, 2015; and

16 WHEREAS, The District maintains the following bank accounts at U.S. Bank:

<u>Account</u>	<u>Account Number</u>
Solano Community College Bookstore Funds	1-534-0123-3165
Solano Community College County Treasurer’s Clearing Account	1-534-0123-3132
Solano Community College Financial Aid Federal Clearing Account	1-534-0123-3173
Solano Community College Federal Financial Aid Funds	1-534-5474-6386
Solano Community College CAL Grant Funds	1-534-9530-4765
Solano Community College Revolving Fund	1-534-9042-7538
Solano Community College Student Body Funds	1-534-5474-8010
Solano Community College ASSC Government Money Market Account	1-534-0124-7330
Solano Community College Black History Money Market Account	1-534-0124-7256

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SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD
CONTRACT AUTHORIZATION AND SIGNATURES FOR
DISTRICT BANK ACCOUNTS

RESOLUTION NO. 14/15 – 18

(Continuing – Page 3)

RESOLVED, That the authorized signatures for disbursements on all District bank accounts, with the exception of the Solano Community College Black History Money Market Account, No. 1-534-0124-7256, shall be any two of the following:

Jowel C. Laguerre, Ph.D. _____
Superintendent/President

Leslie Minor _____
Vice President, Academic Affairs

Yulian I. Ligioso _____
Vice President, Finance and Administration

Wade Larson _____
Associate Vice President, Human Resources

Patrick Killingsworth _____
Director, Fiscal Services

BE IT FURTHER RESOLVED, That the authorized signatures for disbursements on the Solano Community College Black History Money Market Account, No. 1-534-0124-7256, shall be the following:

Carolyn Moore _____
President, African-American Staff Association

Treasurer, African-American Staff Association

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SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

**CONTRACT AUTHORIZATION AND SIGNATURES FOR
DISTRICT BANK ACCOUNTS**

RESOLUTION NO. 14/15 – 18

(Continuing – Page 4)

PASSED AND ADOPTED This 21st day of January 2015, by the Governing Board of
Solano Community College District.

A. MARIE YOUNG
BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D.
SECRETARY

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: DISTRICT AUTHORIZED SIGNATURES
SIGNING AUTHORITY, RESOLUTION NO. 14/15-19
REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested to change District authorized signatures per the following official signature form and Resolution No. 14/15-19.

Government Code: N/A *Board Policy:* *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

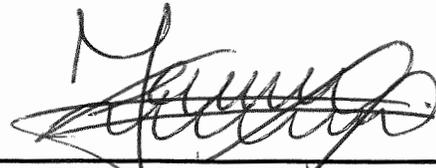
TELEPHONE NUMBER

Finance and Administration

ORGANIZATION

January 9, 2015

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS**

RESOLUTION NO. 14/15 –19

WHEREAS, In accordance with Education Code Sections 85232 and 85233, the Governing Board shall be responsible for authorizing a person or persons to sign official documents in its name and for filing the verified signature of such person or persons with the County Superintendent of Schools; now therefore be it

RESOLVED, That the authorized signatures for all official financial documents of the Governing Board of Solano Community College District including: journal entries, deposit permits, warrant register listing “Form 50,” payroll deduction certification summary, retirement detail/summary reconciliation form, payroll pre-lists, and accounts payable transmittal forms, shall be any one of the following:

A. MARIE YOUNG

BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D.

SUPERINTENDENT-PRESIDENT

YULIAN I. LIGIOSO

VICE PRESIDENT, FINANCE AND ADMINISTRATION

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS**

RESOLUTION NO. 14/15 – 19

(Continuing – Page 2)

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LESLIE MINOR
VICE PRESIDENT, ACADEMIC AFFAIRS

WADE LARSON
ASSOCIATE VICE PRESIDENT, HUMAN RESOURCES

LEIGH SATA
EXECUTIVE BONDS MANAGER

PATRICK KILLINGSWORTH
DIRECTOR, FISCAL SERVICES

ADIL AHMED
INTERIM ACCOUNTING MANAGER, FISCAL SERVICES

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**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS**

RESOLUTION NO. 14/15 – 19

(Continuing – Page 3)

PASSED AND ADOPTED this 21st day of January 2015 by the Governing Board of the
Solano Community College District.

A. MARIE YOUNG
BOARD PRESIDENT

JOWEL C. LAGUERRE, Ph.D.
SECRETARY

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

TO: Members of the Governing Board
**SUBJECT: ESTABLISHMENT OF THE NONRESIDENT TUITION
FEE FOR 2015-2016, RESOLUTION NO. 14/15-20**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for Resolution No. 14/15-20, Establishment of the Nonresident Tuition Fee for 2015-2016. The 2014-2015 current nonresident tuition fees are \$199.00 per unit. Per Education Code Section 76140, the Governing Board must adopt a nonresident tuition fee before February 1 of each year.

The Board may adopt one of several rates: (1) District current expense of education per unit of FTES; (2) statewide average cost; (3) District average cost with 10% or more noncredit FTES; (4) rates of contiguous districts; (5) no more than District average cost – no less than statewide average cost; (6) highest years statewide average tuition rate, or (7) no more than 12 comparable states' average tuition.

It is recommended that the District's 2015-2016 nonresident tuition fee be established at \$XXX per unit, which is no more than the District average cost and no less than statewide average cost.

Resolution No. 13/14-18 is attached, along with the 2014-2015 Nonresident Fees Worksheet.

Government Code: ECS 76140 Board Policy: 5070 Estimated Fiscal Impact: N/A

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

Yulian Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

ADDRESS

707-864-7209

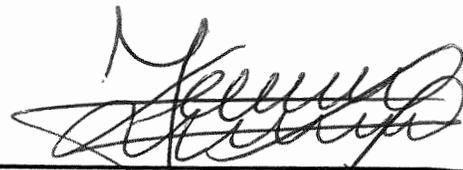
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

January 9, 2015

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**ESTABLISHMENT OF NONRESIDENT TUITION FEE
FOR ACADEMIC YEAR 2015-2016**

RESOLUTION NO. 14/15-20

TO COMPLY WITH REQUIREMENTS OF EDUCATION CODE SECTION 76140

WHEREAS, Such tuition fee may be based upon (a) the statewide average rate per unit of Full Time Equivalent Student (FTES); (b) the local District's current expense of education per FTES; (c) district average cost with 10% or more noncredit FTES; (d) the highest rate of a contiguous district; (e) any rate within a range that is not more than the District's current expense of education per FTES and not less than the statewide average; (f) highest years statewide average tuition; or (g) no more than 12 comparable states' average tuition; and

WHEREAS, Education Code Section 76140 mandates that the proposed tuition fee be decreased by the United States Consumer Price Index (U.S.C.P.I.) for two fiscal years, as determined by the Department of Finance, State of California, which results in a factor of 1.044; now therefore be it

RESOLVED, That the District nonresident tuition fee for the academic year 2015-2016, beginning with the summer session, be established at \$200.00 per unit based on the statewide average cost per unit of Full Time Equivalent Student (FTES).

PASSED AND ADOPTED This 21st day of January 2015, by the Governing Board of Solano Community College District.

A. MARIE YOUNG, PRESIDENT

JOWEL C. LAGUERRE, Ph.D., SECRETARY

California Community Colleges 2015-16 NONRESIDENT FEES WORKSHEET

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 1 THROUGH 7

2015-16 NONRESIDENT TUITION FEE (EC 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
A. Expense of Education for Base Year (2013-14 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	<u>\$6,692,314,329</u>	<u>\$ 50,647,404</u>	\$ _____
B. Annual Attendance FTES (Recal 2013-14)	<u>1,167,090</u>	<u>8,285</u>	_____
C. Average Expense of Education per FTES (A + B)	<u>\$5,734</u>	<u>\$ 6,113</u>	\$ _____
D. U.S. Consumer Price Index Factor (2 years)	<u>x 1.044</u>	<u>x 1.044</u>	<u>x 1.044</u>
E. Average Cost per FTES for Tuition Year (C x D)	<u>\$5,986</u>	<u>\$ 6,382</u>	\$ _____
F. Average Per Unit Nonresident Cost – Semester (Qtr)	<u>\$200 (\$133)</u>	<u>\$ 213</u>	\$ _____
G. Highest year Statewide average – Semester (Qtr)	<u>\$200 (\$133)</u>	<u>\$ 200</u>	\$ _____
H. Comparable 12 state average – Semester (Qtr)	<u>\$380 (\$253)</u>	<u>\$ 380</u>	\$ _____

Annual Attendance FTES includes all student contact hours of attendance in credit and noncredit courses for resident students, nonresident students and apprentices; however apprentice hours are divided by 525 to compute an FTES equivalent. Round tuition fee to the nearest dollar.

Column 3 is an option for use by a district with ten percent or more noncredit FTES (*Section 76140(e)(1)(A)*). If your district qualifies, then fill out this column with noncredit FTES and noncredit expense of education data excluded.

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 6 OR 7

Option 6. The greater amount of the calculations of statewide nonresident tuition for 2011-12 through 2015-16 is \$200 per semester unit or \$133 per quarter unit (2013-14).

Option 7. The average of the nonresident tuition fees of public community colleges in 2013-14 of no less than 12 states comparable to California in cost of living is \$380 per semester unit or \$253 per quarter unit.

Requirement for Use of Option 6 or 7: The additional revenue generated by the increased nonresident tuition permitted under options 6 or 7 shall be used to expand and enhance services to resident students (*EC 76140(e)(2)*). Districts meeting one or more criteria below shall be considered in compliance with the requirements of *EC 76140(e)(2)*. Please check all that apply:

- Revenue from nonresident tuition was less than 5% of total general fund revenue.
- Actual resident FTES was greater than funded resident FTES.
- Percent expenditures for counseling and student services were greater than statewide average (AC 6300 plus 6400 divided by AC 0100-6700, Cols. 1-3).
- Percent expenditures for instructional services were greater than statewide average (AC 0100-5900 divided by AC 0100-6700, Cols. 1-3).

Continue to next page ►

► Continued from previous page

The district governing board at its January 21, 2015 meeting adopted a **nonresident tuition fee** of \$ 200.00 per semester unit or \$ n/a per quarter unit.

Basis for adoption is (*place an X in one box only*).

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | 1. Statewide average cost, per column 1. |
| <input type="checkbox"/> | 2. District average cost, per column 2. |
| <input type="checkbox"/> | 3. District average cost with 10% or more noncredit FTES, per column 3. |
| <input type="checkbox"/> | 4. Contiguous district. _____ (<i>Specify district and its fee</i>). |
| <input type="checkbox"/> | 5. No more than district average cost (Col. 2 or 3); no less than statewide average cost. |
| <input type="checkbox"/> | 6. Statewide average cost, from 2013-14 (\$200 per semester unit; \$133 per quarter unit). |
| <input type="checkbox"/> | 7. No more than average tuition of 12 states with cost of living comparable to California. |

NONRESIDENT CAPITAL OUTLAY FEE (EC 76141)

For districts electing to charge a **capital outlay fee** to any nonresident student, please compute this fee as follows:

- a. Capital Outlay expense for 2013-14 \$ _____
- b. FTES for 2013-14 _____
- c. Capital outlay expense per FTES (*line a divided by line b*) _____
- d. Capital Outlay Fee per unit:
1. Per semester unit (*line c divided by 30 units*) _____

OR

2. Per quarter unit (*line c divided by 45 units*) _____
- e. 2015-16 Nonresident Student Capital Outlay Fee (not to exceed the lesser of line d **OR** 50% of adopted 2014-15 Nonresident Tuition Fee) _____

The district governing board at its _____, 20____ meeting adopted a **nonresident capital outlay fee** of \$ _____ per semester unit or \$ _____ per quarter unit.

Upon adoption of nonresident tuition and/or capital outlay fees by your district governing board by February 1, 2015, please submit a copy of this report by **February 13, 2015** to:

California Community Colleges Chancellor's Office
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811-6549 FAX (916) 323-3057

District Solano Community College District

Contact Person Yulian Ligioso

Phone Number & email 707-864-7209 yulian.ligioso@solano.edu

District Code	District	2013-14 Expense of Education*	2013-14 Total FTES**	2013-14 Expense Per FTES
860	North Orange County	171,894,187	36,425.91	4,719.01
430	Ohlone	47,667,137	8,583.71	5,553.21
950	Palo Verde	12,080,604	1,419.86	8,508.31
60	Palomar	115,113,037	19,350.39	5,948.87
770	Pasadena	134,191,482	23,158.72	5,794.43
340	Peralta	126,955,628	20,000.31	6,347.68
870	Rancho Santiago	157,094,238	29,104.52	5,397.59
160	Redwoods	28,424,852	3,947.45	7,200.81
880	Rio Hondo	71,446,033	12,796.68	5,583.17
960	Riverside	153,492,895	26,992.34	5,686.54
980	San Bernardino	81,192,868	14,740.84	5,508.02
70	San Diego	227,438,638	42,577.44	5,341.76
360	San Francisco	185,243,533	27,936.76	6,630.82
550	San Joaquin Delta	87,442,447	15,626.92	5,595.63
470	San Jose-Evergreen	88,667,549	13,299.40	6,667.03
640	San Luis Obispo County	49,252,073	8,585.86	5,736.42
370	San Mateo County	129,983,973	19,163.95	6,782.73
650	Santa Barbara	96,804,451	16,055.43	6,029.39
660	Santa Clarita	75,258,228	15,792.96	4,765.30
780	Santa Monica	150,267,266	25,692.48	5,848.69
560	Sequoias	50,811,831	9,538.43	5,327.06
170	Shasta-Tehama-Trinity	41,618,945	6,571.88	6,332.88
270	Sierra Jt.	77,231,537	13,741.40	5,620.35
180	Siskiyou Jt.	16,858,060	2,451.65	6,876.21
280	Solano	50,647,404	8,285.42	6,112.83
260	Sonoma	111,155,195	20,086.78	5,533.75
890	South Orange County	150,197,185	26,398.27	5,689.66
90	Southwestern	86,805,114	15,229.99	5,699.62
570	State Center	153,063,414	26,620.95	5,749.74
680	Ventura	143,766,719	25,649.91	5,604.96
990	Victor Valley	49,933,092	9,656.65	5,170.85
580	West Hills	40,526,349	5,369.49	7,547.52
690	West Kern	22,502,662	2,613.45	8,610.33
490	West Valley	86,994,660	14,784.67	5,884.11
590	Yosemite	104,831,091	16,792.28	6,242.81
290	Yuba	44,784,832	6,746.26	6,638.47
Totals		\$6,692,314,329	1,167,090.32	\$5,734

* "Expense of Education" is defined in the Budget and Accounting Manual as including all General Fund expenditures, restricted and unrestricted, for all objects of expenditure 1000 through 5000 and all expenditures of activity from 0100 through 6700. For the purposes of calculating the Nonresident Tuition Fee, Expense of Education is different than the 50% Law "current expense of education".

** Includes FTES for resident, nonresident, credit, noncredit and apprenticeship.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION PROCLAIMING FEBRUARY 2015 AS CAREER AND TECHNICAL EDUCATION MONTH AT SOLANO COMMUNITY COLLEGE, RESOLUTION NO. 14/15-21

REQUESTED ACTION: APPROVAL

SUMMARY:

A resolution proclaiming February 2015, as Career Technical Education Month at Solano Community College is presented for approval.

Government Code: Board Policy Estimated: Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Maire Morinec, Dean
Career Technical Education and Business

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7168

TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

January 9, 2015

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT



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

January 9, 2015

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

1 **SOLANO COMMUNITY COLLEGE DISTRICT**

2 **GOVERNING BOARD**

3 **RESOLUTION PROCLAIMING FEBRUARY 2015 AS CAREER TECHNICAL**
4 **EDUCATION MONTH AT SOLANO COMMUNITY COLLEGE**

5 **RESOLUTION NO. 14/15-21**

6 **WHEREAS**, February 2015 has been designated Career and Technical Education (CTE)
7 Month in recognition of the programs and instructors that prepare our nation's secondary and
8 postsecondary students for a wide range of careers, particularly in those fields predicted by the
9 U.S. Bureau of Labor Statistics to be among the fastest growing occupations within the next decade
10 such as healthcare and emerging occupations such as renewable energy and energy efficiency;

11 **WHEREAS**, Investing in CTE yields big returns to the community by producing a well-
12 educated and skilled workforce that can effectively compete in the global economy, equipped for
13 the profound economic and technological developments of our world that are rapidly exhibited in
14 the structure and nature of work, thereby placing new and additional responsibilities on our
15 educational system and requiring workers to be trained in skilled professions with CTE; and

16 **WHEREAS**, CTE plays a crucial role in a strong, well-educated workforce, fosters
17 productivity in business and industry, contributes to America's leadership in the international
18 marketplace, and offers individuals lifelong opportunities to learn new skills, providing them with
19 career choices and potential job satisfaction;

20 **RESOLVED**, That the Solano Community College District Governing Board proclaims
21 February 2015 as Career and Technical Education Month and supports the ever-increasing
22 cooperative efforts of career and technical educations, business and industry to stimulate the
23 growth and vitality of our local economy and that of the entire nation by preparing graduates for
24 career fields forecast to experience the largest and fastest growth in the next decade.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: AGREEMENT BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT, HUAMEIJIADAI INVESTMENT FUND MANAGEMENT COMPANY, LTD., AND UNITED STATES EDUCATION FOUNDATION

REQUESTED ACTION: INFORMATION/ACTION

SUMMARY:

An agreement between Solano Community College District identified as "SCCD" and Huameijiadai Investment Fund Management Company, Ltd., identified as "Huameijiadai" and the United States Education Foundation identified as "USEF" is in place to provide certificate training courses to international students from China in basic aircraft maintenance technologies.

The agreement may be terminated by providing the other parties with 60-day notice in writing stating reason for termination.

This agreement has been vetted by legal counsel.

A copy of the agreement is available in the Office of the Superintendent-President.

Government Code: Board Policy: Estimated Fiscal Impact: \$ 675,000

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

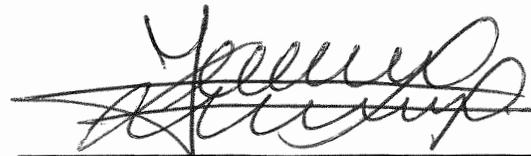
ADDRESS

707 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

January 9, 2015
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

Exclusive Agency Agreement
独家代理协议

This Exclusive Agency Agreement is entered into by and between:
本独家代理协议双方分别为:

Solano Community College with its principal office and operation located at 4000 Suisun Valley Road, Fairfield, CA 94534 -United States of America; having business registration number: 37-1530205 , United States of America Federal Aviation Administration Air Agency CertificateNumber:DB9T080R, principal contact person Dr. Jowel C. Laguerre, Superintendent-President and contact phone number: (707) 864-7112 email address: jowel.laguerre@solano.edu hereinafter referred to as "Aeronautic Maintenance Training Provider" or "Solano Community College"
索拉诺社区学院。其校舍及校长办公室位于美国加州费尔菲尔德市, Suisun Valley 路 4000 号, 邮编 94534 ; 商业登记号码: 37-1530205, 美国联邦航空局航空代理证书编号: db9t080r。主要联络人, 乔韦尔 C.拉盖尔博士, 监督人及联系电话: 7078647112, 电子邮件地址: jowel.laguerre@solano.edu 以下简称“航空维修培训机构”或“索拉诺社区学院”

And:
和

HUAMEIJIADAI (BEIJING) INVESTMENT FUND MANAGEMENT CO., LTD whose principal place of business is Room 3205 Tower 5, SOHO Modern City, 55 East Third Ring Road, Chaoyang District, Beijing 100020, China; having business registration number: 110105017724247, principal contact person Ms. Qun Wang (Qun Wang) , CEO of the business with her office phone number +8601065091771 and email address wangqun7676@163.com; hereinafter referred to as the "Representative" or "HUAMEIJIADAI".

华美加戴(北京)投资基金管理有限公司, 公司的主要营业地点, 中国北京朝阳区, 东三环 55 号, SOHO 现代城 5 号楼 3205 房间, 邮政编码 100020; 商业登记号码: 110105017724247, 主要的联络人, 王群女士, 首席执行官, 办公室电话号码+8601065091771, 电子邮件地址 wangqun7676@163.com; 以下简称“代表方”或“华美加戴”。

And:
以及

UNITED STATES EDUCATION FOUNDATION INC. whose principal place of business is 718 Monaghan Circle, Vacaville, CA 95688, USA; having business registration number: C3540016; principal contact person Mr. Paul Cheng, CEO of the business with his

office phone number (707) 514 6707 and email address: usef.edu@gmail.com; hereinafter referred to as the "USEF".

美国教育基金会有限公司, 主要营业地点为美国加州瓦卡维尔市, 莫纳汉圈 718 号, 邮编 95688; 商业登记号码: c3540016; 主要联系人郑汉星 (保罗郑), 业务首席执行官, 办公室电话号码 (707) 514 6707, 电子邮件地址: usef.edu@gmail.com; 以下简称"USEF"。

1. GENERAL DESCRIPTION

1. 一般说明

1.1 Solano Community College shall provide certified training courses to international students from China in basic aircraft maintenance technologies.

1.1 索拉诺社区大学应为来自中国的国际学生提供基本飞机维修技术的证书培训课程

1.2 The objective of the courses is to enable the student to pass written, oral and practical examinations from the Federal Aviation Administration for airframe, power plant, and general maintenance.

1.2 课程的目的是使学生通过由美国联邦航空管理局提供的, 有关机体, 动力装置, 一般维修的笔试, 口试和实际操作考试。并获得这些许可证。

1.3 HUAMEIJIADAI works as the Exclusive Agent in China to provide Chinese students to Solano Community College in the State of California, United States of America as detailed in this Agreement.

1.3 华美加戴作为在中国独家代理, 为本协议中的美国加利福尼亚州的索拉诺社区学院提供中国学生。

1.4 USEF acts as the exclusive agent for home-stay/accommodation and the guardian of the students as detailed in this Agreement.

1.4 USEF 作为独家代理, 为本协议中的学生提供接待、寄宿家庭及学生监护人。

2. LICENSES AND CERTIFICATIONS

2. 许可证和认证

2.1 All parties confirm and accept that Solano Community College is accredited by The Federal Aviation Administration under DB9T080R and the State of California, and is authorized to conduct the programs set forth in sections 1.1 and 1.2 of this Agreement. Solano Community College must provide below legal documentation before the agreement signed:

2.1 各方确认并接受,索拉诺社区学院是经美国联邦航空管理局(认证号 db9t080r)和加利福尼亚州认证并授权进行本协议 1.1 和 1.2 节中规定的项目。社区学院必须在本协议签订前,提供下列法律文件:

2.1.1 Copy of legal document (certification, authorization .etc.) from The Federal Aviation Administration under DB9T080R-

2.1.1 美国联邦航空管理局(认证号 db9t080r)

2.2 It is confirmed and accepted by all parties that Solano Community College is authorized by the Department of Homeland Security to recruit international students, including those studying Aeronautic Maintenance.

2.2 各方确认并接受索拉诺社区学院被国土安全部授权招收国际学生,包括来自中国的航空维修专业的学生。

2.3 It is confirmed and accepted by all parties that all Solano Community College employees conducting such training are qualified and certified by the FAA.

2.3 各方确认并接受索拉诺社区学院的有关教职员工都培训合格并由 FAA 认证。

2.4 It is the responsibility of Solano Community College to maintain all licenses, certifications, and qualifications as described in sections 2.1, 2.2 and 2.3 of this Agreement during the course of this Agreement. It is also the responsibility of Solano Community College to keep its programs efficient, professional and competitive during the course of this Agreement. Solano Community College and USEF shall guarantee the cost list in the agreement and appendix.

2.4 索拉诺社区大学有责任在本协议履行过程中持有所有执照、证书等如 2.1, 2.2, 2.3 节中所述的资格。索拉诺社区大学在本协议期间有责任保持本项目有效性,专业性及竞争力。社区学院和 USEF 保证仅收取本协议及附件规定的费用。

3. INTENT TO SUPPLY PROSPECTIVE STUDENTS TO THE SOLANO COMMUNITY COLLEGE SCHOOL OF AERONAUTICS

3.为索拉诺社区学院航空专业提供学生的原始目的

3.1 It is accepted by all parties under 5 conditions below that the Representative has researched, contacted and contracted suitable provisions and is able to supply a steady flow of student applicants to the Aeronautic Maintenance Training Provider on

regular basis, in groups of at least 24 qualified students (High School completers and English proficient), who agrees to accept the said students according to this agreement.

3.1 各方确认并接受，代表已经研究，联络及协调，在下述五个条件都满足的前提下，华美加戴为航空维修培训机构提供常规稳定的申请者生源。至少 24 名高中毕业生，英语水平良好。

3. 1.1 SCC has obtained all related authorization/license and documentation from FAA, State of California and DHS as stated at 2.1, 2.2, and 2.3.

3.1.1 社区学院已经获得 2.1, 2.2, 2.3 节中所述的联邦航空局、加州政府及美国国土安全部颁发的有关本协议项下培训的各项授权、执照及认证资格。

3.1.2 All related courses (include but not limited at #8) name, content, course material, instruction and hands-on experience has been confirmed that SCC has fully prepared for course material, instructors and educational equipment, so that Chinese student can receive regular training.

3.1.2 有关培训的全部课程（包括但不限于本协议第 8 条所列课程）名称、内容、教材、教学已妥善安排。实践已经表明，社区学院已经做好培训教材、师资及教学设施方面的准备，使中国学生能够开展正常的培训。

3.1.3 At the end of the program, Chinese students shall obtain related Certificate of Achievement from SCC and be ready to sit for FAA testing.

3.1.3 中国学生在培训结束时，能够获得索拉诺社区学院的结业证书，及美国民航局的考试资格。

3.1.4 Solano Community College shall provide program fee (including estimate costs of textbooks, extra materials, instruments and equipment, and all other known costs) to the representative.

3.1.4 社区学院将每个中国学生在美国的单科学费（包括教材、参考资料、教具或设备使用费等）以详细清单的形式提供给华美加戴。

3.1.5 USEF shall provide boarding cost (housing, food, transportation etc.) to the representative.

3.1.5 USEF 将每个中国学生在美国期间住校或在当地居民家（住房，食品，交通等）居住每月所需支付的食宿费以详细清单形式提交给华美加戴。

3.2 All parties accept that it is the responsibility of HUAMEIJIADAI, with the support of Aeronautic Maintenance Training Provider, to ensure prospective students can read, speak and understand English in accordance with the immigration laws regulations

of the United States. Before students leave China, USEF will recommend and/or arrange for all students to go through appropriate English training course(s) or achieve the score of TOEFL 71 or equivalent. USEF will further arrange students to have a Skype video interview with Aeronautic Maintenance Training Provider. Alternatively students may come to USEF/SCC to study English and achieve the score of TOEFL 71 or appropriate level of English proficiency.

3.2 各方确认并接受，华美加戴有责任在航空维修培训机构的支持下确保学生满足美国移民法要求下的基本的英文阅读、口语及理解能力。在学生离开中国之前，USEF 会建议学生参加相关的英文培训课程，并达到托福 71 分或同级要求。USEF 将会安排学生与航空维修培训机构的 Skype 面试。或者，学生可以来 USEF/SCC 学习英文并达到托福 71 分或足够好的英语水平。

4. EXCLUSIVE AGENCY RIGHTS FOR CHINA

4. 中国独家代理权

4.1 The Aeronautic Maintenance Training Provider agrees to allow the Representative the “Exclusive Agency Rights” to supply students from “CHINA” for seven years from the date this agreement is signed. Solano Community College shall not at any time during this Agreement enter into negotiations with any other representative or individual from China regarding any business relating to this Agreement without the knowledge and participation of HUAMEIJIADAI. The Representative and Solano Community College may work with other entities together to achieve their common goal of enrolling students into the special aeronautics program, and receiving the appropriate certificate(s) from SCC and be able to sit for the FAA license. Solano Community College and USEF reserve the rights to establish other training centers to meet the needs of the students. The Representative may lose “Exclusive Agency Rights”, and Solano Community College shall have the right to terminate this Agreement if SCC satisfied all conditions stated at 3.1 but if Representative is not able to produce 96 students by August 30, 2016.

4.1 航空维修培训机构同意并允许代表方的“独家代理权”，在协议签订起七年内从中国提供学生。索拉诺社区学院不得在本协议期间在华美加戴不知情或不参与的前提下，与任何其他代表或个人协商关于中国的任何与本协议相关的业务。代表方和索拉诺社区学院可以与其他实体一起工作来实现为专用航空计划招生并以获得索拉诺社区学院结业证书并参加美国民航局证书考试为共同目标。索拉诺社区学院和 USEF 保留建立其他培训中心以满足学生需求的权利。如果代表方在社区学院满足本协议 3.1 条规定的条件后，仍不能够提供在 2016 年 8 月 30 日前提供 96 名学生，代表方可能会失去独家代理权，且索拉诺社区学院有权终止此协议；

4.2 Any business leads and/or inquiries received by Solano Community College relating to this Agreement from within CHINA and that may lead to a business within

CHINA will be redirected back to HUAMEIJIADAI to handle and will be governed by this agreement.

4.2 索拉诺社区学院收到的任何在中国区与本协议相关的商业信息和诉求将会被转至华美加戴处理并受本协议监督。

4.3 The Aeronautic Maintenance Training Provider agrees to expand and accommodate qualified and eligible students where possible in its sole and exclusive judgment in order to ensure the Representatives growth is not hindered, and keep Representative informed of such efforts.

4.3 如有必要，航空维修培训机构在独自评判后可以扩大规模，通知代表方在中国招收更多合格学生，以保证代表方的发展不受阻碍。

4.4 Solano Community College will have exclusive rights to students recruited by HUAMEIJIADAI for the three programs listed above. If Solano Community College cannot accommodate the students within a reasonable period of time, USEF and HUAMEIJIADAI will be free to find other options for Solano Community College with the approval of Solano Community College. Solano Community College's accommodations may include subcontracting with other schools. Within six months of the signing of the agreement, SCC will find partners to facilitate accommodation or this clause will be deleted.

4.4 索拉诺社区学院对华美加戴招募的参与以上三个项目的学生有专有权。如果索拉诺社区学院不能在一定时间内为学生提供基本飞机维修技术的证书培训课程，USEF和华美加戴将可以在索拉诺社区学院许可的前提下为索拉诺社区学院寻找其他选项。索拉诺社区学院的基本飞机维修技术的证书培训课程可能外包给其他学校。在该协议签署的六个月内，SCC将寻找合作伙伴，以促进生活保障否则本条款将被删除。

5. MARKETING

5. 营销

5.1 The Representative agrees to promote Solano Community College programs in a professional way to local Chinese markets based on instructions from Solano Community College and in line with Solano Community College's marketing strategy. The Representative shall inform the Aeronautic Maintenance Training Provider in advance of the number of students arriving for any class.

5.1 代表方同意以专业的方式为索拉诺社区学院，在索拉诺社区学院的指导下，在中国本土市场宣传索拉诺社区学院项目。代理方应将学生参加人数事先通知航空维修培训机构。

5.2 The Aeronautic Maintenance Training Provider agrees to support at no cost and assist the marketing in China including but not limited to providing up to date school information and legislation/regulation updates, brochures, flyers, other marketing

materials, advertising quality electronic images, videos, telephone/email support, and website support at no cost.

5.2 航空维修培训机构同意无偿支持并协助在中国的市场推广，包括但不限于无偿提供最新的学校信息，更新的法律/法规，宣传册，传单，其他营销材料，广告质量的电子图像，视频，电话/电子邮件支持，和网站的支持。

5.3 All parties shall announce that HUAMEIJIADAI is the Exclusive Agent in China for Solano Community College Aeronautics program on their respective web sites.

5.3 各方都将在各自的网站上宣布华美加戴是索拉诺社区学院航空项目计划在中国的独家代理。

5.4 Solano Community College shall provide the Representative use of its logo for the sole purpose of marketing the Aeronautics program in China. The Representative shall not use the Solano Community College logo for any other purpose.

5.4 索拉诺社区大学应为代表方提供仅用于在中国区推广航空计划的标志。代表方不得使用索拉诺社区学院的标志用以任何其他目的。

5.5 The Representative agrees to organize seminars and to take part in exhibitions twice per year to promote Solano Community College and its programs when SCC satisfies conditions stated at 3.1.

5.5 代表方同意在社区学院满足上述 3.1 条规定的培训条件后，每年两次举办研讨会和参加展览，以推广索拉诺社区学院及其项目。

6. SUBAGENTS AND SUBCONTRACTORS IN CHINA

6. 中国代理和分包商

6.1 The Aeronautic Maintenance Training Provider agrees and supports cooperation between HUAMEIJIADAI and its Chinese partners within the framework of this Agreement. HUAMEIJIADAI agrees and supports the Aeronautic Maintenance Training Provider's working relationships with other partners as long as prospective students in China are directed to Representative.

6.1 航空维修培训机构同意并支持华美加戴与其中国合作伙伴之间在本协议框架内的合作。华美加戴在所有中国学生都会被转到代表方的前提下，同意并支持航空维修培训机构与其他伙伴的工作关系。

6.2 HUAMEIJIADAI shall take overall responsibility to make sure all of its partners, including all subagents and subcontractors, conduct their businesses legally, professionally and also follow Solano Community College's and HUAMEIJIADAI's marketing strategies and procedures. HUAMEIJIADAI has the sole and exclusive right to select suitable partners, including subagents and subcontractors, and to enter into

or terminate any agreements with those partners.

6.2 华美加戴应全面负责，确保所有的合作伙伴，包括所有的代理和分包商，合法经营，保持专业性，并遵循索拉诺社区学院和华美加戴的营销策略和程序。华美加戴对合作伙伴，包括代理和分包商的选择有独家权利，并有权终止与这些合作伙伴的任何合作协议。

6.3 Solano Community College will not enter into any negotiations, contracts or agreements with HUAMEIJIADAI's partners, including all subagents and subcontractors, during the course of this Agreement. There will be no money transferred between Solano Community College and HUAMEIJIADAI's partners. There will be no enrollment applications accepted from HUAMEIJIADAI's partners. All marketing instructions, marketing support inquiries and all other correspondences and activities relating to marketing in China and recruitment for Aeronautic Maintenance Training Provider will be handled through HUAMEIJIADAI only during the course of this Agreement.

6.3 索拉诺社区学院在本协议期间将不参与任何华美加戴与其合作伙伴，包括所有的代理和分包商协议的谈判。索拉诺社区学院和华美加戴的合作伙伴之间不会有任何金钱来往。华美加戴的合作伙伴所提出的申请将不被接受。所有在本协议执行期间与市场相关的指引，操作支持和其他在中国的相关活动，以及为航空维修机构的招生都将通过华美加戴执行。

6.4 HUAMEIJIADAI will immediately inform Aeronautic Maintenance Training Provider of any change to its partners, including all subagents and subcontractors. The Aeronautic Maintenance Training Provider will keep the record of all those secondary partners, including but not limited to, their names, addresses, and related operating information. All the students HUAMEIJIADAI sends to the Aeronautic Maintenance Training Provider will be labeled as from which partner so Aeronautic Maintenance Training Provider can keep students' information filed together with the partners' information for emergency contact purposes.

6.4 华美加戴有合作伙伴的任何变化，包括所有的代理和分包商，将立即通知航空维修培训机构。航空维修培训机构会保留所有次级合伙人的记录，包括但不限于，他们的名字，地址，和相关的操作的信息。所有华美加戴提供给航空维修培训机构的学生都将被分别标记出具体来自哪个合作伙伴，以保证学生信息的统一，以及为紧急情况下联络提供方便。

6.5 Upon written request from HUAMEIJIADAI, the Aeronautic Maintenance Training Provider agrees to issue, in a timely manner, a formal paper based "Sub Agency Certificate" to those partners that will include the school superintendent/president's signature, school's common seal or stamp, date and agency number. The agency number will be decided by HUAMEIJIADAI and sent with the request. SCC shall guarantee the legality of "Sub Agency Certificate", or need to fulfill the actual loss of

Representative.

6.5 在从华美加戴书面请求下，航空维修培训机构同意及时为合作伙伴提供书面的“子代理证书”，包括学校管理者/校长签署的正式文件，学校共同印章，日期和机构号码，该机构的号码将由华美加戴决定并发送请求。社区学院保证上述“子代理证书”的合法有效性，否则应赔偿由此给代表方造成的实际损失。

6.6 From time to time, some secondary partners might be determined by HUAMEIJIADAI as suitable to develop their own subsequent partners. At the time when HUAMEIJIADAI request it, on behalf the secondary partners, Aeronautic Maintenance Training Provider agrees to include a clause or wording of allowing such subsequent partners into the Sub Agency Certificate as in clause 5.5 of this agreement. HUAMEIJIADAI will take overall responsibilities of such cooperation and all activities will be governed by this agreement.

6.6 一定时间后，一些二级合作伙伴在华美加戴的决定下可以发展合适的其次级合作伙伴。当华美加戴代表其二级合作伙伴提出请求时，航空维修培训机构将在 5.5 条款下增加该次级合作伙伴并授予许可。华美加戴将对此协议执行承担全部责任。

7. AIRCRAFT, EQUIPMENT, CLASSROOM AND SUPPORTED PROPS

7. 飞机，设备，教室和道具支持

7.1 The Aeronautic Maintenance Training Provider agrees to maintain all aircrafts, laboratories, equipment, classrooms and supported props used for the training in accordance with FAA requirements and accepts responsibility to maintain all equipment in accordance with the manufacturer's recommendations at all times during this Agreement.

7.1 航空维修培训机构同意在协议期间保持所有飞机，实验室，设备，教室和支持的道具以满足美国联邦航空局要求并对按生产商建议维护设备负责。

7.2 In the event that the Aeronautic Maintenance Training Provider cannot provide continuous aeronautic maintenance training which would lead to the students inability to complete their training or a major delay to the completion of the training, the Aeronautic Maintenance Training Provider agrees, upon student request, to terminate the training, refund unused portion of the training tuition, and provide assistance to students in transferring their training to another suitable training school in consultation with the Representative. If student makes a claim against the Representative, SCC shall indemnify the Representative up to the cost of training tuition.

Solano Community College will follow ACCJC requirements for course or program cancellations. No refunds will be provided to students after payments, except if visa is not granted. However, students may receive credits toward future enrollment in the following manner:

- 50% after the first sixteen weeks;
- 25% after the first 24 weeks.
- No refund or credit after the 24th week.
- The credit is not transferrable to a third party.

7.2 如航空维修培训机构不能继续提供航空维修训练，导致学生无法完成或重大延迟完成学业时，航空维修培训机构同意在学生的要求下，终止培训，学费将按还未使用的部分退还，并与代表方一起为学生提供转学方面的支持和咨询；如果学生因此向代表方提出赔偿请求，社区学院将赔偿由此使代表方遭受的损失。

索拉诺社区学院将遵循 ACCJC 的课程要求或取消。学生付款后不予退款（除非无法取得签证）。但是，学生可以将未用完的余额学分转移到未来的课程上：

- 0-16 周，50%费用可转
- 17-24 周， 25%费用可转
- 25 周及以后，不可转
- 余额学分不可转让第三方

7.3 It is also agreed by both parties that HUAMEIJIADAI may request training data, feedback and comments directly from enrolled students regarding the training and services provided by Aeronautic Maintenance Training Provider. Any data, feedback and comments will be used to promote Aeronautic Maintenance Training Provider and also to assist HUAMEIJIADAI to make or adjust recommendations to future students and their parents.

7.3 双方同意华美加戴可以直接从在校学生处要求由航空维修培训机构相关的训练数据、反馈和评论。任何数据、反馈和评论将用于推广航空维修培训机构，并协助华美加戴对未来的学生和家长提供建议。

8. COURSES AND ENROLLMENT

8. 课程和招生

8.1 The Airframe Certificate course is planned to be completed within 14 months and consists of 41 units, containing all required subjects.

8.1 机身证书课程计划将在 14 个月内完成，包括 41 个单元，包含所有必修科目。

8.2 The Power plant Certificate course is planned to be completed within 14 months and consists of 41 units, containing required subjects.

8.2 发电厂证书课程计划将在 14 个月内完成，包括 41 个单元，包括必修科目。

8.3 The Maintenance Certificate course is planned to be completed within 14 months and consists of 21 units, containing all required subjects.

8.3 维修证书课程计划将在 14 个月内完成，包括 21 个单元，包含所有必修科目。

8.4 Solano Community College agrees to assist students to take required FAA

certificate examinations. Students shall be ultimately responsible for the requirements, schedule, location, application process, and costs of all FAA certificate examinations.

8.4 索拉诺社区学院同意协助学生学习所需的 FAA 认证考试。学生应对 FAA 认证考试相关的要求，计划，位置，应用程序，和成本最终负责。

8.5 For the students who do not pass FAA certificate examination, Solano Community College agrees to provide additional training and assistance as required so the students can sit for supplementary examinations tuition free for two months. This assistance does not cover living expenses.

8.5 没有通过 FAA 证书考试的学生，索拉诺社区学院同意提供额外两个月免学费的培训和协助，让学生可以参加补考。这种援助不包含生活费。

8.6 Upon satisfactory completion of the course, Solano Community College agrees to certify student's eligibility to sit for the FAA tests. Students will be issued the proper Solano Community College certification (certificate of Achievement).

8.6 在课程圆满完成后，索拉诺社区学院同意授予学生参加联邦航空局的考试资格。学生会获得索拉诺社区学院的结业证书。

8.7 All parties agree that the course starts with SCC satisfying all conditions stated at 3.1, and no later than the first of September in 2015. SCC shall send all related course content and same certificates with official stamp to Representative as promotion material. The Representative shall send all necessary student information to the Aeronautic Maintenance Training Provider at least three (3) months prior to the beginning of the course to allow students time to go through visa application process.

8.7 各方同意，本课程在社区学院具备本协议 3.1 条所列各项条件之日（不得晚于 2015 年 9 月 1 日）开始。社区学院应将各门课程内容、学生毕业及格后所能够获得的培训证书以书面盖章形式发给代表方作为招生资料；代理方应在课程开始之前至少三个月，将所有必要的学生信息发给航空维修培训机构，以给学生充分时间办理签证手续。

8.8 It is understood and accepted by all parties that Solano Community College has a "Student Employment Assistance Program" in place to help students' seeking jobs in China with support of HUAMEIJIADAI. Solano Community College has the sole and exclusive right to manage its "Student Employment Assistance Program."

8.8 各方理解并接受，索拉诺社区学院有一个“学生就业援助计划”，在华美加戴的支持下，帮助学生寻求在中国工作。索拉诺社区大学对“学生就业援助计划”有独家管理权。

9. STUDENT LODGING AND ACCOMODATIONS

9. 学生住宿和生活

9.1 All parties agree that it is the responsibility of USEF to ensure adequate housing has been established prior to arrival in the United States of America and provide all related information three months in advance. It is the responsibility of the student to ensure sufficient funds according to information provided by USEF are available to secure such accommodation.

9.1 各方同意，USEF 有责任事先（至少在中国学生抵达美国前三个月）向代表方提供在当地食宿的标准，并在学生抵达美国之前保证充足的房屋。学生有责任确保按照 USEF 事先通知的标准提供足够的资金来确保这样的住宿。

9.2 It is also agreed by all parties that students who require additional training outside of structured program will be required to pay all additional fees, including but not limited to aircraft hourly rates and other related fees.

9.2 各方达成共识，对需要项目额外培训的学生，学生将支付额外费用。包括但不限于飞机每小时的费用和其他相关费用。

9.3 All parties agree that any changes to the course, including price, must be reviewed and agreed upon by all parties with written approval at the end of each contract year. Any party proposing changes to the course must provide the proposed changes to the other party in writing 60 days before the end of the contract.

9.3 各方达成共识，任何课程变化，包括价格，必须由各方在每合同年度结束时商定审核。任何提出改变的一方必须在合同结束前 60 日书面向另一方提供修改建议并经各方书面同意。

9.4 The Representative will be responsible for the visa application. USEF agrees to take reasonable steps to ensure the well-being of the students while they stay in the United States by providing students accommodation assistance, employment assistance, and medical and/or emergency assistance. This clause remains valid upon termination of this agreement as long as the students are still in United States and participating in training at the school.

9.4 代表方将负责签证申请。USEF 同意对学生在美期间的一切事宜，包括提供学生住宿协助，就业协助，医疗和紧急情况协助。这一条款在本协议终止后仍然有效，只要学生仍在美国参加培训。

9.5 USEF agrees to offer suitable housing to students, transport students to and from a nearby International Airport and provide daily transportation between students' provided lodging and school.

9.5 USEF 同意向学生提供合适的住房，负责接送学生到附近的国际机场，并提供日常生活交通。

9.6 USEF and Solano Community College agree to, with written authority from each student, publish a profile of each student on the school website in order to assist the students further job seeking back in China. Students' profile contains but not limited to: students' ID number; student's picture; name; starting and finish date; certificate and grade point average (GPA); hours and achievement update; chief instructor or principal's reference letter; diploma from school, and corresponded FAA certificate when student pass the FAA exam.

9.6 USEF 和索拉诺社区学院同意, 在学生的书面许可下, 在学校网站发布学生档案, 以帮助学生在回国后进一步寻找工作。学生档案包括但不限于: 学生的身份证号码; 学生的照片; 姓名; 开始和完成日期; 毕业证书和等级(GPA); 小时数和成果; 首席讲师或校长的推荐信; 学校颁发的毕业证书, 以及通过 FAA 考试的学生所获得的 FAA 颁发的认证书。

9.7 HUAMEIJIADAI will receive students'I-20 from Solano Community College within one week of sending through the request and providing all necessary documentation. HUAMEIJIADAI will assist students to prepare themselves for visa applications.

9.7 华美加戴会在提交所有必要文件的一周内, 从索拉诺社区学院收到学生的 I-20 表格。华美加戴将协助学生准备签证申请。

10. FINANCIAL

10. 财务

10.1 It is agreed by Solano Community College and HUAMEIJIADAI that the Representative will collect the tuition for SCC.

10.1 索拉诺社区学院和华美加戴同意, 代表方将代 SCC 收取学费。

10.2 Representative will remit tuition, to SCC prior to the College's issuance of the I-20 and 90 days prior to the beginning of the term. Any student who is not successful at obtaining a student visa will be refunded the tuition by Representative.

10.2 学校签发 I-20 之前和学期开始前 90 天向 SCC 汇款学费。任何没有成功获得签证的学生将由华美加戴负责退款。

10.3 The payment method is by TT/Wire Transfer unless the parties agree otherwise in writing.

10.3 付款方式是电汇/转帐, 除非双方达成书面协议则可另外操作。

10.4 The Representative agrees to pay USEF 5% commission on every student's tuition, USEF is not responsible for tax on China side, but responsible for its own tax in the United States.

10.4 代表方同意支付 USEF 每个学生学费 5% 的佣金, USEF 无需担负中国方面税务, 但需自行缴纳美国方面税务。

11. COMMISSION CHARGES

11. 手续费

11.1 The Representative agrees to charge and receive all payments for work done under this Agreement directly from students and not from Solano Community College. Any such payments are to be retained by the Representative. No monies are due to Solano Community College for this service, and the Representative will not receive commission payments from Solano Community College for work done.

11.1 代表方同意从学生处征收和接收所有本协议下的款项,不通过索拉纳社区学院。任何付款是由代表方保管的。索拉诺社区学院不经手费用,所以代表方不会从索拉诺社区学院收取佣金。

12. TERMINATION OF AGREEMENT

12. 终止协议

12.1 Any party wishing to terminate this agreement shall do so by providing the other party 60-day notice in writing by letter to be delivered to the party's place of business listed above, stating reason for termination. No party shall be liable for loss of business during this transition. However, if no other parties have violation of the agreement, then the party who initiate the termination of this agreement shall be responsible for the loss of other parties.

12.1 任何一方希望终止本协议应当提前 60 天以邮寄信件至经营地址的书面形式通知另一方,说明终止理由。但是如果其他方没有违反协议的行为,则提出终止协议的一方应根据本协议承担违约责任,赔偿由此给其他方造成的损失。

13. BREACH OF AGREEMENT

13. 违反协议

13.1 Should the Representative or USEF or SCC be found to be in breach of this agreement, the injured party shall have the right to terminate the agreement effective immediately. The waiver of any breach of the Agreement shall not be construed as a waiver of any subsequent breach. No delay or omission in exercising any right or remedy shall operate as a waiver thereon; the breach party shall be responsible for the loss of injured parties result by the termination of the agreement.

13.1 如果社区学院、代表方或者 USEF 被发现违反本协议,其他守约方有权立即终止本协议。任何违反本协议的弃权说明不得对后续行为有约束力。任何拖延或不履行责任或不补救将视为弃权,违约方应赔偿守约方由于终止协议所受到的损失。

14. WEATHER

14. 天气

14.1 It is accepted that from time to time forces of nature are dominant and

operation must cease for safety reasons until such that conditions permit the continuation of training. The course may delay, but shall not down size.

14.1 各方同意，如因天气原因或其他自然自然条件影响，飞行训练则因安全原因必须停止，直到条件允许的情况下才能继续开展培训，但由于天气所中断的课时只能延后，不得缩减。

15. INDEMNIFICATION

15. 赔偿

15.1 The Representative and USEF shall indemnify, defend and hold the Solano Community College harmless from and against all losses, costs and expenses, incurred by the Representative or USEF as a result of or in connection with claims for copyright, patent infringements, bodily injury, property damage asserted against the Representative or USEF by third parties, provided and to the extent such claims are caused by the negligent acts or omissions committed by the Representative or USEF in the course of its performance of its obligations under this Agreement.

Solano Community College shall indemnify, defend and hold the Representative and USEF harmless from and against all losses, costs and expenses, incurred by the Solano Community College a result of or in connection with claims for copyright, patent infringements, bodily injury, property damage asserted against the Representative or USEF by third parties, provided and to the extent such claims are caused by the negligent acts or omissions committed by the Solano Community College in the course of its performance of its obligations under this Agreement.

15.1 代表方和 USEF 应赔偿，保护和避免索拉诺社区学院所有因代表或 USEF 作为所产生的版权声明，专利侵权，人身伤害，财产损害所造成的损失，成本和费用。同样适用于本协议项下代表方或 USEF 在履行义务的过程中疏忽行为或不作为所造成的损失。索拉诺社区学院在过程中不应承担损失。

同样，索拉诺社区学院也应保证代表方和 USEF 在其履行义务的过程中不受因索拉诺社区大学疏漏行为所造成的损失。

16. INDEPENDENT CONTRACTORS

16. 独立的承包商

16.1 This Agreement is by and between Independent Contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. The Representative, USEF and SCC will be solely responsible for determining the means and methods for performing the services described herein. All of the Representative's SCC's and USEF's activities will be at their own risk and the Representative, SCC and USEF are hereby given notice

of the Representative, SCC and USEF responsibilities for arrangements to guard against physical, financial, and other risks as appropriate. Neither the Representative nor SCC nor USEF nor any of their respective employees shall be included in the classified or faculty service, have any property rights to any position, or any other rights an employee of the Representative or USEF may otherwise have in the event of termination of this Agreement

16.1 本协议是建立在独立的承包商之间，不得解释为雇员、仆人、员工、伙伴关系、合资企业或协会的关系。代表方、社区学院和 USEF 将全权负责确定手段和方法来执行此协议所述的服务。所有代表方、社区学院和 USEF 的活动将自行承担风险。代表方、社区学院和 USEF 特此表示，各方都有责任确保避免物质的、财务的和其他风险。无论代表方、社区学院或 USEF 或其他任何相关员工都不能列入教员工名单，享有任何产权，承担任何职务，否则协议终止。

17. GOVERNING LAW AND DISPUTE RESOLUTION

17.适用法律和争议解决

17.1 This Agreement shall be governed by the laws of the State of California, and shall be construed and interpreted thereunder. All disputes arising out of or in connection with the present contract shall be finally settled under the Rules of Arbitration of the International Chamber of Commerce by one (1) arbitrator appointed in accordance with said rules. The Emergency Arbitrator Provisions shall not apply. The arbitration shall take place in California. The language of the arbitration shall be English. The cost of the arbitrator shall be borne equally by the parties.

17.1 本协议应受加利福尼亚州法律解释保护。或与本协议有关的一切争议应由根据上述规则任命的一(1)个仲裁员根据国际商会仲裁规则最后解决。紧急情况下仲裁条款不适用。仲裁应在加利福尼亚州举行。仲裁语言为英文。仲裁员的费用应由当事人平均负担。

18. ASSIGNMENT

18.转让

18.1 This Agreement and the rights and duties hereunder shall not be assigned in whole or in part without the written consent of all parties.

18.1 本协议的权利和义务不得在未经所有当事方的书面同意的前提下转让。

19. DATE

19.日期

19.1 Executed this _____ Day of _____ 2014
19.1 于 2014 年月日执行

20. SIGNATURES

20. 签名

20.1 Solano Community College (Aeronautic Maintenance Training Provider)

20.1 索拉诺社区学院 (航空维修培训机构)

_____	_____
Jowel C. Laguerre, Ph.D. President	Date
Jowel C. 拉盖尔博士主席	日期

20.2 HUAMEIJIADAI (Beijing) Investment Fund Management Co., Ltd (Representative)

20.2 HUAMEIJIADAI (北京) 投资基金管理有限公司 Ltd (代表)

_____	_____
Qun Wang President	Date
王群主席	日期

20.3 United States Education Foundation, Inc. (USEF)

20.3 美国教育基金会 (USEF)

_____	_____
Paul Cheng CEO	Date
保罗郑首席执行官	日期

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

TO: MEMBERS OF THE GOVERNING BOARD

**SUBJECT: RESOLUTION PROCLAIMING FEBRUARY 2015 AS
BLACK HISTORY MONTH AT SOLANO COMMUNITY
COLLEGE, RESOLUTION NO. 14/15-22**

REQUESTED ACTION: APROVAL

SUMMARY:

A Resolution proclaiming February 2015 as Black History Month at Solano Community College is presented for approval.

Government Code *Board Policy Estimated:* *Fiscal Impact: N/A*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Rischa Slade, J.D.
Director of Student Life

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 863-7839

TELEPHONE NUMBER

Student Services

ORGANIZATION

January 9, 2015

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION PROCLAIMING FEBRUARY 2015 AS BLACK
HISTORY MONTH AT SOLANO COMMUNITY COLLEGE**

RESOLUTION NO. 14/15-22

WHEREAS, The Solano Community College District Governing Board honors the heritage of African Americans and acknowledges their many contributions to our Nation;

WHEREAS, Dr. Carter Woodson established Black History Month Week in February 1925, choosing a month that marks the birthdays of two important men who greatly impacted the American black population, Abraham Lincoln and Frederick Douglass;

WHEREAS, In the year 1976, the observance was expanded to Black History Month;

WHEREAS, This month holds great significance from the many milestones it contains: on February 23, 1868, the civil rights leader and co-founder of the NAACP, W.E.B. DuBois, was born; on February 3, 1870, the 15th Amendment, granting blacks the right to vote, was passed; on February 12, 1909, the NAACP was founded; and on February 1, 1960, a civil rights movement milestone occurred when a group of black college students began a sit-in at a segregated Woolworth's lunch counter in Greensboro, NC; and

WHEREAS, All of these events and historic visionary leaders such as Frederick Douglass, Thurgood Marshall, and Dr. Martin Luther King, Jr., blazed a trail for freedom, equality, and opportunity and symbolize why Black History Month is celebrated; now therefore be it

RESOLVED, That the Solano Community College District Governing Board proclaims February 2015, as Black History Month.

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**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION PROCLAIMING FEBRUARY 2015 AS BLACK
HISTORY MONTH AT SOLANO COMMUNITY COLLEGE**

RESOLUTION NO. 14/15-22

(Continuing – Page 2)

PASSED AND ADOPTED, This 21st day of January 2015, by the Governing Board of
Solano Community College District.

**A. MARIE YOUNG
BOARD PRESIDENT**

**JOWEL C. LAGUERRE, Ph.D.
SECRETARY**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE
ACT FOR LESS THAN HALF TIME EMPLOYEES,
RESOLUTION NO. 14/15-23
REQUESTED ACTION: INFORMATION/ACTION

SUMMARY

It is the intent of Solano Community College to offer part-time benefits at employee's expense for employees working less than half time employees.

Attached is the resolution form for PERS.

Government Code: 22807 Board Policy: Estimated Fiscal Impact: \$ N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Wade Larson, D.M.
Associate Vice President, Human Resources

PRESENTER'S NAME

360 Campus Lane, Suite 201
Fairfield, CA 94534

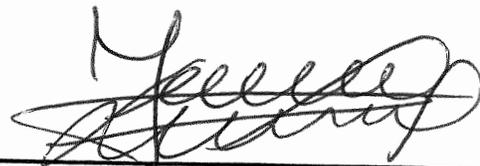
ADDRESS

707 864-7163

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION ELECTING TO BE SUBJECT TO SECTION 22807 OF THE PUBLIC
EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR LESS THAN
HALFTIME EMPLOYEES**

RESOLUTION NO. 14/15-23

WHEREAS, Government Code Section 22922(b) provides the benefits of the Public Employees' Medical and Hospital Care Act to employees of local agencies contracting with the Public Employees Retirement System;

WHEREAS, Solano Community College, hereinafter referred to as Public Agency, is a local agency contracting with the Public Employees' Retirement System under the Act;

WHEREAS, The Public Agency desires to obtain for its employees and annuitants the benefit of Section 22807 and to accept the liabilities and obligations of a contracting agency under the Section; now, therefore, be it

RESOLVED, That the Public Agency elects, and it does hereby elect, to be subject to the provisions of Section 22807 of the Government Code.

PASSED AND ADOPTED, This 21st day of January 2015, by the Governing Board of Solano Community College District.

**A. MARIE YOUNG
BOARD PRESIDENT**

**JOWEL C. LAGUERRE, Ph.D.
SECRETARY**

**RESOLUTION ELECTING TO BE SUBJECT TO SECTION 22807
OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
FOR LESS THAN HALF TIME EMPLOYEES**

- WHEREAS, (1) Government Code Section 22922(b) provides the benefits of the Public Employees' Medical and Hospital Care Act to employees of local agencies contracting with the Public Employees Retirement System; and
- WHEREAS, (2) Solano Community College , hereinafter referred to as Public Agency, is a local agency contracting with the Public Employees' Retirement System under the Act; and
- WHEREAS, (3) Government Code Section 22807 allows a Public Agency to provide benefits to less than half time employees and annuitants, members of Solano Community Collge , of local agencies contracting under the Act upon proper application; and
- WHEREAS, (4) The Public Agency desires to obtain for its employees and annuitants the benefit of Section 22807 and to accept the liabilities and obligations of a contracting agency under the Section; now, therefore, be it
- RESOLVED, (a) That the Public Agency elects, and it does hereby elect, to be subject to the provisions of Section 22807 of the Government Code.

Adopted at a regular/special meeting of the Governing Board at Solano Community College this 21st day of January 2015.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution is the approved form designated by the Public Employees' Retirement System. It should be used by a Public Agency which is contracting for coverage under the Public Employees' Medical and Hospital Care Act **when the agency desires to provide health benefit coverage for less than half time employees and annuitants as authorized by Section 22807 of the Government Code.**

If the resolution (RESOLVED) is filed **on or before the tenth day** of any month, it will be **effective on the first of the following month** (date stamped as received in the office of the Board of Administration, Public Employee's Retirement System, 400 Q Street, P.O. Box 942714, Sacramento, CA 94229-2714)

WHEREAS, (2) should be completed with full name of the contracting agency.

WHEREAS, (3) should be completed with the full name of the recognized employee organization.

Because resolutions serve as our legal contract, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System
CASD, Contract & Membership Services Section
400 Q Street
Sacramento, CA 95811-6210

Regular Mail

California Public Employees' Retirement System
CASD, Contract & Membership Services Section
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the Public Agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

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

TO: Members of the Governing Board

SUBJECT: ADOPTION OF AN OWNER CONTROLLED INSURANCE PROGRAM (OCIP) FOR USE ON MEASURE Q BOND PROJECTS

REQUESTED ACTION: INFORMATION/ACTION

SUMMARY:

Board approval is requested for the adoption and implementation of an Owner Controlled Insurance Program (OCIP) for all significant construction projects in the Measure Q Bond Program. The OCIP is provided by the Statewide Educational Wrap-Up Program (SEWUP) Joint Powers Authority and is administered by Keenan, the District's existing insurance carrier. OCIPs are not mandatory (as General Contractors can provide their own insurance) but are commonly used in Community College work and have proven to have saved costs by combining the purchasing power of public agencies throughout California. The OCIP replaces the various construction risk insurance policies provided by the General Contractor and sub-contractors, providing more consistent coverage. The OCIP offers significant benefits, such as:

Cost Benefits:

- a. The District will realize lower costs for equivalent construction insurance coverage.
- b. The combined General Contractor and Subcontractor insurance costs range from 4% to 6% of a project's construction cost. In comparison, the OCIP averages 3.5% to 4%.

CONTINUED ON NEXT PAGE:

Government Code: Board Policy: Estimated Fiscal Impact: \$0 Measure Q Bond Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leigh Sata
 Executive Bonds Manager

PRESENTER'S NAME

360 Campus Lane, Suite 201
 Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Administration
ORGANIZATION

January 9, 2015
**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



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

January 9, 2015
**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: ADOPTION OF AN OWNER CONTROLLED INSURANCE PROGRAM (OCIP) FOR USE ON MEASURE Q BOND PROJECTS

REQUESTED ACTION: INFORMATION/ACTION

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

Coverage Benefits:

- a. The OCIP includes a larger umbrella of coverage, including coverage for District employees.
- b. Conventional insurance plans only last for the duration of the construction project. An OCIP provides up to 10 years of extended coverage.
- c. Overall insurance costs for construction activities are captured through a single source.

Risk Management Benefits:

- a. The OCIP provides higher levels of General Liability coverage.
- b. Enhanced oversight is provided directly by the Keenan, who functions as the OCIP provider. Keenan will insure that all contractors are enrolled in the program at all times.
- c. Keenan will manage the required documentation and confirm that it is up-to-date, as well as manage the safety program.

Equity Returns:

- a. As an added benefit, the OCIP offers a rebate above and beyond the cost benefits above, for creating construction safety standards that minimizes personal injury and construction defects claims over the life of the coverage.

District staff recommends that the Board allow the bond team to adopt and implement an OCIP for the Measure Q bond program.