

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD  
ADOPTED MINUTES  
Wednesday, March 16, 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, March 16, 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 Board President Martin, Michael Wyly, led those present in the pledge of allegiance to the flag of 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, Secretary

Others present:

Tom Beckett, Interim Executive Bonds Manager  
Greg Brown, Vice President, Student Services  
Mary Jones, Human Resources  
Yulian Ligioso, Vice President, Finance and Administration  
Leslie Minor, Ph.D., Vice President, Academic Affairs  
Michael Wyly, Academic Senate President  
Sandra Therrien, Executive Coordinator, Superintendent/President-Governing Board

**4. APPROVAL OF AGENDA**

The following edits and clarifications should be noted in the agenda:

Agenda Item 12.(b) Employment 2015-2016, Page 6: Under “Regular Assignment”, Debbie Graham, Student Services Generalist. Change Effective Date from 04/01/16 to 04/04/16.

Agenda Item 14.(a) Board Doc on page 25, presenters name should be Dr. Celia Esposito-Noy.

The following agenda items are pulled from the Non-Consent Agenda Items:

Item 14.(b) District Reclassification Lead Research Analyst to Principal Research and Data Analyst, Page 30.

Item 14.(c) New Classified School Employees Association (CSEA) Job Description, Senior Information Reporter (Research), Page 31

It was moved by Trustee Young and seconded by Trustee Thurston to approve the agenda as amended. The motion passed unanimously.

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

Several students spoke passionately on behalf of the UMOJA program and the need for additional space to accommodate the large number of members. Currently, the UMOJA area has four computers and space for 8-10 students to be seated comfortably at one time, and there is often a line out the door to use services. UMOJA members are hoping to secure additional space such as the unused transfer office to accommodate their needs.

President Martin addressed the students and told them that they support them for bringing the issues up and that Dr. Esposito-Noy will be addressing them collectively.

## **6. CLOSED SESSION**

Board President Martin called the closed session to order at 6:30 p.m.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)  
Agency Negotiator: Mary Jones, 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)**

**10. SOLANO SHOWCASE**

*Drafting Program and 3D Printing by Professor Karen Cook*

Dean Maire Morinec introduced members of drafting faculty: Karen Cook, Cindy Jorgenson, Shawn Carney, and Deb Barrett.

Karen Cook presented a demonstration on the drafting and certificate programs (30 units) of AA/AS degree. All instructors have engineering experience and many are SCC graduates. Ms. Cook gave an overview of 3D printing and showed a video on how it is changing lives. Common applications include medical and education. Upon conclusion of the presentation, desk organizers that were created using the 3D Printer were gifted to each Trustee.

Trustee Young asked how long it took to create the desk organizers and was advised by Ms. Cook that it took approximately 13 hours for each of them.

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

(a) Associated Students of Solano College (ASSC)

Student Trustee Bartlow read the ASSC report regarding student debt prevention, financial aid, and debt consultation. In addition, Student Trustee Bartlow thanked the board for approving the transportation fee.

(b) Academic Senate

Academic Senate President Michael Wyly reported that the Academic Senate has met twice, once on 2/22/2016 and again on 3/7/2016; the next meeting is scheduled for Monday, 3/22/2016. Importantly, key senate priorities this past month continue to emphasize college readiness for the baccalaureate program in Bio-manufacturing. To this end, the senate took significant steps toward readiness in areas under senate purview, including program review and a curriculum process.

For program review, the academic program review committee, under the leadership of our APR Coordinator, Amy Obegi, presented to the Senate a modified program review process to accommodate a baccalaureate program. The newest iteration of our PR procedures was approved unanimously on 2/22/2016.

Moreover, Solano Community College must also develop an apparatus for the approval of upper-division courses and programs. Without clear direction from Title 5, the California Community Colleges Chancellor's Office (CCCCO), in cooperation with Academic Senate for California Community Colleges (ASCCC), developed a draft BDP handbook and also advised community colleges to develop their own processes to conform to the definition of upper-division course work approved by the ASCCC. On 3/7/2016, the Academic Senate approved unanimously additions to our curricular processes to allow for local approval of upper-division courses and programs. As such, the curriculum committee is now equipped to approve the program in Biomanufacturing. As an important aside, Jim DeKloe and Ed Re have worked extensively to develop BioManufacturing curricula and program outcomes, already shared with our partners at Mira Costa College. These key pieces represent essential steps in the accumulation of evidence for the successful submission by the College of the substantive change report to ACCJC.

In addition to the above items, on 2/22/2016, the Senate voted narrowly to endorse the content of my letter to the Board speaking against our contracting with ConServe. I have since conferenced with S-P Esposito-Noy who has indicated the College's intent to go forward with this plan as one way to demonstrate its concerted effort to collect unpaid student debt/fees as a precondition to writing off debt the College is unable to collect. That said, I am appreciative that S-P Esposito-Noy is likewise committed to addressing college processes which include working to develop options which address student needs, such as the consideration of Spark Point, a program designed with the United Way to help students who are socioeconomically disadvantaged to better manage financial demands and debt. However, I would like to emphasize my and the Senate's belief that this College could and should do even more to empower disenfranchised students who, by definition, are students who have "emotional and/or environmental circumstances which may interfere with their ability to achieve their academic goals, as well as disenfranchising them from engaging in normal societal privileges and activities" [ASCCC Resolution 20.01 F 2014]. The senate looks forward to working with the College on this front.

(c) College Governance Council

Dr. Esposito-Noy advised that College Governance is reviewing policies and will move them to the Board. Also, need to provide procedures to accompany the policies to provide guidelines on how to implement the policies. CGC has agreed to participate in hosting a planning summit on April 20, 2016 and will be bringing in facilitator Richard Mann to assist to discuss planning process, ensuring clarity about the process, how to demonstrate commitment to planning and aligning resources.

Trustee Brown asked if trustees can attend for a couple of hours; Dr. Esposito-Noy advised that they could. Invitations will be extended.

(d) Superintendent-President

Dr. Esposito-Noy stated that she is pleased about the student concerns and support of UMOJA. There has been no discussion on closing UMOJA and VP Brown is looking at identifying space for them.

We are making significant progress with the Biotech sub-change report. Dr. Esposito-Noy thanked Professors Wyly, DeKloe, and Re in insuring that the program is ready to go. Dr. Esposito-Noy is working with Dr. Minor to insure all pieces come together for submission to ACCJC for the sub-change review on May 3rd.

The College is hosting the Northern California GISS Conference tomorrow and Friday. Trustees and Presidents will be reviewing practices to help student success.

Trustee Chapman asked if we can we have a study session on the Puente and UMOJA programs with regard to students and enrollment; President Esposito-Noy will work with Dr. Minor to move that subject onto the agenda. Trustee Chapman requested that they include revenue and how the programs are funded.

**12. CONSENT AGENDA – ACTION ITEMS**

Superintendent-President

- (a) Minutes for the Special Board Meeting of December 16, 2015

Human Resources

- (b) Employment – 2015-2016, Page 6  
(c) Adjunct/Overload Faculty List, Page 8

Finance and Administration

- (d) Warrants, Page 15  
(e) Personal Services Agreements, Page 17  
(f) Notice of Completion for Construction Services for 21<sup>st</sup> Century Technology Classrooms (Phase 1B) Project, Page 19

Academic Affairs

- (g) Blue Jeans Videoconferencing Contract, Page 20

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

### **13. ITEMS REMOVED FROM CONSENT AGENDA**

There were no items removed from the Consent Agenda.

### **14. NON-CONSENT AGENDA ITEMS – ACTION ITEMS**

#### *Superintendent-President*

#### (a) BoardDocs, Page 25

President Esposito-Noy provided details on BoardDocs software. In 2015, the Governing Board approved a trial for a Board Document software system that allows users to create agendas in a format that is familiar to trustees when reviewing agenda items. The trial expired and additional vendors were researched, identifying BoardDocs as the choice for adoption. The cost is \$9,000 for a one year contract plus an additional one-time set-up fee of \$1,000. BoardDocs allows colleges to publish and manage board documents at a reduced amount of time. It has a searchable database which is not a feature of the current system. Staff has estimated that it will save approximately two working days per week that is spent on compiling the board agenda and supporting documents. The college can discontinue use if unsatisfied after one year without penalty.

It was moved by Trustee Young and seconded by Trustee Brown to approve BoardDocs. The motion was passed unanimously.

#### *Human Resources (these items were removed from the agenda)*

#### (b) District Reclassification Lead Research Analyst to Principal Research and Data Analyst, Page 30

#### (c) New Classified School Employees Association (CSEA) Job Description, Senior Information Reporter (Research), Page 31

#### *Finance and Administration*

#### (d) Contract Award to Junk Pros for Professional Services for Disposal of Surplus Furniture, Fixtures and Equipment (FF&E) Project, Page 32

#### (e) Contract Award to Cooper Oates Air Conditioning for Construction Services for Hydronic Pumps Replacement at Fairfield Project, Page 34

#### (f) Contract Award to Construction Testing Services Inc. (CTS) for Project Special Inspection and Testing Services for the Science and Biotechnology Building Project, Page 36

- (g) Contract Award to Swinerton Management and Consulting for Construction Management Services for Science Building Phase 1 Project, Page 38
- (h) Contract Change Order to BHM Construction Inc., for Building 1200 Performing Arts Renovation (Phase 1) Project, Page 40

Moved by Trustee Chapman and seconded by Trustee Young to approve Items 14.(d) to 14.(h) with one motion. Trustee Brown opposed due to Item 14.(h). The motion passed by a vote of 6 to 1.

- (i) Amendment to Lease Agreement to Evergreen Cemetery Association, A California Non-Profit Corporation for 1301 Georgia Street, Vallejo, California, Page 54
- (j) District Standards Revisions #2, Page 58
- (k) District Standards – Interior Signage Standards, Page 66
- (l) Extension of Ground Lease Agreement to Solano County for Nut Tree Airport Solano County Facility, Vacaville, California, Page 68
- (n) Measure Q Bond Spending Plan Update #2, Page 73

Trustee Chapman moved that items 14.(i) through 14.(n) be approved as presented provided no questions from the trustees. Seconded by Trustee Honeychurch. Trustee Brown requested not including 14.(m). Trustees Honeychurch and Chapman withdrew. Trustee Chapman moved that items 14.(i) through 14.(l) and 14.(n) be approved as presented provided no questions from the trustees. Seconded by Trustee Honeychurch.

Trustee Brown commented on science building; third discussion. Feels the building should not even be built (memories of Measure G) as campus is not unified on this issue.

Trustee Chapman stated that the Superintendent/President has caught up on this project and she trusts this and supports her.

Superintendent-President Esposito-Noy advised that there have been many changes prior to her arrival. Original cost was \$6 million, along with destruction of building 300. Determined it was better to retain building 300 and relocate portable classrooms to this space, and reduced the construction costs from \$6 million to \$4.5 million. Need to manage this project closely, conduct discussions with key stake holders, and be mindful of what we can and cannot take on additionally. Committed to insuring that future discussions are managed, engaged, and participatory without designing something well outside the budget.

Trustee Thurston commented that the Autotech building in Vallejo was thoroughly researched, but she has concerns going forward and is glad that we will be addressing.

President Martin wanted to thank Superintendent-President Esposito-Noy for all the time spent on the science building. It's been a great morale booster; was very hard to do, and she is making great strides.

(m) Fairfield Campus New Science Building Project – Scope and Budget Revisions, Page 71

It was moved by Trustee Chapman and seconded by Trustee Honeychurch to approve the Fairfield Campus New Science Building Project – Scope and Budget Revisions. The motion passed with a vote of 6-1.

(o) Resolution to Approve Change Order #01 to Southwest Construction for Building 1600, 1800A and 1900 Re-Roofing Project, Resolution No. 15/16-26, Page 76

It was moved by Trustee Keith and seconded by Trustee Young to approve the Resolution to Approve Change Order #01 to Southwest Construction for Building 1600, 1800A and 1900 Re-Roofing Project, Resolution No. 15/16-26.

The motion was approved with the following roll call vote:

STUDENT TRUSTEE BARTLOW ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

Academic Affairs

(p) Request for Approval of Curriculum Items as Submitted by the Curriculum Committee, a Subcommittee of the Academic Senate, Page 81

(q) Educational Agreement Between Solano County Office of Education and Solano Community College District, Page 83

(r) Clinical Experience Agreement Between Solano Community College District and St. Helena Hospital Center for Behavioral Health, Vallejo, California, Page 85

(s) Contract Award to Ingenium for Medical Waste Disposal Service, Page 105

(t) Professional Services Agreement Between Solano Community College and Governet Global Curriculum Network for the Curricunet Assessment Module, Page 115

Trustee Thurston moved to approve items 14.(p) through 14.(u), second by Trustee Brown. Trustee Brown: on Agenda Items 14.(t) and 14.(u), not happy we went to Nevada and Ohio, taking tax money out of California. In reference to item U, does not believe in for-profit schools. Trustee Thurston amended the motion to 14.(p) through 14.(t) – Motion seconded by Trustee Keith. Unanimous.

- (u) Memorandum of Understanding Between Solano Community College District and the University of Phoenix, Page 131

It was moved by Trustee Keith and seconded by Trustee Young to approve the Memorandum of Understanding between Solano Community College District and the University of Phoenix. The motion was passed with 6 to 1. The motion was approved with the following roll call vote:

STUDENT TRUSTEE BARTLOW ADVISORY VOTE: Yes

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

NOES:

ABSTAIN: Sarah Chapman

Student Services

- (v) Emergency Closure of the Early Learning Center Due to Water Main Break on March 1, 2016, Resolution No. 15/16-27, Page 139

It was moved by Trustee Keith and seconded by Trustee Brown to approve the Emergency Closure of the Early Learning Center due to a water main break on March 1, 2016, Resolution No. 15/16-27. The motion was passed unanimously. The motion was approved with the following roll call vote:

STUDENT TRUSTEE BARTLOW ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

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

**16. ANNOUNCEMENTS**

## **17. ITEMS FROM THE BOARD**

Trustee Thurston attended and/or participated in the following:

March 3: Benicia League of Women Voters Study presentation on Higher Education in California. I was part of the study committee.

March 8: Vallejo Juneteenth Planning Committee Meeting

March 9: Governing Board Ad Hoc Policy Committee meeting.

March 10: Andrew Young Global Institute of Vallejo Planning Meeting at the Vallejo Center.

March 12: Solano Hispanic Chamber of Commerce Awards & Recognition Gala at Hilton Garden Inn Fairfield.

March 16: Governing Board Ad Hoc CBOC Committee meeting to interview student applicant for appointment to this committee.

Trustee Young attended and/or participated in the following:

March 5: Vallejo Sports Hall of Fame Induction Ceremony at Dan Foley Cultural Center in Vallejo.

March 8: Vallejo Juneteenth Planning Committee meeting

March 9: SCCD Board Ad Hoc Policy Committee meeting

March 9 and 15: Volunteer tutor of mathematics to students at Hogan Middle School in Vallejo who are participants in an afterschool program.

March 10: Andrew Young Global Institute of Vallejo Planning Meeting at the SCCD Vallejo Center.

March 12: 9<sup>th</sup> Annual Solano Hispanic Chamber of Commerce Awards & Recognition Gala at Hilton Garden Inn Fairfield.

March 13: One Day Community Event to Honor Author Ernest J. Gaines in the Joseph Room at John F. Kennedy Library in Vallejo. Gaines was the author of the following books: *A Lesson Before Dying*, *Miss Jane Pittman*, *A Gathering of Old Men*, and *Of Love and Dust*. Vallejo's first poet laureate, Genea Brice, was featured on the program. Sharon McGriff-Payne, who is a local published author, gave a brief bio of Gaines including his time in Vallejo. The event was sponsored by New Pacific Studio.

March 16: Board CBOC AdHoc Committee meeting with student applicant

- 18. CLOSED SESSION (CONTINUED IF NECESSARY)**
- 19. RECONVENE REGULAR MEETING (IF NECESSARY)**
- 20. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**
- 21. ADJOURNMENT**

It was moved by Trustee Honeychurch and seconded by Trustee Thurston to adjourn the Board meeting. The motion passed unanimously. There being no further matters before the Board, the meeting was adjourned at 9:00 p.m.