

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD**

**ADOPTED MINUTES**  
Wednesday, May 18, 2016

**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, May 18, 2016, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Martin.

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

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

**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:

Gregory Brown, Vice President of Student Services  
Yulian Ligioso, Vice President of Finance  
Lucky Lofton, Bond Manager  
Dr. Leslie Minor, Vice President of Academic Affairs  
Michael Wyly, President of the Academic Senate  
Laurie Gorman, Executive Coordinator, Academic Affairs  
Patsy Itaya, Professor, School of Math and Science  
Kelly Penwell, Associate Dean, Workforce Development  
Robert Gabriel, Dean, School of Health Occupations  
Erin Farmer, President, Solano College Faculty Association  
George Guynn, CJCTG & SCTG  
Genele Rhoads, Professor, School of Math & Science/ NSF STEM Grant  
Jose Ballesteros, Director, MESA Program/TRIO/STEM Scholar  
Emily Wong, Student, MESA/STEM Scholar  
Zhen Chen, Student, CTE STEM Scholar

## **APPROVAL OF AGENDA**

The following corrections and clarifications were made to the agenda:

Agenda Item 12. (b) Resignations; Shemila Johnson, Director of Enrollment Services, was removed from the list.

Agenda Item 14. (a) Solano Community College District Mission Statement, Page 14, was changed to an Information Item; no action required.

Moved by Trustee Young and seconded by Trustee Thurston to approve the agenda as amended. The motion carried unanimously.

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

Jerry Uquillas, Solano Community College employee, addressed the Trustees and stated that he felt he was in a hostile working environment related to an accident that occurred with a work vehicle. He asked if the Trustees would look into the matter.

## **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: Mary Jones, Human Resources  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957) No action
- (c) Conference with Legal Counsel—Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code §54956.9: one potential case- No action
- (d) Conference with Legal Counsel—Existing Litigation  
(Subdivision (a) of Govt. Code §54956.9):  
Case #: FCS045285 and Case #: FCS045360 No action

## **RECONVENE REGULAR MEETING (7:00 PM)**

Board President Martin reconvened the Regular Meeting at 7:05 p.m.

## **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.

## **COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)**

George Guinn from CSCTG and SCTG stated that at a previous Governing Board meeting the Trustees voted for the purchase of seven “thank you” signs from the Measure Q bond in the approximate amount of \$18,990. He stated he questioned what authority the Board had to approve this expenditure as it is not normally on the project list for school bonds. He suggested changing plans about sign purchases as he thinks it is bad public relations.

## **SOLANO SHOWCASE**

Solano Showcase entitled *Solano Community College National Science Foundation 2+1 STEM Scholarship Program* was presented by Professor Genele Rhoads and Director Jose Ballesteros.

Professor Rhoads shared that the 2+1 Scholarship program is beginning its second year at the College and will expand with an additional eleven students for the Fall 2016 semester. The program is funded by the National Science Foundation (NSF) and Mathematics Program (S-STEM). The purpose of the program is to support academically talented and financially needy students to attain an associate’s degree in a STEM major and/or transfer to a four-year program. In addition to financial assistance, support services are built in to promote student success. The grant amount is \$620,000, with 85% of the funds going directly to students. Currently there are 20 student scholars in the program; 12 will transfer on and 6 will continue at Solano. Two of the students are not continuing. 11 new student scholars will be added for 2016/17. A brochure explaining the program was distributed to Trustees.

Two of the student scholars, Emily Wong and Zhen Chen, shared their experiences with the program. Emily previously attended Armijo High School in Fairfield; Zhen attended Vintage High School in Napa.

Trustee Young suggested that the program develop their own webpage on the College website that is easy to find. Currently the web address is [www.solano.edu/21SSP](http://www.solano.edu/21SSP).

Trustee Brown asked about the selection criteria for the program. Professor Rhodes shared that selection is based upon the following factors:

- College or career goal in the STEM field
- Full-time student

- Overall GPA greater than or equal to 3.0
- Pattern of responsible behavior, campus/community involvement
- Evidence of financial need
- Eligible for College-level math
- Commitment to take a minimum of one STEM course per semester.

Trustee Chapman noted that one of the local newspapers has an education page and suggested that Professor Rhoads contact them to see if information regarding the program could be included in the publication.

Trustee Thurston thanked Professor Rhoads for the brochure, and stated that it will be very helpful to the Trustees when they are out in the community to talk about the program and encourage students to come to the College for this very good program.

Trustee Martin thanked all concerned who brought this scholarship to the College and commended the students for their success in the program.

#### **REPORTS (NO ACTION REQUIRED):**

##### Associated Students of Solano College (ASSC)

Trustee Barlow reported that ASSC will be participating in commencement exercises tomorrow and will be working as marshals and tram drivers. ASSC has been very busy this year and will have a full report for the Trustees soon.

##### Academic Senate

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

The Academic Senate met twice, once on May 2, 2016 and again on May 9, 2016, which was also the last meeting of the 2015/16 academic year.

On May 2, 2016, the senate took action on a new flex-cal approval form in collaboration with Solano administration. This form more correctly refers to the CCCC/ASCCC Guidelines. Looking forward, the senate has already reached out to administrative partners to develop flexible calendar plan and supporting infra-structure. To this end, as of next academic year, the Professional Development and Flex-Cal committee will be chaired by our Senate Vice President, LaNae Jaimez. Under her leadership, the hope is to develop further how to offer and encourage professional development at Solano.

On May 9, the Senate took action on two items. First, the senate provided clear direction to its president regarding IEPI recommendations discussed and approved later that same week at College Governance Council. Second, the senate voted in favor of the assessment committee proposal for an assessment calendar to ensure regular SLO and PLO assessment—esp. important

as we move into a self-study year. Too, the senate heard reports by the Assessment Coordinator on the GELOS, the results of which will inform Senate goals next Academic Year.

On that note, the senate also spent a considerable amount of time reviewing its progress this last academic year both to update our current priorities/goals and also to inform the priorities of the next AY. First, I would like to share how exceptionally proud I am of the senate for the good work it was able to accomplish this last AY, including C-ID and ADT support and planning, progress on professional development for faculty at SCC, significant steps in areas of equity, including working to address student disenfranchisement and support for DSP/LD programs as well as support for our incarcerated students, progress toward adjunct parity, support for the development of a peer review process, the development and assessment of our ILOs and GELOs, and significant milestones for the development and approval of upper division course work in support of the BS program. On this last note, I am happy to report that all 10 Bio-M courses as well as the upper-div GE courses have the support of the CC and will be coming to the Board of Trustees for approval at its first meeting in June. Indeed, it has been a busy AY, and I am proud of the work of the senate in support of the goals of our institution.

Finally, I, like you, I am sure, am looking forward to tomorrow's commencement ceremony. None of the work of the senate means anything if it doesn't lead to honoring and empowering the teaching and learning of the College in service to our students. The senate defines itself by its service to the college community and looks forward to celebrating with college community, student success and completion.

#### College Governance Council

Superintendent-President, Dr. Celia Esposito-Noy reported that the College Governance Council had their last meeting of the Academic Year on May 11. IE indicators were discussed and recommendations were made. The IE indicators will be coming forward to the Board of Trustees at their June 1 meeting.

#### Superintendent-President

Superintendent-President, Dr. Celia Esposito-Noy reported there have been a number of year-end events and commended and thanked faculty and staff for all their hours spent coordinating the events. The Nursing pinning ceremony was held today and the graduation ceremony will be held tomorrow, beginning at 6 p.m.

### **CONSENT AGENDA – ACTION ITEMS**

#### Superintendent-President

- (a) Minutes for the Special Board Meeting of January 20, 2016

#### Human Resources

- (b) Employment – 2015-2016, Page 7

Finance and Administration

- (c) Personal Services Agreement, Page 9
- (d) Warrants, Page 11
- (e) Donations, Page 13

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

**ITEMS REMOVED FROM CONSENT AGENDA**

Agenda Item 12. (b) Resignations; Shemila Johnson, Director of Enrollment Services, was removed from the list.

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

- (a) Solano Community College District Mission Statement, Page 14

This agenda item was moved to Information Items – No Action Required

Human Resources

- (b) Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2015-16, Page 16

Finance and Administration

- (c) Contract Award to Visions Management for Professional Services for Performing Arts Building Swing Space Project and Program Management, Page 24
- (d) Contract Award for Professional Commissioning Authority Services to Glumac for the Autotechnology Building Project, Page 26
- (e) Contract Change Order #2 to BHM Construction Inc. for Building 1200 Performing Arts Renovation (Phase 1) Project, Page 28
- (f) Contract Award for Project Inspector Services to Optima Inspections Inc. for Horticulture Site Improvements Project, Page 30
- (g) Contract Award to CTS for Special Inspection Services and Testing Services for the Horticulture Site Improvements Project, Page 32
- (h) Design-Build Stipend for the Science Building – Phase 1 Project at Fairfield, Page 34

- (i) Approval of Mitigated Negative Declaration (MND) for Science Building Project, Fairfield, California, Page 36
- (j) Contract Award to Calvary Construction Services for Construction Services for the Asbestos Abatement Project, Page 38
- (k) Contract Award to Hazard Management Services for Professional Services for Asbestos Abatement Project, Page 40
- (l) Contract Award to Geotech Utility Locating for Professional Services for Water Line Shut Off Valves Project, Page 42
- (m) Contract Award to Lister Construction for Construction Services for the Water Line Shut Off Valves Project, Page 44
- (n) Contract Amendment #1 With Dovetail for Furniture, Fixtures and Equipment Consulting Services for the B100 Academic Success Center and Tutoring Expansion Project, Page 46
- (o) Contract Award to Crown Worldwide Moving and Storage for Professional Services for B100 Academic Success Center and Tutoring Expansion Project, Page 47
- (p) Contract Award to MADI Architects for Professional Services for 21<sup>st</sup> Century Classroom – Phase 2 Project, Page 49
- (q) Contract Award to CSW/Stuber-Stroeh Engineering, Inc. for Civil Engineering Services for Workforce Development and Aeronautics Project, Page 51
- (r) Pacific Gas and Electric Company (PG&E) Request for Easement on Solano Community College Rockville Road Property, Page 53

Moved by Trustee Chapman and seconded by Trustee Keith to approve Non-Consent Agenda Items 14(b) through (r).

Trustee Brown had questions regarding Agenda Item 14 (r) Pacific Gas and Electric Company (PG&E) Request for Easement on Solano Community College Rockville Road Property, related to the number of poles in the easement and if there was expansion to new properties.

PG&E representatives were present and explained that this is a service reliability project (the conductor needs to be replaced) and there will be no expansion to additional properties. There was a question on the number of poles; PG&E E clarified that no additional poles are being added. The current number of two poles will remain.

Trustee Thurston asked if this includes the College so that if something went bad during the summer the college could be without electricity. Trustee Thurston also asked about the anticipated date for completion.

PG&E representatives explained that if the conductor went bad, the college could be without electricity; this is why they would like to begin work as soon as possible. It is hopeful that this will be completed before June.

The motion was restated by Board President Martin and was passed unanimously.

- (s) Resolution to Approve Change Order #01 to TPA Construction for B100 Academic Success Center and Tutoring Expansion Project, Resolution No. 15/16-31, Page 60

Moved by Trustee Keith and seconded by Trustee Thurston to approve the Resolution to Approve Change Order #01 to TPA Construction for B100 Academic Success Center and Tutoring Expansion Project, Resolution No. 15/16-31 as presented.

Trustee Brown stated that there was a statewide facility bond on the November ballot and asked if there was anything that the college could do to be ready to go ahead if the bond passes. Lucky Lofton, Bond manager, explained that stipulations for receiving bond funds require that nothing take place until the college receives confirmation from the state to move forward.

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

- (t) Designation and Disposal/Disposition of District Surplus Equipment and Property, Resolution No. 15/16 – 32, Page 64

Moved by Trustee Thurston and seconded by Trustee Brown to approve the Designation and Disposal/Disposition of District Surplus Equipment and Property, Resolution No. 15/16-32 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



Academic Affairs

- (u) Clinical Experience Agreement Between Solano Community College District and Vacaville Convalescent and Rehab Center, Vacaville, California, Page 66

Robert Gabriel, Dean of Health Sciences reviewed the agreement with the trustees.

It was moved by Trustee Keith and seconded by Trustee Brown to approve the Clinical Experience Agreement Between Solano Community College District and Vacaville Convalescent and Rehab Center, Vacaville, California.

The motion was passed unanimously.

- (v) Agreement Between Solano Community College and University of California San Francisco (UCSF) for Willed Body Program, Page 76

Biology Professor Patsy Itaya, School of Mathematics reviewed the need for cadavers in the Biology program and the agreement before the Trustees for the Willed Body program.

It was moved by Trustee Young and seconded by Trustee Chapman to approve the Agreement Between Solano Community College and University of California San Francisco (UCSF) for Willed Body Program. The motion was passed unanimously.

- (w) Integrated Testing Program with NCLEX-RN Review Course Agreement Between the Solano Community College District and Kaplan, Inc., Page 86

The Integrated Testing Program with NCLEX-NR agreement came forward to the Trustees at their last meeting, and was deferred until questions regarding the program could be answered by Dr. Robert Gabriel. Trustees stated that their questions had been answered by email from Dean Gabriel.

It was moved by Trustee Thurston and seconded by Trustee Young to approve the Integrated Testing Program with NCLEX-RN Review Course Agreement Between the Solano Community College District and Kaplan, Inc. The motion was passed unanimously.

Student Services

- (x) Strata Information Group (SIG) Financial Aid Banner Consultant, Page 97

It was moved by Trustee Keith and seconded by Trustee Young to approve the Strata Information Group (SIG) Financial Aid Banner Consultant. The motion was passed unanimously.

**INFORMATION ITEMS – NO ACTION REQUIRED**

- (a) Tozier's Vending Systems, Page 104

Gregory Brown, Vice President of Student Services reviewed the agreement and stated that this service will provide a place for students to print documents at a cost of 10 cents per copy. This service may be added to the Centers at a future date.

(b) CCFS-311Q Financial Report, Third Quarter, FY2015-2016, Page 107

Yulian Ligioso, Vice President of Administrative and Business Services reviewed the report, and stated that the college is progressing on revenue as anticipated, and that spending is tracking a little better. Estimated results for 15/16 will be better than budgeted, which will end up contributing to the fund balance.

(c) Solano Community College District Mission Statement, Page 14

Trustee Thurston presented the proposed changes to the Solano Community College District Governing Board Mission Statement, which was reviewed by the Adhoc Subcommittee. Superintendent-President Celia Esposito-Noy stated that she has received language from ACCJC that specifies what needs to be included in the mission statement. She will share this with the Adhoc subcommittee so that they can make sure that all the required elements are included.

## **ANNOUNCEMENTS**

Trustee Chapman asked for an update on the proposal to offer SCC courses at Juvenile Hall. Vice President of Academic Affairs, Dr. Leslie Minor reported that extensive discussions were held a year ago, and nine students enrolled and took courses for one semester at the SCC campus; however for the second semester of the program, only one student took classes. Dr. Minor will follow up with Juvenile Hall officials and report back.

## **ITEMS FROM THE BOARD**

Trustees reported they had attended the Nursing Pinning Ceremony this morning.

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

05-06-2016: Board AdHoc Policy and Procedure Committee Meeting at the home of Trustee Thurston, committee chair

05-10-2016: Vallejo Juneteenth Planning Committee meeting: For information about 2016 Vallejo Juneteenth, please visit [www.vallejojunteenth.com](http://www.vallejojunteenth.com).

05-14-2016: Vallejo Section of the National Council of Negro Women, Inc. 60<sup>th</sup> Anniversary, “Celebrating Our Past Embracing Our Future.” This celebration was held at Dan Foley Cultural Center in Vallejo.

05-15-2016: Tanner/Willie B. Adkins Scholars Project 30<sup>th</sup> Anniversary Celebration at Rancho Solano Club House – Fairfield; I am a former volunteer mathematics tutor for the project.

05-18-2016: SCCD Nursing Pinning Ceremony at Fairfield Downtown Theatre

**ADJOURNMENT**

Moved by Trustee Honeychurch and seconded by Trustee Keith to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 8:02 p.m.