

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

ADOPTED MINUTES
Wednesday, January 20, 2016

1. CALL TO ORDER

A Regular Meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, January 20, 2016, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Martin.

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

At the request of President Martin, Tom Beckett led those present in the pledge of allegiance to the United States of America.

3. ROLL CALL

Michael A. Martin, President
Rosemary Thurston, Vice President
Monica Brown
Sarah E. Chapman, Ph.D.
Denis Honeychurch, J.D.
Pam Keith
A. Marie Young
Larry Bartlow, Student Trustee
Celia Esposito-Noy, Ed.D., Secretary

Others Present:

Greg Brown, Vice President of Student Services
Yulian Ligioso, Vice President of Finance
Dr. Leslie Minor, Vice President of Academic Affairs
Michael Wyly, President of the Academic Senate
Sandra Therrien, Executive Coordinator, Superintendent-President Office

4. APPROVAL OF AGENDA

The following corrections and clarifications were made to the agenda:

Agenda item 20 on page 4 should state: First Read rather than No Action Necessary for the Code of Ethics Board Policy 4100

Agenda Item 12.(c), page 18 under Personal Services Agreements for Stan R. Arterberry, the effective date should read: January 30, 2016

Agenda Item 12.(f), page 23, subject: Notice of completion for construction services for small capital middle college high school LED on portables project. Requested action should state, “Notice of completion” as no action is required.

Agenda Item 13.(i), page 27 which is the agreement for education services. Under “Therefore,” item E., 5th line down, remove the word “coordinate” and replace it with “approved” in front of SLO’s.

Agenda Item 16.(e), page 47. The sentence above “Education and Experience” has a stand-alone “f” and space between “assigned” and “functions.”

Agenda Item 17.(h), page 56. Under “SUBJECT” the acronym “FF&E” following “Program Level” should be spelled out as “Furniture, Fixtures and Equipment.”.

Agenda Item 17. (o), page 65, the last paragraph in the “SUMMARY” should include as the last sentence, “These non-resident tuition fees are in addition to the \$46 per unit fee that all students pay for a total of \$262 per unit for non-resident students.”

Agenda Item 17.(q), page 71- Staff has requested this item be pulled from this agenda until additional information can be provided at the next Board meeting.

5. COMMENTS FROM MEMBERS OF THE PUBLIC (CLOSED SESSION ITEMS)

There were no comments from members of the public.

6. CLOSED SESSION

Board President Martin called the closed session to order at 6:35 p.m.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Negotiator: Wade Larson, D.M., Associate Vice President, Human Resources Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel—Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code §54956.9: one potential case
- (d) Conference with Legal Counsel—Existing

Litigation (Subdivision (a) of Govt. Code
§54956.9):
Case #: FCS045285 and Case #: FCS045360

7. RECONVENE REGULAR MEETING

Board President Martin reconvened the Regular Meeting at 7:00 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

The Board held Conference with Labor Negotiator and CCA/CTA/NEA, CSEA, and Operating Engineers-Local 39, and no action was taken.

The Board discussed Public Employee Discipline/Dismissal/Release and no action was taken.

The Board held Conference with Legal Counsel – Potential Litigation and no action was taken.

The Board held Conference with Legal Counsel – Existing Litigation and no action was taken.

9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

President Martin recognized the following persons to speak during public comment:

Jeff Lehfeltdt and Eddie De Pilar acknowledged and thanked Associate Vice President of Human Resources, Wade Larson, for his service and accomplishments, especially with Local 39.

10. REPORTS (NO ACTION REQUIRED)

(a) Associated Students of Solano College (ASSC)

No report.

(b) Academic Senate

Professor Michael Wyly, chair of the Academic Senate, provided the following report:

Good evening, and happy New Year.

The Academic Senate has met once thus far this year on 1.7.16, just prior to the first day of classes. At that meeting, the Senate took action on three items:

First, the Senate reaffirmed its goals already shared with the Trustees in my last report to the Board. Significantly, the Senate added to its list of priorities a desire to develop tangible ways wherein to encourage stronger relationships between the senate and our adjunct colleagues. As

our adjunct representatives reminded the senate, adjunct parity is more than just a monetary issue: it is the integration of our part-time colleagues into the fabric of the college. To begin, the senate is beginning to explore a more formal mentoring program, once which would likely dovetail with any peer review process. As these ideas mature and develop, we will of course report out for input and involvement.

Secondly, the Senate took action to direct its President to work with Academic Affairs to develop a steering taskforce for the upper-division GE wherein discipline faculty will work to develop these courses per senate adopted definitions of upper division curriculum.

Thirdly, as I already shared, the Senate is committed to engaging in on-going self-assessment. As you may remember, we worked with Academic Affairs to approve a single process by which the College, including the senate and its subcommittees, would engage in regular self-assessment. At our last meeting, the senate directed its subcommittees to use this common procedure and to incorporate its results into the final report of the committees to the Senate at the end of the AY.

I also want to share with the Trustees that the Senate has serious concerns regarding the hiring of faculty in Math and Science through accidental overloading of adjunct faculty. The Senate has discussed this issue in its meeting as well as in our joint meeting with academic administrators later that day. I have also shared these concerns with S-P Esposito-Noy. Your senate takes these breaches of process seriously, and is already working to engage in solution-oriented dialogue with administration on this very serious issue.

Finally, on behalf of the Senate, I delivered the State of the Senate to the campus community on 1.8.16. First, it is always a pleasure to have representatives of the Board in attendance, and, on behalf of the Senate, I would like to thank President Martin and Trustees Young and Thurston for their presence. Secondly, I have provided a copy of my address to you for your information.

This concludes my report unless you have any questions for me at this time.

(c) College Governance Council

Vice President Minor stated that the College Governance Council has not met since the last meeting. Therefore, no report was presented.

(d) Superintendent-President

Solano Showcase Faculty Presentation titled “Child Development & Family Studies” was presented by Amy Obegi and Anthony Ayala.

Highlights of the presentation included: Quality of education for Solano’s children; Planning for success and working collaboratively to promote student success; Curriculum development for

student success; Facility/equipment updates as it relates to Perkins funds; and Responding to the community and promoting access.

Budget Update: Presented by Yulian Ligioso, Vice President of Finance & Administration.

Mr. Ligioso presented the budget update in three parts: Fiscal Advisory Committee, Mid-Year Report for 2015-16, and where we are for 2016-2017.

In the fall, a new Fiscal Advisory Committee (FAC) was formed. This was previously the Finance & Budget Planning Advisory Committee. The FAC met six times in the fall, and is comprised of 11 members which include five faculty, two classified, two managers, one student, and one member from the Educational Foundation.

CONSENT AGENDA – ACTION ITEMS

11. Human Resources

- (a) Consent Agenda-Human Resources

12. Finance and Administration

- (b) Warrants
- (c) Personal Services Agreements
- (d) Notice of Completion for Construction Services for Building 1300 Kiln Structural Retrofit Project
- (e) Notice of Completion for Construction Services for ESCO HVAC/EMS Implementation Project
- (f) Notice of Completion for Construction Services for Small Capital Middle College High School LED on Portables Project
- (g) Notice of Completion for Construction Services for B1200 Renovation Swing Space Project
- (h) Donations

13. Academic Affairs

- (i) Educational Agreement Between Intered Strategic and Solano Community College District

It was moved by Trustee Young and seconded by Trustee Keith to approve the consent agenda. The motion was passed unanimously.

14. ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the Consent Agenda.

NON-CONSENT AGENDA ITEMS – ACTION ITEMS

15. Superintendent-President

- (a) Resolution No. 15/16-20 Declaring January 2016 as School Board Recognition Month

Dr. Celia Esposito-Noy stated the Solano County Board of Education has recognized January 2016 as School Board Recognition Month. Dr. Esposito-Noy requested the Governing Board approve the resolution to honor all school board members of Solano County.

Moved by Trustee Honeychurch and seconded by Trustee Thurston to approve the Resolution Declaring January 2016 as School Board Recognition Month, Resolution No. 15/16-20 as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

AYES: President Martin, Trustee Brown, Trustee Honeychurch, Trustee Chapman, Trustee Keith, Trustee Thurston, and Trustee Young

NOES: None

ABSTAIN: None

16. Human Resources

- (b) District Reclassification of Administrative Assistant II to Administrative Assistant III in Community Services
- (c) District Reclassification of the Children's Program Assistant to Early Learning Center Assistant

Moved by Trustee Keith and seconded by Trustee Thurston to approve the Item 16.(b) and 16.(c) as presented. The motion passed unanimously.

- (d) 2015-2016 Seasonal Periodic Student Salary Schedule

Moved by Trustee Young and seconded by Trustee Thurston to approve the 2015-2016 Seasonal Periodic Student Salary Schedule as presented. The motion passed unanimously.

- (e) Revised Job Description, Director - Facilities (Classified Manager)
- (f) New Job Description, Executive Coordinator - Student Services (Confidential)

Moved by Trustee Brown and seconded by Trustee Keith to approve the Item 16.(e) and 16.(f) as presented. The motion passed unanimously.

17. Finance and Administration

- (g) District Authorized Signatures Signing Authority

Moved by Trustee Young and seconded by Trustee Keith to approve the District Authorized Signatures Signing Authority as presented. The motion passed unanimously.

- (h) District Standards - Program Level FF&E Guideline for External Design Consultants

Moved by Trustee Thurston and seconded by Trustee Chapman to approve the District Standards-Program Level FF&E Guideline for External Design Consultants as presented. The motion passed unanimously.

- (i) IT Infrastructure Improvements Project - Phase 1, Budget Adjustment

Moved by Trustee Keith and seconded by Trustee Young to approve the IT Infrastructure Improvements Project – Phase 1, Budget Adjustment as presented. The motion passed unanimously.

- (j) Contract Award to Commercial Design Inc. for Construction Services for B1300 Counter Top Replacement Project

Moved by Trustee Young and seconded by Trustee Thurston to approve the Contract Award to Commercial Design Inc., for Construction Services for B1300 Counter Top Replacement Project as presented. The motion passed unanimously.

- (k) Contract Award to Premier Chemical Environmental Solutions for Consulting Services for B1200 Renovation Swing Space Project

Moved by Trustee Keith and seconded by Trustee Honeychurch to approve the District Authorized Signatures Signing Authority as presented. The motion passed unanimously.

- (l) Contract Award to CAArchitects for Professional Services for Utility Infrastructure Upgrade

Moved by Trustee Thurston and seconded by Trustee Young to approve the Contract Award to CAArchitects for Professional Services for Utility Infrastructure Upgrade as presented. The motion passed unanimously.

(m) Fairfield Substation 1 and 2 Replacement Project

Moved by Trustee Keith and seconded by Trustee Young to approve the Fairfield Substation 1 and 2 Replacement Project as presented. The motion passed unanimously.

(n) Contract Award to CAArchitects for Professional Services for Utility Infrastructure Upgrade

Moved by Trustee Young and seconded by Trustee Keith to approve the Contract Award to CAArchitects for Professional Services for Utility Infrastructure Upgrade as presented. The motion passed unanimously.

(o) Fairfield Exterior Lighting Project

Moved by Trustee Keith and seconded by Trustee Young to approve the Fairfield Exterior Lighting Project as presented. The motion passed unanimously.

(p) Contract of Legal Consultant Services - Erickson Law Firms A.P.C., Successor Firm to Zampi, Determan & Erickson, LLP

Vice President Ligioso stated that RFPs for legal services will go out, but in the meantime, it is recommended that the Board allow Erickson Law Firm to be used for legal services.

Moved by Trustee Thurston and seconded by Trustee Young to approve the Contract of Legal Consultant Services – Erickson Law Firms A.P.C., Successor Firm to Zampi, Determan & Erickson, LLP. The motion passed unanimously.

President Martin stated that he would like the staff to begin the process for RFPs for legal counsel and would like to appoint a committee to review the RFPs and make a recommendation. President Martin appointed Trustee Honeychurch, Trustee Chapman, and Trustee Young to serve on the committee, with Trustee Honeychurch as Committee Chair.

(q) Establishment of the Nonresident Tuition Fee for 2016-2017, Resolution No. 15/16-19

Moved by Trustee Keith and seconded by Trustee Thurston to approve the Establishment of the Nonresident Tuition Fee for 2016-2017, Resolution No. 15/16-19 as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

AYES: President Martin, Trustee Brown, Trustee Honeychurch, Trustee Chapman,
Trustee Keith, Trustee Thurston, and Trustee Young

NOES: None

ABSTAIN: None

- (r) Contract Award to Swinerton Management & Consulting for Construction Management Services for the Pool Deck Repair Project

Moved by Trustee Young and seconded by Trustee Thurston to approve the Contract Award to Swinerton Management & Consulting for Construction Management Services for the Pool Deck Repair Project as presented. The motion passed unanimously.

- ~~(s) Fairfield Campus New Science Building Project – Scope and Budget Revisions~~

18. Academic Affairs

- (r) Academic Calendars for 2016-2017, 2017-2018 and 2018-2019

Moved by Trustee Keith and seconded by Trustee Young to approve the Academic Calendars for 2016-2017, 2017-2018 and 2018-2019 as presented. The motion passed unanimously.

- (s) Solano Community College General Education Outcomes and Institutional Learning Outcomes

Moved by Trustee Keith and seconded by Trustee Young to approve the Solano Community College General Education Outcomes and Institutional Learning Outcomes as presented. The motion passed unanimously.

19. Student Services

- (t) Contract Award to Lamar Advertising Company

Vice President Brown stated that this contract should have come before the Board in November of 2015 as Lamar Advertising Company has been providing services for installation of signs on the back of buses for the months of November and December.

President Martin asked if there was a way to measure the outcomes and effectiveness of these signs. Vice President Brown responded that, at this time, there is no process to measure outcomes.

Moved by Trustee Thurston and seconded by Trustee Keith to approve the Contract Award to

Lamar Advertising Company as presented. The motion passed unanimously.

(u) Strata Information Group (SIG) Agreement FY 2015 – 2016

Moved by Trustee Keith and seconded by Trustee Thurston to approve the Strata Information Group (SIG) Agreement FY 2015-2016 as presented. The motion passed unanimously.

20. INFORMATION ITEMS – NO ACTION REQUIRED

(v) Solano Community College District Governing Board Code of Ethics

Trustee Thurston presented the proposed change to the Solano Community College District Governing Board Code of Ethics which was reviewed by the Adhoc Subcommittee.

21. ANNOUNCEMENTS

Trustee Chapman announced that California College Trustees will be electing new officials. If anyone is interested in running for office, there are two vacancies. Applications can be submitted until the deadline of February 16, 2016, with elections taking place in March through April, 2016.

Trustee Brown recommends that we adjourn the meeting in memory of James Darling, a long-time Horticulture volunteer and the treasurer of the Horticulture Club.

22. ITEMS FROM THE BOARD

Trustee Chapman attended the grand opening and ribbon cutting of the new health facility at Touro University.

President Young attended and/or participated in the following activities:

12-17-2015: SCCD Board appreciation Luncheon for outgoing Board President A. Marie Young

12-17-2015: SCCD Farewell Appreciation Reception for Interim Superintendent-President Mr. Stan Arterberry

12-17-2015: Vallejo Chamber Mixer

12-22-2015 & 1-12-2016: Vallejo's 2016 Juneteenth Central Committee meeting. I am the vice president of this committee.

1-06-2016: SCCD Board Self-Evaluation AdHoc Subcommittee meeting to determine the facilitator for the Board's Retreat on January 31, 2016. The aforementioned charge to committee was by Board consensus on December 16, 2015.

1-08-2016: SCCD Flex Calendar morning activities that included a message from Superintendent-President Dr. Celia Esposito-Noy

1- 13 & 20-2016: Volunteer mathematics tutor to Hogan Middle School students who are participants in an after school program in Vallejo

1-18-2016: MLK Day Celebration event that was held at Hogan Middle School auditorium and was sponsored by Vallejo Chapter of the NAACP. I was one of the guest speaker's mentors when she was a high school student in Vallejo. The guest speaker was the Honorable Trina Thompson, Presiding Judge, Superior Court of the State of California, County of Alameda, Oakland, California who administered the oath of office to duly install me as Board trustee for Area 2 in 2010 and 2014.

1-20-2016: SCCD Measure Q Steering Committee meeting

23. ADJOURNMENT

Moved by Trustee Honeychurch and seconded by Trustee Thurston to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 8:17 p.m.